

LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT  
REGULAR BOARD MEETING MINUTES  
June 08, 2011

CALL TO ORDER  
REGULAR SESSION

Chair Jean Wooten called the June 8, 2011, meeting of the Linn Benton Lincoln Education Service District Board to order at 5:30 p.m. The Board led the Pledge of Allegiance.

Present

Board Members: Jean Wooten, Jan Doerfler, David Dowrie, David Dunsdon, Paul O'Driscoll and Mylrea Estell; Susan Waddell, Supt.; Deputy Supt. Mary McKay; Angie Peterman, LBL Business Services Director and Bonnie Herrmann, Human Resources/ Administrative Specialist

Absent

None

EXECUTIVE SESSION

At 5:35 p.m., Chair Wooten opened Executive Session as per ORS 192.660(2)(a) and (f), to consider the employment of a public officer, employee, staff member or individual agent; and consider information or records that are exempt by law from public inspection.

REGULAR SESSION

Chair Wooten closed the Executive Session at approximately 5:45 p.m. and reopened the Regular Session. Jean Wooten was thanked for her year of service as Board Chair and was presented a clock in appreciation of her dedication to the position.

PUBLIC HEARING ON 2011-  
2012 BUDGET

At 6:00 p.m., Chair Wooten called the Public Hearing on the 2011-2012 Budget open and requested oral and/or written testimony. No testimony was brought forward. Chair Wooten closed the public hearing at 6:45 p.m.

Requests, Petitions and  
Delegations

Chair Wooten asked for requests, petitions, and delegations. There were none.

Consent Agenda

Chair Wooten asked if Board members wanted any item to be removed from the consent agenda. It was determined that because Vice Chair Estell presided over the May 11, 2011 and May 18, 2011 minutes, the signature line should be changed from Chair Wooten to Vice Chair Estell.

David Dowrie moved to approve the consent agenda, as amended. Paul O'Driscoll seconded the motion and it passed by unanimous vote.

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Introduce New Program  
Administrator for Network

Supt. Waddell requested a change in the agenda, to proceed with the introduction of the new Network and Facilities Program Administrator, Bob Bauer. Permission was granted by Chair Wooten. The Board Members introduced themselves and Mr. Bauer expressed his appreciation for the opportunity to work with LBL.

## REPORTS

Business Office Matters

Capital Improvement Plan

Director Peterman presented the Capital Improvement Plan, discussed the content and acknowledged that Administrator Bauer will take the project on in the future. A discussion was held regarding the potential liability and usefulness of the warehouse.

Explanation of "Sweep"  
Account

Director Peterman provided an explanation of a "Sweep" account in response to questions from the May 11<sup>th</sup> Board Meeting.

Financial Statements for May  
2011

Director Peterman presented the May financial statements.

Superintendent's Report

Strategic Plan Outcomes Review

Supt. Waddell reviewed activities and progress being made toward the Strategic Plan goals. She explained that at the Administrators retreat the plan, goals and activities would be revised and the revision will be presented to the Board in August.

VCSA

Supt. Waddell discussed the June 1<sup>st</sup>, VCSA agenda, summarized the meeting and updated the Board Members on the status of the legislative actions.

Performance Review Materials  
and Consultant Report: Survey  
Results, Supt. Self Evaluation  
and Supt. Mid Year Progress  
Report

Supt. Waddell discussed the materials that had been distributed at the beginning of the meeting. Chair Wooten read the Superintendent Performance portion of the 2011 Executive Summary Annual Performance Review.

Annual Report to ODE Supt. Waddell announced that the Annual Report is being prepared and will be completed by the June 30, 2011 due date. Supt. Waddell will supply a copy to the Board Members when complete.

#### BOARD

Status of July Board Meeting Supt. Waddell explained that the Board was provided with two calendar options, one with a July meeting and one without.

Strategic Plan Tasks/Goals Board Members discussed attendance at committee meetings.

Supt. Evaluation

Supt. & Deputy Supt. Contracts Supt. and Deputy Supt. contracts did not include increase in salary. An amount equivalent to a step increase would be added to TSA. Some concern was expressed about the compensation for LBL's Supt. and Deputy Supt. positions lagging behind other districts. Board Member Doerfler suggested a sub-committee be formed to review the situation. Board Members requested that updated information about other Supt. salaries, as available. The Board suggested a news release be sent out regarding LBL's contract renewals and performance evaluation results as well as an explanation of why salaries were not increased.

Parliamentary Procedures for 2011-2012 (ORS 332.040-057) Vice Chair Estell requested to continue with Roberts Rules.

#### ACTION ITEMS

Election Results David Dowrie moved to accept the election results as presented. Paul O'Driscoll seconded and it passed unanimously. Supt. Waddell administered the oath of office to Elected Board Members Jan Doerfler, Paul O'Driscoll and David Dunsdon.

Appoint Replacement for Zone 3 Board Position – Oath of Office David Dowrie moved to appoint Frank Bricker as Replacement for Zone 3 Board Position. Jan Doerfler seconded the motion and it passed by unanimous vote.

Approve Claims Paid David Dunsdon moved to approve claims paid for May 2011.

Motion to Amend Approved  
Budget

David Dowrie seconded the motion and it passed by unanimously. Mylrea Estell moved to modify the approved budget to reflect changes in service requests as presented. Paul O'Driscoll seconded the motion and it passed by unanimous vote.

Adopt Resolution #2-1011,  
Organizational Resolutions

Jan Doerfler moved to adopt Resolution #2-1011, Organizational Resolutions. David Dunsdon seconded the motion and it passed by unanimous vote.

Adopt Resolution #3-1011, Supt.  
Evaluation

Paul O'Driscoll moved to adopt Resolution #3-1011, Supt. Evaluation. Jan Doerfler seconded the motion and it passed by unanimous vote.

Adopt Resolution #4-1011, 2011-  
2012 Budget \*incl. sample  
motion

David Dowrie moved to adopt Resolution #4-1011, 2011-2012 Budget. Paul O'Driscoll seconded the motion and it passed by unanimous vote.

Adopt Resolution #5-1011,  
Impose Tax \* incl. sample  
motion

Mylrea Estell moved to adopt Resolution #5-1011, Impose Tax. David Dowrie seconded the motion and it passed by unanimous vote.

Adopt Resolution #6-1011, Supt.  
and Deputy Supt. Contracts

Paul O'Driscoll moved to adopt Resolution #6-1011, Supt. and Deputy Supt. Contracts. Jan Doerfler seconded the motion and it passed by unanimous vote.

Adopt Resolution #7-1011,  
Resolution to Designate Certain  
Funds of the District as  
Committed for Reporting  
Purposes under GASB 54 "Fund  
Balance Reporting and  
Governmental Fund Type  
Definitions"

David Dowrie moved to adopt Resolution #7-1011, Resolution to Designate Certain Funds of the District as Committed for Reporting Purposes under GASB 54. David Dunsdon seconded the motion and it passed by unanimous vote.

Adopt 2011-2012 Board of  
Directors Meeting Schedule

Jan Doerfler moved to adopt the 2011-2012 Board of Directors Meeting Schedule without the July meeting. Paul O'Driscoll seconded the motion and it passed by unanimous vote.

Election of Officers for 2011-  
2012  
Chair  
Vice Chair

Paul O'Driscoll nominated Mylrea Estell as Board Chair and David Dowrie as Vice Chair for 2011-2012. Jan Doerfler seconded the nomination and it carried by unanimous vote. Paul O'Driscoll declined nomination as Vice Chair at this time.

Approve Out of State Travel

David Dunsdon moved to approve out of state travel for Jennifer Orton. Paul O'Driscoll seconded the motion and it passed by unanimous vote.

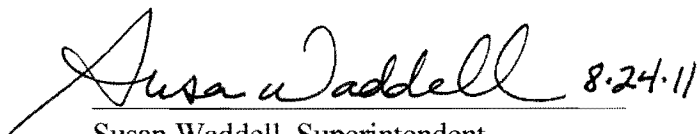
Paul O'Driscoll moved to approve out of state travel for Kathryn Henderson. Jan Doerfler seconded the motion and it passed by unanimous vote.

ADJOURNMENT

Chair Wooten adjourned the meeting at 8:15 p.m.



Jean Wooten, Board Chair



Susan Waddell, Superintendent

Recorded by Bonnie Herrmann