

<b>LANE EDUCATION SERVICE DISTRICT</b>	<b>BOARD MEETING</b>
1200 Hwy 99 N	Tuesday, March 7, 2023
Eugene, Oregon 97402	Regular Meeting: 6:00 PM

**LANE ESD BOARD MEETING  
AGENDA**

Tuesday, March 7, 2023

1. Reception: Migrant Education Program Ribbon Cutting and Open House  
 The Board will attend the ribbon cutting ceremony and tour the newly renovated Migrant Education Program work space and meet staff during a reception to celebrate the new space.  
 Superintendent Scurto  
 Ribbon cutting invite 2 10
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.  
 Public-Comments-at-Board-Meetings 11
5. Agenda Review  
 Board Chair
6. Presentation: Lane African American Black Student Success Program Activities  
 Shanae Joyce-Stringer will present on current activities in the Lane African American Black Student Success Program.  
 Shanae Joyce-Stringer
7. Presentation: Strategic Plan in Special Education Services

Special Education program supervisors Annie Galaxy and Brittney Spencer will present on the implementation of the Strategic Plan in the Special Education department.

Savannah Buter, Megan Postlewait and Brittney Spencer

SPED Strategic Plan Board Update 3\_2023

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8. Action Items

Board Chair

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 November 1, 2022
2. Lane ESD Board Meeting Minutes of December 6, 2022
3. Lane ESD Board Meeting Minutes of January 3, 2023
4. Lane ESD Board Meeting Minutes of February 7, 2023
5. Human Resource Report, dated March 1, 2023

Board Chair

Hrrpt 3-1-2023

31

November 1 2022 Lane Education Service District -  
Regular Meeting Board of Directors

35

December 6 2022 Lane Education Service District - Regular Meeting Board of Directors 47

February 7 2023 Lane Education Service District - Regular Meeting Board of Directors 52

January 3 2023 Lane Education Service District - Regular Meeting Board of Directors 67

B. Accept Financial Report

**BE IT RESOLVED** that the Board of Directors of Lane ESD accepts the Financial Report for January 2020.

Board Chair

02-28-23 Board report - ESD 78

C. Approve Grant Award

The OEA Choice Trust Board of Trustees has awarded funding to Lane Education Service District for the Education Employee Well-being (EEW) program named: Wellness in Beloved Community.

The grant award check will be mailed to Lane Education Service District for grant Cycle 1, January 1, 2023 through December 31, 2023. The grant award amount is \$15,195.

OEA Choice Trust - Lane ESD Award Agreement Cycle 1 - signed 79

D. Cast Vote for OAESD Officer's Council Chair Elect Position

**Write In** or Candidate:

**Chair-Elect: Will Cahill, Board Chair, Lake County ESD**

Will Cahill is a long time Klamath/Lake County educator. He has served over 40 years in education and served in leadership roles such as the middle school principal in Lakeview, the elementary principal in Lakeview, and in 2018 he became the superintendent of Lakeview. He served as superintendent for three years, and retired two years ago. He currently serves as Lake County ESD Board Chair. Will has a strong rural background, was a Future Farmers of America teacher, and is well versed in Career Technical Education. He also knows the ins and outs of elementary education, Oregon Department of Education, and working with legislators, particularly with focus on funding for rural Oregon schools.

OAESD Roles: Will serve on the OAESD Legislative Committee.

**Voting Timeline:**

The Board will confirm its vote via the ballot link no later than March 17. The results of the election(s) will be announced on March 20, which will allow the newly elected Officers to participate in the Officer Council meeting being held on April 6, 2023.

E. Declare Classified Employee Appreciate Week

Classified Employee Appreciation Week is celebrated every year during the first full week of March.

**WHEREAS**, the education of youth is essential to the future of our community, state, country and world; and

**WHEREAS**, classified employees are the backbone of our public education system; and

**WHEREAS**, classified employees work directly with students, educators, parents, volunteers, business partners and community members; and

**WHEREAS**, classified employees support the smooth operation of offices, the safety and maintenance of buildings and property, and the safe transportation, healthy nutrition and direct instruction of students; and

**WHEREAS**, our community depends upon and trusts classified employees to serve students; and

**WHEREAS**, classified employees, with their diverse talents and true dedication, nurture students throughout their school years.

**NOW, THEREFORE, BE IT RESOLVED** that the Lane Education Service District Board of Directors proclaims March 6-10, 2023, to be **CLASSIFIED EMPLOYEE APPRECIATION WEEK**; and

**BE IT FURTHER RESOLVED** that the Lane Education Service District Board of Directors strongly encourages all members of our community to join in this observance, recognizing the dedication and hard work of these individuals.

Adopted this 7th day of March, 2023.

Board Chair

F. Approve Contract

According to Board Policy DJCA, the district may enter into personal services contracts with qualified professionals as provided by ORS 279A.055. Personal services contracts, as used in this policy, means contracts for specialized skills, knowledge and resources in the application of highly technical or scientific expertise or the exercise of professional, artistic or management discretion or judgment. The district may enter into a

personal services contract with a current district employee only when the individual meets independent contractor status in accordance with state, Public Employees Retirement System (PERS) and Internal Revenue Service (IRS) requirements.

Selection of a personal services contractor will be based primarily on qualifications and performance history, expertise, knowledge and creativity and the ability to exercise sound professional judgment.

All personal services contracts shall be based on demonstrated qualifications and competence to perform the required services, encourage competition, discourage favoritism and obtain services at a fair and reasonable price.

Contracts for personal services in excess of \$25,000 shall require prior Board approval.

The Board is asked to approve a Personal Services Contract with MBM ImPac in the amount of \$29,500.

Moyer Contract

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9. 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. Live Oak Consulting Services

The Board will discuss engaging with Live Oak Consulting. Live Oak Consulting has worked with municipalities (such as the City of Springfield and the City of Eugene). Live Oak Consulting is currently in conversation with Lane County as a whole about possibly offering our decolonization training to approximately 360 of the county's leaders.

Decolonization discussions could include Lane ESD leadership. Live Oak Consulting states it has not specifically worked with an education district like Lane ESD. However, Live Oak Consulting is confident in addressing issues the Board is facing regarding Land Acknowledgement, building relationships, and more familiarity with Indigenous issues for staff and the board. Live Oak

Consulting believes the foundation of being able to serve Indigenous communities is knowing the basics of Native history, life, and society.

The basics of this belief are included in Decol 101 trainings. Live Oak Consulting helps people see how colonization has impacted Native people, and how those impacts continue today. Live Oak Consulting offers an hour-long consultation following the training in which they help advise as to how to shift policy and integrate how the learnings can be taken into the organization on a deeper level.

Superintendent Scurto, Board Chair

#### D. Black Student Magazine

This year the University of Oregon's School of Journalism and Communication has published the Black Student magazine in an exclusively fully digital format, expanding nationally to reach students where they are: on mobile devices.

Also, the School of Journalism and Communication is pleased to report that they now have a partnership with the National Urban League that promotes the publication in 90+ cities nationwide.

Here's a link to this year's publication: <http://blackstudentmagazine.com>



Superintendent Scurto

#### E. Assistant Superintendent Vacancy

Superintendent Scurto will provide an update on the process to determine what the agency needs. He will collect input from the Board related to next steps.

Superintendent Scurto

10. 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.

Administrative Staff

IT Board Meeting Updates 3\_7\_2023- LANE ESD 87

March HR Update 89

11. 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**  
**Sydney Kissinger**

**Vanessa Truett**

**Rose Wilde:** In February I attended two OAESD meetings of the Legislative Committee and engaged with fellow board member Leslie Harris to discuss key bills of concern to present back to our committee. I also attended the presentations at Oakridge and Pleasant Hill School Districts when they considered accepting the Local Service Plan. In my work, I mentor 4 volunteer instructors of the Roots of Empathy curriculum - I observed instructors at Adams Elementary School, Oakridge Elementary School, and Harrison Elementary School and debriefed with the volunteer instructors. It was a tiny window into the communities we serve, (although Roots of Empathy is not a program of Lane ESD.) One of the issues that came up a few times was the level of stress among the educators and other adults in the school environment. I helped the LAABSS staff set up for the Sneaker Ball, where I met Susie Hammond from Bethel SD. She asked for help with another event, and so I was honored to be invited to the Blacknificent Black History Month Banquet at Bethel School District with many students and families after helping to set up for it. In the community, I worked with members of the Neighborhood Associations in River Road and Santa Clara and with Community Alliance of Lane County's Springfield Alliance for Equity and Respect to organize a positive community canvass to neighbors who had received antisemitic hate fliers in their neighborhoods. We worked with the Jewish Federation of Lane County to develop our materials and plans. Over 50 people turned out for the most recent positive canvass. I listened to a virtual presentation from Dorothy Espelage, Ph.D., a professor from UNC-Chapel Hill presenting on her research on bullying and the links to social emotional learning. One take away was that social emotional learning should not only focus on kids, but address the social emotional learning needs of adults as well.

**Heidi Brown (CAL),** 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

## 12. Announcements/Correspondence

Board Chair

### A. Acknowledgements and Recognition

Superintendent Tony Scurto

### B. Kudos

Kudos to: Shanae & Billy and the whole LAABSS team

Reported by: Rose wilde

Reason: Thanks to Shanae and Billy for their excellent support and partnership with Bethel SD on the Black History Month Banquet. And kudos to the whole team for the Sneaker Ball - great to hear it was a success!

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](http://www.lesd.k12.or.us/forms/kudos.html)

Administrators

### C. Announcements

Board Chair

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

- Classified School Employees Week, March 6-10, 2023
- 2023 Summer Board Conference  
Aug. 11-13, 2023  
Salem - Salem Convention Center and The Grand Hotel

#### 2. Component District Board Meeting Dates

## 13. Adjournment

- The next regular meeting is scheduled to be held Tuesday, April 4, 2023, at the Lane ESD Main Campus, 1200 Highway 99 N, Eugene.



# JOIN US

IN OUR RIBBON CUTTING  
CEREMONY

GRAND OPENING OF THE MIGRANT  
EDUCATION PROGRAM OFFICES

Refreshments will be provided

5:30 p.m. | March 7th, 2023

Lane ESD, 1200 Hwy 99N





# Public Comments at Board Meetings

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Although Board meetings are held in public, they are not meetings of the public. The board may allow public comment and questions during the meeting but is not legally required to do so.

## Best Practices:

- Establish a set time for public comments; for example, the first 10 minutes of every regular meeting. Be consistent in having this on the agenda for every meeting.
- List public comment on the agenda.
- Keep a sign in sheet of speakers. Ask all speakers to sign in. The sign in list is then given to the board chair to call speakers in order of sign up.
- Remind all speakers at the beginning of the public comment period that all comments are expected to be respectful and directed to the board as a whole.
- If the speaker begins to complain about a district employee, the chair should stop the speaker and remind them that such comments are not appropriate and should be addressed through the district's normal complaint process. If the speaker persists, the chair should end their period of comment.
- Set a time limit per speaker; perhaps 3 minutes per individual. Keep time and enforce consistently.
- Decide in advance whether speakers can concede their time to another.
- Board members should not respond to public comments. This is a time for members of the public to express their views.
- Consider posting the district's guidelines for public comment on the district website.

## Sample Public Comment Guidelines (District website or printed)

### PUBLIC COMMENT SIGN UP (SAMPLE 1)

Public Comment time provides an opportunity for constituents to address the \_\_\_\_ Public Schools Board of Education. We encourage public comments at business meetings and ask that you respectfully follow the meeting guidelines below:

- Public Comment occurs from 5:30 to 6:15 p.m. at the beginning of monthly Board business meetings, which occur on the second Tuesday of each month.
- Each person who signs up to speak should arrive at approximately 5:20 PM.
- During the 45-minute Public Comment period, each registered speaker will have up to 3 minutes in which to address the Board.
- Up to 5 people can register to speak on a specific topic, which allows a diversity of opinions to be presented while being mindful of time.
- If a large group of people wishes to come to discuss a specific topic, please designate one person to sign up and speak.
- If you have hand-outs or materials for the Board, please present them to the Board's Executive Assistant who will distribute them to the Board members after the meeting.
- Members of the public should not approach the dais.
- The Board Chair has full discretion over the Public Comment period, including the ability to manage speaking time to allow for additional comments.

No inappropriate comments or behavior will be tolerated. Inappropriate behavior is defined as attempting to engage individual board members in conversation, insults, obscenities or profanity, attacks against any person in their personal capacity, and/or physical violence or threat thereof.

## **PUBLIC COMMENT AT BOARD MEETINGS (SAMPLE 2)**

Guidelines for communicating with the school board during public comment sessions.

The board generally meets on Monday twice a month, except for the month of July. The meeting calendar is provided to local newspapers. They are held at \_\_\_\_\_. Public comment periods are held only during the first meeting of each month. That meeting begins at 7:00 p.m.

### **Tips on preparing to speak to the board**

Your goal for providing a comment should be to raise a specific topic or issue with the school board. Their goal is to listen and learn from the community. They will not respond to testimony that evening. If you would like to speak before the school board, please follow these guidelines:

- Try to resolve any issues with teachers, school principals, or other district personnel before bringing the issue to the board.
- Recognize that the board does not discuss personnel matters at board meetings. Do your homework and understand the basic facts of the issue before addressing the board.
- Prepare an outline of your testimony so that it is well organized and avoids repetition.
- Plan to keep your remarks to three minutes.

### **Process at the meeting**

- Members of the community who wish to speak to the board during the public comment period should sign up before the meeting starts. A sign-up sheet is available at the front-left of the boardroom, usually by 6:45 p.m.
- Please print your name and complete address legibly on the sign-up sheet.
- Pick up an agenda to learn when the public comment period will take place. Listen for any changes in the agenda announced by the board president.
- When the board is ready, the president will refer to the sign-up sheet and call out the names in that order.
- If a number of people are signed up to speak on the same topic, the board limits the time devoted to a single topic to 30 minutes.

### **Addressing the board**

- When your name is called, approach the podium. Speak into the microphone, giving your full name and the school attendance area where you live for the record.
- Please limit your comments to three minutes.
- Be respectful of the board when speaking.
- Be ready to respond to questions from the board if asked.
- Address your testimony to the board members, not the audience.
- Do not address questions to the board. The board's goal for the public comment period is to hear your concerns, comments and opinions.

## **Questions?**

Contact OSBA at 503-588-2800 or email [pacepreloss@osba.org](mailto:pacepreloss@osba.org).



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# Lane ESD

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**Vision:** Building a beloved community of learners.

**Mission:** Collaborating to empower all learners with justice-centered opportunities, equitable leadership, and a passion for lifelong learning.



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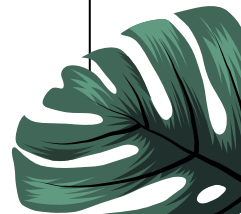
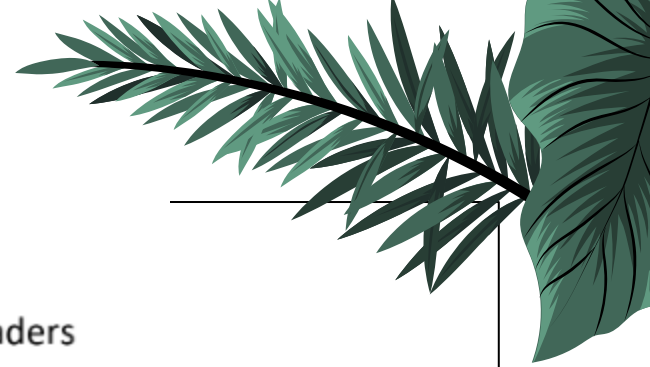
# Beloved Community

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“Beloved community is “...an intentional collective of people that use love, reconciliation, conflict, forgiveness, and equanimity to move toward liberation.”

Perkins, 2021

- 1** All decisions and actions will reflect the guiding principles and affirmations in our Equity Lens document.
- 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.
- 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.
- 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.
- 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.



Hiring  
 PD  
 Procedures/systems  
 Partnerships  
 Inclusion  
 Curriculum/Instruction  
 Funding

hiring process  
 PD  
 surveys  
 curriculum  
 partnerships/teaming  
 parent voice  
 service delivery models  
 evaluation  
 instructional practices  
 community partnerships  
 inclusion (LRE)  
 procedures/systems  
 budget/funding

Procedures/Systems  
 - Hiring  
 - Evaluation Systems  
 - Student data

PD

PARKING LOT

Funding/resources	

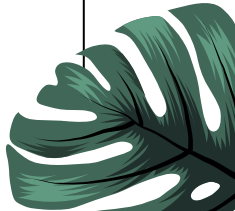






**Strategy 1: We will create a department wide system for connection.**

Alignment with 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.



# Action Steps:

**A1:** Implement Slack for all staff. This will allow for connection across classrooms and workgroups.

**A2:** Create professional learning communities for topical professional development.

**A3:** Create processes for in person training that involves sharing a meal together.

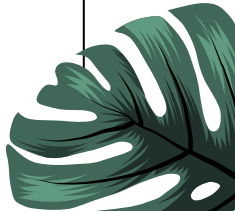
**A4:** Survey all special education staff related to community and belonging associated with their administrator. Each administrator will pursue personal professional learning related to survey outcomes.





## **Strategy 2: We will center equity in all professional development.**


Alignment with 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.



# Action Steps:

**A1:** Create PLC modules for equity training





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**Strategy 3: Using the Equity Lens, we will develop a process for programmatic evaluation of current curriculum and the selection of new curriculum, including the voices of a range of stakeholders.**

Alignment with:

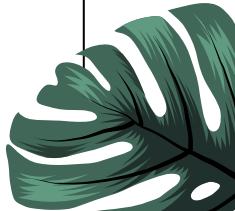
Goal 1: All decisions and actions will reflect the guiding principles and affirmations in our Equity Lens document.

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 curricula 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.



# Action Steps:

**A1:** Create equity questions in a rubric for the Life Skills Curriculum Evaluation team.





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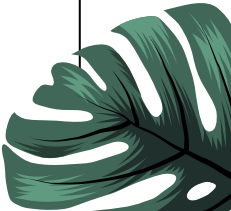
## **Strategy 4: We will work with schools and districts to identify and remove barriers to access for the students we serve.**

Alignment with:

Goal 1: All decisions and actions will reflect the guiding principles and affirmations in our Equity Lens document.

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 curricula that reflects the histories of our students.

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.



# Action Steps:

**A1:** We will provide training to our Life Skills Consortium on how to meaningfully include students from life skills programs in Outdoor School.





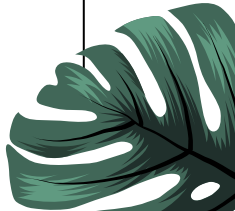
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## **Strategy 5: The Special Education Department will evaluate hiring, evaluation, and retention practices applying the Lane ESD Equity Lens.**

Alignment with:

Goal 1: All decisions and actions will reflect the guiding principles and affirmations in our Equity Lens document.

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.

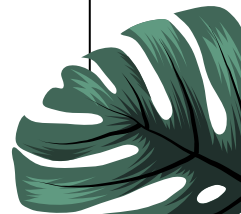
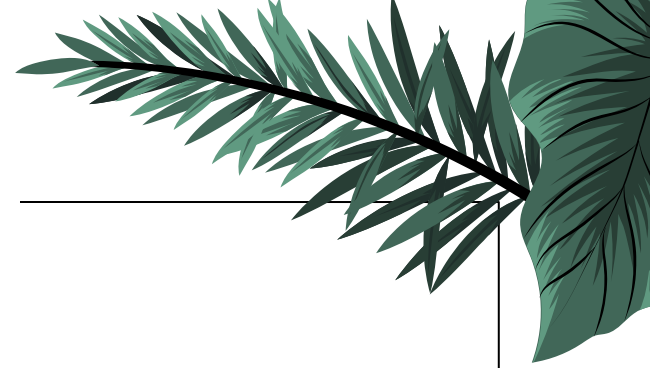


# Action Steps:

**A1:** We will review/create evaluation rubrics specific to positions with staff



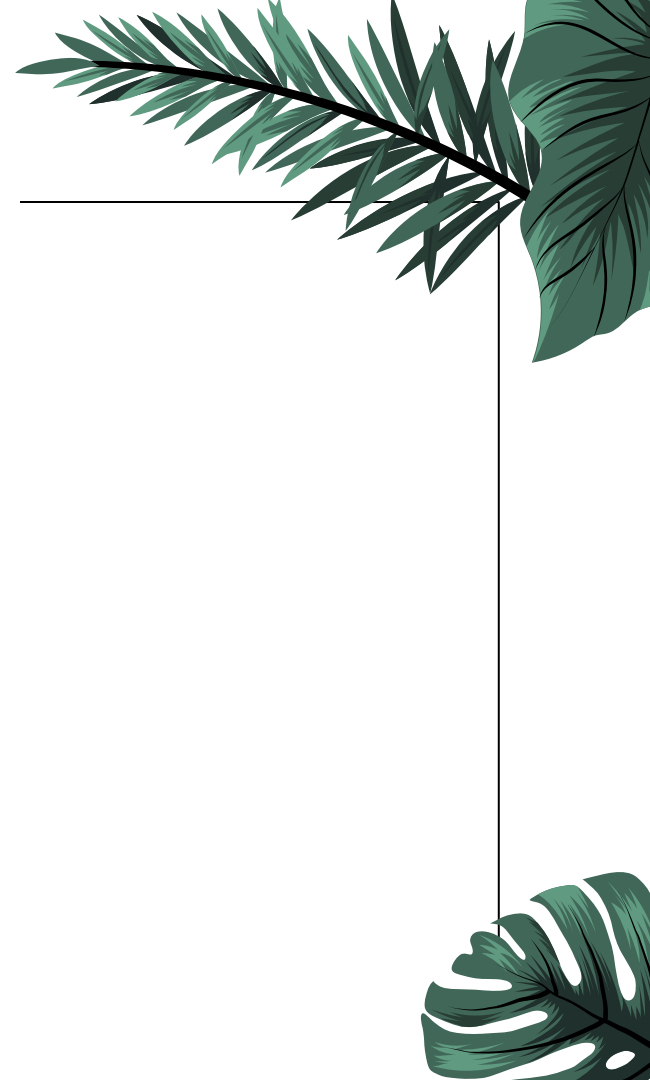
# Special Education Strategic Plan Update



# Unexpected Outcomes

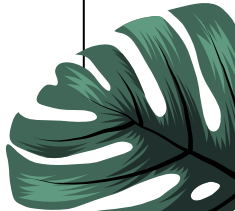
Department alignment of values and vision

Community built across departments



# What Comes Next?



- SPED and SI walk through this process with Tech
  - Tech provides feedback on the experience
  - Process is refined
  - Tech and SPED work together to walk the Business Office through this process
  - Repeat and continue to provide support
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# HUMAN RESOURCES REPORT TO LANE ESD BOARD

March 1, 2023

## CLASSIFIED STAFF (Information)

	Employee Name	Position	Effective Date	Notes
<i>Appointments</i>	Ferguson, Jan	Instructional Assistant, Life Skills	2/16/2023	
	Gomes, Maria	Graduation Specialist, MEP	2/1/2023	
	Shaffer, Ashley	Instructional Assistant, Life Skills	2/27/2023	
<i>Leaves of Absence</i>				
<i>Discontinuation of Employment</i>	Worley, Jessica	MEP Recruiter	2/2/2023	Resignation
	Ward, Tracey	HR Program Assistant	2/10/2023	Resignation
<i>Change of Status</i>				

## LICENSED STAFF (Action)

	Employee Name	Position	Effective Date	Notes
<i>Appointments</i>	Campbell, Savannah	Speech Language Pathologist	8/22/2023	
	Hocker, Krista	Math Specialist	3/13/2023	
	White, Mary	Speech Language Pathologist	8/22/2023	
<i>Leaves of Absence</i>				
<i>Discontinuation of Employment</i>				
<i>Change of Status</i>	Springer, Shareen	Specialist, Youth Voice & Engagement	11/30/2022	was Specialist, Juvenile Justice

## MANAGEMENT STAFF (Action)

	Employee Name	Position	Effective Date	Notes
<i>Appointments</i>				
<i>Leaves of Absence</i>				
<i>Discontinuation of Employment</i>	Sequeira, Carlos	Assistant Superintendent	1/10/2023	Resignation
<i>Change of Status</i>				

## PROFESSIONAL STAFF (Information)

	Employee Name	Position	Effective Date	Notes
<i>Appointments</i>	Rubrecht, Russell	Systems Engineer	2/27/2023	
<i>Leaves of Absence</i>				
<i>Discontinuation of Employment</i>				
<i>Change of Status</i>				

## VACANCY NOTICES (Information)

Posting #	Position	Closing Date	Notes
352	Community Engagement, MEP (Douglas County)	3/16/2023	In process
445	Speech Language Pathologist	3/3/2023	Position filled
590	Sign Language Interpreter	3/7/2023	In process
611	Speech Language Pathologist	3/7/2023	In process
635	Instructional Assistant, Life Skills	3/7/2023	In process
640	Instructional Assistant, Life Skills	Open pool	In process
701	Specialist, Youth Voice & Engagement	11/30/2022	Position filled

**VACANCY NOTICES (Information continued)**

<b>Posting #</b>	<b>Position</b>	<b>Closing Date</b>	<b>Notes</b>
702	Specialist, Community Resource Liason	3/17/2023	In process
705	Teacher, Deaf/Hard of Hearing	3/17/2023	In process
719	Graduation Specialist, Migrant Education	2/3/2023	Position filled
725	Specialist, Student Engagement & Academic Support, MEP	3/16/2023	In process
727	Instructional Assistant, Life Skills	Open pool	Position filled
732	Instructional Assistant, Life Skills	Open pool	In process
734	Instructional Assistant, Life Skills	Open pool	Position filled
739	Teacher, At-Large	3/17/2023	In process
752	Network Engineer	2/2/2023	Position filled
760	Instructional Assistant, Life Skills	Open pool	In process
767	School Nurse	3/7/2023	In process
768	Instructional Assistant, Life Skills	Open pool	In process
770	Instructional Assistant, Life Skills	Open pool	In process
775	Speech Language Pathologist	Open pool	Position filled
779	Navigator, Lane AABSS	3/16/2023	In process
784	Sign Language Interpreter	Open pool	In process
785	Teacher, Life Skills	3/28/2023	In process
788	Math Specialist	2/9/2023	Position filled
791	Teacher, Life Skills (23-24)	3/24/2023	In process
792	Teacher, Life Skills (23-24)	Open pool	In process
793	Teacher, Life Skills (23-24)	Open pool	In process
794	Teacher Consultant - for 23/24 school year	2/9/2023	In process

**Recommendations for 2023-24 Contract Extension - Licensed Staff**

<b>Name</b>	<b>Position</b>	<b>Position Hire Date</b>
<b>Probationary Year 1 to Probationary Year 2</b>		
Ashton, Janae	Teacher, Life Skills	10/18/2022
Baker, Marley	Teacher, Life Skills	8/29/2022
Bartels, Ian	Teacher, Life Skills	8/29/2022
Beard, Renee	Teacher Consultant	7/1/2022
Bukovsky-Reyes, M.	Specialist, Continuous Improvement & Design	11/30/2022
Burkholder, Alia	Teacher, Life Skills	8/29/2022
Dummer, Meyana	Teacher, Life Skills	8/29/2022
Harrington, Cortney	Teacher, Life Skills	8/29/2022
Howard, Stacy	Teacher Consultant	8/29/2022
Kaschke, Lynnette	Teacher Consultant	8/29/2022
Lake, Seth	Teacher, SERBU	7/1/2022
Lasley, Justin	Teacher, At-Large	10/31/2022
Orser, Karen	Teacher, Deaf/Hard of Hearing	7/5/2022
Toro, Paige	Teacher, Life Skills	8/30/2022
Wilson, Wayne	Teacher, Life Skills	8/29/2022
<b>Probationary Year 2 to Probationary Year 3</b>		
Butler, Lucilla	Teacher, Life Skills	8/30/2021
Dunbar, Leah	Specialist, Language Arts/Social Studies	3/29/2021
Ellis, Erin	Specialist, Continuous Improvement Design/Implementation	2/8/2021
Gallo, Daniel	Specialist, Social and Emotional Learning	7/1/20121
Harris, Brooke	Teacher Consultant	8/30/2021
Healow, Angela	Specialist, Social and Emotional Learning	1/11/2021
Klein, Kate	Specialist, Continuous Improvement Design/Implementation	11/15/2021
Nestler, Alyssa	Specialist, Continuous Improvement Design/Implementation	2/15/2021
<b>Probationary Year 3 to Non-Probationary</b>		
Braithwaite, Allison	Teacher, Life Skills	9/1/2020
Coon, Rebecca	Teacher, Life Skills	1/6/2020

Moore, Rachel	Speech/Language Pathologist	9/1/2020
Pazdral, Honore	Librarian of Record	12/3/2019
Taraka, Monica	Teacher, Lane School	1/6/2020
Trim, Aimee	Teacher, Life Skills	9/1/2020
<b>Non-Probationary</b>		
Aitken, Linden	Teacher, Lane School	8/28/2015
Baravilala, Jesse	Teacher, Lane School	3/9/2006
Bonnet, Marjorie	Teacher, Lane School	8/22/2014
Boudreaux, Lory	Teacher Consultant	8/27/2019
Carson, Teresa	Speech/Language Pathologist	8/31/2004
Conable, Rene	Teacher, Life Skills	8/28/2015
Corce, Heidi	Teacher, Deaf/Hard of Hearing	8/22/2014
Dawson, Dustin	Specialist, STEM Education	8/12/2019
Diaz, Amanda	Speech/Language Pathologist	8/28/2015
Duvall, Tamara	Teacher Consultant	8/28/2002
Ellis, Shelly	Teacher, Life Skills	8/25/2017
Fox, Margaret	Teacher, Lane School	8/27/2018
Gault, Kristin	Teacher, Visually Impaired	7/25/2014
George, Jessica	Teacher Consultant	8/28/2015
Gibbons, Rachel	Teacher Consultant	8/28/2015
Goth, Roger	Teacher, Deaf/Hard of Hearing	8/22/2014
Hebin, Natalie	Speech/Language Pathologist	8/27/2018
Johnson, Cynthia	Teacher, Life Skills	8/26/2016
Johnson, Julya	Teacher, Visually Impaired	7/21/2014
Jonas-Lowery, M.	Teacher, Life Skills	8/30/2016
Jungjohann, Ian	Teacher, Life Skills	8/27/2019
Larsen, Angela	Teacher Consultant	12/12/2018
Lasseigne, Debbe	Teacher Consultant	8/29/2016
Linebaugh, Trent	Teacher, State Hospital	5/4/2015
Mansfield, Sara	Speech/Language Pathologist	8/23/2006
Mansfield, Tracy	Speech/Language Pathologist	8/23/2006
McCormack, C.	School Psychologist	8/27/1997
McLeod, Timothy	Teacher, Visually Impaired	8/22/2014
Minkler, Barbara	Teacher, Visually Impaired	8/22/2014
Moore, Amy	Teacher Consultant	8/22/2005
Moser, Erin	Teacher, Lane School	8/23/2013
Ramsing, Annin	Teacher, Life Skills	8/27/2019
Rear, Tracy	Specialist, Regional Educator Network Facilitator	10/14/2019
Roberts, Patsy	Teacher Consultant	10/24/2017
Robison, Tricia	Teacher, SERBU	8/24/2018
Rush, Stuart	Teacher, Lane School	8/26/2016
Schenfeld, Petra	Teacher, Deaf/Hard of Hearing	8/27/2018
Shea, Anna	Teacher Consultant	8/28/2015
Smith, Tristen	Teacher Consultant	8/24/2012
Terwilliger, Arin	Teacher, At Large	7/6/2015
Vaughan, Julie	Teacher, Life Skills	8/31/2004
Vogel, Shareen	Specialist, Career and Technical Education	7/16/2018
Warnick-Hesse, Stacy	Speech Language Pathologist	8/26/2019
Weigand, Carol	Speech/Language Pathologist	8/27/2010
<b>Non-Probationary (continued)</b>		
White, Erin	Teacher Consultant	8/27/2018
Willow, Stephan	Teacher, SERBU	4/11/2002
Wynne, Teagan	Teacher, Life Skills	8/28/2015

<b>Non-Renewal</b>				
None				
<b>Non-Extension</b>				
None				

**Recommendations for 2023-24 Contract Extension - Administrative Staff**

<b>Name</b>	<b>Position</b>	<b>Position Hire Date</b>	<b>Original Hire Date</b>
<b>Probationary Year 1</b>			
Ahearn, Madeline	Administrator, Integrated Guidance SSA	1/25/2023	7/11/2017
<b>Probationary Year 1 to Probationary Year 2</b>			



LANE EDUCATION SERVICE DISTRICT

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Eugene, OR 97402

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www.lesd.k12.or.us

EQUITY COMMITMENT LEADERSHIP COLLABORATION INTEGRITY

Board of Directors  
Regular Meeting  
Tuesday, November 1, 2022

District Office  
1200 Hwy 99 N  
Eugene, Oregon 97402

1. Call Regular Meeting To Order

Chair Linda Hamilton called the meeting to order at 6:00 p.m.

2. Welcome

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

Advisor/Liaisons present: Mark Boren (Fern Ridge School District), Mike Anderson (Creswell School District), Erin Zygaitis (Community Advisor), Johnie Matthews (Superintendents' Council)

Administrative staff present: Superintendent Tony Scurto, Assistant Superintendent Carlos Sequeira, Executive Director Business Services Dave Standridge, Executive Director Human Resources Ze Anderson-Brown, Executive Director Special Education Sue Mathisen, Chief Information Officer Brandon Webb (remote), and recording secretary Julie Simmonds

Guests present: Dylan Mata-Lovato (LCEA)

3. Public Participation

There was no public comment.

4. Agenda Review

The agenda was reviewed.

5. Action Items

5.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.Human Resource Report dated November 1, 2022

**DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED** that the Board of Directors for Lane Education Service District adopts the consent agenda as presented. Director Truett seconded and **the MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #23-022).**

5.B. Accept Financial Report

Business Services Executive Director Dave Standridge provided comments on the Financial Report for October 2022. The Ending Fund Balance (EFB) shows a reduction from 9.2% to 8.2% due to added staff in Special Education. Special Education over hired to accommodate a loss in teaching staff. In addition, the increase in Instructional Assistants and other staff will exceed anticipated revenues by \$1.1M, more than anticipated, reducing the EFB.

**DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED** that the Board of Directors for Lane Education Service District accepts the Financial Report for October 2022 as presented. Director Wilde seconded and **the MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #23-023).**

5.C. Grants

Assistant Superintendent Carlos Sequeira provided information on the Employee Wellness grant. When making decisions related to the Wellness Grant and other grant submissions, the Leadership team and Board applied the Equity Lens.

- **Wellness Grant:** Lane ESD is submitting an "Employee Well-Being" grant proposal to OEA Choice Trust. The overall theme is "Wellness in Beloved Community". It centers on bridging the gap between the ideal of Beloved Community and the actual experience of many of our staff. We want Beloved Community to be a lived experience for all Lane ESD staff. Through employee feedback, we have found that many desire changes to workplace culture and opportunities to connect socially outside of the workplace. The grant offers \$100,000 over five years of work to sustain systemic wellness initiatives. This year we will request approximately \$20,000 to fund equity work, staff social connection, and wellness visioning for the rest of the duration of the grant. The On-Site Wellness Coordinator will provide leadership for a comprehensive wellness program that centers Equity and Staff Well-Being. Grants will be awarded in the winter of 2023 to begin its implementation in the Spring.
- **COPS Grant:** Lane Education Service District's The Lane School Safe Place project goal is to provide the physical infrastructure needed to fully implement standard response protocols. The Lane School serves students with social, emotional, and/or behavioral needs from all 16 (13 rural and three (3) urban) school districts in Lane County. The school is in Eugene, a metropolitan statistical area. The Lane School uses evidence-based practices and a school-wide systems approach to support student needs through strategies such as: Positive Behavior Intervention and Supports systems, Trauma Informed Care, and Collaborative Problem Solving. Our mission is "together we learn, we care, we succeed". We strive to understand and support the whole student by meeting them where they are at and building on strengths. Early Childhood (EC) Cares also operates on campus. EC Cares provides early intervention and early childhood special education to infants, toddlers, and preschool age children including parent-toddler groups. Funding was requested for deterrent measures, monitoring and technology to expedite notification of law enforcement and other first responders during an emergency. Funded by the US Department of Justice in the amount of \$260,000.
- **Lane PACT (Pre-Apprenticeship Certificate) Expansion BOLI Grant:** BOLI's mission is to bridge the gap between business, workers, and education partners to support opportunities for family wage careers and a diverse, dependable, qualified workforce through excellent registered apprenticeship programs. The Oregon Apprenticeship and Training Council has approved Lane ESD's award in the amount of **\$264,000.00**.
- **2022-2023 Reengagement Professional Development Grant:** The Oregon Reengagement fund brings youth who are disconnected from education back to school with the goal of high

school completion and securing a career/educational pathway. Reengagement Professional Development Grant funds may be used for professional development opportunities to strengthen Oregon's Reengagement System to improve secondary and post-secondary career/educational outcomes for reengaged youth. Reengagement Professional Development Grant funds are limited to current 2021-2023 Reengagement Opportunity Grant Awardees and current 2022-2023 Reengagement Collaborative Grant applicants who have either a signed Grant Agreement or an Intent to Award. This grant would support staff at the MLK/Serbu campus to receive additional professional development. This grant is connected to and in addition to a previously awarded grant.

- **Seismic Grant:** \$2,478,136 Grant would provide funding for seismic strengthening to the remainder of the Westmoreland Campus that was not completed in Phase 1.

Per Board Policy DD:

Lane ESD shall pursue federal, state or private grants or other such funds that will assist the ESD in meeting adopted Board and ESD goals.

Proposals for external funds will be submitted to the Board for evaluation and approval.

In the event an opportunity arises to submit a grant proposal and there is insufficient time to place it before the Board, the superintendent is authorized to use his/her judgment in approving it for submission. The superintendent will review the proposal with the Board at its next regular meeting. The Board reserves the right to reject funds associated with any grant which has been approved.

The Board shall, before an acceptance of such funds, consider the [district's strategic plan](#), obligations, expectations or encumbrances when the grant ceases.

The board accepts grants because there may be obligations beyond the grant funds. The concern is to alleviate liability.

**DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED** that the Board of Directors for Lane Education Service District approves grants as discussed. Director Harris seconded and **the MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, KENT, KISSINGER, TRUETT AND WILDE VOTING YES and HARRIS voting no. (ESD Resolution #23-024).**

#### 5.D. Accept Donation

A few weeks ago, the Board of Directors learned that the \$25,000 donation from the Roundhouse Foundation was going to the Lane Education Foundation (LEF). This information was incorrect, and the donation came directly to Lane ESD. Therefore, the Board of Directors will need to formally accept this contribution that supports the Constructing a Brighter Future project by funding construction materials schools are using to build transitional shelters. Thanks to Shareen Vogel for this valuable project!

The Board of Directors of Lane ESD will accept this donation from the Roundhouse Foundation to support CTE programming. Superintendent Scurto agreed to send a note of thanks to the Roundhouse Foundation.

**DIRECTOR WILDE MOVED: BE IT RESOLVED** that the Board of Directors for Lane Education Service District approves grants as discussed. Director Duerst-Higgins seconded and **the MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS, KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #23-025).**

#### 6. Discussion/Reports

##### 6.A. Legislative Update

United Way Legislative Breakfast, October 26, 2022

State Representatives Julie Fahey, Nancy Nathanson, Marty Wilde and John Lively were present at the annual United Way Legislative Breakfast last week. Superintendent Scurto was the only educator present. Superintendent Scurto reported that as legislators are moving towards a new legislative session, they acknowledge maintaining current levels of service in the K12 State School Fund is

uncertain. Legislative priorities for the next session do not center on education. Funding for Student Success Act is anticipated to remain stable. While speaking with one of the local legislators, Superintendent Scurto shared that the legislator stated a challenge facing education funding is trying to increase the level when test scores continue to be low.

#### 6.B. Superintendent Report

##### Staffing

Superintendent Scurto reported that the agency may be close to being fully staffed in Special Education. The classrooms have been running five-day weeks all year so far. The agency acknowledges its challenge is maintaining an adequate substitute group. Recruitment efforts continue to be a priority. The next effort is to see if Maxim temporary staff would like to work for Lane ESD.

In September, the district began using YouTube as a recruitment strategy to source candidates and reach potential new hires. YouTube allows us filtering options to dial into the marker area we are targeting. The analytics shows us that in the first fifteen days the "I'm Lane ESD" recruitment ad's Image was viewed 178,000 times with over 98,000 or 55.17% of the viewers watching one hundred percent of the commercial from beginning to end. Coming in November and December Lane ESD will be going to the Movies as we hit the big screen with our "I'm Lane ESD" recruitment ad. The ad will be playing at both movie theaters in Eugene and Springfield and will roll onto the screens prior to the start of each movie.

##### Regional CTE - The HOPE Factory

Based on several months' work towards establishing a regional CTE presence in Lane County, Lane ESD superintendents have agreed to implement a collaboration between LESD and St. Vincent DePaul's HOPE factory. The project will include seniors from LESD districts who have both participated in their schools' construction or manufacturing programs or have previous experience in these areas. Assuming agreement by the HOPE Factory leaders, students will be taught skills on site and provided work-based learning within the factory. Beginning November 2022 and continuing through September 2023, Shareen Vogel, CTE Regional Coordinator, HOPE Factory leaders, PIVOT Architecture, Lane County workforce development entities, Lane Community College (LCC), Oregon The Department of Education (ODE), Oregon Bureau of Labor & Industries (BOLI), Lane ESD school districts, and others will work together to develop and implement this innovative approach to regional CTE in Lane County. St. Vincent de Paul will convert an aged building on Garfield Street into a job connection site to house instruction and building activities. There is unanimous support commitment from the sixteen districts. This creative venture will house a teacher and a paraprofessional at the Hope Factory to provide instruction and support to students.

##### Local Service Plan Development

The Local Service Plan development is progressing, and the hope is to have it ready for a vote at the November 15 Superintendents' Council.

##### Cortical Vision Impairment Boxes

Directors Duerst-Higgins, Hamilton and Harris joined Superintendent Scurto to meet with the agency attorney and develop a draft agreement. The agency is currently in negotiations to come to an agreement on the conditions. Superintendent Scurto will provide updates to the Board as negotiations progress.

##### Public Comment

The Board and Superintendent Scurto acknowledged Lake's email related to developing a policy for transgendered staff.

#### 6.C. OAESD Summit and OSBA Convention

The Board received and reviewed the agenda for the OAESD Superintendent and Board Summit in Portland on November 10, 2022. The Summit will have a focus on the upcoming Legislative Session. Guest speakers include lobbyist Ozzie Rose, COSA's Morgan Allen and OSBA's Richard Donovan.

#### 6.D. OSBA Annual Convention: Regional Roundtable Discussion

OSBA's Annual Convention is returning after a several-year hiatus due to the pandemic. Lane ESD will host the regional roundtable meeting on Friday, November 11. The Board and Superintendent Scurto discussed potential topics for the roundtable, including children's mental health services and mandatory board training.

#### 6.E. Lane ESD Updated Website

Lane ESD will be launching its updated website on Friday, November 4, 2022.

The updates to the Lane ESD website have taken longer than expected due to efforts towards accuracy and equity. There are many moving parts with all of the individual program websites, main site, intranet site, and a mobile app (that will become available once we go live). Individual departments have been reviewing information relevant to their programs to ensure as much accuracy as possible. Systems are in place to provide continuous improvement and growth of the website over time.

Main site address:

<https://staff.lesd.k12.or.us/forms/general/>

Intranet site address:

<https://staff.lesd.k12.or.us/>

#### 6.F. Debrief OSBA Roadshow

The Board of Directors discussed the October 27, 2022 OSBA Roadshow event held at Lane ESD. Approximately thirty people were in attendance. Attendees were engaged in the topic of mandatory training. Beginning in 2023, school district board members will have to complete an Economic Interest Statement, just as administrators and Business Officials already do. This requirement could impact the number of board members who run for seats. Oregon has strict ethics oversight. The Economic Interest Statements will be requested in March, and may be discussed more in local board meetings at that time.

#### 6.G. Strategic Plan Update

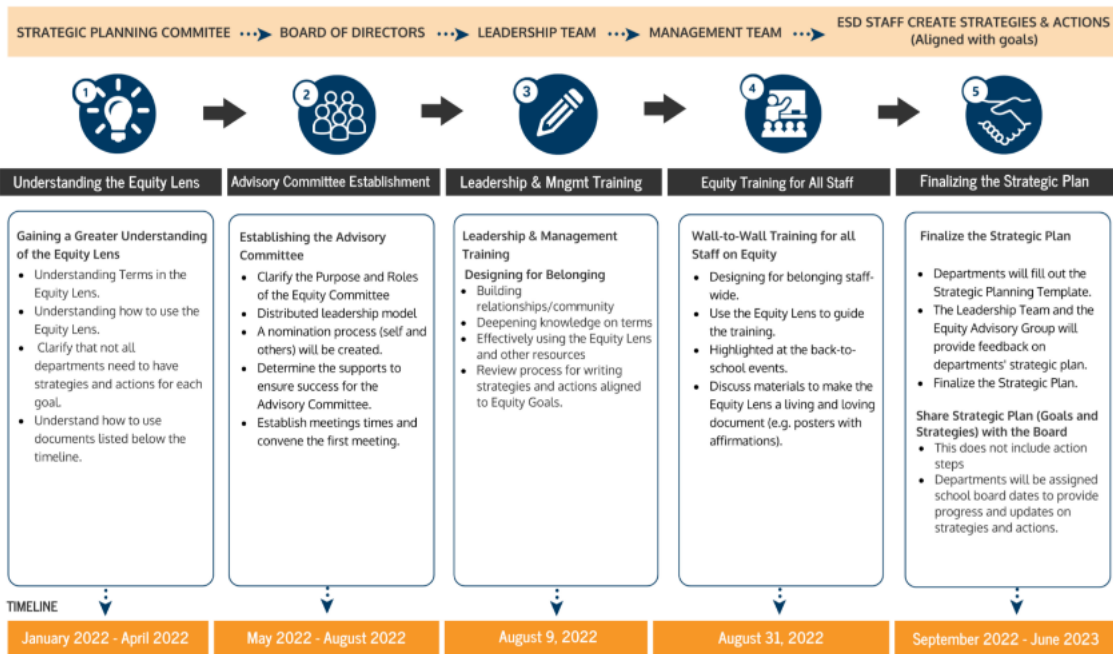
Superintendent Scurto and Assistant Superintendent Sequeira provided an [update on the Strategic Plan](#), the response to the August 31st Welcome Back event, Affinity Groups, and public comment on policy suggestions. We agree that statements were made and images portrayed that were harmful, unacceptable and offensive. Information was presented from a position of privilege without consideration for the lived experience of those within our community. Our Management Team will participate in Equity training, recognizing we cannot dismantle systems of oppression or interrupt inequitable practices and policies if we ourselves as leaders fail to recognize how our positionality and privilege perpetuates these systems of oppression. To that end:

- We are partnering with our DEI Consultant, Nikotris Perkins, who will provide some of this training. This training will happen once a month during our regular mandatory management team meetings beginning in October. In June we will evaluate our progress and plan for ongoing training.
- As a formalized process for relaying concerns, our BIPoC staff and members of the Affinity Group will have scheduled access to monthly meetings with the Equity Design team. The Equity Design Team will advise the Management Team on issues of professional development and also address issues of inequity that are brought to their attention by Lane ESD staff and/or members of the BIPoC affinity group. Our management team commits to making space to be fully present in conversations with our whole community. We hope to create relationships where sharing concerns in all of our spaces is safe for all staff without fear of retaliation. We recognize this might take time.

- The Management Team will seek input from the our Equity Design Team to co-design a process by which as an agency we can review and critique content in public-facing presentations or documents.
- We agree that hiring more BIPOC staff in all departments is and ought to be a goal for our agency to diversify our workforce. The following strategies are currently being implemented:
  - We will provide a space where all members of our community are welcome and safe by engaging in deep equity work as a management team.
  - We will intentionally and explicitly attract staff to our agency by centering our Equity Stance throughout the hiring process.
  - We will strengthen our recruitment platform.



## Implementation of the Equity Strategic Plan



### 7. 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.

### Human Resources

#### Recruitment

Recruitment efforts continue as a key strategy to support the hiring manager. In September, the district began using YouTube as a recruitment strategy to source candidates and reach potential new hires. YouTube allows us filtering options to dial into the market area we are targeting. The analytics shows us that in the first fifteen days the "I'm Lane ESD" recruitment ad's Image was viewed 178,000 times with over 98,000 or 55.17% of the viewers watching one hundred percent of the commercial from beginning to end.

Coming in November and December Lane ESD will be going to the Movies as we hit the big screen with our "I'm Lane ESD" recruitment ad. The ad will be playing at both movie theaters in Eugene and Springfield and will roll onto the screens prior to the start of each movie.

## Employee Wellness

### *Spirit Week*

The week of October 24 brought on a week of employee activities from dressing up in shade of pumpkin or as Waldo to playing match game with the management teams baby pictures. On Friday, October 28, we held a free Employee Flu and Covid Vaccine Booster Clinic which was open to all staff.

### *Emergency Drills*

The district to join the Great American ShakeOut, an annual global drill for people to practice how to stay safe during an earthquake. This year a half a million Oregonians had registered to participate in the self-led exercise at 10:20 am this Thursday, October 20. The Drop, Cover and Hold On drill lasted 60 seconds. The practice drill is to help build awareness and to work towards reducing the chance of injury from falling objects and flying debris during earthquakes. There were deficits noted to our communication systems which are currently under review in partnership with the IT, Facilities, and HR Departments.

Main Campus held their first fire drill in September under the guidance of the safety committee. This is the first drill in several years. The drill allowed for all staff to practice emergency exiting procedures for both the front and rear exits of the building. New equipment was utilized that added visibility and communication. There were deficits noted during the drill including the need for additional signage and upgrades to equipment.

## Facilities Notes

### *Westmoreland Life Skills Restroom Remodel*

The construction of the new life skills restrooms is now 100% complete. The project transformed two sets of boys and girls' restrooms into 4 single occupant restrooms and two large restrooms that also serve as a dressing/changing station that will provide a safe environment for our staff to assist our students in the life skills program. The project also added a home style restroom and laundry room to the mock apartment that provides a real-life training space to help our students successfully transition into the community. These facilities are now appropriately functional for our program and much more aesthetically pleasing. In addition, all restrooms in the life skills/transitions space are now ADA compliant and gender neutral.

### *Migrant Education Program Office Remodel*

The Migrant Education Program office remodel project commenced on September 23<sup>rd</sup>. The construction project combined the current MEP space with an adjacent space that was underutilized due to lack of upgrades - the space was still filled with equipment and layout for the old darkroom and photo lab that it once was. The new MEP space will be twice as big as it previously was to accommodate the growth of the program and new staff. This project was funded with the ESSER2 relief fund. It is expected to be completed in early January.

### *West Wing Remodel (Technology and Special Education Wing)*

This project is still in the design phase, and we are waiting on schematic plans to be finalized by engineers. We anticipate this will go out to bid in December and we could have a contract for construction by Late January.

This project includes remodeling the old server room space tech is currently occupying, turning it into a more suitable office space with proper ventilation. We will be relocating our MDF and servers to a dedicated space that will be designed and constructed to protect our critical infrastructure that is housed at the main campus. The project also includes a remodel of the Special Education space to support the growth of that department. New offices will be built to accommodate the new management staff and we continue to work on hoteling spaces will be built for our itinerant staff.

### *COPS Grant & Security Upgrades*

In our proposal to the JustGrants program through the US Department of Justice we include the following upgrades for the Westmoreland Campus:

- Modern Intercom system that includes emergency notifications and reader boards.
- Video surveillance system
- Physical Barriers and improved egress.

### *Seismic Rehabilitation Grant Program*

We will be reapplying for the SRGP for phase 2 of the Westmoreland campus. This project would include seismic enhancement of the remainder of the classrooms that were not completed in phase 1. Brad is working with Denise Walters to strengthen the letters of support and review the application. Applications are due in December and announcements are made around May.

### *Security Upgrades*

We are currently working on replacing our contract with Tyco/Johnson Controls who provides our technology for our electronic access system and our building intrusion system (burglar system). In the process of replacing this contract we are working on some big picture security modifications that will impact the way our systems function and the policies we implement to provide greater security. Some of those changes include better security at the front of our building and requiring photo identification to be presented in the form of employee IDs that also serve as electronic access cards. We are also considering video surveillance to the exterior of our properties and improved security for our vehicle fleet.

### **School Improvement**

On October 14, upwards of 150 people gathered at Lane Community College to engage in a facilitated conversation and supported planning session about community health and wellness. This event was the first of two community engagement events planned by the SI team that are being held to support the 16 school districts in Lane County as they embark on the Integrated Planning process. This group comprised Integrated Planning teams from nearly all of our region's districts, representatives from over 40 community partner groups, and members of LCC's Student Support Services. A robust discussion was sparked through prompts related to advancing equity, strengthening systems and capacity, and promoting a well-rounded education through the centering of historically and currently marginalized students and families.

The School Improvement team continues to build community and operationalize our commitments to educational equity through the shared development of agreements around communication and the alignment between our activities and strategies to the goals of the agency's strategic plan.

#### **8. Board Member Reports and Comments/Agenda Planning**

##### **8.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.

##### **8.B. Board Member Reports**

Board members were asked to submit their reports in writing to be attached to the agenda prior to the meeting.

As Board Members prepare their reports, they are asked to 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** - For first time in 50 years, both South Lane girls and boys took state honors in cross-country competition.

**Linda Hamilton**

**Leslie Harris**

**Nora Kent**

**Sydney Kissinger**

**Vanessa Truett:**

Lane Education Foundation Annual Meeting

- Next up: 1/3/5 year Planning Session
- Gave fund balances from old campaign to MLK programming- approx. \$5,000
- Working on Annual Report for 2023
- IA staff Lucia Rodriguez has volunteered her time to participate in planning efforts.
- Carlos will set up a meeting with Superintendent and finance to discuss ESD/Foundation Relationship

### OSBA Fall Regional Meeting

Senior Appreciation and Marching Band Night at Springfield High School

Fall Theater Student Performance of the 35th annual (longest student run performance of 35 years) Springfield High School. Kids are back participating and their adults are thrilled to be part of it!

### **Rose Wilde:**

#### Volunteering in Eugene School District

This month I was approved to volunteer in my home school district and began 2 different volunteer roles. As a parent volunteer, I volunteered at a Middle School activity night. The students really enjoyed themselves and the staff members were happy to see a lot of parents (25) who came to chaperone or just be there. I also join with students on Fridays to clean up their campus and collect recycling as part of an elective class with a community service component. It is great to get to see what middle school is like! The second role is as a volunteer instructor for the Roots of Empathy curriculum. I have previously taught this social-emotional-learning curriculum in 1st grades in Bethel and South Lane Districts before and during the pandemic. This month I'll be starting up in the Eugene School District, visiting two 2nd grade classrooms at McCornack Elementary School weekly, and facilitating observation of and interaction with a baby and parent 9 times over the course of the year. The research based program impacts levels of bullying and aggression and promotes prosocial behavior among students, who develop emotional literacy skills and a connection to "their" baby. I connected the program manager to Lane School to ensure our students also had this opportunity - the program manager was not aware of our school and had not reached out to offer it to our principal in the previous 4 years of operation in this community. I also have a very part time job serving as a mentor to support new instructors. This is not a conflict of interest, however, school districts do not pay for the program, costs are covered by community fundraising. A bonus of doing this program is my own learning about infant development, student SEL, and getting to spend time with two delightful babies!

#### Professional Development

1) Restorative Justice Facilitation Training: I attended a three day restorative justice facilitator training offered by the Center for Dialogue and Resolution last week. RJ is becoming more common in area schools and is also a formal diversion from punitive systems of incarceration and punishment when approved by the court in a criminal case. I am not sure how I will offer this skill back to the community, but will continue to practice and learn from more experienced facilitators connected to CDR and/or a new community organization, Conflict Artistry, which is taking on voluntary, not court referred, cases.

2) Kalapuya Environments and History in the Southern Willamette Valley I attended a lecture by Dr. David Lewis, assistant professor of Anthropology and Ethnic Studies at Oregon State University, at the UO Museum of Natural and Cultural History titled: Kalapuya Environments and History in the Southern Willamette Valley. Dr. Lewis gave another lecture on the topic covering many of the same points recently, which was summarized here. Dr. Lewis' deep knowledge and personal history as a descendant of several area tribes and member of the CT of the Grand Ronde illuminated for his audience what we know, or think we know, about the practices of the Calapooya, how they foraged and cultivated plants and how the climate and land use practices sustained traditional food sources. He also critiqued previous white centered approaches to researching and sharing indigenous history (see quote at end). Dr. Lewis described how colonization, illness, and genocide radically transformed the people and the land, greatly reducing the availability of traditional foods, especially upon native or tribal owned land. Infectious diseases reduced the Calapooya population up to 97% of pre-contact levels. Drainage for agricultural purposes impacted the wetlands foods, especially

Wapato, available for harvesting. Violence, murder, rape, and other assaults harmed and killed many of the Calapooya people, who were eventually forced onto reservations with many other unrelated tribes, by treaties that were not honored fully by the US Government (1850-55). A few restoration projects are in place, including one supported by a wildlife recovery organization focused on native ducks. When asked if any organizations supported the efforts the local tribes to preserve and protect Calapooya culture or if that was only for ducks and other animals, he said that in the current climate it seemed like promoting cultural diversity was a difficult project, noting the political and social movements aiming to suppress and prevent education about any cultures not based on settler-colonizer history and culture (referring to the movement against critical race theory, for example). His final slide impacted me the most and also gave some useful advice that our board may need as we delve further into our efforts to engage in relationships and understanding with our local tribes and indigenous people: "Challenges to Decolonization and Restoration

→ Most people know nothing of the history and culture of tribes, and have many assumptions, most of which are wrong. Educating many people starts at negative 10, first they need to unlearn the stereotypes of Native people - including errors in history - before they can make positive progress towards understanding.

→ Anthropology generally is implicated in creating theories of Native peoples that are found later to be wrong and yet they continue to stick around as beliefs in settler populations for generations, many as stereotypes of Native peoples.

→ Oral histories are a great example of this, first ignored or thought to be mythologies by scholars, and worthless, they are now proven to contain philosophy, intellectual knowledge, spirituality, culture, and Traditional ecological knowledge, as well as History.

→ Tribal Histories have largely not been appropriately recorded, most do not have native perspectives of historic events and effects of colonization on tribal peoples.

→ We need native scholars to take responsibility for critically reanalyzing studies of tribes of the past to effectively and appropriately tell our stories and describe our cultures. If we do not tell our stories there will be continued production of erroneous history." Quoted from slide presentation by Dr. David Lewis at the University of Oregon Museum of Natural and Cultural History, October 13, 2022. One example of a potentially false history is found in the narrative about how long the indigenous people of this area have been present. Physical evidence of human habitation dates only back to about 9000 years but oral history of Calapooya and other area tribes refers to floods so large they had to have been the Missoula floods, indicating a human presence in the region 2 for 15,000-18,000 years. However, oral histories had previously been disregarded and considered worthless as evidence of past events by white anthropologists and historians.

### Threats to Democracy

I attended a webinar hosted by the Western States Center about the growing threats to elections, including recommendations for elected officials and pro-democracy groups for taking action. As this was not central to my role, I shared some of the resources with the Lane County Clerk and my County Commissioner, who were appreciative and engaged in planning free and fair elections. As elected officials and citizens, we all have an interest in protecting free and fair elections.

**Johnie Matthews**, Superintendents' Council Advisor - Met with Superintendents Scurto, Carpenter, Hamilton, and "JB" from Travel Lane County, to discuss building a new site at LC Fairgrounds with indoor track.

**Emilio Hernandez**, Liaison, Springfield Public Schools

**Mike Anderson**, Liaison, Creswell School District - Just conducted second strategic planning committee meeting including business owners, former students, retirees. Meetings are going well. High school students are actively participating. Sporting events are going well and well attended.

**Mark Boren**, Liaison, Fern Ridge School District Trunk or Treat at Veneta Elementary went well. Harvest festival at Elmira Elementary. Football state playoffs, triangle lake hosting 1A playoffs.

**Erin Zygaitis**, Community Advisor - Attended Cascade MS Beautification Weekend. Painted building, car wash, painted a mural, assembled tables, and was nice to see so many students working on projects.

## 9. Announcements/Correspondence

### 9.A. Acknowledgements and Recognition

Kudos to: Yacht Club Staff Gathering Team

Reported by: Andrea Parker

Reason: Thank you to the team who organized, planned and ran the Eugene Yacht Club Staff gathering! It was a lovely event with the food trucks, games, drawings, and space to visit with coworkers, friends, and families! I really enjoyed myself! And thank you to LESD for creating a feeling of appreciation by supporting such an event!

Kudos to: Shelly Ellis

Reported by: Rachel Moore

Reason: Shelly is an amazing team player and so flexible with the ongoing changes at the start of the school year. She has many new staff and students, challenging student needs/protocols, and she has handled it all with grace. Thank you Shelly for your great communication and persistent kindness for your students.

Kudos to: Mckinnley Smith

Reported by: Ally Richardson

Reason: Kinn is an asset to our classroom and works to meet every kid where they are.

Kudos to: Ana Quintero Arias

Reported by: Tony Scurto

Reason: Thanks for an enthusiastic, passionate presentation about our Migrant Ed Program to the Lane ESD Board last night!

Kudos to: Leah Dunbar

Reported by: Chemika Bolden

Reason: I am so thankful to be working with Leah. She is a great colleague, collaborator and thought partner. I enjoy the energy she brings into Lane ESD. Thank you Leah for making my experience here at work amazing because of the light, laughter and genuine relationships you build.

Kudos to: Kate Klein

Reported by: Chemika Bolden

Reason: Kate is such a brilliant, authentic and genuine person. I appreciate the level of care she fosters in relationship building. She is always available to listen and provide encouragement. Kate is an amazing colleague and I am thankful to be working with her!

Kudos to: Cortney Harrington

Reported by: Megan Postelwait

Reason: Cortney is always prepared for class, dedicated to their students and taking this first year-teacher task by the horns and doing an AMAZING job. Cortney was out recently and had sub plans, slides, schedules, and student information readily available for staff covering their classroom.

Kudos to: Lucas Cahill

Reported by: Rachel Moore

Reason: Lucas hand crocheted two carrying straps for students AAC devices in the classroom where he works. Students LOVE them!

Kudos to: Heather King

Reported by: Rachel Moore

Reason: Heather was so engaged in communication training for students in the classroom where she works! She asked awesome questions, put into practice things she learned, and integrated new skills with students.

### 9.B. Kudos

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](http://www.lesd.k12.or.us/forms/kudos.html)

9.C. Announcements

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

November 11-13, 2022 - OSBA Annual Convention  
November 14-18, 2022 - American Education Week  
November 7-11, 2022 - National School Psychology Week

[Western Regional Educator Network Newsletter](#)

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

10. Adjournment

Chair Hamilton adjourned the meeting at 7:40 p.m.

- The next regular meeting is scheduled to be held Tuesday, December 6, 2022, at the Lane ESD Main Campus, 1200 Highway 99 N, Eugene.

Minutes Approved:

\_\_\_\_\_  
jrs

\_\_\_\_\_  
Linda Hamilton, Chairperson

\_\_\_\_\_  
Tony Scurto, Superintendent



LANE EDUCATION SERVICE DISTRICT

1200 Highway 99 North  
Eugene, OR 97402

541.461.8200  
541.461.8298 [Fax]

www.lesd.k12.or.us

EQUITY COMMITMENT LEADERSHIP COLLABORATION INTEGRITY

Lane ESD Board of Directors  
Regular Meeting  
Tuesday, December 6, 2022 6:00 PM Pacific

Join Remotely via Zoom:  
1200 Hwy 99 N  
Eugene, Oregon 97402

1. Call Regular Meeting To Order  
Chair Linda Hamilton called the meeting to order at 6:00 p.m.

2. Welcome

- Sherry Duerst-Higgins: Present
- Linda Hamilton: Present
- Leslie Harris: Present
- Nora Kent: Present
- Sydney Kissinger: Present
- Vanessa Truett: Present
- Rose Wilde: Present
- Present: 7.

Advisors & Liaisons Present: Mark Boren (Fern Ridge School District), Sue Wilson (Superintendents' Council - Mapleton)

Administrators present: Superintendent Tony Scurto, Business Services Executive Director Dave Standridge, Chief Information Office Brandon Webb, Human Resources Executive Director Ze Anderson-Brown, Executive Assistant Julie Simmonds (recorder)

Guests: Stuart Rush (LCEA), Ana Quintero-Arias, Cassadie Ross, Jess Garnica Tapia

3. Public Participation  
There was no public comment.

4. Agenda Review

The presentation on Strategic Plan progress will be School Improvement only, presented by Cassadie Ross and Ana Quintero Arias.

Discussion report item D will be postponed to a later meeting when Special Education Director Sue Mathisen is able to be present.

Director Rose Wilde requested discussion regarding a work session to gain consent in moving forward with the Land Acknowledgement.

5. Presentation: Strategic Planning Update  
Cassadie Ross and Ana Quintero-Arias presented on School Improvement's progress in work related to the Strategic Plan.

Reflecting on Lane ESD's Vision of building a beloved community of learners, members of the School Improvement team sought to define what a "beloved community" is. What they decided upon is:

*"Beloved community is "...an intentional collective of people that use love, reconciliation, conflict, forgiveness, and equanimity to move toward liberation." - Perkins, 2021*

In addition to the Lane ESD Guiding Principles, the School Improvement team added that 1) All decisions and actions will reflect the guiding principles and affirmations in the Lane ESD Equity Lens document, 2) Lane ESD staff, along with community partners, will be equity leaders that are trained to dismantle systems of oppression through interrupting inequitable policies and practices by providing culturally specific curriculum that reflects the histories of our students, 3) all Lane ESD staff and educators that the School Improvement Team serves will be provided the equity tools and training needed to inspire student learning so that all youth thrive, 4) youth, from all backgrounds, will have access to highly engaging and culturally relevant learning opportunities connected to our communities an delivered by diverse, qualified, and passionate educators, and 5) while amplifying youth voice, the School Improvement team will build trusted and inclusive relationships with families and elevate the engagement of community partners that lead to improved equitable student outcomes.

The School Improvement Team has set the following goals for itself:

1. School Improvement initiatives are communicated, planned, implemented, and evaluated through the lens of our affirmations and guiding principles, with honesty about where we fall short and our plans for ongoing improvement.
2. We will engage in ongoing professional development that honors the lived experiences and expertise of team members.
3. In service to our districts, we will center the histories and experiences of historically and currently marginalized students.
4. We will involve students, families, educators, and community stakeholders, centering focal groups, in School Improvement initiatives.

Ms. Ross and Ms. Quintero-Arias will provide support and assistance to the Special Education and Technology departments to walk through their own department processes to support the Lane ESD Strategic Plan.

## 6. Action Items

### 6.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. Human Resource Report, dated December 1, 2022

This motion, made by Sherry Duerst-Higgins and seconded by Rose Wilde, Passed.  
Sherry Duerst-Higgins: Yea, Linda Hamilton: Yea, Leslie Harris: Yea, Nora Kent: Yea, Sydney Kissinger: Yea, Vanessa Truett: Yea, Rose Wilde: Yea  
Yea: 7, Nay: 0

### 6.B. Accept Financial Report

Business Services Director Dave Standridge provided comments on the November 2022 Financial Report.

BE IT RESOLVED that the Board of Directors of Lane ESD approve the Financial Report for November 2022.

This motion, made by Sherry Duerst-Higgins and seconded by Nora Kent, Passed.  
Sherry Duerst-Higgins: Yea, Linda Hamilton: Yea, Leslie Harris: Yea, Nora Kent: Yea, Sydney Kissinger: Yea, Vanessa Truett: Yea, Rose Wilde: Yea  
Yea: 7, Nay: 0

#### 6.C. Grants

There were no grants to approve.

6.D. Resolution to adopt the OSBA Legislative Priorities and Principles as recommended by the Legislative Policy Committee

The Oregon School Boards Association is organized as one general state association with up to 24 regionally [elected representatives](#) established across [14 geographic regions](#) to support member participation and representation.

In even-numbered years member boards vote to elect regional representatives for odd-numbered positions on the OSBA Board of Directors, and to approve the OSBA Legislative Priorities and Principles.

For the current year, Lane ESD does not have a board vacancy to vote for OSBA Board of Directors. The Legislative Priorities and Principals is attached.

WHEREAS, the OSBA Legislative Policy Committee is charged under the OSBA Bylaws with developing the association's recommended Legislative Priorities and Principles, and WHEREAS, the OSBA Legislative Policy Committee has crafted the Proposed OSBA Legislative Priorities and Principles as a foundational document in guiding the legislative and advocacy work of OSBA members and staff, and WHEREAS, the OSBA Legislative Policy Committee has determined these Proposed OSBA Legislative Priorities and Principles to be in alignment with the OSBA Board of Directors equity goals, and WHEREAS, the OSBA Legislative Policy Committee met in January and April to review the Proposed OSBA Legislative Priorities and Principles, and WHEREAS, the OSBA Legislative Policy Committee approved the Proposed OSBA Legislative Priorities and Principles at its April meeting and urged the OSBA Board of Directors to approve the Proposed OSBA Legislative Priorities and Principles and place them before the membership for approval. THEREFORE, BE IT RESOLVED by the OSBA Board of Directors that the Proposed OSBA Legislative Priorities and Principles be placed before the membership for consideration during the 2022 OSBA election season, and BE IT FURTHER RESOLVED that the Proposed OSBA Legislative Priorities and Principles and a copy of this resolution be forwarded to all member boards of the Association in accordance with the OSBA Board of Directors adopted elections calendar.

This motion, made by Rose Wilde and seconded by Sherry Duerst-Higgins, Passed.  
Sherry Duerst-Higgins: Yea, Linda Hamilton: Yea, Leslie Harris: Yea, Nora Kent: Yea, Sydney Kissinger: Yea, Vanessa Truett: Yea, Rose Wilde: Yea  
Yea: 7, Nay: 0

### 7. Discussion/Reports

#### 7.A. Legislative Update

##### Senate Education Committee

The Senate Education Committee expressed concerns related to Lane ESD and other district's 4-day week implementation in 2021-22 following the audit of instructional hours. Superintendent Scurto discussed his response to the Committee's findings. The Committee will reconvene in January.

##### Re-districting

Oregon has gained 1 Congressional District. This may cause some shifts; some uncertainty about whose running; who will get elected. Superintendent Scurto shared a chart that shows the Lane County state representatives and senators who have been elected to serve when the legislation

session starts in January. Each of our school districts is listed along with the main legislators who represent them. You will notice some new names and that some boundaries have shifted. Instead of meeting with the full contingent of legislators at once, Superintendents are planning to meet in small groups with the representatives and senators in their region.

#### 7.B. Superintendent Report

##### IA Shortage

As discussed earlier, the agency is heavily engaged in recruiting. The IA shortage is impacting all districts statewide.

##### Classroom visits

Superintendent classroom visits are on hold and Superintendent Scurto intends to resume visiting classrooms sometime in the Spring.

#### 7.C. OAESD Summit and OSBA Annual Convention Debrief

The Board of Directors of Lane ESD discussed their experiences at the OSBA Annual Convention.

Director Harris expressed concerns related to the Lane ESD Board of Directors' protocol for meeting disruption. Director Harris attended a workshop on this topic, and shared handouts from the workshop. Director Harris urged the Board to practice "Stand at Ease" and calling a recess or ending a meeting due to disruption.

The Board discussed providing arts in schools, particularly in rural or smaller schools (Portland is providing music and theater in schools through a passed tax measure). The Board expressed interest in how districts collaborate with local indigenous tribes to bring cultural resources and programming into schools.

#### 7.D. Special Education Pandemic Recovery Article

Discussion report item D will be postponed to a later meeting when Special Education Director Sue Mathisen is able to be present.

### 8. 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. The reports were included with the agenda.

### 9. Board Member Reports and Comments/Agenda Planning

#### 9.A. Agenda Planning

The Board will conduct a work session in February or March to discuss Land Acknowledgement.

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. In January, the Board will discuss Director Wilde's agenda item for [Land Acknowledgement](#).

#### 9.B. Board Member Reports

Board members were asked to submit their reports in writing to be attached to agenda.

As Board Members prepare their reports, they were asked to 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?

Superintendents' Council Liaison Sue Wilson (Mapleton School District) provided comments on the Ruby Bridges Walk, noting the impact and how wonderful the event was.

### 10. Announcements/Correspondence

#### 10.A. Acknowledgements and Recognition

#### 10.B. 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](http://www.lesd.k12.or.us/forms/kudos.html)

10.C. Announcements

10.D. Announcements

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

January 2023 - Board Recognition Month

[Lane ESD Workshops and Trainings](#)

[Western Regional Educator Network Newsletter](#)

Coming Soon:

- 37th Annual NAACP Freedom Fund Dinner
- Blacks in Government Banquet
- Lane Council of Governments Member Appreciation Dinner

10.D.2. **Component District Board Meeting Dates**

11. Adjournment

Chair Hamilton adjourned the meeting at 7:30 p.m.

- The next regular meeting is scheduled to be held Tuesday, January 3, 2023, at the Lane ESD Main Campus, 1200 Highway 99 N, Eugene.

Minutes Approved:

\_\_\_\_\_  
jrs

\_\_\_\_\_  
Linda Hamilton, Chairperson

\_\_\_\_\_  
Tony Scurto, Superintendent



Lane ESD Board of Directors  
Work Session and Regular Meeting  
Tuesday, February 7, 2023 6:00 PM Pacific

- Sherry Duerst-Higgins: Present
- Linda Hamilton: Present
- Leslie Harris: Present
- Nora Kent: Present
- Sydney Kissinger: Present
- Vanessa Truett: Present
- Rose Wilde: Present

Present: 7.

1. Call Work Session to Order

Chair Linda Hamilton called the Work Session to order at 5:07 p.m.

Advisors and Liaisons present: Mark Boren (Fern Ridge Board Liaison), Tim Rogers (Creswell Board Liaison)

Administrators present: Superintendent Tony Scurto, Human Resources Executive Director Ze Anderson-Brown, Business Services Executive Director Dave Standridge, Chief Information Officer Brandon Webb, Recording Secretary Julie Simmonds, Special Education Office Manager Dawnja Johnson

1.A. Board Development: Managing Meeting Disruptions

At the November OSBA Convention, one session focused on Public Comment and Meeting Disruptions. The Board discussed strategies to ensure Board member safety while dealing with meeting disruptions. The following OSBA guidance was reviewed:

When issues around education turn controversial, emotions can run high. At these times, members of the public and even board members themselves can behave in ways that can disrupt the smooth conduct of board business. It is important that boards have well established meeting processes and a strong board culture that clearly communicates behavioral expectations. But when a disruption happens boards should have a plan for addressing the situation.

WHAT IS DISRUPTIVE FOR A BOARD MEMBER □ WHAT IS NOT □

Board members are held to a higher standard than the public, and for many boards anything other than a civil tone may be out of order. The listed remarks are always out of order:

- Interruptions (except points raised to maintain order)
- Criticizing past actions of the board
- Personal remarks
- Criticizing another member’s motives
- Discourteous remarks
- Insulting language
- Personal attacks
- Inflammatory language...or worse

### MEETING MANAGEMENT: FOLLOW YOUR RULES OF ORDER!

- If a board member makes a remark that is out of order, the chair should interrupt and bring the member back to order: "The member will kindly refrain from..."
- If the board chair does not notice or interrupt remarks that are out of order, other members of the board can call "Point of order..." The chair should inquire to the point and if well taken, should implement corrective action.
- If a member will not come to order, don't attempt to gavel them down. This conveys weakness and the chair's lack of authority. Give a few raps of the gavel. If this does not stop the offending behavior, put the board in recess and speak with the offending member privately.
- If repeated attempts to bring the board to order fail, the board does have the authority to remove a member. However, this is a protracted process and it is very likely better to simply adjourn the meeting. In this event, call OSBA!

### OTHER CONSIDERATIONS

- The vast majority of disruptive behaviors can be addressed by a single corrective action in the board meeting.
- If disruptive or insensitive remarks are habitual it is advisable for the chair to meet with the offending member outside of the board meeting.
- As with our complaint process, try to resolve issues at the lowest level possible:
  - In the moment during the meeting
  - In private outside the meeting
- If private conversation isn't effective, it becomes board work to set expectations and the issue needs to be discussed in a public meeting. It is very useful if the board has an operating agreement to reference. (If your board does not have an operating agreement, reach out to OSBA Board Development).
- If a member's behavior creates a liability risk then a censure by the board may be indicated. Consult legal counsel and/or OSBA before proceeding with censuring a member.

### WHAT IS DISRUPTIVE FOR MEMBERS OF THE PUBLIC WHAT IS NOT

- The public has the right to make critical and harsh remarks. Legal decisions have concluded that public bodies may not require members of the public to follow the rules of decorum that apply to board members themselves.
- Members of the public may not disrupt a school board meeting. However, mere words in public comment likely do not constitute disruption.
- The board may prohibit demonstrations (booing, hissing, clapping). These can be chilling to discourse and inhibit free speech, both on the part of the elected officials and of the public.

### MEETING MANAGEMENT: FOLLOW YOUR RULES OF ORDER

- If a member of the audience speaks out of order, either while giving comment with the chair's permission, or interrupting the meeting, the chair should immediately interrupt and bring the audience member back to order.
- If the board chair does not notice or interrupt remarks that are out of order, other members of the board can call "Point of order..." The chair should inquire to the point and if well taken, should implement corrective action.
- If the audience or a member of the public giving comment will not come to order, do not attempt to gavel them down. This conveys weakness and the chair's lack of authority. Give a few raps of the gavel. If this does not stop the offending behavior, put the board in recess and the chair or their designee should speak with the offending member of the public. Such conversations should be direct but done with care.

### REMOVAL OF AUDIENCE MEMBER

- The board chair has the authority to order a disruptive member of the meeting audience from the chamber. However...
- BE VERY CAUTIOUS ABOUT ORDERING A DISRUPTIVE MEMBER OF THE PUBLIC TO LEAVE A MEETING! Call district counsel or OSBA/PACE legal first! Consider simply adjourning the meeting.
- If you are in the moment and cannot consult counsel, give three warnings before issuing the

order for removal.

- If you give the order to remove, put the board in recess until the ordered member of the audience leaves the meeting.
- If order cannot be restored or if an unsafe condition arises adjourn the meeting.

The Board discussed practicing the strategies that OSBA describes, including "stand down", "recess" and calling a Board Meeting. The Board agreed there is value in practicing and being prepared even though the likelihood of an event at a Lane ESD board meeting is low.

#### 1.B. Land Acknowledgement

The Board reviewed and discussed the work that the subcommittee has done in developing a Land Acknowledgement. The Board expressed a desire to do no harm with a land acknowledgment, offering the land acknowledgment as recognition of the native tribes of the Willamette Valley.

The subcommittee assigned to developing a draft has worked with key staff and recommends the board to write individual statements first, then compare and identify common themes to align into one board statement and an action plan for the board's ongoing decolonization processes. The draft Land Acknowledgement was read and reviewed. The following plan with the draft Land Acknowledgement was shared with the Board by Director Wilde: We the board of directors of Lane ESD resolve to read a Land Acknowledgement at Lane ESD board events, using this statement or updated statements approved by the board:

Lane ESD acknowledges that the lands we call Lane County - the lands that sustain our children, our future, and our collective well-being - are the traditional ancestral home of the Kalapuya, Siuslaw, Molalla, and other indigenous people who have lived in Lane County since time immemorial. Native children, families, and communities bear witness to a legacy of displacement and forced relocation. As an educational institutions we are accountable for addressing the current and former silencing, erasure and genocide of native people in Oregon and Turtle Island. We aim to join with indigenous people, honoring their resilience, courage, and self-determination in a purposeful pursuit of justice. Today indigenous people -- alive, diverse, and vibrant -- live in and contribute to the culture of Lane County. We are all blessed by their presence.

We commit to support our own, Lane ESD staff, and student learning about indigenous peoples of Oregon, the history, culture, current concerns, and the role of educational institutions in the genocide of Native/Indigenous people and tribes and in the possibilities for repair and justice. As an ESD we will support and encourage the implementation of Tribal History/Shared History curriculum with all our educational partners.

The board also commits to building relationships that would help us understand the lived experiences of our native students' families and communities and how LESD impacts our students, in collaboration with the superintendent.

The board will review and update the spoken Land Acknowledgement annually during our annual organizational meeting or when needed.

Director Wilde discovered a group that consults with educational, arts, and cultural organizations on this topic - <http://liveoaknative.com/>

## 2. Call Regular Meeting To Order

Chair Hamilton called the regular meeting of the Board to order at 6:00 p.m.

## 3. Welcome

Advisors and Liaisons present: Mark Boren (Fern Ridge Board Liaison), Tim Rogers (Creswell Board Liaison), Erin Zygaitis (Community Advisor), Gary Carpenter (Superintendents' Council Liaison)  
Administrators present: Superintendent Tony Scurto, Human Resources Executive Director Ze Anderson-Brown, Business Services Executive Director Dave Standridge, Chief Information Officer

Brandon Webb, Recording Secretary Julie Simmonds, Special Education Office Manager Dawnja Johnson

Others present: Shareen Vogel (CTE Specialist), Wheylin Niehus (Eugene 4j Construction/CTE Teacher), Brayden O'Keefe-Gotchall (student), Aiden Riley (student), Teagan Wynne (LCEA), Thomas Huiru

#### 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.

There was no public comment.

#### Note regarding public comment:

Beginning with the COVID19 pandemic, Lane ESD Board of Directors meetings are streamed electronically. All members of the public are allowed an opportunity to address the Board on topics either on, or not on, the agenda. Emails from community members who would like to comment on non-agenda items will be read into record at the designated time during the meeting. Emails must contain the community member's name, address, and material that can be read within the three minute time limit. Public Comment ***received by 9:00 a.m.*** on the day of the meeting will be entered into the agenda. Emails should be addressed to [supt-office@lesd.k12.or.us](mailto:supt-office@lesd.k12.or.us).

#### 5. Agenda Review

The agenda was reviewed.

#### 6. Presentation: Career Technical Education Month

Shareen Vogel introduced Wheylin Niehus (Eugene 4j Construction/CTE Teacher) and students Brayden O'Keefe-Gotchall and Aiden Riley. Mr. Niehus and the students discussed their participation in building transitional housing and building tiny homes in a community being developed to support the unhoused. The community will have a shared kitchen and bathrooms, and offer a center where the unhoused can dedicate time to find work and shelter of their own. The program provides an opportunity for the students to give back to the community, be a part of something bigger than them, and help people in need. The students stated that the program shows that when they commit to something, their minds and efforts can accomplish something bigger than just in the local community.

Initially the students were placed in teams to build portions of the transitional housing. They are currently working in two teams building housing sheds for St. Vincent de Paul. A group of students are working on siding and foundations. Next the students will focus on finishing and roofing.

In Oregon, CTE Concentrators have a 93% Graduation Rate, as compared to 81.3% of all students. Lane County's sixteen school districts currently have 115 approved Programs of Study in Career Technical Education, up from just 78 Programs of Study in 2018. These Programs are housed in 28 participating Lane County High Schools, and offer instruction and experience in Agriculture, Forestry & Natural Resources, Culinary & Hospitality, Business & Management, Health Sciences, Industrial & Engineering Systems, Computer Science, Education, and Arts/AV/Communication & Publishing.

The CTE Consortium (CTEC) meets monthly. The Lane ESD Equity Lens is used in all decision making.

#### 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 February 1, 2023

**DIRECTOR MOVED: BE IT RESOLVED** that the Board of Directors for Lane Education Service District adopts the consent group as submitted. Director Harris seconded and **the MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #23-034)**

7.B. Accept Financial Report

The Board of Directors reviewed the January 2023 Financial Report. The Lane ESD's audit firm is delayed in completing the audit. The audit has been submitted to ODE on time, but our Board process is delayed.

**DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD accepts the Financial Report for January 2020. Director Wilde seconded and **the MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #23-035)**

7.C. Career Technical Education Month Declaration

**WHEREAS:** February 1-28, 2023, has been designated Career and Technical Education Month® by the Association for Career and Technical Education; and

**WHEREAS:** career and technical education offers students the opportunity to gain the academic, technical and employability skills necessary for true career readiness

**WHEREAS:** students in career and technical education programs participate in authentic, meaningful experiences that improve the quality of their education and increase their engagement and achievement; and

**WHEREAS:** career and technical education provides students with career exploration opportunities earlier in their educational experience, which enables them to make informed and beneficial decisions about their academic coursework and pursue established programs of study and career pathways; and

**WHEREAS:** leaders from business and industry nationwide report increasing challenges related to addressing the skills gap and connecting qualified professionals with available careers in critical and growing CTE-related fields, including healthcare, energy, advanced manufacturing, cybersecurity and information technology; and

**WHEREAS:** career and technical education prepares students for these and other fulfilling careers by offering integrated programs of study that link secondary and postsecondary education and lead to the attainment of industry-recognized credentials; and

**WHEREAS:** career and technical education programs ensure that employers have access to a qualified and thriving workforce, ensuring America is a strong and competitive economy;

**NOW THEREFORE, BE IT RESOLVED** that the Board of Directors of Lane ESD do hereby proclaim February 1-28, 2023, as

**Career and Technical Education Month**

and urge all citizens to become familiar with the services and benefits offered by the career and technical education programs in this community and to support and participate in these programs to enhance their individual skills and productivity.

**DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD declares February 2023 as Career Technical Education Month. Director HARRIS seconded and **the MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #23-036)**

7.D. Black History Month Declaration

Resolution Declaring February As Black History Month

**WHEREAS,** in 1915, Dr. Carter Godwin Woodson, noted Black scholar and son of former slaves, founded the Association for the Study of African American Life and History and initiated Black History Week on February 12, 1926; and

**WHEREAS,** in 1976 President Gerald Ford made Black History Month a national observance; and the

second week of February coincides with the birthdays of Abraham Lincoln and Frederick Douglass; and the event inspired schools and communities nationwide to organize local celebrations, establish history clubs, and host performances and lectures; and

**WHEREAS**, during Black History Month we celebrate the many achievements and contributions made by Black Americans to Oregon and the United States' economic, cultural, spiritual, and political development and honor the memory of the millions of enslaved Africans who died during the Transatlantic Slave Trade; and

**WHEREAS**, while the observance of Black History Month calls for our community's attention to the continued need to battle racism and to build a society that lives up to its democratic ideals; and

**WHEREAS**, all students need an opportunity to understand the common humanity underlying all people, to develop pride in their own cultural identity and heritage, and to respect the identity and heritage of others; and

**NOW, THEREFORE**, we, the members of the Board of Directors for the Lane Education Service District, hereby declare February 2023 to be: **Black History Month**

and we strongly encourage our staff and community to observe, recognize, and celebrate the culture, heritage and contributions of Black Americans to our country, our state, our cities, and our schools, By resolution of the Board of Directors this 7th day of February 2023.

1. The Board of Directors of Lane ESD will move to declare February 2023 as Black History Month.

**DIRECTOR HARRIS MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD declares February 2023 as Black History Month. Director WILDE seconded seconded and **the MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #23-037)**

#### 7.E. Approve Grants

Superintendent Scurto will discuss any new grants. The Board of Directors of Lane ESD will be asked to approve the following recently awarded or submitted grants: Per Board Policy DD: Lane ESD shall pursue federal, state or private grants or other such funds that will assist the ESD in meeting adopted Board and ESD goals.

Proposals for external funds will be submitted to the Board for evaluation and approval.

In the event an opportunity arises to submit a grant proposal and there is insufficient time to place it before the Board, the superintendent is authorized to use his/her judgment in approving it for submission. The superintendent will review the proposal with the Board at its next regular meeting. The Board reserves the right to reject funds associated with any grant which has been approved.

The Board shall, before an acceptance of such funds, consider the district's obligations, expectations or encumbrances when the grant ceases.

#### BOLI Grant

The BOLI Future Ready Grant will support all (10) Manufacturing Programs of Study across Lane County that are at various stages of development. The BOLI Pre-Apprenticeship Certificate will enhance all these Programs of Study, creating a clear pathway with additional education, training, and work place (work-based learning) experiences for students that are directly aligned to Lane CC and our industry needs in the Manufacturing sector. The HOPE Factory project will be an 'anchor' job site for this project.

#### Perkins Grant for Juvenile Justice Center Programs

This Subgrant Award Notification constitutes a legal agreement between the State of Oregon, acting through its Oregon Department of Education ("Agency"), and the identified Award Recipient. The recipient of grant funds, pursuant to this agreement with the State of Oregon, shall assume sole liability for recipient's breach of the conditions of the grant, and shall, upon recipient's breach of grant

conditions that causes or requires the State of Oregon to return funds to the grantor, hold harmless and indemnify the State of Oregon for an amount equal to the funds which the State of Oregon is required to pay to grantor.

**DIRECTOR HARRIS MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD approves grants as presented and discussed. Director WILDE seconded seconded and **the MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #23-038)**

7.F. Policy Updates: Approve Policy Updates

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 second read:

**DIRECTOR DUERST-HIGGINS MOVED: BE IT RESOLVED** that the Board of Directors of Lane ESD approves policy updates as submitted and listed. Director WILDE seconded seconded and **the MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #23-039)**

7.F.1. BBBA: Board Member Qualifications

Summary

The revisions to BBBA are made to better align with the criteria stated in statute and in the Oregon Constitution to be an elector for a member of a school board.

Collective Bargaining Impact: None

Local ESD Responsibility: Revise and readopt optional policy BBBA - Board Member Qualifications if present in the Board's policy manual.

7.F.2. CPA - Layoff/Recall for Administrators

Summary

HB 2001 (2021) changed the laws regarding reductions in staff for teachers (including a change to the definition of teacher used by the law). Layoffs conducted by ESDs may be required to follow the new requirements.

Collective Bargaining Impact: HB 2001 applies to "contracts entered into, renewed or extended on or after" September 2021. Review any collective bargaining agreements for licensed staff to ensure compliance.

Local ESD Responsibility: Revise and readopt highly recommended policy CPA - Layoff and Recall for Administrators and amend accompanying administrative regulation.

7.F.3. GBEA - Workplace Harassment

Summary

The legal references for policy GBEA - Workplace Harassment have been updated to reflect an assigned statute number to what is House Bill 3041 (2021), which modified Oregon's definition of

sexual orientation and added a definition for gender identity; these definitions apply to a host of Oregon statutes including its use in ORS 659A.370. HB 3041 is now numbered ORS 659A.370, and ORS 174.100 is the home for definitions of sexual orientation and gender identity - both used in this referenced policy.

Collective Bargaining Impact: None

Local ESD Responsibility: ESDs should update the legal references in this policy and republish.

#### 7.F.4. GCBDB/GDBDB – Early Return to Work,

##### Summary

The change to policy GCBDB/GDBDB - Early Return to Work is to align with Equal Employment Opportunity Commission guidance.

Collective Bargaining Impact: Review any collective bargaining agreements for consistency.

Local ESD Responsibility: If the ESD has previously adopted this highly recommended policy GCBDB/GDBDB - Early Return to Work, submit to the Board for review and re adoption.

#### 7.F.5. GCQB - Research

##### Summary

This recommended update is just a revision of policy language and an addition to, and updates of the legal references (see policy for recommendations).

Collective Bargaining Impact: None

Local ESD Responsibility: If the ESD has this optional policy in its board policy manual, consider review, update and re adoption of current policy with recommended changes. Since this policy is optional, the ESD may also decide to rescind policy if present in its policy manual.

#### 7.F.6. IGBAF - Special Education - Individualized Education Program (IEP)

##### Summary

At its December 2021 meeting, the State Board of Education updated Temporary Rule OAR 581-015-2229 Individualized COVID-19 Recovery Services. The OAR required IEP teams for eligible student to make decisions about Individualized COVID-19 Recovery Services which support the district's requirement to ensure a free appropriate public education (FAPE) to eligible students. A new section, Individualized COVID-19 Recovery Services, is added to IGBAF-AR describing the district's responsibilities and outlining notification requirements.

Collective Bargaining Impact: None

Local ESD Responsibility : The ESD should review required administrative regulation IGBAF-AR Special Education, Individualized Education Program and submit to the Board to adopt the recommended changes. It is further recommended that the ESD update the legal references in this policy and republish.

#### 7.F.7. IK - Academic Achievement

##### Summary

Policy IK - Academic Achievement language is revised to align with Oregon Administrative Rule 581-022-2270.

Collective Bargaining Impact: None

Local ESD Responsibility: Review and revise required policy IK - Academic Achievement with recommended updates and submit to the Board for re adoption.

#### 7.F.8. JHC: Student Health Services and Requirements

##### Summary

A new Oregon Administrative Rule, 581-021-0593, requires public education providers, which includes school districts, public charter schools, and education service districts, to provide information on menstrual health and must include this information in their health and sexuality education. As a result, new language has been added to board policy IGAI - Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education. Oregon Department of Education's (ODE) website provides a variety of related resources. In addition, new proposed language has been added to board policy JHC - Student Health Services, which refers to existing rules related to school nursing services and responsibilities.

Collective Bargaining Impact: None

Local ESD Responsibility: Both policies in this recommended update are highly recommended; submit to the Board to consider revising and readopting.

7.F.9. KBA: Public Records Request

Summary

Updated to better align policy and administrative regulation language with statute and revise language to reflect current terms and practices. To help with public record responses, access Oregon Attorney General's available information and consult counsel. Additionally, to provide support for records retention requirements, a table of contents and links to Oregon Archives Division retention requirements for ESDs has been added to EH-AR - Records and Data Management.

Collective Bargaining Impact: None

Local ESD Responsibility: If the Board's policy manual includes the policies and administrative regulations (AR) included in this update, consider reviewing and revising as suggested and submit to Board for reoption. The administrative regulation for either policy may be submitted to the Board as an information item for review. Board policy EH and its AR are optional. Optional policy EH and its accompanying administrative regulation have been rewritten so consider adopting the newer versions presented herein to replace current policy, if present.

## 8. Discussion/Reports

### 8.A. Legislative Update

#### **Ratified Priorities for 2023 Legislative Session**

Out of 2,100 bills, over 300 are education related this session. Superintendent Scurto reviewed the ratified priorities of the OAESD Governance Council on February 2:

##### 1. Funding Issues:

→ Increase State School Fund: 2023-25 appropriation to \$10.3 billion, including an allotment in the Student Success Act to support ESDs keeping pace with increasing costs. → Modify CSL calculation to match actual growth in K-12 costs. → Increase ESD Statewide Initiatives allocation for technical assistance to local school districts. → Provide adequate funding to maintain REN sustainability → Provide adequate funding to sustain Regional (RIS) programs and EI/ECSE. → Provide funding for Early Childhood infrastructure.

##### 2. Workforce and Staffing:

→ Prioritize Special Education educators, Instructional Assistants, and rural educators. → Incorporate apprenticeships into grow your own programs allowing Instructional Assistants to become licensed educators. → Support legislation providing ESD Superintendents with the same contract protections as local school district Superintendents. → Reduce redundancy which creates complications for hiring. → Reduce barriers required when hiring from out of the state.

##### 3. Cybersecurity:

→ Support proposals that establish the Oregon Cybersecurity Center of Excellence as an independent, nonprofit public corporation charged with overseeing, coordinating, funding and providing cybersecurity education, awareness and training for public, private and nonprofit sectors, cybersecurity workforce development and cybersecurity-related goods and services to Oregon public bodies with a targeted focus on the unmet needs of regional and local governments, special districts, education service districts, K-12 schools, and libraries.

##### 4. Other:

→ Support Student Voice and Racial Justice → Support Effective Governance → Support ODE Policy Option Packages that support ESD programs & mission.

### **Governor Kotek's Budget**

COSA's team has reviewed Governor Kotek's recommended budget for 2023-25 and wanted to share a more detailed update on her education priorities.

#### State School Fund

→ \$9.9 billion - a 6.5% increase from 2021-23 and a \$400 million increase from the initial recommendation from the state budget office for 2023-25. The Governor's Recommended Budget uses a combination of state resources for the State School Fund - General Fund, Lottery Funds,

Corporate Activity Taxes (as required by the Student Success Act), Marijuana and other miscellaneous funds.

#### Major K-12 Funding

- Student Success Act - Student Investment Account - \$977.4 million (increase of 9.5% from 2021-23)
- Measure 98/High School Success - \$329.7 million (increase of 5.8% from 2021-23; avg. of \$905 per student annually) Additional Funding for Current K-12 Efforts and Priorities
- School Capital Construction - \$160 million in bond funding to continue the state's capital improvement matching program for school districts. The budget also includes \$4.6 million for the Oregon School for the Deaf, and \$15 million for the Connecting Oregon Schools program to expand broadband connectivity for schools.
- Seismic Retrofitting/Seismic Rehabilitation of Schools - \$100 million in General Obligation Bonds.
- School Safety - \$3 million carved out from the State School Fund to establish a School Emergency Management Program.
- Implementation of State Standards - \$1.4 million to support professional learning and training for Ethnic Studies and Social Emotional Learning.
- Student Success Plans - \$18 million (from the Corporate Activities Tax). These funds are distributed as Grant-in-Aid to school districts, community-based organizations and other partners to implement strategies developed in the plans.
  - African American Student Success plan - \$5 million
  - Latino/a/x and Indigenous Student Success plan - \$5 million
  - LGBTQ2SIA+ Student Success plan - \$2 million
  - New plans that address the unique needs of Native Hawaiian/Pacific Islander students and students who are refugees and immigrants - \$6 million
- Child Nutrition - \$54.7 million for the Hunger Free Schools Programs Grant (under the Statewide Education Initiatives Account in the Student Success Act).
- Early Intervention/Early Childhood Special Education - an additional \$6 million (using the Corporate Activities Tax).

#### New and Emerging Education Initiatives

- Early Literacy - \$120 million in total (breakdown below)
  - \$100 million for training, time, materials, and on-going coaching for preschool and elementary school educators in evidenced-based literacy strategies and culturally-responsive approaches.
  - \$20 million dedicated to literacy focused summer programming for preschool through 5th grade for the summer of 2023. Allocated to districts and public charter schools; will require a 50 percent match.
- Summer Enrichment Programming for all Grades - \$30 million
  - Allocated to Tribes and Community-Based Organizations to provide summer enrichment opportunities.
  - Funds are for the summer of 2023, with a commitment to seek additional funding in 2024.
- Rural and small school technical assistance
  - \$4.8 million to help rural and small schools secure public funding to help meet the needs of students in their respective communities.
- Culturally Responsive Supports for Educators
  - \$4.5 million in one-time resources from the Educator Advancement Council to continue building the Tribal Nations Educator Collaborative Grant.
  - \$5.4 million in one-time carry over resources to develop a comprehensive professional learning system and online platform.

#### Early Learning and Care

- Expanding preschool and child care facilities - \$100 million (intended to help providers create and upgrade their physical early learning spaces).
- Early learning workforce - \$62.5 million to provide a living wage for early learning professionals

working in the following programs Oregon PreKindergarten, Preschool Promise, Healthy Families Oregon, Relief Nurseries, and the Early Childhood Equity Fund.

- Expansion of early learning programs - \$18.9 million
- Inclusionary supports to reduce class size ratios - \$7 million
- Preschool Promise expansion in the summer of 2024 - \$3.8 million
- Community transportation - \$2 million
- Healthy Families Oregon in Lincoln County - \$1.2 million

### **Proposed Key Bills**

OAESD has provided a list of key bills for educators to be watching:

**HB 2049** (Priority I Support): Transfers Oregon Cybersecurity Advisory Council from the office of Enterprise Information Services to Oregon Cybersecurity Center of Excellence, Modifies composition and duties, powers and functions of council.

**HB 2119** (Priority I Oppose): Repeals corporate activity tax. Applies to tax years beginning on or after January 1, 2024.

**HB 2189** (Priority 2 Support): Directs Teacher Standards and Practices Commission to ensure Nontraditional pathways to licensure are available for prospective career and technical education teachers and to provide accommodations or otherwise reduce licensure requirements for licensed career and technical education teachers, or prospective and technical education teachers, who live in rural areas.

**HB 2232** (Priority I Support): Requires the Department of Education to conduct a study to determine how to use educator apprenticeships to address educator workforce shortage.

**HB 2622** (No Position): Requires governing body of public education provider to develop and revise professional learning plans. .

**HB 2682** (Priority 1 Support): Directs State Apprenticeship and Training Council to develop and implement registered apprenticeship program to create pathway to licensure for teacher candidates.

**HB 2690** (Priority I Oppose): Requires school district to pay classified school employee not less than 10 percent more than minimum wage that applies to all employees who work in this state and not less than 15 percent more than minimum wage if classified school employee provides support to students with individualized education program or who are enrolled in special education.

**HB 2739** (Priority I Support): Directs Oregon Department of Administrative Services to prepare tentative budget for funding of State School Fund.

**HB 3066** (No Position): Directs school districts to give parents, guardians and district residents equitable access to instructional materials for purpose of reviewing and examining materials.

**HB 3084** (No Position): Requires that moneys from corporate income and excise tax kicker be used for funding of school construction projects and infrastructure improvements.

**HB 3132** (No Position): Provides that rules adopted by State Board of Education in relation to school district boards and school districts are advisory only.

**SB 197** (Priority I Oppose): Expands requirement for mandatory bargaining over class size and caseload limits to all school districts.

**SB 252** (Priority I Oppose): Requires each school district, education service district and public charter school to ensure that state moneys received by district or school are used to educate student for which moneys are received

**SB 255** (Priority 1 Oppose): Requires school district that is making reductions in educator staff positions to prioritize seniority when determining which teachers to retain,

**SB 277** (No Position): Requires Teacher Standards and Practices Commission to conduct study to identify methods to address workforce shortages in kindergarten through grade 12.

**SB 281** (Priority I Support): Appropriates moneys from General Fund to Department of Education for purposes of conducting comprehensive review of and updating Quality Education Model.

### **8.B. Superintendent Report**

#### **Assistant Superintendent Vacancy**

Superintendent Scurto described the process that he and the Management Team are doing to provide input on how things will progress moving into the new school year. Superintendent Scurto is seeking

input from the management team members, asking them to identify immediate and longer-term needs of the agency. There will likely be a shift or a change in how the position is organized. Superintendent Scurto will want to receive board input in March.

#### OAESD Flyer

The latest version of the OAESD brochure insert related specifically to Lane ESD is attached in the agenda. Printed copies will be available in the next few months.

#### Black History Month

Superintendent Scurto shared Lane ESD's local connection to black history. The lead architect for the main campus building, Denorval Unthank, a prominent African American architect, was the first black man to earn an architecture degree from the [University of Oregon](#) (1951). Unthank also worked on the Lane County courthouse; McKenzie Hall (formerly the [UO School of Law](#) building); and Kennedy Junior Middle School in [Eugene, Oregon](#). He is the eponym of Unthank Hall at UO.

#### Heart of the Work

The ESD is recognizing the heart of the work in our programs. Hearts are hung around the building, each with the name of a staff person.

#### Board Visits

Board visits continue. Most district boards have been visited already as part of the Local Service Plan approval.

#### 8.C. Upcoming Event Participation

The LCOG Member Appreciation Dinner is back. The Board will discuss participation at this event on Saturday, March 4 at 5:00 p.m. at the Cottage Grove Armory, 628 E Washington Ave., Cottage Grove, OR 97424.

#### 8.D. Elections 2023

The Board will discuss May 2023 elections. The following positions are on the ballot. Zone 2: Eugene South, Zone 4: West and North County, Zone 5: East and South County, Position 7: At-Large  
Timeline: February 4, 2023 First day for district candidate to file declaration of candidacy or nominating petition, March 16, 2023 Last day for district candidate to file declaration of candidacy, nominating petition or to withdraw.

#### 8.E. Teacher of the Year and Education Support Professional of the Year

**[Nominations are open now through February 28, 2023](#)** to recognize the outstanding contributions of Oregon's Education Support Professionals!

The winner is named the 2023 Oregon Education Support Professional of the Year and will be surprised with a special announcement later in the spring.

Educators nominated for Education Support Professional (ESP) of the Year must be currently employed by an Oregon public K-12 school or school district and [meet the definition](#) of an ESP in Oregon.

Nominees should embody the following core values of:

- **Accountability:** The ESP owns and takes responsibility for student outcomes and success within their scope of influence.
- **Equity:** The ESP creates and fosters an environment where every student has access and opportunity to thrive.
- **Excellence:** The ESP collaboratively manages the resources they are entrusted with to achieve the best possible outcomes for every student.
- **Integrity:** The ESP is honest and transparent regardless of the situation they are facing.

"The well-being and success of students in Oregon is dependent on a wide variety of unsung heroes whose tireless contributions go above and beyond in their care and support of students and teachers every day," said Oregon Department of Education Director Colt Gill. "This kind of heart and dedication has a deep and lasting impact in our educational system and should not be overlooked. Education Support Professionals across the state deserve to be recognized for both the broad scope and significance of their work. This award is just one way to demonstrate our appreciation for all they do."

**Thanks to the Oregon Department of Education's partnership with the Oregon Lottery, the Oregon Education Support Professional of the Year will receive an award of \$5,000.** They will also receive a plaque and banner to commemorate this significant achievement.

In May of 2019, the Oregon Legislature passed [House Bill 2964](#) which directed the Oregon Department of Education and Oregon State Lottery to collaborate in creating a program to honor an education support professional serving students in any grade from pre-kindergarten through grade 12. ESP's work together with teachers and administrators in Oregon public schools to perform a variety of jobs promoting quality education, fostering positive learning environments, offering nutritious meals, providing reliable transportation, maintaining safe and clean schools for all students and much more.

#### 9. Information from Administrative Staff

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

Director Wilde noted Dr. Leah Dunbar's work recognized in the School Improvement report.

#### 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 are asked to submit their reports in writing to be attached to the agenda. Reports were sent to the Executive Assistant in advance of the meeting.

Mark Boren - deferred to Superintendent Gary Carpenter

Gary Carpenter - The Fern Ridge School District is beginning pre-bond planning and will have a bond on the 2024 ballot. The district broke construction this week on EC CARES classroom on one of the elementary campuses. The district has begun bargaining with classified staff. The district is currently deep into the integrated guidance process. This Thursday the district will host an event called *Heart of the Community* at one of the Elementary schools, hosting service agencies from around the community. The district's current challenge is staffing classified, certified and substitutes. The board approved a policy to have a student representative attend the board, appointing two students and attaching a scholarship to participants. The Athletic Hall of Fame was on Saturday, honoring a cheerleading group from 1989 and a couple of coaches.

Tim Rogers - Creswell Board Meetings are now beginning at 6:00 p.m. rather than 7:00 p.m. Mike Johnson indicates the graduation rate is 89%, 3rd in Lane County, above the state average. The board votes tomorrow on placing a bond on the May 2023 ballot. The bond to pay off middle school will be completed, so the proposal is to maintain the obligation. the district has an opportunity for \$4M matching grant on debt.

Erin Zygaitis - Attended movie night at Fairfield last month. Attended the Japanese New Years at Yujin Gakuen, where 5th graders served as volunteers, roughly 40 different stations with food, crafts, regalia, etc., open to the community.

#### 11. Announcements/Correspondence

##### 11.A. Acknowledgements and Recognition

##### 11.B. Kudos

Kudos to: Tracey Ward

Reported by: Brittney Spencer

Reason: Tracey works so hard every day to support the special education team. She starts her day very early with us to help make sure classrooms are staffed. We LITERALLY could not do our job without her! THANK YOU TRACEY!

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](http://www.lesd.k12.or.us/forms/kudos.html)

#### 11.C. Announcements: Workshops and Activities

##### [Lane African American Black Student Success Program February Calendar of Events](#)

**Conversations About Autism:** Third Thursday of the month Feb. 16th, March 16th, April 20th, May 18th, NO JUNE, July 20th, August 17th, September 21st, October 19th, November 16th (flyer attached)

**February 9:** [Extended Assessment](#)

**February 9:** [Connect Postvention Training](#)

**February 10:** [Coupling OSAS Summative Data & Interim Assessments to Inform Teaching and Learning](#)

**February 22:** [American Sign Language \(Level 2\)](#)

**February 27:** [American Sign Language \(Level 1\)](#)

**March 7:** VIRTUAL [High Expertise Teaching: Module 1 - The Knowledge Base of Teaching](#)

**April 5:** [Sustaining Ambitious Math Teaching](#)

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

- [National School Counseling Week](#)  
Feb. 6-10, 2023
- [Public Schools Week](#)  
Feb. 27 - March 3, 2023
- [Classified School Employees Week](#)  
March 6-10, 2023
- [2023 Summer Board Conference](#)  
Aug. 11-13, 2023  
Salem - Salem Convention Center and The Grand Hotel

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

##### 12. Adjournment

- The next regular meeting is scheduled to be held Tuesday, March 7, 2023, at the Lane ESD Main Campus, 1200 Highway 99 N, Eugene.  
Chair Hamilton adjourned the meeting at 7:51 p.m.

Minutes Approved:

\_\_\_\_\_  
jrs

\_\_\_\_\_  
Linda Hamilton, Chairperson

\_\_\_\_\_  
Tony Scurto, Superintendent



LANE EDUCATION SERVICE DISTRICT

1200 Highway 99 North  
Eugene, OR 97402

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www.lesd.k12.or.us

EQUITY    COMMITMENT    LEADERSHIP    COLLABORATION    INTEGRITY

Lane ESD Board of Directors  
Regular Meeting  
Tuesday, January 3, 2023 6:00 PM Pacific

1. Call Executive Session to Order

Board Chair Linda Hamilton called the Executive Session to order to consider records exempt by law from public inspection. (ORS 192.660(2)(f)).

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

Administrators present: Human Resources Executive Director Ze Anderson-Brown, Superintendent Tony Scurto

Guests: Brian Hungerford

2. Call Regular Meeting To Order

Board Chair Linda Hamilton called the regular meeting of the Board to order at 6:06 p.m.

3. Welcome

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

Advisors and Liaisons present: Mark Boren (Fern Ridge Board Liaison) (remote), Erin Zygaitis (Community Advisor)

Administrators present: Superintendent Tony Scurto, Human Resources Executive Director Ze Anderson-Brown, Business Services Executive Director Dave Standridge, Special Education Executive Director Sue Mathisen, Chief Information Officer Brandon Webb, Recording Secretary Julie Simmonds, Special Education Office Manager Dawnja Johnson

Guests present: None

4. Public Participation

This is an opportunity for the audience to address the Board on topics either on, or not on, the agenda.

The Lane County Education Association Executive Board submitted Public Comment related to inclusive staff policies. The comment was submitted via email and was attached to the agenda.

There was no additional public comment.

5. Agenda Review

The agenda was reviewed.

6. Action Items

6.A. Declare Board Appreciation Month

School Board Recognition Month is celebrated in January to honor the unpaid elected volunteers who serve on Oregon's 197 local school boards, our 19 education service district boards and our 17 community college boards. Superintendent Scurto read the proclamation aloud:

**WHEREAS**, Education Service District Boards exist to meet the diverse education needs of the school districts and students in their regions; **WHEREAS**, ESD boards focus resources on providing vital, innovative and cost-effective strategies to meet those diverse needs; **WHEREAS**, ESD boards help establish the vision for educational excellence in what students should know and be able to do; **WHEREAS**, ESD boards are accountable to the community for assisting the districts they serve to increase student achievement; **WHEREAS**, ESD boards create a climate that supports the philosophy that all children can learn, targeting resources, strategies and services to students who need special help to reach this goal; **WHEREAS**, ESD boards build collaborative relationships based on trust, teamwork and shared accountability; and

**WHEREAS**, ESD boards are committed to continuous education and training on issues related to best practices in education services for their districts;

**NOW, THEREFORE**, We hereby declare *our* appreciation to the members of the Lane ESD Board of Directors and proclaim the month of January to be **Education Board Recognition Month**.

We urge all citizens to join *us* in recognizing the dedication and hard work of ESD board members in preparing today's students for tomorrow's world.

#### 6.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. Board Meeting Minutes of August 2, 2022
2. Board Meeting Minutes of September 6, 2022
3. Board Meeting Minutes of September 13, 2022
4. Board Meeting Minutes of October 11, 2022
5. Human Resource Report, dated January 1, 2023

**DIRECTOR DEURST-HIGGINS MOVED: BE IT RESOLVED** that the Board of Directors for Lane Education Service District adopts 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 #23-029)**

#### 6.C. Accept Financial Report

There was no discussion related to the Financial Report for December 2022.

**DIRECTOR DEURST-HIGGINS MOVED: BE IT RESOLVED** that the Board of Directors for Lane Education Service District accepts the December 2022 Financial Report as presented. Director Kent and **the MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #23-030)**

#### 6.D. Approve 2023 - 2025 Local Service Plan (Year One)

At its December 13th 2022 meeting, the Lane Superintendents' Council unanimously approved the 2023 - 2025 Local Service Plan (Year One). The Local Service Plan remains the same, with the addition of Human Resources services available on the menu for ordering by component

districts. Once approved by the Lane ESD Board, the component district Boards will vote to approve.

The Board acknowledged limited entrepreneurial activity in the agency and expressed support of this type of activity. The Board appreciates the agency's efforts to support component district needs.

**DIRECTOR DEURST-HIGGINS MOVED: BE IT RESOLVED** that the Board of Directors for Lane Education Service District act to approve the 2023 - 2025 Local Service Plan (Year One) as presented. Director Kent seconded and **the MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #23-031)**

6.E. Accept Donation from Lane Community Health Council's Community Benefit Initiative Funding The Lane Community Health Council's Community Benefit Initiative has awarded \$60,000 to Lane Education Service District. Funding was in response to the [proposal submitted by Justin Radabaugh](#) (Lane School).

Lane School is designed to provide intensive interventions and support to students with complex social, emotional, and/or behavioral needs that have impacted their ability to find success in their home school. We utilize evidence-based practices and a school-wide systems approach to effectively support student needs. Those strategies include Positive Behavior Intervention and Supports systems, Trauma-Informed Care, and Collaborative Problem Solving (CPS).

Lane School staff provide high-quality academic and social-emotional instruction that empowers students to develop the skills needed to be successful in a less restrictive setting in their home districts. Staff recognize that students have intensive needs for developing positive relationships and rapport with trusted adults which allows staff to best connect and understand each student's individual strengths, interests, and needs. From this, staff tailor unique structures of trauma informed support, as well as mental health, and comprehensive interventions.

Families report a lack of ability to access mental health support in the community for their children due to: Lack of available counselors, lack of insurance, financial obstacles, difficulty with navigation of the health care system, and trauma fatigue.

Students typically attend Lane School for 2-3 years, but this timeline depends on each student's individual needs, growth, and responsiveness to our intervention and program of support. Students transition back to their home district or an alternative placement after demonstrating the ability to regulate and engage positively in an academic setting. This transition is facilitated by the transition team which consists of a specialized transition teacher, behavior specialist in collaboration with the receiving school. This team develops a support plan that will help the student be successful in their receiving school. An identified gap in consistency is the lack of stable mental health professionals available to support student transition. The students with OHP do have mental health services represented in this collaboration and the students without OHP often do not.

Lane School has implemented a system of CPS throughout the school day to help students learn the skills to identify dysregulation and build skills to re-engage. Next year staff will be offering CPS training to our parents and guardians. The goal is to provide students with continuity in interventions, as well as help parents gain skills to guide their children through the regulation cycle.

Programing that this fund directly supports Lane School's goal of comprehensive mental health for all students at Lane School. Funding in the 2022-2023 school year will be used to increase the capacity to provide mental health support to 70% of our student body during the school day.

**DIRECTOR HARRIS MOVED: BE IT RESOLVED** that the Board of Directors of Lane Education Service District accepts the donation from the Lane Community Health Council's Community Benefit Initiative. Director Truett seconded and **the MOTION CARRIED WITH DIRECTORS DUERST-**

**HIGGINS, HAMILTON, HARRIS KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #23-032)**

6.F. Approve Sole Source Procurement

Connected Lane County (CLC) is the only entity in our region that is providing out of school computer science education across school district lines to elementary, middle and high school students. For approximately two years, at their Spark on 7th facility, they have been operating an Invention Club and Invention Lab (after school and summer times) focused on computer engineering, innovation and design. This program will expand to their new site, Spark at Booth-Kelly in Springfield which will allow for the participation of even more students as the two sites increase access for students in our urban and rural schools. Additionally, CLC is the only regional program that offers paid introductory computer science work through Invention Lab, a program that is also expanding to the Booth-Kelly site.

For six years now, CLC has provided professional development and educator workshops for teachers, or supported the financial expenses of PD with other entities. Through partnerships with the local technology industry and post-secondary partners, teachers across our region's K-12 spectrum experience computer science exposure and growth in knowledge and skills, and we've seen an increase in CTE programs from one to 16 because of the work of CLC. The partnership between Lane ESD and CLC on this grant will help enhance and expand this important work for teachers and youth.

The Board understood the rationale and believes it makes sense to move forward with the sole source procurement.

**DIRECTOR HARRIS MOVED: BE IT RESOLVED** that the Board of Directors for Lane Education Service District approves Sole Source Procurement Contract as presented. Director Kissinger seconded and **the MOTION CARRIED WITH DIRECTORS DUERST-HIGGINS, HAMILTON, HARRIS KENT, KISSINGER, TRUETT AND WILDE VOTING YES. (ESD Resolution #23-033)**

7. Discussion/Reports

7.A. Legislative Update

Superintendent Scurto discussed the OAESD Legislative Priorities. It would take \$10.3B in the State School Fund to keep services and programs whole. The current funding level is \$9.55B. The Governor's Budget is expected the first part of February. ESDs will advocate for our Student Success Act funds to grow as the Student Investment Accounts grow.

Funding Issues or Areas of Funding Focus for OAESD:

- Increase State School Fund: 2023-25 appropriation to \$10.3 billion.
- Modify CSL calculation to match actual growth in K-12 costs.
- Increase ESD Statewide Initiatives allocation for technical assistance to local school districts.
- Provide adequate funding to maintain REN sustainability
- Provide adequate funding to sustain Regional (RIS) programs and EI/ECSE.
- Provide funding for Early Childhood infrastructure.

Workforce and Staffing:

- Prioritize Special Education teachers, Instructional Assistants, and rural educators.
- Incorporate apprenticeships into grow your own programs allowing Instructional Assistants to become licensed teachers.
- Support legislation providing ESD Superintendents with the same contract protections as local school district Superintendents. (Amendment to SB 1521 passed in 2022.)

Cybersecurity:

- Support proposals that establish the Oregon Cybersecurity Center of Excellence as an independent, nonprofit public corporation charged with overseeing, coordinating, funding and providing cybersecurity education, awareness and training for public, private and nonprofit sectors, cybersecurity workforce development and cybersecurity-related goods and services to Oregon public bodies with a targeted focus on the unmet needs of regional and local governments, special districts, education service districts, K-12 schools, and libraries. (HB 4155 in 2022 Session)

Other:

- Support Racial Equity and Justice Youth Collaborative Bill (HB 4099 in 2022 Session)
- Support Board & Superintendent Professional Learning Bill (HB 4029 in 2022 Session)
- Support ODE Policy Option Packages that support ESD programs & mission.

The Governance Council will affirm these priorities at its February 2 meeting. Board members are asked to wait until after February 2 to advocate with legislators.

#### 7.B. Superintendent Report

All Staff Meeting, Valley River Inn, January 3, 2023

All staff met this morning at Valley River Inn to engage in Equity training. Nikotris Perkins, Lane ESD's equity trainer, led the training on Lane ESD's Equity Lens. Most staff sat at tables with their teams and had opportunities to reflect on how the Equity Lens impacts their work and how they can apply the Equity Lens. The agency will look for other ways to provide training for staff. Teams may conduct small group training. The Lane Equity Advisory Council spoke to the full staff about the function of the Council. The morning session also included hearing from students.

#### Transgender Policy

In November, the Board received a recommendation from staff to create a policy that protects transgendered staff. Staff will receive a letter next week that describes how all staff are welcome at Lane ESD, with specific reference to transgender staff.

#### 7.C. Component District Board Visits - Local Service Plan

After the Lane ESD Board of Directors approves the Local Service Plan, the Plan moves to component district Boards for approval. Visits to component district board meetings are being scheduled. Component districts have until March 1, 2022 to approve the 2021-23 Local Service Plan - Year Two. Board members are asked to attend the visits that fall under their district assignments. If a Board member is unable to attend the Board meeting for their assigned district, they are asked to let Julie Simmonds know. Chair Linda Hamilton will attend any meeting that would otherwise not have Lane ESD Board Member representation.

The following component board visits are currently calendared (assigned Board Member):

- 1/9/2023 - Springfield (Vanessa Truett), 7:00 p.m.
- 1/11/2023 - Creswell (Sherry Duerst-Higgins), 7:00 p.m.
- 1/18/2023 - Mapleton (Nora Kent), 6:00 p.m.
- 1/23/2023 - Bethel (Sydney Kissinger), 6:30 p.m.
- 2/1/2023 - Eugene (Linda Hamilton), 6:00 p.m.
- 2/8/2023 - Siuslaw (Nora Kent), 6:30 p.m.
- 2/13/2023 - Pleasant Hill (Rose Wilde), 7:00 p.m.
- 2/15/2023 - Blachly (Nora Kent), 6:00 p.m.
- 2/27/2023 - Fern Ridge (Sydney Kissinger), 6:30 p.m.

The following districts' board visits have not yet been scheduled:

- Crow-Applegate-Lorane (Leslie Harris)

- Lowell (Rose Wilde)
- Marcola (Vanessa Truett)
- McKenzie (Leslie Harris)
- Oakridge (Linda Hamilton)
- South Lane (Sherry Duerst-Higgins)

7.D. OAESD Spring Conference

The Board discussed potential attendance at the OAESD Spring Conference, May 10-12, 2023 at the Sunriver Resort.

7.E. NW Equity Summit - Be Unapologetically DEI

The Board discussed possibly participating in the Partners in Diversity’s 2nd Annual NW Equity Summit is scheduled for September 26, 2023, at the Oregon Convention Center. The conference focuses on helping employees and managers at all levels, as well as diversity influencers, be bold and uncompromising — in other words, unapologetic — when it comes to advancing and advocating for diversity, equity and inclusion. The Summit features national experts on topics related to championing diversity, equity and inclusion.

Sponsorships are available now. To learn more about showing support for DEI and showcase your organization’s commitment, contact Mari Watanabe at [mwatanabe@partnersindiversity.org](mailto:mwatanabe@partnersindiversity.org).  
*Registration is not open yet.*

**Host:** Partners in Diversity <https://www.partnersindiversity.org/>

**Contact:** Mari Watanabe [mwatanabe@partnersindiversity.org](mailto:mwatanabe@partnersindiversity.org)

The Board consensus is to discuss attending this conference at a future meeting.

7.F. Policy Updates: 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:

7.F.1. BBBA: Board Member Qualifications

The revisions to BBBA are made to better align with the criteria stated in statute and in the Oregon Constitution to be an elector for a member of a school board.

Collective Bargaining Impact  
None

Local ESD Responsibility

Revise and readopt optional policy BBBA - Board Member Qualifications if present in the Board’s policy manual.

7.F.2. CPA - Layoff/Recall for Administrators

#### Summary

HB 2001 (2021) changed the laws regarding reductions in staff for teachers (including a change to the definition of teacher used by the law). Layoffs conducted by ESDs may be required to follow the new requirements.

#### Collective Bargaining Impact

HB 2001 applies to "contracts entered into, renewed or extended on or after" September 2021. Review any collective bargaining agreements for licensed staff to ensure compliance.

#### Local ESD Responsibility

Revise and readopt highly recommended policy CPA - Layoff and Recall for Administrators and amend accompanying administrative regulation.

#### 7.F.3. GBEA - Workplace Harassment

##### Summary

The legal references for policy GBEA - Workplace Harassment have been updated to reflect an assigned statute number to what is House Bill 3041 (2021), which modified Oregon's definition of sexual orientation and added a definition for gender identity; these definitions apply to a host of Oregon statutes including its use in ORS 659A.370. HB 3041 is now numbered ORS 659A.370, and ORS 174.100 is the home for definitions of sexual orientation and gender identity - both used in this referenced policy.

#### Collective Bargaining Impact

None

#### Local ESD Responsibility

ESDs should update the legal references in this policy and republish.

#### 7.F.4. GCBDB/GDBDB – Early Return to Work,

##### Summary

The change to policy GCBDB/GDBDB - Early Return to Work is to align with Equal Employment Opportunity Commission guidance.

#### Collective Bargaining Impact

Review any collective bargaining agreements for consistency.

#### Local ESD Responsibility

If the ESD has previously adopted this highly recommended policy GCBDB/GDBDB - Early Return to Work, submit to the Board for review and readoption.

#### 7.F.5. GCQB - Research

##### Summary

This recommended update is just a revision of policy language and an addition to, and updates of the legal references (see policy for recommendations).

#### Collective Bargaining Impact

None

#### Local ESD Responsibility

If the ESD has this optional policy in its board policy manual, consider review, update and readoption of current policy with recommended changes. Since this policy is optional, the ESD may also decide to rescind policy if present in its policy manual.

#### 7.F.6. IGBAF - Special Education - Individualized Education Program (IEP)

##### Summary

At its December 2021 meeting, the State Board of Education updated Temporary Rule OAR 581-015-2229 Individualized COVID-19 Recovery Services. The OAR required IEP teams for eligible student to make decisions about Individualized COVID-19 Recovery Services which support the district's requirement to ensure a free appropriate public education (FAPE) to eligible students. A new section, Individualized COVID-19 Recovery Services, is added to IGBAF-AR describing the

district's responsibilities and outlining notification requirements.

Collective Bargaining Impact  
None

Local ESD Responsibility

The ESD should review required administrative regulation IGBAF-AR Special Education, Individualized Education Program and submit to the Board to adopt the recommended changes. It is further recommended that the ESD update the legal references in this policy and republish.

7.F.7. IK - Academic Achievement

Summary

Policy IK - Academic Achievement language is revised to align with Oregon Administrative Rule 581-022-2270.

Collective Bargaining Impact  
None

Local ESD Responsibility

Review and revise required policy IK - Academic Achievement with recommended updates and submit to the Board for readoption.

7.F.8. JHC: Student Health Services and Requirements

Summary

A new Oregon Administrative Rule, 581-021-0593, requires public education providers, which includes school districts, public charter schools, and education service districts, to provide information on menstrual health and must include this information in their health and sexuality education. As a result, new language has been added to board policy IGAI - Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education. Oregon Department of Education's (ODE) website provides a variety of related resources. In addition, new proposed language has been added to board policy JHC - Student Health Services, which refers to existing rules related to school nursing services and responsibilities.

Collective Bargaining Impact  
None

Local ESD Responsibility

Both policies in this recommended update are highly recommended; submit to the Board to consider revising and readopting.

7.F.9. KBA: Public Records Request

Summary

Updated to better align policy and administrative regulation language with statute and revise language to reflect current terms and practices. To help with public record responses, access Oregon Attorney General's available information and consult counsel. Additionally, to provide support for records retention requirements, a table of contents and links to Oregon Archives Division retention requirements for ESDs has been added to EH-AR - Records and Data Management.

Collective Bargaining Impact  
None

Local ESD Responsibility

If the Board's policy manual includes the policies and administrative regulations (AR) included in this update, consider reviewing and revising as suggested and submit to Board for readoption. The administrative regulation for either policy may be submitted to the Board as an information item for review. Board policy EH and its AR are optional. Optional policy EH and its accompanying administrative regulation have been rewritten so consider adopting the newer versions presented herein to replace current policy, if present.

7.G. Administrative Rule Updates

### 7.G.1. CPA-AR Layoff/Recall for Administrators

#### Summary

HB 2001 (2021) changed the laws regarding reductions in staff for teachers (including a change to the definition of teacher used by the law). Layoffs conducted by ESDs may be required to follow the new requirements.

#### Collective Bargaining Impact

HB 2001 applies to "contracts entered into, renewed or extended on or after" September 2021. Review any collective bargaining agreements for licensed staff to ensure compliance.

#### Local ESD Responsibility

Revise and readopt highly recommended policy CPA - Layoff and Recall for Administrators and amend accompanying administrative regulation.

### 7.G.2. DJC-AR Special Procurements and Exemptions from Competitive Bidding

This administrative rule is updated to better align with language from ORS 279B.075: Sole-source procurements.

### 7.G.3. GCDA-GDDA-AR Criminal Records Checks and Fingerprinting

#### Summary

House Bill 4030 (2022) modifies fingerprinting requirements for persons seeking employment in schools and now makes a temporary exception to allow the Oregon Department of Education (ODE) to waive fingerprinting requirements if ODE determines the person has:

- Submitted to a criminal records check for the person's immediately previous employer, the employer is a school district or private school and the person has not lived outside this state between the two periods of employment;
- Submitted to a criminal records check conducted by TSPC within the previous three years; or
- Remained continuously licensed or registered with the commission.

This is a temporary change and sunsets July 1, 2024.

#### Collective Bargaining Impact

None

#### Local ESD Responsibility

The revisions effect language in required administrative regulation GCDA/GDDA-AR - Criminal Records Checks and Fingerprinting, and can be revised by administration, implemented, and submitted to the Board for review; the AR is not required to be adopted.

### 7.G.4. IGBAF-AR Special Education, Individualized Education Plan (IEP)

#### Summary

At its December 2021 meeting, the State Board of Education updated Temporary Rule OAR 581-015-2229 Individualized COVID-19 Recovery Services. The OAR required IEP teams for eligible student to make decisions about Individualized COVID-19 Recovery Services which support the district's requirement to ensure a free appropriate public education (FAPE) to eligible students. A new section, Individualized COVID-19 Recovery Services, is added to IGBAF-AR describing the district's responsibilities and outlining notification requirements.

#### Collective Bargaining Impact

None

#### Local ESD Responsibility

The ESD should review required administrative regulation IGBAF-AR Special Education, Individualized Education Program and submit to the Board to adopt the recommended changes. It is further recommended that the ESD update the legal references in this policy and republish.

### 7.G.5. KBA - AR Public Records Request

#### Summary

Updated to better align policy and administrative regulation language with statute and revise language to reflect current terms and practices. To help with public record responses, access

Oregon Attorney General's available information and consult counsel. Additionally, to provide support for records retention requirements, a table of contents and links to Oregon Archives Division retention requirements for ESDs has been added to EH-AR - Records and Data Management.

Collective Bargaining Impact  
None

#### Local ESD Responsibility

If the Board's policy manual includes the policies and administrative regulations (AR) included in this update, consider reviewing and revising as suggested and submit to Board for readoption. The administrative regulation for either policy may be submitted to the Board as an information item for review. Board policy EH and its AR are optional.

#### 8. Information from Administrative Staff

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

#### 9. Board Member Reports and Comments/Agenda Planning

##### 9.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.

##### 9.B. Board Member Reports

Board members were asked to submit their reports in writing to be attached to the agenda. 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** - Attended the Lane School Winter Break party where students and parents received gifts at their afternoon assembly.

**Johnie Matthews**, Superintendents' Council Advisor

**Emilio Hernandez**, Community Advisor

**Mike Anderson**, Liaison, Creswell School District

**Mark Boren**, Liaison, Fern Ridge School District

#### 10. Announcements/Correspondence

##### 10.A. Acknowledgements and Recognition

##### 10.B. Kudos

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](http://www.lesd.k12.or.us/forms/kudos.html)

##### 10.C. Announcements

##### 10.C.1. Lane ESD Board Member Activities and Opportunities

##### 10.C.2. Component District Board Meeting Dates

#### 11. Adjournment

- The next regular meeting is scheduled to be held Tuesday, February 7, 2023, at the Lane ESD Main Campus, 1200 Highway 99 N, Eugene.

The meeting was adjourned at 7: 06 p.m.  
The next regular meeting is scheduled to be held Tuesday, February 7, 2023, at the Lane ESD Main Campus, 1200 Highway 99 N, Eugene.

Minutes Approved:

\_\_\_\_\_  
jrs

\_\_\_\_\_  
Linda Hamilton, Chairperson

\_\_\_\_\_  
Tony Scurto, Superintendent

Lane Education Service District  
**2022-23 General Fund Financial Summary**  
 February 28, 2023

	Budget	Actual: Jul-Feb	Projected: Mar-Jun	Projected Total	Projected vs Budget	
					\$	%

**Resources**

State School Fund	15,395,800	11,546,122	3,646,914	15,193,036	(202,764)	-1.3%
Property Tax & Timber	8,370,200	8,001,436	435,200	8,436,636	66,436	0.8%
Services to Districts	873,800	-	1,336,903	1,336,903	463,103	53.0% (1)
Other Local Revenue	350,000	459,469	94,814	554,283	204,283	58.4% (2)
Indirect from Grants	490,000	205,582	334,418	540,000	50,000	10.2%
<b>Total Revenues</b>	<b>25,479,800</b>	<b>20,212,609</b>	<b>5,848,249</b>	<b>26,060,858</b>	<b>581,058</b>	<b>2.3%</b>
Beginning Fund Balance: Unreserved	3,401,000	3,316,093	-	3,316,093	(84,907)	-2.5%
Beginning Fund Balance: District Reserves	1,129,000	1,080,566	-	1,080,566	(48,434)	-4.3%
<b>Total Resources</b>	<b>30,009,800</b>	<b>24,609,268</b>	<b>5,848,249</b>	<b>30,457,517</b>	<b>447,717</b>	<b>1.5%</b>

**Requirements**

Salaries	9,259,434	5,282,138	4,198,374	9,480,512	221,078	2.4%
Benefits	6,409,374	3,300,533	2,659,540	5,960,073	(449,301)	-7.0%
Services	3,592,088	3,259,646	2,032,335	5,291,981	1,699,893	47.3% (3)
Supplies	339,400	455,486	36,000	491,486	152,086	44.8%
Other	215,700	208,494	7,600	216,094	394	0.2%
Interfund Transfers	459,000	429,000	30,000	459,000	-	0.0%
Transit Cash to Districts	5,726,153	631,667	4,907,787	5,539,454	(186,699)	-3.3%
<b>Total Expenditures</b>	<b>26,001,149</b>	<b>13,566,964</b>	<b>13,871,636</b>	<b>27,438,600</b>	<b>1,437,451</b>	<b>5.5%</b>
Ending Fund Balance: Unreserved	2,581,113	-	-	2,112,799	(468,314)	-18.1%
Ending Fund Balance: District Reserves	1,427,538	-	-	906,117	(521,421)	-36.5%
<b>Total Requirements</b>	<b>30,009,800</b>	<b>13,566,964</b>	<b>13,871,636</b>	<b>30,457,517</b>	<b>447,717</b>	<b>1.5%</b>

Change in Unreserved Fund Balance (819,887) (1,203,294)

Unreserved Ending Fund Balance 10.1% 8.1%

(1) Increase in Life Skills enrollment.

(2) Increase in the investment rate received on the LGIP Investment Pool.

(3) Includes contracted services for Instructional Assistants provided by outside staffing agency. Also includes improvements to restroom facilities at Westmoreland.



## Grant Award Agreement

Program Title: Wellness in Beloved Community (“Program”)

Grant Amount: \$15,195 (“Grant Award”)

Program Period: January 2023 to December 2023 (“Program Period”)

Organization: Lane Education Service District (“Grantee”)

Address: 1200 Highway 99 North, Eugene, Oregon 97402

Organization Contact Name: Daniel Gallo

Financial Contact Name: David Standridge

**As a condition of receiving the Grant Award under the OEA Choice Trust Education Employee Well-being (EEW) Grant Program, Grantee hereby agrees to the following terms and conditions:**

1. **Permitted Uses.** Unless otherwise approved in writing by OEA Choice Trust, the Grant Award and interest earned on those funds shall only be used for the purposes described in the grant proposal approved by OEA Choice Trust, a copy of which is attached to this Agreement (the “Approved Grant Proposal”).

Grant funds can be used organization/district-wide or if not used organization/district-wide, must be offered to a minimum of 100 employees/members. Only one grant award will be given to a school district, education service district, or community college during the same grant period.

If awarded an EEW grant by OEA Choice Trust, participants agree to use the funds only for the purpose for which they were intended. Grant applications requesting funding for equipment purchases over \$1,000 in value must include two competitive pricing bids.

Collaboration between multiple partners is encouraged; however, responsibility for implementation and the administration and fiscal aspects of the project lies with the grantee.

2. **Prohibited Uses.** The Grant Award cannot be used for:
  - a. Payment for goods or services purchased before the commencement of the Program Period
  - b. Salaries or benefits of the organization’s existing personnel
  - c. Purchase of ergonomic equipment for staff
  - d. Purchase of district health plans and benefits, such as an Employee Assistance Program
  - e. Funding other organizational programs




1/27/2023

- f. Any attempt to influence legislation (including direct or grassroots lobbying) or any religious purposes
  - g. Deficit funding
  - h. Capital improvements such as large kitchen appliances for staff room renovations, construction, installation, carpentry, etc.
3. **Commencement of Expenditures.** The Grantee will make efforts to commence expenditures within six months of receipt of the grant award to stay on track toward spending grant funds by the end of the grant period and ensure progress is made on the action plan.
4. **Return of Unused Funds.** Any portion of the grant award that is unexpended will be deducted from the upcoming year's grant award. If the final budget report shows a difference in actual spending to the grant amount that was sent, unspent funds will need to be returned within 90 days.
5. **Program Records.**
- (a) The Grantee shall maintain adequate books and records for the Program (the "Program Records"), which shall consist of the following:
    - (1) A general ledger separately accounting for the receipt and disbursements of the Grant Award funds;
    - (2) The original documentation substantiating the expenditures of the Grant Award (e.g., bills, invoices, canceled checks); and
    - (3) All other books and records that are required by the terms of the Approved Grant Proposal or that may reasonably be considered pertinent to the Program.
  - (b) Upon request, the Grantee shall promptly furnish OEA Choice Trust with copies of any of the Program Records. The Grantee may charge a reasonable fee for copying and mailing/delivery.
  - (c) OEA Choice Trust, at its expense and upon reasonable notice to the Grantee, may audit (or have its representative audit) the Program Records.
  - (d) The Grantee shall retain the Program Records for four years after the expiration of the Program Period (including any authorized extension).
6. **Reporting.** Grantees are asked to check in with their OEA Choice Trust liaison at least twice during each grant year with additional technical assistance (TA) meetings as needed. These meetings will include an interim check-in and end-of-year Annual Update Call with time to discuss and plan the action plan and budget for the upcoming grant year.
7. **Meetings/Grantee Gatherings.**
- (a) **Annual Meeting and Meeting Expense Reimbursement.** Successful grant participants agree to participate in an annual Journey to Wellness meeting hosted by OEA Choice Trust where all participating grantees share information about education employee well-being programs. At least one representative of the Grantee shall participate in the annual meeting. OEA Choice Trust will cover the cost for grantees to attend as outlined in the Travel and Reimbursement Instructions document.

- (b) **On-Site Visits.** Representatives of the Grantee shall arrange for periodic Program-related site visits as requested and shall meet with representatives of OEA Choice Trust during such visits.
  - (c) **Telephone/Virtual Conferences.** Representatives of the Grantee shall participate in telephone or Zoom/virtual conferences when requested upon reasonable notice by OEA Choice Trust.
- 8. **Publicity.** Any, and all, publicity, press releases, and printed materials paid for with grant funds will mention the support provided by the OEA Choice Trust Education Employee Well-being (EEW) Grant Program.
- 9. **Termination.**
  - (a) If the Grantee fails to materially comply with the terms and conditions of the Grant Award Agreement or the Action Plan and budget approved in the grant proposal (for example, the Grantee fails to show satisfactory progress in achieving the goals of the Program or is delinquent in providing the required reports), OEA Choice Trust may terminate the Grant Award. Unless OEA Choice Trust determines, in its sole discretion, that the facts and circumstances warrant immediate action, OEA Choice Trust will generally afford the Grantee the opportunity to take appropriate corrective action before OEA Choice Trust will terminate the Grant Award. OEA Choice Trust may impose special conditions on the Grantee to correct identified financial or administrative deficiencies in order to avoid the termination of the Grant Award.
  - (b) If OEA Choice Trust terminates the Grant Award, it may, in its sole discretion, take such action as it deems appropriate to protect its interests, including precluding the Grantee from receiving future grants and taking appropriate legal action to recover from the Grantee the amount of misspent funds or unallowable costs incurred.
- 10. **Intellectual Property.** Works first produced in the performance of this Agreement shall be owned by the Grantee. The Grantee agrees to make such works available for public benefit and to provide OEA Choice Trust a nonexclusive, irrevocable, royalty-free right to reproduce, publish, distribute, create derivative works, and otherwise use the works for educational purposes.
- 11. **Amendment.** This Agreement may be amended only in writing and signed by the Grantee and the Executive Director of OEA Choice Trust.
- 12. **Entire Agreement.** This Grant Award Agreement supersedes any and all prior written or oral agreements or understandings with respect to the matters it addresses.

**OEA Choice Trust:**


By:   
(Signature)

Name: Lauren Booth  
(Print Name)

Title: Executive Director

Date: February 3, 2023

**Grantee:**

By:   
Tony Scurto (Feb 21, 2023 14:47 PST)  
(Signature)

Name: Tony Scurto  
(Print Name)

Title: Superintendent

Date: Feb 21, 2023





1/27/2023

6900 SW Atlanta St., Bldg. 2, Tigard, OR 97223 (503) 620-3822







# Lane ESD Award Agreement Cycle 1

Final Audit Report

2023-02-21

Created:	2023-02-21
By:	Asta Garmon (asta@oeachoice.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAPXWO3aEmuJyRzFI7144VBvTbXwjd4Hb2

## "Lane ESD Award Agreement Cycle 1" History

-  Document created by Asta Garmon (asta@oeachoice.com)  
2023-02-21 - 8:41:04 PM GMT- IP address: 173.12.185.21
-  Document emailed to supt-office@lesd.k12.or.us for signature  
2023-02-21 - 8:41:38 PM GMT
-  Email viewed by supt-office@lesd.k12.or.us  
2023-02-21 - 10:46:34 PM GMT- IP address: 163.41.61.21
-  Signer supt-office@lesd.k12.or.us entered name at signing as Tony Scurto  
2023-02-21 - 10:47:35 PM GMT- IP address: 163.41.61.21
-  Document e-signed by Tony Scurto (supt-office@lesd.k12.or.us)  
Signature Date: 2023-02-21 - 10:47:37 PM GMT - Time Source: server- IP address: 163.41.61.21
-  Agreement completed.  
2023-02-21 - 10:47:37 PM GMT



932 Emerld Drive • DeSoto, Texas 75115 • 503-881-8895 • [moyerospa@gmail.com](mailto:moyerospa@gmail.com)

## INDEPENDENT CONTRACTOR LETTER OF AGREEMENT FOR PERSONAL SERVICES

**TERM OF AGREEMENT:** This Agreement is made and entered into this 6th day of February 2023, by and between MBM ImPAC, hereinafter referred to as the “Consultant” and the LANE EDUCATION SERVICE DISTRICT of Eugene, OR hereinafter referred to as the “ESD.”

### IT IS AGREED THAT:

1. **CONSULTANT WILL** provide the services as set forth in the Agreement in coordination with the Executive Human Resources Director as follows:
2. **SERVICES:** Consultant agrees to perform the following services:
  - Provide non-threatening, meaningful and relevant coaching support to continue strengthening reflective and generative leadership
  - Serve as a confidential and supportive sounding board
  - Ask pertinent and powerful questions, challenge assumptions and help provide clarity
  - Reflect on situations and circumstances that stimulates new ways of thinking
  - Explore insights for being an effective leader
  - Understand human behaviors and responses in a political context
  - Discuss strategic planning and action steps
  - Meet face-to-face with Leadership Team and Management Team Members once per month, formally meet virtually with Leaders once a month, as well as, be accessible for reflective guidance/coaching via text, phone and/or email correspondence 24/7
3. **THIS AGREEMENT SHALL** be for the specified period, commencing on February 2023 and ending on June 2023, with the flexibility to extend the Agreement if needed.
4. **COMPENSATION:** Lane Education Service District shall pay the Consultant a fee of \$29,500 for the scope of work, providing the consultant is not in default in the performance of any of its duties or obligation. The additional **retainer fee of \$1,000 is WAIVED**, provided the Agreement is signed and electronically returned on or before February 15, 2023.

**PROFESSIONAL FEE:** \$29,500  
Plus travel expenses

**Payments shall be made using the following payment schedule:** Equal payment are due on or before March 31, and June 30, 2023.
5. **COMPLIANCE WITH LAWS:** The Consultant and Lane Education Service District shall, at its sole expense, comply with all applicable laws and governmental rules, regulations or requirements, which may now or hereafter be in force, relating to activities under this agreement. Lane Education Service District understands and agrees that its own compliance with applicable federal and state nondiscrimination laws is a condition precedent to its rights under this agreement and that violation of said laws may result in cancellation of this agreement.
6. **RELATIONSHIP OF PARTIES:** This agreement does not create any relationship with Lane Education Service District of employer and employee, master and servant, principal and agent, or landlord and tenant. Consultant has no power or authority to make any statement or representation or to incur any debt, litigation or liability of any kind in the name of Lane Education Service District, for it, or on its account. Consultant is responsible for all applicable taxes including, but not limited to, Social Security and Federal Withholding.



932 Emerld Drive • DeSoto, Texas 75115 • 503-881-8895 • [moyerospa@gmail.com](mailto:moyerospa@gmail.com)

### INDEPENDENT CONTRACTOR LETTER OF AGREEMENT FOR PERSONAL SERVICES

**TERM OF AGREEMENT:** This Agreement is made and entered into this 6th day of February 2023, by and between MBM ImPAC, hereinafter referred to as the "Consultant" and the LANE EDUCATION SERVICE DISTRICT of Eugene, OR hereinafter referred to as the "ESD."

**IT IS AGREED THAT:**

1. **CONSULTANT WILL** provide the services as set forth in the Agreement in coordination with the Superintendent as follows:
2. **SERVICES:** Consultant agrees to perform the following services:
  - Review Management Leadership input identifying their most challenging responsibilities.
  - Identify current duties/tasks might be eliminated for the 2023-24 school year based on Management Leadership input
  - Explore possible duties and responsibilities that might be reassigned for the 2023-24 school year
  - Examine the Management Leadership input to determine who might have capacity for additional responsibilities
  - Synthesize Management Leadership perspective of what the future needs are of the organization, including the type of positional leadership needed emphasizing characteristic, skills and competencies needed
  - Propose recommendations to the Superintendent based on Management Leadership input
3. **THIS AGREEMENT SHALL** be for the specified period, commencing on February 2023 and ending on March 1, 2023, with the flexibility to extend the Agreement if needed.
4. **COMPENSATION:** Lane Education Service District shall pay the Consultant a fee of \$6,500 for the scope of work, providing the consultant is not in default in the performance of any of its duties or obligation. The additional **retainer fee of \$1,000 is WAIVED**, provided the Agreement is signed and electronically returned on or before February 10, 2023.

**PROFESSIONAL FEE:** \$6,500

**If the ESD would like for the Consultant to present the findings and recommendation to the Management Leadership Team an additional professional fee of \$2500, Plus travel expenses**

Payments shall be made on or before March 30, 2023.

5. **COMPLIANCE WITH LAWS:** The Consultant and Lane Education Service District shall, at its sole expense, comply with all applicable laws and governmental rules, regulations or requirements, which may now or hereafter be in force, relating to activities under this agreement. Lane Education Service District understands and agrees that its own compliance with applicable federal and state nondiscrimination laws is a condition precedent to its rights under this agreement and that violation of said laws may result in cancellation of this agreement.
6. **RELATIONSHIP OF PARTIES:** This agreement does not create any relationship with Lane Education Service District of employer and employee, master and servant, principal and agent, or landlord and tenant. Consultant has no power or authority to make any statement or representation or to incur any debt, litigation or liability of any kind in the name of Lane Education Service District, for it, or on its account. Consultant is responsible for all applicable taxes including, but not limited to, Social Security and Federal Withholding.

**Executed as of the above date:**

A signature below will indicate acceptance of this Letter of Agreement and terms and conditions herein.

**MBM ImPAC**  
Improving Performance, Accountability & Communication

Marsha Benjamin Moyer  
Executive Director

**TO: LANE ESD**

NAME: Tony Scurto  
TITLE: Superintendent



*Overcoming barriers to education through technology*

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### **Network Engineer**

Russell has started and is off to a running start. He has already helped us to refocus our attention on supporting the districts and students.

### **Aruba Wireless**

Aruba wireless is up to date and functioning properly. This update helps ensure the network equipment is not as vulnerable to attack.

### **Eduroam**

We are 90% complete with getting Lane ESD main campus set up and we are working with Link Oregon on documentation that will ensure the success of this pilot program in other regions across the state. We just recently met with Link Oregon and High Desert regarding the benefits of this program as CTE students travel for events like robotics. This system will provide safe WiFi for our staff and students traveling to other districts.

### **Firewalls**

With the start of our network engineer, Russell, we have additional experience and expertise to call on and have stepped back to consider additional options. We want to ensure the use of our equity lens and consideration for all that we provide safe services for.

### **Phone System**

We have started the research phase for replacing our phones system summer 2024.

### **CyberSecurity Insurance**

We have completed all of the requirements for cyber insurance for 2021-2023 and are halfway through the requirements for 2024. I have meetings scheduled with insurance companies to discuss our options and we have submitted our compliance checklist for our qualification status.

### **IT Server room**

I am working closely with Brad to provide him with the technical support he needs around the design and build of the server room that will allow the agency

to secure our equipment, protect it from fire, and ultimately build an IT office that is up to safety standards for our staff.

**IT Office Remodel**

We are working closely with facilities to redesign the IT office to create a safe, secure, and inclusive environment for our staff. We plan to go out to RFP in a couple of weeks.



# 2023 March HR Update

From the Desk: Ze Anderson-Brown, MBA, SHRM-CP pHCLE  
Executive Director of Human Resources

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## **Celebrating Classified School Employees Week March 6 – 10, 2023**

Classified School Employee Week is celebrated annually during the first full week of March. This year we are celebrating and recognizing 163 classified staff members who have demonstrated they have the heart for the work. For Board members visiting the Main Campus, you will see 287 red hearts hanging in the windows. Each sheet of paper has been printed with a red heart and a single staff member's name. These printed hearts with each name are special and unique to each person as we want to recognize and remember the importance of their contribution to the mission. Without our staff, we would be unable to accomplish and grow the programs that support our students. This week we celebrate our classified school employees who exemplified excellence as they strive to build a community of belonging.

## **Evaluating Human Resources Management System in Collaboration**

The HR software program used across the district needed to be easy to maneuver for both the employer and the end users on the employee side. The HR information system helps share knowledge across departments; it supports recruitment efforts and streamlines onboarding processes, compliance, training, and evaluations, and helps manage time and attendance. Cloud-based systems also help with business continuity during a catastrophic event. The brick-and-mortar is severely damaged due to fire or a weather event because the information is stored in the clouds and can be accessed anywhere once you have connectivity. In a catastrophic event, HR can continue operations, and employees are still hired, supported, and paid. This week, members from across the organization gathered to review a potential new HRMS system. This collaborative meeting was held to gain end users' perspectives on the possible change to a new platform. In the coming weeks, we will gather more information and weigh their feedback against known gains and losses when an organization considers a potential move to a new HR software program.