

LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT  
REGULAR BOARD MEETING MINUTES  
September 14, 2011

**A. CALL TO ORDER  
REGULAR SESSION**

Chair Mylrea Estell called the September 14, 2011, meeting of the Linn Benton Lincoln Education Service District Board to order at 6:00 p.m. at the Boone Center in Newport, Oregon. The Board led the Pledge of Allegiance. Board Members introduced themselves.

Present:

Board Members: Jean Wooten, Jan Doerfler, David Dunsdun, Frank Bricker, and Mylrea Estell; Susan Waddell, Supt.; Mary McKay, Deputy Supt.; Angie Peterman, LBL Chief Financial Officer; Debbie Herndon, Executive Secretary

Guests:

Cliff Wooten, Tom Rinearson – Lincoln County Supt., Lila Kuykendall – LBL EI/ECSE Program Administrator, Autumn Belloni – LBL Speech Language Pathologist, Jill Luther – LBL EIEC Specialist, Ron Beck – Lincoln County School District Board member

Absent:

David Dowrie, Paul O’Driscoll

**B. CLERK’S ITEMS OF  
BUSINESS**

Chair Estell asked if Board Members would like any item to be removed from the Consent Agenda.

1. Consent Agenda

*Jean Wooten moved to approve the consent agenda as presented. David Dunsdon seconded the motion and the motion passed unanimously.*

**C. REPORTS**

1. Lincoln EI/ECSE  
Program Presentation

Autumn Belloni and Jill Luther presented a DVD of the Lincoln County EI/ECSE Program, that presents to parents various services available for children.

2. LBL Employee Job  
Descriptions

Deputy Supt. Mary McKay presented a sample LBL job description. Job descriptions are updated each year by September. All job descriptions are posted on Insight.

An LBL Early Retirement Summary was included in the packet and will be discussed at the October 12, 2011 board meeting.

3. Amended Local Service  
Plan

Supt. Waddell presented the amended Local Service Plan. District superintendents met after SB250 passed and made changes to the plan. Supt. Waddell reviewed the changes with the Board of Directors. Once approved by the LBL Board, constituent districts

LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT  
REGULAR BOARD MEETING MINUTES  
September 14, 2011

will approve the changes at their board meetings.

4. Business Office Matters

- a. August financial Statements Chief Financial Officer Peterman presented the August financial statements.
- b. Procurement Cards CFO Peterman presented additional information about procurement cards to the Board. The Board agreed to move forward with this item. A resolution will be presented at the October 12, 2011 Board meeting.
- c. Capital Improvement Plan Update Supt. Waddell referred to a memo from Bob Bauer, Network and Facilities Program Administrator, which highlighted changes and updates to several capital improvement projects.
- d. iSeries Surplus Equipment LBL has an IBM iSeries minicomputer that is recommended to be approved as surplus equipment. An IBM reseller is willing to purchase the server and erase the drives containing all the student data. LBL will be provided a letter verifying all data has been wiped clean for a fee of approximately \$200. An IBM reseller has offered LBL \$2,200 for the equipment.

5. Superintendent's Report

- a. Strategic Plan Outcomes Review Supt. Waddell reviewed the Strategic Plan tasks and activities for LBL goals, stating we are on target toward meeting our goals.
- b. VCSA Supt. Waddell reported the first VCSA meeting of the year went well. Superintendents viewed a SIS Suite demo and were very pleased. The Superintendents reviewed the amended Local Service Plan and supported the changes. Chuck Bennett and Craig Hawkins, COSA, presented legislative changes to the group.
- c. Leadership Council Agenda Supt. Waddell reported the new administrative structure is working well. The Executive Council has been replaced by the Leadership Council with meetings twice a month. The first meeting is the nuts and bolts meeting and the second meeting is for professional development.

LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT  
REGULAR BOARD MEETING MINUTES  
September 14, 2011

**D. BOARD**

1. Board Worksession Agenda  
Supt. Waddell, Chair Mylrea Estell and Greg Mackenzie met to discuss and review the Board worksession agenda. The worksession will be Sunday, September 25, beginning at 10:00 a.m. through Monday, September 26, until 3:00 p.m. at Silver Creek Falls. The agenda will be sent to Board Members next week.
2. AESA Conference Participation/OSBA Conference  
Board Members confirmed their attendance at the AESA and OSBA conferences with the executive secretary.
3. OSBA Board and LPC Positions  
It was the consensus of the Board to nominate David Dowrie to the OSBA Board Legislative Policy Committee position.
4. Prioritize Future Agenda Items  
The Board prioritized future agenda topics.


**E. ACTION ITEMS**

1. Approve Claims Paid  
*David Dunsdon moved to approve claims paid for August 2011. Jan Doerfler seconded the motion and it passed unanimously.*
2. Approve Resolution No. 1-1112 Declaring Surplus Network Equipment  
*Frank Bricker moved to approve declaring the iSeries minicomputer as surplus property, to be cleaned and then sold. Jan Doerfler seconded the motion and it passed unanimously.*
3. Approve Amended Local Service Plan  
*Jan Doerfloer moved to approve the amended Local Service Plan as presented. Frank Bricker seconded the motion and it passed unanimously.*
4. Approve David Dowrie's OSBA LPC Nomination  
*Jean Wooten moved to nominate David Dowrie to the OSBA LPC. David Dunsdon seconded the motion and it passed unanimously.*
5. Approve Out of State Travel Request  
*David Dunsdon moved to approve out of state travel for Kevin Silbernagel as presented. Frank Bricker seconded the motion and it passed unanimously.*

LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT  
REGULAR BOARD MEETING MINUTES  
September 14, 2011

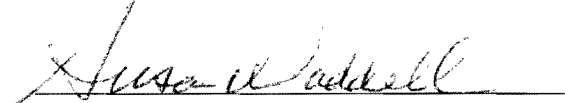
**F. ADJOURNMENT**

Chair Estell adjourned the meeting at 7:35 p.m.



---

Mylrea Estell, Board Chair



---

Susan Waddell, Superintendent

Recorded by Debbie Herndon