

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

A. WORKSESSION

A worksession was held in CR 1 with Kristi Ivers who gave the Board instructions on navigating Insite. (5:15 p.m. – 5:45 p.m.)

**B. CALL TO ORDER
REGULAR SESSION**

Chair Mylrea Estell called the December 14th, 2011, meeting of the Linn Benton Lincoln Education Service District Board to order at 6:03 p.m. The Board led the Pledge of Allegiance.

David Dowrie formally requested a brief narrative be compiled for budget committee members to inform them of anything that has changed, funding services, and anything on the horizon that may affect the next budget. Debbie will schedule time for Susan, Mary and Angie to work on this. All Board members supported this being done.

Present:

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

Absent:

Jean Wooten

**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. Jan Doerfler seconded the motion and the motion passed unanimously.

*Approval of Regular Board Meeting Minutes from November 16th, 2011

*Approval of November Personnel Report

D. REPORTS

1. Work Year Calendars
for 2012-2013

Deputy Supt. Mary McKay presented the 2012-2013 LBL Work Year Calendars. Districts appreciate having the calendars in December so they can build their school calendars from LBL's work calendars.

2. Business Office
Matters

a. Financial
Statements

Chief Financial Officer Peterman presented the November financial statements. The next financial forecast will be released in February, 2012.

b. Network Service
Level Agreements

CFO Peterman stated the Network Service Level Agreement has been presented to the District Technology Advisory Committee (DTAC) and to superintendents at the VCSA meeting. The Board was given the latest revised draft copy of the SLA. Work is being done on a standard format for all SLA's. Superintendents will bring feedback from their districts to the next VCSA meeting on January 4, 2012.

c. Audit Status
Update

CFO Peterman conveyed to the Board that the audit is close to being complete and will be filed by December 31, 2011. It has gone well but had a few minor details to work out. The auditor will present the final audit at the January 11, 2012 Board meeting and answer any questions.

3. Superintendent's
Report

a. Strategic Plan
Tasks & Activities

Supt. Waddell discussed the Strategic Plan tasks and activities for LBL goals, reiterating we continue to be on target toward meeting our goals.

b. VCSA

Supt. Waddell stated the VCSA meeting went well and reviewed the agenda topics with the Board. Representative Sara Gelser attended the meeting and discussed the last

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legislative session along with the upcoming legislative session.

- c. Leadership Council The December 6th, 2011 Leadership Council agenda was included in the Board packet. Supt. Waddell relayed that three administrators at each Leadership Council meeting provide examples of meeting their performance measures in their job descriptions each month.

- d. Funding Coalition Supt. Waddell reported handouts were included in the Board packet from a previous funding coalition meeting she attended.

E. BOARD

- 1. Supt. and Deputy Superintendent Contracts Workgroup Report

Chair Estell stated the Superintendent and Deputy Superintendent contracts workgroup met again. There was not sufficient time at the November 16th Board meeting to fully discuss this topic.

After a lengthy discussion about contract language, salaries and insurance coverage, it was the consensus of the Board to move forward with these items. The Superintendent and Deputy Superintendent have not been paid according to the terms of their contracts for the last four years. After the reorganization of LBL the Superintendent and Deputy Superintendent have had numerous roles and responsibilities added to their job descriptions. It is the desire of the Supt. and Deputy Superintendent contracts Workgroup to bring the Superintendent and Deputy Superintendent compensation in line with what was previously contractually obligated.

This item will be on the January 11, 2012 agenda.

- 2. Long Range Financial Planning Workgroup Report

This item will be on the January 11, 2012 agenda.

- 3. Debrief OSBA Conference

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- This item will be on the January 11, 2012 agenda.
4. AESA Conference Report
 5. Zone 5 Board Member Replacement
 6. Boardbook Paperless Meetings

F. ACTION ITEMS

1. Approve November Claims Paid
David Dunsdon moved to approve claims paid for November 2011. Frank Bricker seconded the motion and it passed unanimously.
2. Approve Work Year Calendars for 2012-13
Frank Bricker moved to adopt Work Year Calendars for 2012-2013 as presented. David Dowrie seconded the motion and it passed unanimously.
3. Motion to Authorize the Board Chair to Draft Change to Superintendent & Deputy Supt. Contracts as Discussed
Jan Doerfler moved to authorize the Board Chair to draft changes in the superintendent and deputy superintendent contracts as discussed. The motion died for lack of a second.
Frank Bricker moved to authorize the Board Chair to draft deputy superintendent contract language to include "superintendent designate" along with performance evaluation language. David Dowrie seconded the motion and it passed unanimously.
David Dowrie moved and Jan Doerfler seconded the motion to authorize the Board Chair to draft the Superintendent's contract to reflect a current salary of \$137,000 this year with a 5% increase for the next three years through 2014-2015.
Frank Bricker moved to amend the motion for the Superintendent salary to be \$147,683 for 2011-12 with a 3% adjustment for the next three years. Jan Doerfler seconded the motion and it passed with 4 aye votes and one nay vote.
Frank Bricker moved to amend the Deputy

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Superintendent salary to be \$123,665 for 2011-12 with a 3% adjustment for the next three years. David Dowrie seconded the motion and it passed with four ayes and one nay vote.

The Board will review Superintendent insurance coverage information and this item will be brought back to the January 11, 2012 Board meeting.

Chair Estell adjourned the meeting at 8:25 p.m.

Chair Estell reopened the Regular meeting at 8:28 p.m. Clarification was needed for implementing the Superintendent and Deputy Superintendent Contract changes.


Frank Bricker made a motion that the salary adjustment for the Superintendent salary take effect January 1, 2012 and the salary adjustment for the Deputy Superintendent salary be retroactive to July 1, 2011. David Dowrie seconded the motion. The motion passed with four ayes and one abstain vote.

The meeting was adjourned at 8:30 p.m.

G. ADJOURNMENT



Mylrea Estell, Board Chair



Susan Waddell, Superintendent

Recorded by Debbie Herndon