

LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT
REGULAR BOARD MEETING MINUTES
November 16, 2011

**A. CALL TO ORDER
REGULAR SESSION**

Chair Mylrea Estell called the November 16th, 2011, meeting of the Linn Benton Lincoln Education Service District Board to order at 6:00 p.m. The Board led the Pledge of Allegiance.

Present:

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

Absent:

Frank Bricker

B. EXECUTIVE SESSION

At 6:03 p.m., Chair Mylrea Estell opened Executive Session as per ORS 192.660(2)(f), to consider information or records that are exempt from disclosure by law.

Chair Estell closed Executive Session at approximately 6:08 p.m. and reconvened the Regular Session with Diana Allen, Cascade Regional Program Administrator, Amanda Stenberg, Autism Specialist, and Melissa Bermel, Autism Specialist, joining the meeting.

**C. 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

David Dowrie moved to approve the Consent Agenda as presented. David Dunsdon seconded the motion and the motion passed unanimously.

*Approval of Regular Board Meeting Minutes from October 12th, 2011

*Approval of Personnel Report

*Accept Letter of Resignation from Zone 5 Board Member

D. REPORTS

1. Cascade Regional
Services Presentation

Amanda Stenberg, autism specialist, discussed the use of ipads with autistic students. She explained how students with autism are highly visual and multi sensory. The ipad links visual with auditory and tactile senses and works very well for them.

LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT
REGULAR BOARD MEETING MINUTES

November 16, 2011

Numerous applications are available that teach communication, social skills, tools for transition, and organization, to name a few. Six ipads were purchased with ARRA funds and are available for districts to borrow. There is a process in place where the autism specialist identifies students who could benefit from using an ipad and a plan is developed based on IEP goals. The ipad is loaned out for a trial period. After the trial period it is suggested the district purchase one for the student. Data is in place that shows the student would benefit from using an ipad, and this backs up the request. Grants are available to help with an ipad purchase.

Melissa Bermel, autism specialist, presented a dvd of a non-verbal student using the ipad to communicate his needs. The ipad gives the student a “voice”.

2. Professional
Development Review

Deputy Supt. Mary McKay reviewed the 2010-2011 LBL professional development summaries. There were 860 staff members participating in onsite and offsite training opportunities last year. Included in the board packet was a breakdown of what programs participated in trainings along with the overall cost. Also included in the count were the SafeSchools courses all LBL employees are required to complete each year.

3. Second Reading of
Policy IIBGA, Electronic
Communication System

Deputy Supt. Mary McKay presented the second reading of Policy IIBGA, Electronic Communication System. Language was updated to match CIPA (Children’s Internet Protection Act), changing students to minors.

4. Business Office Matters

a. October Financial
Statements

Chief Financial Officer Peterman presented the October financial statements. CFO Peterman updated the board on state school funding. The November forecast will be released tomorrow.

b. Procurement Cards

CFO Peterman referred to the Staff Guide/Agreement and Board Policy for using the LBL ESD procurement card. Our attorney has reviewed the language and suggested changes have been made to the document.

c. Network Service
Level Agreement
Status

CFO Peterman stated the Network Service Level Agreement will be presented by Bob Bauer at the DTAC meeting for feedback, and also at the VCSA meeting on December 7th. The agreement will then be presented to the Board at the December 14th board meeting.

LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT
REGULAR BOARD MEETING MINUTES
November 16, 2011

- d. BIS Financial Plan CFO Peterman reported the BIS Financial Plan was presented at the VCSA meeting on November 2nd. Initial investment for non-component districts in the program came from BIS reserves and component district investments. Superintendents were very pleased to hear the program had outperformed original estimates. At the conclusion of the fourth year the initial investment has been recovered and at the conclusion of the fifth year the plan will have a potential surplus. The superintendents decided to repay their initial investment now rather than the fall of 2012. Some districts have chosen to take their return on investment via check while others have instructed LBL to credit their Tier 2 funds.

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 VCSA meeting went well and reviewed the agenda topics with the board. Angie Peterman presented the BIS financial update to the superintendents. Ms. Waddell and Chuck Bennett, COSA, discussed legislative outcomes. Senator Frank Morse attended the meeting and reviewed outcomes of the last legislative session along with the pending February 2012 legislative session.
- c. Leadership Council
Agenda Supt. Waddell included the November 1st, 2011 Leadership Council agenda in the Board packet. At the professional development meeting held yesterday, Bonnie Herrmann presented FMLA and OFLA training to program administrators. The discussion included administrator responsibilities and employee opportunities. Program administrators asked Bonnie to present this information to their staff also.
- d. Inservice Plan Supt. Waddell referred to a memo regarding winter inservice. At a planning meeting it was suggested employees use this set aside time to give back to the community. Each program will choose what to do by December 6th. The Board asked to be included in final plans so they can know what opportunities they might participate in.

LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT
REGULAR BOARD MEETING MINUTES
November 16, 2011

E. BOARD

1. Supt. and Deputy Superintendent Contracts Workgroup Report
The Supt. and Deputy Superintendent Contracts workgroup comprised of Mylrea Estell, David Dowrie, Jan Doerfler, Supt. Waddell, CFO Angie Peterman, and Deputy Supt. Mary McKay, presented the results of their first meeting. David Dowrie discussed proposed contract language. Chair Estell discussed two options for salary compensation for Board members to review and discuss further at the December 14th board meeting.
2. Boardbook Paperless Board Meetings
This item will be discussed at the December 14th board meeting.
3. Debrief OSBA Convention
Board members debriefed the OSBA Convention. There will be further discussion at the December 14th meeting. David Dunsdon asked for Shared ESD's to be a future agenda topic.
4. Vote on LPC Position #10 and OSBA Resolutions
The Board voted unanimously for David Dowrie for LPC Position #10.

Chair Estell called for a vote on OSBA Resolution #1 that amends the constitution to allow the OSBA Legislative Policy Committee to override membership-approved legislative policies and priorities. The resolution passed with four in favor and one against. The Board will enter a "Yes" vote for OSBA Resolution #1.

Chair Estell called for a vote on OSBA Resolution #2 that amends the Constitution to allow consecutive terms for the secretary/treasurer. The resolution failed with five against. The Board will enter a "No" vote for OSBA Resolution #2.

F. ACTION ITEMS

1. Approve October Claims Paid
David Dunsdon moved to approve claims paid for October 2011. David Dowrie seconded the motion and it passed unanimously.
2. Adopt Policy IIBGA, Electronic Communication System
Jan Doerfler moved to adopt Policy IIBGA, Electronic Communication System as amended. David Dowrie seconded the motion and it passed unanimously.

LINN BENTON LINCOLN EDUCATION SERVICE DISTRICT
REGULAR BOARD MEETING MINUTES
November 16, 2011

3. Approve Out-of-State
Travel

David Dowrie moved to approve the out-of-state travel request for Susan Waddell to attend the Association of Educational Service Agencies (AESAs) Annual Conference in Colorado Springs, Colorado on November 30th – December 3rd, 2011. Jean Wooten seconded the motion and it passed unanimously.

4. Declare Zone 5 Board
Position Vacant

Davie Dowrie moved and Jan Doerfler seconded the motion to declare the Zone 5 Board position vacant. The motion passed unanimously.

5. Adopt Resolution No.
3-1112 Declaring Surplus
Equipment

David Dowrie moved to adopt Resolution No. 3-1112 Declaring the generator as surplus equipment. David Dunsdon seconded the motion and it passed unanimously.

G. ADJOURNMENT

Chair Estell adjourned the meeting at 8:07 p.m.

Mylrea Estell, Board Chair

Susan Waddell, Superintendent

Recorded by Debbie Herndon