

LANE ESD BOARD
MINUTES

1981-82 - 1985-86

1985-1986

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, OR 97402

Office of the Superintendent
June 17, 1986

LANE ESD BOARD MEETING
June 17, 1986

Agenda Topics

1. Call to Order
 - 1A Attendance

1. A regularly scheduled meeting of the Lane ESD Board of Directors was called to order at 7:00 p.m., Tuesday, June 17, 1986, with the following persons in attendance:

Board members:

Cleve Dumdi, Chairperson	Lois Copple
Beverly Ficek	Doug McKay
Jim Swanson	

ESD staff:

Jim Maxwell, Superintendent	Wyatt Rosenbaum
Bob Taylor	Marv Wilkerson
Jeff Foreman	Sallie Rainville
Jerry Miller	

Others attending included:

Rob Adams	Alice Carnes
Carol Clemens	Junko Toll
Mr. and Mrs. Glen Weathers	

- 1B Oath of Office Administered

- 1B. Superintendent-Clerk Maxwell administered the oath of office to Lois Copple, who was re-elected at the March 25 election to Board Position 5 and Glen Weathers, who was elected to Board Position 4. The signed oaths are attached to the official copy of these minutes.

2. Statements
 - 2A Agenda Modified

- 2A. Chairperson Dumdi announced that he would modify the agenda so that discussion and action on the Superintendent's contract could be held early in the evening.

- 2B Statements from the Audience

- 2B. Junko Toll, 5th grade teacher, Parker Elementary, Eugene 4J, presented a brief statement to the Board in support of the portable planetarium, which she described as a highly effective curricular tool. She said she hoped user fees would not put the Planetarium beyond the reach of schools.

Chairperson Dumdi said he expected there would be further discussion related to the Planetarium during the budget hearing scheduled for 7:45 p.m.

2. Statements

2B Statements from the
Audience

2B. (continued)

Superintendent Maxwell thanked Ms. Toll for sharing her comments.

3. Action Items

3A Superintendent's
Contract
(Agenda Item #8B)

3A. The Board received and reviewed a memo from Cleve Dumdi and Frank Nearing (the Board subcommittee on contract and salary recommendations for Superintendent Maxwell). A four-step salary schedule was recommended,

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the Superintendent's salary schedule as indicated in the recommendation from the Board subcommittee. A copy is attached to the official copy of these minutes.

(Resolution #85-117)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, MCKAY, and SWANSON VOTING YES.

Chairperson Dumdi distributed a draft copy of the contract between the Superintendent and Board. This contract was based on the one the Board previously approved for the Interim Superintendent. The Chairperson pointed out modifications which are being reviewed by Joe Richards and by Larry Gildea, the Superintendent's attorney.

Following discussion, **DIRECTOR FICEK MOVED** to tentatively approve the contract as presented, with final approval following Joe Richards' latest review.

(Resolution #85-118)

Director Swanson seconded and the MOTION CARRIED WITH ALL BOARD MEMBERS PRESENT VOTING YES.

4. Budget Hearing

4A Opening of Hearing
(Agenda Item #7A)

4A. At 7:45 p.m., Chairperson Dumdi declared the 1985-86 Lane ESD Budget Hearing open. The ESD operating budget, as outlined below, is within the tax base. Notice of the Budget Hearing was published, as required by law, in two issues of the Register-Guard (on May 29 and June 5).

4. Budget Hearing

4A Opening of Hearing
(Agenda Item #7)

4A. (continued)

The Budget Summary is as follows:

<u>FUND</u>	<u>EST. EXPEND.</u>	<u>EST. RCPTS.</u>	<u>LEVY</u>
100 General	7,462,327	2,660,067	4,802,260
200 OTIS	3,953,254	3,953,254	0
220 Curriculum	25,000	25,000	0
226 Sci. Consortium	11,000	11,000	0
271 Skipworth	6,821	6,821	0
Skipworth Voc.			
Prog.	49,599	49,599	0
275 Voc. Ed. Cons.	89,724	89,724	0
400 Equip. Reserve	139,078	139,078	0
410 OTIS Eq. Reserve	5,000	5,000	0
610 Coop. Purchasing	800,000	800,000	0
900 Working Capital	50,000	50,000	0
	<u>12,591,803</u>	<u>7,789,543</u>	<u>4,802,260</u>

Estimated taxes not to be
collected

654,853

TOTAL Lane ESD operating levy, within
tax base

\$5,457,113

4B Invitation for
Public Comments

4B. Chairperson Dumdi opened the hearing for public
and staff comments.

Comments from Superintendent:

Superintendent Maxwell called attention to
information of interest to those persons who had
come to speak about the Planetarium.

He said Bob Taylor and Bill Suggs have under-
taken an extensive review of the Planetarium
budget with the goal of reducing the discrepancy
between revenues and expenditures by \$44,000,
while at the same time keeping the Planetarium
program available to each district as needed.
They have developed a fee structure which
eliminates the ESD's subsidy of non-public
school users and have also developed a fee
structure for school users under which ESD
resolution funds would subsidize 66% of the
cost. In addition, several steps have been
taken to reduce operational costs of the
Planetarium program.

The proposed user fee schedule was distributed
to Board and audience members.

4. Budget Hearing
4C Comments from
Audience

4C. Alice Carnes, Director of Willamette Science and
Technology Center (WISTEC)

Ms. Carnes said that as a museum professional she wished to express support for the outstanding ESD Planetarium. She said Planetarium Director Bill Suggs does a superb job and is a rare combination of scholar and teacher.

Ms. Carnes supported the user fee concept, but said she thought it should have been introduced on a more gradual basis.

Ms. Carnes said the partnership between public and private funding that exists in the Alton-Baker Park Museum Complex is unique and provides a great benefit to the entire Lane County region. She said Planetarium and WISTEC staff members consider themselves a team providing services to Lane County school children and the public.

Questions and discussion followed Ms. Carnes' statement.

Rob Adams, Eugene Astronomical Society

Mr. Adams said the ESD Planetarium is the finest he has ever visited and reminded the Board that he had spoken several times to the ESD Budget Committee about advantages the Planetarium provides to Lane County's students and the public.

He said the Astronomical Society uses the Planetarium heavily, but as a part of this use, members lend equipment to the Planetarium and cooperate in providing many activities. The Society considers itself an active support group for the Planetarium. He said the Society hopes these volunteer efforts will be recognized.

Adams urged the Board to try to continue to fund the Planetarium at its present level.

Chairperson Dundi thanked Mr. Adams for his interest and attendance and for enlightening the Board about the activities of the Astronomical Society.

4. Budget Hearing
4C Comments from
Audience

4C. (continued)

Carol Clemens, Media Specialist, Noti
Elementary, Fern Ridge School District

Ms. Clemens said that Noti Elementary has an outstanding astronomy program which makes use of both Alton-Baker Park and the portable planetariums.

Ms. Clemens said small schools are unable to provide curriculum tools such as the Planetarium without the assistance of the ESD. She encouraged the Board to keep costs low enough so that students are able to take advantage of the Planetarium programs and facilities.

Questions and discussion followed.

Ms. Clemens said the proposed fee schedule which had just been distributed seemed quite reasonable and would help her school's situation.

Board Member Comments

Director Ficek suggested that the Board consider reducing the amount budgeted for payment to the Oregon Museum Park Commission.

Superintendent Maxwell pointed out that action to withhold these expenditures would be recommended at a later point in the agenda.

Director Swanson expressed deep concern about the future of the Planetarium.

In following discussion, the Board reviewed the decision to seek additional revenue, which was made as a result of this year's district service prioritization process.

The Board also reviewed the new operational plan and fee schedule for the Planetarium. All Board members present agreed they would like to receive a monthly report from the staff on the Planetarium operation and revenue collections and expenditures.

Director Copple expressed appreciation, on behalf of the Board, to those who have taken time to keep the Board informed about Planetarium concerns. She said she would like the record to show that the Board and staff are

4. Budget Hearing
4C Comments from
Audience

4C. (continued)

seriously considering all input as they make necessary decisions.

There being no further comments, Chairperson Dumdi declared the Budget Hearing closed.

5. Action Items
5A Reduction of Budget,
Skipworth Vocational
Project
(Agenda Item #8C)

5A. Subsequent to the time that copy for the official Notice of Budget Hearing was delivered to the Register-Guard, the Board was notified that the Skipworth Vocational Education grant proposal was not funded.

Superintendent Maxwell recommended that the published budget be modified by deleting the amount budgeted for this fund.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD hereby modifies the 1986-87 Budget, as published, by deleting the amount budgeted to the Skipworth Vocational Project (\$49,599), because the grant proposal was not funded. With this deletion, the total anticipated requirements for the 1986-87 Lane ESD Budget will be \$12,542,204.

(Resolution #85-119)

Director Swanson seconded and the MOTION CARRIED WITH ALL DIRECTORS PRESENT VOTING YES.

- 5B Expenditures for
Oregon Museum Park
Commission
(Agenda Item #8D)

5B. Based on review of discussion at the June 3 work session, Superintendent Maxwell recommended that funds budgeted to the Oregon Museum Park Commission not be spent until the Board determines its position on continued participation in the Commission.

Board members agreed, in discussion following, that such a course of action would provide flexibility for the Board to consider the matter further at a later point in the year after receiving additional budget and other information from OMPC.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Lane ESD Board directs the Superintendent to withhold expenditure of funds appropriated in the 1986-87 budget for

5. Action Items

5B Expenditures for
Oregon Museum Park
Commission
(Agenda Item #8D)

5B. (continued)

support of the Oregon Museum Park Commission
until such time as otherwise determined by Board
action.

(Resolution #85-120)

Director Copple seconded and the MOTION CARRIED
WITH ALL DIRECTORS PRESENT VOTING YES.

5C Adoption of Budget
(Agenda Item #8E)

5C. DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of
Lane ESD adopts the budget for 1986-87 as
approved by the Budget Committee and amended by
the Board of Directors in the total sum of
\$12,542,204. The Budget is on file in the
Office of the Superintendent.

(Resolution #85-121)

Director Swanson seconded and the MOTION CARRIED
WITH ALL BOARD MEMBERS PRESENT VOTING YES.

5D Appropriation of
Budget
(Agenda Item #8F)

5D. DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of
Lane ESD hereby appropriates for the fiscal year
beginning July 1, 1986, the amounts shown below
for the purposes indicated within the funds
listed:

GENERAL FUND	
INSTRUCTION	\$2,377,822
SUPPORT SERVICES	4,302,469
INTERAGENCY FUND TRANSFER	29,632
DEBT SERVICE	10
CONTINGENCY	302,394
GENERAL FUND	<u>7,012,327</u>

<u>OTIS FUND</u>	
SUPPORTING SERVICES	3,953,254

<u>CURRICULUM DEVELOPMENT FUND</u>	
SUPPORTING SERVICES	25,000

<u>SCIENCE CONSORTIUM</u>	
SUPPORTING SERVICES	11,000

<u>TITLE I (SKIPWORTH) FUND</u>	
INSTRUCTION	6,821

<u>VOCATIONAL ED. CONSORTIUM FUND</u>	
SUPPORTING SERVICES	89,724

5. Action Items

5D Appropriation of
Budget
(Agenda Item #8F)

5D. (continued)

EQUIP. REPLACEMENT FUND
OTHER REQUIREMENTS 139,078

EQUIP. REPL. (OTIS) FUND
OTHER REQUIREMENTS 5,000

COOPERATIVE PURCHASING FUND
SUPPORTING SERVICE 750,000
TRANSFER TO GENERAL FUND 50,000

WORKING CAPITAL FUND
OTHER REQUIREMENTS 50,000

TOTAL APPROPRIATIONS \$12,092,204

(There is an unappropriated ending fund balance
of \$450,000.)

(Resolution #85-122)

Director Swanson seconded and the MOTION CARRIED
WITH ALL BOARD MEMBERS PRESENT VOTING YES.

5E Levy of Ad Valorem
Taxes
(Agenda Item #8G)

5E. DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of
Lane ESD determines the required tax levy for
1986-87 to be the aggregate amount of
\$5,457,113; that these taxes are hereby levied
upon all taxable property within said district
as of 1:00 a.m., January 1, 1986; and that the
District Clerk is hereby directed to certify the
levy to the County Assessors of Lane, Linn and
Douglas Counties.

(Resolution #85-123)

Director Swanson seconded and the MOTION CARRIED
WITH ALL BOARD MEMBERS PRESENT VOTING YES.

5F Report on Operation
of Planetarium

5F. DIRECTOR FICK MOVED to direct the
Superintendent and staff to furnish a monthly
report on the Planetarium operation and budget
for 1986-87 to the Board and to the Lane County
Superintendents group.

(Resolution #85-124)

Director Swanson seconded and the MOTION CARRIED
WITH ALL PRESENT VOTING YES.

Director Swanson also suggested that a plan be
developed to create an advisory committee for
the Planetarium.

5. Action Items

- 5G Approval of Minutes
(Agenda Item #1B)

5G. Director Swanson pointed out a typographical error on page 6 of the minutes of the June 3 meeting.

DIRECTOR MCKAY MOVED TO APPROVE THE MINUTES OF JUNE 3, AS AMENDED.

Director Copple seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

6. Communications

(Agenda Item #3)

6. The following communications were presented:

- A. Report on International Classroom Visitors Program
- B. Report of activities: Hearing Impaired and Audiological Services Resolution
- C. Memo to Board members from Jim Maxwell: Adequacy of Clerk's Bond
- D. Copy of letter to Georgia-Pacific Foundation from Jim Maxwell
- E. Letter from John Koelling, Principal, Parker Elementary, 4J, noting excellent work of ESD TMR staff
- F. Letter from Jim Kohl, Superintendent, Mapleton District 32, expressing appreciation to ESD staff
- G. Letter from Bill Good, Blachly schools, regarding portable planetarium.

7. Business Affairs

- 7A Financial Statements
(Agenda Item #4A)

7A. The Board reviewed financial statements for May 1986. Included were summaries of receipts and expenditures for the General Fund and OTIS and a summary of revenue collections.

- 7B Contingency Transfer
(Agenda Item #4B)

7B. In order to better utilize staff and handle the increased volume of business in the Cooperative Purchasing program, materials for the 1986-87 fiscal year are now being received by the warehouse. Oregon budget law requires that inventory be charged against the appropriation for the year in which it is received. Superintendent Maxwell said that a transfer of \$50,000 appropriation from the General Fund contingency will protect the program from running over the current year's appropriation.

Authority to transfer back is included in the Cooperative Purchasing appropriation for 1986-87.

7. Business Affairs

7B Contingency Transfer
(Agenda Item #4B)

7B. (continued)

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes transfer of funds in the amount of \$50,000 from Contingency Account 100/799/4800/100/11 to Cooperative Purchasing Fund 610 (1985-86 Lane ESD Budget).

It is agreed that the amount transferred will be repaid in whole during the 1986-87 fiscal year, as indicated in the appropriating Resolution for FY 1986-87.

(Resolution #85-125)

Director Swanson seconded and the MOTION CARRIED WITH ALL BOARD MEMBERS PRESENT VOTING YES.

7C Re-roofing Bid
(Agenda Item #4C)

7C. The Board reviewed information on the re-roofing contract which was received subsequent to the May 20 bid acceptance. Consultation between the architect/staff and the contractor determined that the unit price bid for Phase III did not include labor and supplies related to perimeter edge and other detail work. The contractor has agreed to do the remainder of the project for an additional \$4,700. The total amount is still below the contractor's cost for Part I and substantially below the next lowest bid received from another contractor.

Superintendent Maxwell also told the Board that tentative approval has been received from the Oregon Department of Energy for a small scale energy conservation loan in the amount of \$56,000 to finance the project.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that Lane ESD Board Resolution #85-97 (May 20, 1986) be amended by substituting \$56,000 in place of \$51,300.

(Resolution #85-126)

Director Swanson seconded and THE MOTION CARRIED WITH ALL BOARD MEMBERS PRESENT VOTING YES.

7. Business Affairs

- 7C Re-roofing Bid
(Agenda Item #4C)

7C. (continued)

(The amended Resolution 85-97 reads as follows):

BE IT RESOLVED that the Board of Directors of Lane ESD awards the contract for Phase III of the re-roofing project to R&S Roofing in an amount not to exceed \$56,000, contingent upon the ESD's qualifying to receive an ODOE small scale energy conservation loan and the approval of District legal counsel. Funds to pay off the loan will be included in the Superintendent's 1987-88 budget proposal.

8. Discussion Items

- 8A Board Policy 302:
Employment of
Certificated Staff
(Agenda Item #5A)

8A. In accordance with instruction of the Board Chairperson, an amendment to Board Policy 302 (Employment of Certificated Staff) was presented. The amendment deletes references to Board involvement in the process for screening and interviewing candidates for a position at the division director level.

Director Swanson stated that he felt all Board members should be present to vote on this amendment to Board policy.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors amends Board Policy 302 (Employment of Certificated Staff) as presented.

(Resolution #85-127)

Director Copple seconded. DIRECTORS COPPLE, DUMDI, and MCKAY VOTED YES. DIRECTORS FICEK and SWANSON VOTED NO. THE MOTION FAILED.

Director McKay requested that the proposed amendment be placed on a future agenda.

Chairperson Dumdi appointed Director Ficek to the screening committee for the Director of Administrative Services/Business Manager position and Director Swanson to the interview committee.

9. Reports

9A Personnel Report
(Agenda Item #6A)

- 9A. The Board reviewed the Personnel Report for June 17.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors elects Joyce Stratton to a contract as a certificated staff member for the 1986-87 school year, subject to conditions indicated in the personnel recommendation and contract.

(Resolution #85-128)

Director Ficek seconded and the MOTION CARRIED WITH ALL BOARD MEMBERS PRESENT VOTING YES.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the resignation of the following certified staff members, effective at the end of the 1985-86 school year calendar: Kathy Keim-Robinson and Kathleen DeLlamas.

(Resolution #85-129)

Director McKay seconded and the MOTION CARRIED WITH ALL BOARD MEMBERS PRESENT VOTING YES.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD elects Geoffrey T. Colvin to a contract as Supervisor of the Lane ESD Program for Severely Emotionally Disturbed Adolescents and the Skipworth Educational Program, subject to conditions and terms indicated in the personnel recommendation and contract.

(Resolution #85-130)

Director McKay seconded and the MOTION CARRIED WITH ALL BOARD MEMBERS PRESENT VOTING YES.

10. Additional Action Items

10A Adoption of Board
Policy, Reduction in
Force
(Agenda Item #8A)

- 10A. The agenda included the second reading of proposed revisions to Board Policies 318 and 422, "Reduction in Force." Amendments to these policies were agreed to by the Board and ICEA as a part of the collective bargaining process.

The Board reviewed the recommendation of the Input Committee made following its review of the policy draft. The Committee concurred with the

10. Additional Action Items

10A Adoption of Board
Policy, Reduction In
Force
(Agenda Item #8A)

10A. (continued)

proposed language with one exception, that the first sentence of the second paragraph of Section IC be modified to read: "Technical employees holding positions to be eliminated may bump back to any position which they previously held and for which they are determined to be fully qualified." (Underlined portion is suggested new language.) The Input Committee's recommendation is that the Board and LCEA renegotiate this portion of the policy after its adoption.

DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD adopts, as a part of its Bylaws and Policies, Board Policies No. 318 and No. 422, "Reduction in Force." The adopted policies are appended and made a part of the official minutes of this meeting.

(Resolution #85-131)

Director Copple seconded and the MOTION CARRIED WITH ALL BOARD MEMBERS PRESENT VOTING YES.

11. Future Agenda Items
(Agenda Item #9)

11. Future agenda items include:

- A. Organization of the Board for 1986-87.
- B. Final approval of Superintendent's contract.

12. Next Meeting

12. The next meeting of the Lane ESD Board of Directors will be Tuesday, July 15, 1986, 7:45 p.m., at the Lane ESD Center, 1200 Highway 99 North, Eugene.

13. Adjourn

13. Chairperson Dumdi said he had appreciated the opportunity of serving on the ESD Board and had enjoyed working with his fellow Board members. He wished the Board good luck in the future.

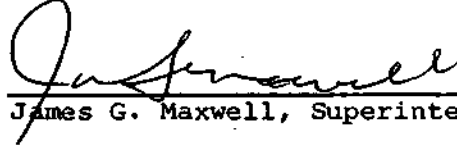
13. Adjourn

13. (continued)

It was not necessary to hold an Executive Session. The meeting was adjourned at approximately 9:45 p.m.



Cleve Dumdi, Chairperson



James G. Maxwell, Superintendent-Clerk

Attachments to Official Minutes:

Oaths of office

Superintendent's salary schedule

Board Policies 318 and 422

SR:jv
7/86
3/minutes

LANE ESD BOARD MEETING

TUESDAY, JUNE 17, 1986

O A T H O F O F F I C E

I, LOIS E. COPPLE, do hereby swear or affirm

that I will support the laws and constitutions
of the United States of America and of the State of Oregon,

and that I will faithfully discharge the duties of my office
as a member of the Board of Directors of the Lane Education
Service District, representing Zone 5,

to the best of my ability throughout the four-year term,
July 1, 1986, through June 30, 1990.



LOIS E. COPPLE, Director



James G. Maxwell, Clerk

attaches 6/17/86 (1)

LANE ESD BOARD MEETING

TUESDAY, JUNE 17, 1986

O A T H O F O F F I C E


I, GLEN WEATHERS, do hereby swear or affirm

that I will support the laws and constitutions
of the United States of America and of the State of Oregon,

and that I will faithfully discharge the duties of my office
as a member of the Board of Directors of the Lane Education
Service District, representing Zone 4,

to the best of my ability throughout the four-year term,
July 1, 1986, through June 30, 1990.


Glen Weathers, Director


James G. Maxwell, Clerk

Attachment (1) 6/17/86

Education Service District
1200 Hwy. 99N
P.O. Box 2680
Eugene, Oregon 97402
TELEPHONE: (503) 689-6500 **CONFIDENTIAL**

DATE: June 12, 1986
TO: ESD Board
FROM: Cleve Dumdi, Frank Nearing
SUBJECT: Contract and Salary for Superintendent

We have continued our meetings with Jim Maxwell regarding an employment contract for the position of Superintendent. The ESD legal counsel, Joe Richards, has given advice with respect to the form of the contract.

The contract form recommended by Joe is based on the one used for the Interim Superintendent which in turn was based on the contract between the Board and Mel Mead. Some modifications are now being reviewed by Jim's attorney. We hope to have any differences settled by the attorneys prior to the Tuesday night meeting.

Our specific recommendations include:

1. Length of contract: 3 years
2. Salary: Relating the salary of the Superintendent to other district administrators. A four-step salary schedule shown below accomplishes this relationship. The first step on the schedule is Jim's 1985-86 salary as Interim Superintendent and the fourth step is 5% greater than the top of the salary schedule for the OTIS Director. We recommend placing Jim on Step 2 of the schedule. The amounts shown for 1987-88 and 1988-89 would be adjusted at the same rate as for other ESD administrators, the percentage established for the preceding January-December, U.S. Department of Labor CPI for all urban consumers but not to exceed 4%.

Superintendent's Salary

<u>Step</u>	<u>Salary</u>	<u>TSA</u>	<u>Total</u>	<u>Percent</u>
1 (85-86)	\$50,940	\$3,864	\$54,804	1.00
2 (86-87)	\$52,636	\$3,864	\$56,448	1.03
3 (87-88)	\$53,803	\$3,864	\$57,544	1.05
4 (88-89)	\$54,970	\$3,864	\$58,834	1.0735

JM:jm
6/029

8/6

Attached (2) 6/17/86

POLICY

No. 318 and 422

Lane Education Service District

REDUCTION IN FORCE

(Language for certificated and classified policies is the same)

REDUCTION IN FORCE

I. In the event that a reduction in work force becomes necessary as determined by the Board, the following procedures will be followed:

- A. Any employee who is to be laid off will be so notified in writing ~~XXXXX (30)~~ forty-five (45) calendar days (or more) prior to the lay-off date. The Association will **simultaneously** be sent a copy of the notification if a member or members are involved.
- B. If a RIF involves certificated employees and the elimination of an entire program, those certificated employees working in that program shall be ~~terminated~~ laid off.

If a program is reduced but not eliminated, those certificated employees to be ~~terminated~~ laid off shall be determined by the Board on the basis of: (1) the maintenance of a sound and balanced educational program that is consistent with the functions and responsibilities of the District; (2) the qualifications and certification of the staff as defined in the job description ~~and judged by the director of the division in which the program resides;~~ and (3) seniority. ~~within the program if considerations of the first two criteria are judged to be equal~~

Certificated employees in programs being eliminated or reduced ~~may~~ will be given opportunity to fill existing vacancies in other programs if they are ~~fully~~ qualified and properly certificated.

- C. If a RIF involves technical employees in classifications at or above Grade 11 on the classified salary schedule, those employees to be ~~terminated~~ laid off shall be determined by the Board on the basis of: (1) the maintenance of a sound and balanced service program that is consistent with the functions and responsibilities of the District; (2) the qualifications of the staff as defined in the job description ~~and judged by the director of the division and~~ (3) seniority. ~~within the division if considerations of the first two criteria are judged to be equal~~

8A(1)

Attachment(3) 6/17/86

REDUCTION IN FORCE - 2 (continued)

Technical employees holding positions to be eliminated may bump back to ~~a~~ any position ~~at or above grade 11~~ which they previously held. Any employee thus displaced may also bump back on the same basis. Employees having held no position to which they may bump back may have the option to bump the least senior division employee at or above Grade 11, provided that the bumping employee is ~~determined by the director to be fully~~ qualified for the new position. ~~and the board finds that the change(s) will continue the maintenance of a sound and balanced service program~~

- D. If a RIF involves classified employees other than those covered in Section C of this Policy, those employees to be ~~terminated~~ laid off shall be determined by the Board on the basis of: (1) the maintenance of a sound and balanced service program that is consistent with the functions and responsibilities of the District; (2) the qualifications of the staff as ~~defined in the job description and judged by the director(s) of the division(s) in which the program(s) resides;~~ and (3) seniority. ~~within the position~~

A classified employee holding a position to be eliminated and who would be displaced by position seniority may have the option to bump the least senior employee holding a position for which the bumping employee is determined to be fully qualified. ~~and trained, provided that in the judgment of the director of the division the change so created will cause little or no disruption to the program~~

Rural aides are hired to work with students within a local school district. Terms of employment for that position are defined by the enrollment of a student in that district. In the event that a student leaves the program or the district, the aide assigned to work with that student may have the option to bump the least senior aide in that district whenever more than one aide position exists and for which the bumping employee is determined to be fully qualified.

REDUCTION IN FORCE - page 3 (continued)

II. The following procedures will be followed in the ~~reemployment~~ recall of staff members who have been ~~terminated~~ laid off through reduction in force:

- A. Except as otherwise provided in ORS 342.934; ~~terminated~~ laid-off employees shall retain a right to be recalled for a period of ~~twelve~~ ~~112~~ twenty four (24) months from the effective date on which the ~~termination~~ lay-off occurred, provided they have followed the requirements of this policy.
- B. At the time of lay-off, the employee shall indicate in writing if he/she desires to ~~return to employment~~ be recalled by the district. The written notice shall include an address to which a notice of ~~reemployment~~ recall may be mailed.
- C. If a position vacancy occurs for which the laid-off employee is qualified ~~and for which no other laid-off employee holds a prior right of reemployment~~, the district will notify the employee by certified mail, return receipt requested. The District will specify in the notice the date the employee will return to work. When more than one laid-off employee is qualified for a vacant position, notice of recall shall go first to the most senior laid-off employee. If the employee fails to meet the requirements of subsections D and E of this section, notice of recall shall then go to the next most senior laid-off employee.
- D. The employee shall, within sixteen (16) calendar days of the date on which the notice was ~~mailed~~ received, notify the district in writing of his/her ~~continued desire~~ and intent to return to work.
- E. Failure of the employee to respond within the specified sixteen (16)-day period shall result in forfeiture of the employee's right to ~~reemployment~~ recall.

REDUCTION IN FORCE - page 4 (continued)

III. The following provisions will apply regarding employee benefits in RIF situations:

- A. Insurance benefits will be paid through the month following ~~termination~~ the effective date of the lay-off for employees who are laid off because of a reduction in force. Such employees may thereafter arrange to pay premiums and retain insurance coverages when and to the extent insurance policies allow. The effective date of lay-off shall be last day worked.
- B. No other fringe benefits will accrue nor credit earned toward them during periods of lay-off.

IV. The implementation of this Policy shall be consistent with state and federal statutes applicable to this district governing discrimination. The Board of Directors agrees to not change this Policy except as may be required to conform to mandated legislative changes during the term of this Agreement.

V. Reduction in force and recall grievances shall be processed in accordance with ORS 342.934(7) for all such grievances not resolved through the Board level.

Date Adopted: April 16, 1985

Date Revised:

page 4/4

300-27

Attached (3) 6/17/86

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, OR 97402

Office of the Superintendent
June 3, 1986

LANE ESD BOARD MEETING
June 3, 1986

Agenda Topics

1. Call to Order
1A.1 Work Session

1A.1 The Lane ESD Board of Directors met in work session at 6:00 p.m., Tuesday, June 3, 1986, to review ESD participation in the Oregon Museum Park Commission. Attending were all Board members; Superintendent Jim Maxwell; ESD staff members Bob Taylor, Jeff Foreman, and Sallie Rainville; Merwin Logan, attorney at law; and Tom Hoyt, Oregon Museum Park Commission Chairman.

The following information was distributed:

Planning document and review of history of Oregon Museum Park Commission previously mailed to Board members on May 12

Memo from Superintendent Maxwell including his recommendations regarding OMPC membership previously considered by the Board at its May 20 meeting

May 29 memo from Superintendent Maxwell including copy of letter sent to Joe Richards with questions posed by the Board during earlier discussions (questions later forwarded to Merwin Logan because of Mr. Richards' conflict of interest).

This memo from Superintendent Maxwell also included a summary of responses from the sixteen constituent districts assigning priority ratings to the Planetarium and to the Oregon Museum Park Commission and district superintendents' comments about these services.

Superintendent Maxwell introduced Merwin Logan who reviewed his responses to the questions posed by Board members. A copy of Mr. Merwin's letter is on file in the office of the Superintendent.

The Superintendent next introduced Tom Hoyt, Chairperson of the Museum Commission. After briefly reviewing the Museum Commission's history, Mr. Hoyt summarized the Commission's long-range plans and answered questions from the

1. Call to Order
1A.1 Work Session

1A.1 (continued)

Board. He said that two of the other agencies in the consortium (UofO and Lane County) are not expected to contribute financially to the Commission's support next year, while LCC has budgeted only a portion of the requested dues. Mr. Hoyt recommended that the Board not take final action about membership renewal at this time, but said he hoped that they would leave the funding in the budget.

Board members reviewed and discussed information received. It was agreed that a number of unanswered questions remained that should be answered before the funds budgeted for OMPC membership are actually expended.

(A transcript of the work session is on file in the office of the Superintendent.)

1A.2 Attendance, Regular Session

1A.2 Following the work session, a regularly scheduled meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., with the following persons in attendance:

Board members:

Cleve Dumdi, Chairperson	Lois Copple
Beverly Ficek	Bill Lewellen
Doug McKay	Frank Nearing
Jim Swanson	

ESD staff:

Jim Maxwell, Superintendent	Wyatt Rosenbaum
Marv Wilkerson	Ted Murray
Jeff Foreman	Sallie Rainville

1B Approval of Minutes

1B. DIRECTOR MCKAY MOVED to approve the minutes of the May 20, 1986, meeting as presented.

Director Nearing seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements

2. No statements were presented at this time.

3. Communications

3. The following communications were presented:

- A. Invitation to Fern Ridge School District open house welcoming new superintendent and thanking interim superintendent
- B. Letter from Monty Multanen, SDE, stating that the Skipworth Vocational Project grant was not funded

3. Communications

3. (continued)

- C. Letter from Superintendent Maxwell to Ron Hanson, answering his question about the "split" ESD levy code.
- D. Announcement of OSBA New Board member conference

4. Business Affairs

4A. DIRECTOR NEARING MOVED:

- 4A Designation of District Clerk

BE IT RESOLVED that the Board of Directors of Lane ESD, in accordance with ORS 334.225, appoints James G. Maxwell as Clerk of the District and Custodian of Funds for Fiscal Year 1986-87.

(Resolution #85-107)

Director Swanson seconded and the MOTION CARRIED WITH ALL BOARD MEMBERS VOTING YES.

- 4B Designation of Budget Officer

4B. DIRECTOR COPPLE MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD, in accordance with ORS 294.331, appoints James G. Maxwell as Budget Officer for the District for Fiscal Year 1986-87.

(Resolution #85-108)

Director Swanson seconded and the MOTION CARRIED WITH ALL BOARD MEMBERS VOTING YES.

- 4C Designation of Chief Executive Officer

4C. DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Lane ESD Board of Directors designates James G. Maxwell as Chief Executive Officer of the Lane Education Service District. As such he is authorized to bind the Lane Education Service District for Internal Revenue Service purposes and to designate employees authorized to receive return information pertaining to the Lane Education Service District (#93-6010866) and to Project OTIS (#93-0555496) with respect to all tax forms and for all tax periods.

(Resolution #85-109)

Director Swanson seconded and THE MOTION CARRIED WITH ALL BOARD MEMBERS VOTING YES.

4. Business Affairs

4D Designation of
Signatories

4D. DIRECTOR COPPLE MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD designates James G. Maxwell and Donald T. Murray as signatories for all district financial accounts for the Fiscal Year 1986-87.

(Resolution #85-110)

Director Swanson seconded and the MOTION CARRIED WITH ALL BOARD MEMBERS VOTING YES.

4E Authorization of
Clerk's Bond

4E. DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes a clerk's bond for James G. Maxwell for the face amount of \$50,000, for Fiscal Year 1986-87.

(Resolution #85-111)

Director Nearing seconded and THE MOTION CARRIED WITH ALL BOARD MEMBERS VOTING YES.

4F Designation of
Authorized
Depositories

4F. DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD designates the following financial institutions as official depositories for District funds during the 1986-87 Fiscal Year:

First Interstate Bank of Oregon
United States National Bank of Oregon
Pacific Western Bank
SELCO Credit Union
Benjamin Franklin Savings and Loan
Association
Local Government Investment Pool

(Resolution #85-112)

Director Copple seconded and the MOTION CARRIED WITH ALL BOARD MEMBERS VOTING YES.

4G Designation of
Auditing Firm, 1986
Fiscal Year Audit

4G. DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD designates the firm of Babcock, Solin, Johnson and Oberlink CPAs as its auditor for the 1985-86 Fiscal Year audit.

(Resolution #85-113)

4. Business Affairs

- 4G Designation of
Auditing Firm, 1986
Fiscal Year Audit

4G. (continued)

Director Swanson seconded and THE MOTION CARRIED
WITH ALL BOARD MEMBERS VOTING YES.

5. Action Items

- 5A Adoption of School-
Year Calendar

- 5A. Board Policy #202, which provides for annual adoption of an instructional year calendar, was distributed for the Board's review. Superintendent Maxwell said that variability in calendars among the districts where ESD employees are based has caused problems in developing a standard school year calendar for 1986-87. Eleven separate calendars have been developed for teachers and aides. A basic calendar summarizing the instructional year for all classes operated directly by the ESD was distributed for the Board's approval.

DIRECTOR LEWELLEN MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD adopts the instructional year calendar for 1986-87 as presented. The adopted calendar is appended to and made a part of the official copy of these minutes.

(Resolution #85-114)

Director Swanson seconded and THE MOTION CARRIED
WITH ALL BOARD MEMBERS VOTING YES.

- 5B Adoption of Board
Policies

- 5B. The second reading of proposed revisions to policies covering reduction in force was deferred to the June 17 meeting, following consideration by the Input Committee.

- 5C Labor Relations
Consultant Proposal

- 5C. The draft of a request for proposals for labor relations consultant and a timeline for the process were distributed for the second reading.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD has determined to solicit proposals for a Board labor relations consultant and directs the administration to implement the process for issuing a request for proposals according to the timeline submitted.

(Resolution #85-115)

Director Lewellen seconded and THE MOTION
CARRIED WITH ALL BOARD MEMBERS VOTING YES.

5. Action Items

- 5C Labor Relations
Consultant Proposal

5C. (continued)

A draft copy of "Lane ESD Goals for Labor Relations" was also distributed for the Board's consideration and input. Further discussion will be scheduled on the July agenda. The goals, when adopted, will be used as a basis for screening and interview questions for the applicants.

6. Discussion Items

- ~~6A ESD Media Coverage~~

- 6A. Superer discussion will be scheduled on the July agenda. The goals, when adopted, will be used as a basis for screening and interview questions for the applicants.

6. Discussion Items

- 6A ESD Media Coverage

- 6A. Superintendent Maxwell said some Board members had recently expressed concern about the propriety of individual Board members replying to questions posed by press representatives.

The Superintendent called the Board's attention to ESD Board Policy No. 906 "News Media Relations," and also distributed OSBA sample policies on press relations for the Board's consideration. An OSBA position statement regarding the relationship of Board members and the media was also included.

- 6B Publications
Purchased for Board

- 6B. For the past several years, subscriptions to American School Board Journal have been furnished each Board member. Some have recently inquired about substituting other educational publications of interest.

The Superintendent provided staff research and said additional information will be gathered.

(Director Ficek left the meeting at this point.)

7. Reports

- 7A Personnel Report and
Action

- 7A. The Personnel Report for June 3 was distributed.

Under "vacancy notices," Superintendent Maxwell called attention to the Director/Business Manager position, which closes June 20. Board Policy #302 (Employment of Certificated Staff) states that the Board shall be represented on screening and interview committees for vacancies at the division director level. He asked that the Chairperson appoint Board representatives to these committees.

In ensuing discussion, Directors Lewellen, Dumdi, and Copple indicated that they disagreed with the part of the policy that called for Board representation. It was their opinion that

7. Reports

7A Personnel Report and
Action

7A. (continued)

employment of staff should be the Superintendent's responsibility. Director McKay also indicated he was aware that problems had arisen in the past because of that portion of the policy.

Chairperson Dumdi asked the Superintendent to draft a revision of the policy for the Board's consideration at its next meeting.

Moving to another part of the Personnel Report, the Superintendent said that Risa Stout, a staff member in the program for severely emotionally handicapped, needs the Board's joint request to TSPC for renewal of her Certificate of Accomplishment. Ms. Stout is in the process of completing a supervised field experience which is required for certification as a registered clinical social worker.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD requests issuance of a Certificate of Accomplishment to Risa Stout. The certificate is requested to enable Ms. Stout to serve as a therapist in the outreach component of Lane ESD's Severely Emotionally Handicapped Adolescent Treatment Program.

(Resolution #85-116)

Director Nearing seconded and THE MOTION CARRIED WITH ALL BOARD MEMBERS VOTING YES.

8. Future Agenda Items

8. Future agenda items include:

- A. Budget Hearing (June 17 meeting)
- B. Adoption and appropriation of Lane ESD Budget for 1986-87 and certification of levy (June 17 meeting)
- C. Board policies, RIF and employment of certificated staff (June 17)
- D. Swearing in of elected and re-elected Board members (July 15)
- E. Election of Board officers (July 15 meeting)

9. Next Meeting

9. The next regular meeting of the Lane ESD Board will be Tuesday, June 17, 1986, at 7:00 p.m. (The Budget Hearing will be held at 7:45 p.m.)

10./

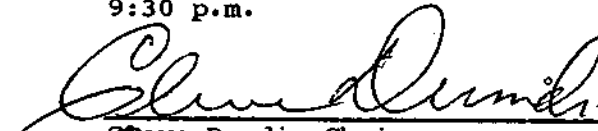
11. Executive Session

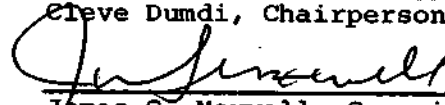
10./

11. It was not necessary to hold an Executive Session.

12. Adjourn

12. The meeting was adjourned at approximately 9:30 p.m.


Cleve Dumdi, Chairperson


James G. Maxwell, Superintendent-Clerk

SR:jv

3/minutes1

attachment to official minutes:

1986-87 school-year calendar

LANE EDUCATION SERVICE DISTRICT

1986-1987 CALENDAR

Basic Calendar - 192 days for ESD certified staff/classes located in Eugene, Bethel and Springfield School Districts

	<u>Number of Contract days</u>						<u>Comments</u>
	Eugene*	Bethel	Spfld	Skipworth**	Specialist		
July	0	0	0	21	0	0	--
August	0	0	3	1	20	10	Spfld teachers report 8/26; non-contract day Spfld 8/29 207-day specialists report 8/18
September	22	22	22	1	22	22	Pd. holiday 9/1 all; Eugene/Bethel teachers report 9/2; classes begin Spfld 9/3; classes begin Bethel 9/8; classes begin Eugene 9/9
October	23	23	23	20	23	23	10/10 State Inservice Day - contract day for all, 10/10 inservice day for Skipworth
November	20	20	20	19	14	20	Pd. holiday for all 11/11 and 11/27-28; Inservice/contract day Bethel/Spfld 11/10
December	15	15	15	15	15	15	Inservice/contract day Eugene 12/5; Holiday break for all 12/22-1/2
January	20	20	20	20	20	20	Work resumes for all 1/5; inservice/contract day Bethel/Spfld 1/30
February	19	19	19	18	19	19	Non-contract day for all 2/16
March	17	17	17	17	17	17	Inservice/contract day Eugene 3/13; Spring Break for all March 23-27
April	22	22	22	21	21	22	Inservice/contract day Bethel/Spfld 4/10
May	21	21	21	17	21	21	Pd. holiday for all May 25
June	13	13	10	22	0	18	Classes end Spfld 6/11; Last day for teachers Spfld 6/12; Classes end Eugene/Bethel 6/16; Last day for teachers Eugene/Bethel 6/17; Last day for Specialists 6/24
	<u>192</u>	<u>192</u>	<u>192</u>	<u>192</u>	<u>192</u>	<u>207</u>	Total contract days

* Lane School, School Psychologists, Support Personnel

** The Skipworth educational program operates 12 months each year. Two teachers at Skipworth coordinate their teaching schedules to provide the 12-month program.

cas
5/27/86

5A(3)

attachm. 6/3/86

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, OR 97402

Office of the Superintendent
May 20, 1986

LANE ESD BOARD MEETING
May 20, 1986

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1A. A regularly scheduled meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, May 20, 1986, with the following persons in attendance:

Board members:

Frank Nearing, Vice-Chair
Beverly Ficek
Doug McKay

Lois Copple
Bill Lewellen
Jim Swanson

ESD staff:

Jim Maxwell, Superintendent
Bob Taylor
Ted Murray
Nicola Maxwell
Carol Abbott
Dick Lennox
Ingrid Unterseher

Wyatt Rosenbaum
Marv Wilkerson
Jeff Foreman
Sallie Rainville
Marv Clemons
Alan Livingston
Marilyn Olson

Others attending:

Ron Johnson

Gil Galles

1B Approval of Minutes

- 1B. DIRECTOR MCKAY MOVED to approve the minutes of the April 15, 1986, meeting as presented.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Ron Johnson

- 2A. Ron Johnson, Lowell District Superintendent, thanked the ESD staff members who worked on organizing the successful "Small Schools Conference." He said faculty and staff members from Lane County's small districts are grateful for the special efforts on their behalf by ESD staff members.

Superintendent Johnson presented appreciation awards to Dick Lennox, Ingrid Unterseher, Marilyn Olson, Kermit Horn, and Ray Hull.

2B NSBA Convention Reports

- 2B. Directors Ficek, Lewellen, and Nearing shared highlights from the NSBA Convention which they attended April 5 through 8 in Las Vegas. Each reported the convention was well planned and organized with a number of current topics of interest addressed.

2. Statements
2C OTIS Report

- 2C. Wyatt Rosenbaum reported that the last OTIS Advisory Committee meeting of the year was held May 16. He said five of the elected positions on the Committee would expire June 30. Each incumbent is running for re-election in a contested race.

Rosenbaum also reported on the most recent meeting of the long-term planning subcommittee. He said a long-term membership agreement for user districts is in the process of being reviewed. He thanked Directors Lewellen and McKay and Superintendent Maxwell for their support in helping other committee members to understand the responsibility the Lane ESD Board has taken on behalf of the entire OTIS consortium.

3. Communications

3. The following communications were presented:
- A. Letter from Lowell School District thanking ESD Special Education personnel for their help
 - B. Proposed OAESD legislative platform
 - C. Report of activities: Hearing impaired and audiological services resolution
 - D. Home schooling update
 - E. Attendance/truancy update
 - F. OAESD Annual Conference announcement
 - G. Letters from Pete Kilger, Chairman, Fern Ridge School District, thanking Jeff Foreman and Wyatt Rosenbaum for their help in the district's superintendent search process
 - H. Information on the Lane County Occupational Skills contest

4. Business Affairs
4A Financial Statements

- 4A. Ted Murray presented financial statements for April 1986 including summaries of receipts and expenditures for ESD and OTIS and a summary of tax collections and non-tax revenue.

4. Business Affairs
4B Cooperative
Purchasing Bids

4B. (continued)

Ted Murray reviewed the process followed in bidding Cooperative Purchasing supplies. A tabulation of the bids and recommended awards was distributed. Mr. Murray pointed out that the volume bid was up considerably because of the addition of Jackson ESD (on behalf of Jackson County school districts) to the list of purchasers.

DIRECTOR FICEK MOVED:

BE IT RESOLVED by the Board of Directors of Lane ESD that contracts be awarded vendors for Cooperative Purchasing supplies and equipment for the 1986-87 year, according to the schedules attached to the official copy of these minutes.

(Resolution #85-95)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

4C. Authorization for
Re-roofing Bids

4C. The Board received and reviewed a summary of bids received for the re-roofing project, as follows:

Bidders:

- #1 R&S Roofing, Lebanon, Oregon
- #2 Early Roofing, Eugene
- #3 Henris Roofing, Klamath Falls
- #4 Umpqua Roofing, Roseburg
- #5 Cascade Roofing, Portland

Bidder #	Phase I	Phase II	Phase III (est.)
#1	\$ 77,700	\$26,700	\$51,300
#2	\$ 89,896	\$34,934	\$76,680
#3	\$ 96,800	\$36,160	\$65,700
#4	\$ 96,860	\$34,550	\$73,800
#5	\$119,860	\$40,568	\$89,051.40

The Superintendent reviewed background on the project and introduced Alan Livingston, acting ESD facilities supervisor, and Gil Galles, roofing consultant. He said the bids had turned out more favorably than expected, pointing out that the low and only bid received for the entire project in 1985 totaled \$227,897. (That bid was subsequently rejected by the Board.) He recommended that the Board award a contract in the amount of \$104,400 to R&S Roofing to complete Phase I and II of the project.

4. Business Affairs
4C Authorization for
Re-roofing Bids

4C. (continued)

As a result of the energy study done for the ESD, Superintendent Maxwell said the Oregon Department of Energy has indicated it could finance any part of the roofing project with an energy conservation loan (the same type of loan used to finance the recently installed ESD energy management system). Because of the favorable bid and the cost saving and convenience of completing the entire project at once, the Superintendent recommended that the Board award a contract to R&S to complete Phase III, contingent upon the ESD's qualification for the ODOE loan and approval of the loan by District legal counsel. He said the intent would be to pay the loan during the 1987-88 budget year.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD awards a contract to R&S Roofing in the amount of \$104,400 to complete Phase I and Phase II of the roofing project.

(Resolution #85-96)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, LEWELLEN, MCKAY, NEARING, and SWANSON VOTING YES.

In answer to Board member questions, the Superintendent said the ODOE interest rate would be 9.5% based on a 20-year payoff. There is no penalty for early payoff.

Board members indicated they wanted to be sure that funds to pay off the loan would be budgeted in the 1987-88 year.

DIRECTOR COPPLE MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD awards the contract for Phase III of the re-roofing project to R&S Roofing in an amount not to exceed \$51,300, contingent upon the ESD's qualifying to receive an ODOE small scale energy conservation loan and the approval of District legal counsel. Funds to pay off the loan will be included in the Superintendent's 1987-88 budget proposal.

(Resolution #85-97)

4. Business Affairs

4C Authorization for
Re-roofing Bid

4C. (continued)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, LEWELLEN, MCKAY, NEARING, and SWANSON VOTING YES.

4D Budget Hearing

4D. Superintendent Maxwell said that a review of the Special Funds section of the 1986-87 budget shows that a substantial amount of money received during the 1985-86 year must be carried over into the 1986-87 budget. Each fund must be adjusted to reflect these extra amounts.

The funds do not involve the property tax levy, so they can be adjusted without reconvening the Budget Committee; however, according to statute, the budget summary and notice of the Budget Hearing must be published 15 to 25 days before the hearing. Because of this timeline, it will not be possible to hold the Budget Hearing on June 3 as originally scheduled.

The Superintendent asked Board members to check their availability for a later June date on which to hold a second meeting, which would include the Budget Hearing. (By Oregon Statute, the Budget Hearing must be held before July 1.) Directors Copple, Ficek, McKay, and Swanson indicated they would be able to attend a meeting on June 17.

DIRECTOR LEWELLEN MOVED:

BE IT RESOLVED that the Budget Hearing originally scheduled for June 3 is postponed to Tuesday, June 17, 1986.

(Resolution #85-98)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, LEWELLEN, MCKAY, NEARING, and SWANSON VOTING YES.

5. Action Items

5A Vocational Education
Project, Skipworth

5A. At its April meeting, the Board authorized submission of a proposal for a vocational education grant to be developed at Skipworth school. The authorization was subject to Board approval of the completed application.

Superintendent Maxwell said the proposal has been developed and submitted to the State Department of Education. A summary of the proposal and a copy of the budget summary were reviewed.

5. Action Items

5A Vocational Education
Project, Skipworth

5A. (continued)

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes application for a vocational education grant for a vocational education program to be developed for Skipworth School in the amount of \$49,599.

BE IT FURTHER RESOLVED that the Board of Directors of Lane ESD authorizes, contingent upon grant approval, the establishment of the appropriate Special Fund in the 1985-86 budget and appropriates the grant amount contingent upon receipt of the funds.

(Resolution #85-99)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, LEWELLEN, MCKAY, NEARING, and SWANSON VOTING YES.

5B Vocational Education
Consortium

5B. At the April meeting, the Board also authorized submission of a grant proposal on behalf of the Lane County Vocational Education Consortium, subject to approval of the proposal.

The Board reviewed a summary of the seven components of the proposal and the proposed budget.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes application on behalf of the Lane County Vocational Education Consortium for a grant of \$62,614 from the Oregon Department of Education.

BE IT FURTHER RESOLVED that the Board of Directors of Lane ESD authorizes, contingent upon grant approval, the establishment of the appropriate Special Fund in the 1985-86 budget and appropriates the grant amount contingent upon receipt of the funds.

(Resolution #85-100)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, LEWELLEN, MCKAY, NEARING, and SWANSON VOTING YES.

5. Action Items

5B Vocational Education Consortium

5B. (continued)

Superintendent Maxwell commended Regional Vocational Education Coordinator Marv Clemons for the time spent in preparing both of these proposals.

5C Adoption of Board Policies

5C. The agenda included the second reading of proposed revisions to Board Policies 320 and 424 "Grievance Procedure" and 317 and 418 "Vacation."

Superintendent Maxwell said there had been no suggestions for changes to the drafts presented at the Board's first reading, April 15.

DIRECTOR COPPLE MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD adopts, as a part of its Bylaws and Policies, Board Policies Nos. 320 and 424: "Grievance Procedure" and Nos. 317 and 418 "Vacation." These policies are appended as an official part of the minutes of this meeting.

(Resolution #85-101)

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

5D Administrative/
Confidential Salary
Proposal

5D. A proposal for compensation for employees exempt from collective bargaining was distributed. Superintendent Maxwell said the plan was drawn up after discussions with the Board subcommittee appointed to review salary and compensation for these groups of employees. He said that the subcommittee had met twice since the last Board meeting to review and fine tune the proposal. The plan attempts to regularize salaries, to address certain substantial inequities, and to "unlink" annual adjustments for this group of employees from those negotiated by the Association for its members.

The plan places each position on one of three salary schedules (ESD Administrators, OTIS Administrators, and Confidential Employees). Superintendent Maxwell reviewed background information used to establish the base point for placing each position on the appropriate schedule.

Other information used to establish recommended percentages and adjustments was also summarized.

5. Action Items

5D Administrative/
Confidential Salary
Proposal

5D. (continued)

Salary schedules for each position for the years 1985-86, 1986-87, and 1987-88 were distributed and reviewed. Superintendent Maxwell recommended that in the 1987-88 year the Board initiate a study comparing salaries of ESD administrative and confidential employees with other ESD employees and comparable outside groups for the purpose of adjusting Lane ESD's salaries to fit within these comparative groups.

Director Swanson declared a possible conflict of interest.

DIRECTOR LEWELLEN MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves the salary plan for employees exempt from collective bargaining (administrative and confidential) for the years 1985-86, 1986-87, and 1987-88, and specific salaries for individual employees for the years 1985-86 and 1986-87 as presented. A copy of the recommendation is appended and made a part of the official minutes of this meeting.

(Resolution #85-102)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

5E Summer Board Meeting
Calendar

5E. DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD sets July 15 and August 19 as the dates for its regular Board meetings during summer, 1986.

(Resolution #85-103)

Director Copple seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

6. Discussion Items

6A Oregon Museum Park
Commission

6A. Subsequent to the lengthy discussion of the Museum Park Commission at April's meeting, Board members were sent a copy of a document from Commission chairman Tom Hoyt. That document included a brief history of the Commission and a new planning paper prepared by the Commission and its staff. The Commission is asking each of its current members to re-affirm its commitment to these long-term plans by signing off on the planning document.

6. Discussion Items

6A Oregon Museum Park
Commission

6A. (continued)

Superintendent Maxwell said that paper may have answered some of the questions posed by Board members. Tom Hoyt, Chairperson of the Commission, had agreed to meet with the Board at a future meeting to further clarify the Commission's plans prior to the ESD Board's action on continuing long-range participation.

Superintendent Maxwell recommended that the ESD continue its participation as a member of the Commission through the 1986-87 year, with long-term participation contingent upon satisfactory answers to questions posed by the Board and staff at last month's meeting.

In discussion, Board members expressed particular concern about whether it is appropriate for funds obtained from taxpayers to be used to support a private non-profit organization such as the OMPC. Director Ficek said she is still unable to see what benefit the ESD obtains through its membership.

After further review and discussion of these concerns, the Board agreed that they would like to hold a work session to deal with this issue. June 3 at 6:00 p.m. was set as the date for this meeting.

Vice-Chairperson Nearing suggested that ESD legal counsel Joe Richards be asked to attend as well as Tom Hoyt.

6B Budget Committee
Vacancies

6B. The Board reviewed the status of the ESD Budget Committee for 1986-87. Two positions expire June 30. They are Zone 4, currently held by Wayne Watkins, Bethel, and an at-large position currently held by Bob Zeek, South Lane, who recently resigned from the local board. Superintendent Maxwell recommended that the South Lane Board be asked to suggest another member to fill the at-large position, since the district has had only one year of representation. He said the Board may wish to consider asking Mr. Watkins to accept re-appointment, since there are several relatively new members of the Budget Committee.

By consensus, Board members authorized Superintendent Maxwell to contact district superintendents and Board chairpersons as necessary.

6. Discussion Items

6C Board Policy:
Reduction in Force

- 6C. The Board received draft copies of revised Board policy on Reduction in Force for the first reading.

During the recent labor negotiations, LCEA proposed to modify reduction in force procedures and move the description from Board policy to the labor Agreement. The Board counter-offer, which was accepted, was to agree to some of the modifications, but leave the provisions in Board policy.

A summary of the revisions and their effect was provided. According to Board procedures, a second reading will be scheduled for the next meeting.

6D Request for
Proposals: Labor
Negotiator

- 6D. During its annual review of service providers last fall, the Board deferred formal reviews until the permanent superintendent was selected. At that time, the staff was directed to prepare recommended specifications for the position of labor relations consultant to be considered after the superintendent was appointed.

A draft of the specifications and a timeline for the process were distributed.

7. Reports

7A Personnel Report

- 7A. The personnel report was distributed to the Board. Superintendent Maxwell noted that the new format for the report clearly presents information on new employees, terminations, resignations, and change of status. He particularly called the Board's attention to the planned retirement of Assistant Librarian, Iva Ridgley, with whom he has worked very closely. Mrs. Ridgley has the most years of service of any ESD employee, having been employed since 1963.

Superintendent Maxwell recommended that three reductions-in-force approved by the Board in March be reversed.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of the Lane Education Service District, in accordance with ORS 342.934 and Board Policy 318, recalls Charles Messinger to a position of teacher of the severely emotionally handicapped for the year 1986-87 year, to be

7. Reports

7A Personnel Report

7A. (continued)

placed at the same step in the teacher salary schedule as if reduction in force action had not occurred.

(Resolution #85-103)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, LEWELLEN, MCKAY, NEARING and SWANSON VOTING YES.

(Mr. Messinger will fill the position vacated by a teacher who has been granted a leave-of-absence.)

DIRECTOR COPPLE MOVED:

BE IT RESOLVED that the Board of Directors of the Lane Education Service District, in accordance with ORS 342.934 and Board Policy 318, recalls Frank Landrum to a full-time position as Supervisor of Media Services for the 1986-87 year to be compensated at the same salary as if reduction in force had not taken place.

(Resolution #85-105)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

(Mr. Landrum is being recalled from a half-time RIF and reassigned as a result of the decision not to fill the Media Services Director position. The position reports to Bob Taylor, Director of Instructional Services.)

DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Board of Directors of the Lane Education Service District, in accordance with ORS 342.934 and Board Policy 318, recalls Nicola Maxwell to a full-time position as Supervisor of Personnel and Administrative Services for the 1986-87 year to be compensated at the same salary as if reduction in force had not taken place.

(Resolution #85-106)

7. Reports

7A Personnel Report

7A. (continued)

(Ms. Maxwell is being recalled from a half-time RIF and reassigned as a result of the decision not to fill the Media Services Director position. This position will report to the Director of Administrative Services/Business Manager.)

7B Georgia-Pacific
Scholarship
Committee

7B. Director Ficek reported on the four-year scholarships awarded by the Georgia-Pacific Company. The screening and judging is coordinated annually by the ESD. Ms. Ficek said she enjoyed the process very much, especially the opportunity to meet these outstanding young people. The scholarships were awarded to Eriko Yagi, Cottage Grove High School, and Donald Hoard, North Eugene High.

7C Writing Assessment

7C. Marilyn Olson reported on Writing Assessment classes for teachers which are provided by the ESD. The purpose of the project is to provide a standard of grading for the various aspects of student writing. The assessment isolates various traits used in writing, which is very helpful for the students, while at the same time making it possible for the teacher to gain speed in grading papers. Ms. Olson said teachers taking part in the workshop were very enthusiastic.

7D Regular Liaison
Reports

7D. Brief updates were provided by Frank Nearing, L-COG; Marv Wilkerson, Advisory Council for Handicapped Children; and Lois Copple, Input Committee.

8. Future Agenda Items

8. Future agenda items include:

- A. Budget Hearing, June 17, 1986
- B. Adoption and appropriation of budget; certification of levy (also June 17)
- C. Routine fiscal year designations and authorizations
- D. Adoption of school calendar
- E. Adoption of policy, RIF
- F. Swearing in of elected and re-elected Board members

9. Next Meeting(s)

9. Regular meetings of the Lane ESD Board will be held Tuesday, June 3, 1986, at 6:00 p.m., and Tuesday, June 17, 1986, at 7:00 p.m. Both meetings will be held at the Lane ESD Center, 1200 Highway 99 North, Eugene.

10/

11. Executive Session

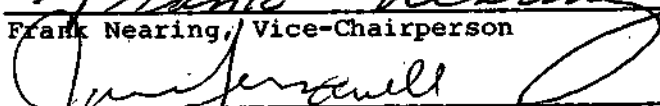
12. Adjournment

10/

11. No executive session was held.

12. The meeting was adjourned at approximately 10:15 p.m.


Frank Nearing, Vice-Chairperson


James G. Maxwell, Superintendent-Clerk

Attachments to Official
Minutes:

Cooperative Purchasing Bid
Schedule

ESD Board Policies 320, 424,
317, 418

Salary plan and salary
schedule, administrative and
confidential employees

SR:jv
3/minutes2

COOPERATIVE PURCHASING

BID AWARD RECAP
1986-87

<u>SECTION #786</u> - AUDIO VISUAL EQUIPMENT	\$ 25,796.33
<u>SECTION #10</u> - AUDIO VISUAL SUPPLIES	16,276.89
<u>SECTION #20</u> - LIBRARY SUPPLIES	2,482.37
<u>SECTION #30</u> - INSTRUCTIONAL/OFFICE SUPPLIES	216,542.87
<u>SECTION #35</u> - FILING CABINETS/FURNITURE	9,726.34
<u>SECTION #40</u> - CUT PAPER	91,646.98
<u>SECTION #50</u> - ART SUPPLIES	62,764.31
<u>SECTION #60</u> - CUSTODIAL SUPPLIES	47,280.49
<u>SECTION #70</u> - FIRST AID SUPPLIES	13,420.17
<u>SECTION #80</u> - PLAYGROUND/ATHLETIC SUPPLIES	<u>33,267.06</u>
*TOTAL	\$ 519,203.81

*THIS TOTAL DOES NOT INCLUDE:

1. Construction Paper
2. Drop Shipments on Cut Paper and Custodial Supplies to Lane Community College.

anachn. 5/20/86

COOPERATIVE PURCHASING
 BID AWARD SUMMARY 1986-87 SUPPLIES

AUDIO VISUAL EQUIPMENT:

Section #786

A&G Associates	\$ 484.00
Aatronics, Inc.	2,307.34
Educational Systems	609.12
General Binding Corporation	2,602.22
Imperial Tape Company	492.12
Klamath County School District	314.84
M & A Distributors	3,768.51
Moore's Audio Visual Supply	1,808.53
NWI Photo and Sound	7,650.02
Northwestern, Inc.	4.40
Proline	4,077.00
Spiral Binding	273.75
Videotape Products, Inc.	<u>1,404.48</u>
 TOTAL	 \$ 25,796.33

AUDIO VISUAL SUPPLIES:

Section #10

Astro Audio Visual Corporation	428.44
Boise Cascade Office Products	5,158.23
Burroughs Corporation	535.78
Demco, Inc.	7.70
Eczel Corporation	2,636.80
Force 4	705.00
FH Marketing	124.75
NWI Photo and Sound	46.68
Northwestern, Inc.	198.90
Paper Impressions	228.00
Simmons Supply Company	4,797.00
Standard Stationery Supply	545.41
Tersch Products, Inc.	131.75
The J. Thayer Company	<u>732.45</u>
 TOTAL	 \$ 16,276.89

LIBRARY SUPPLIES:Section #20

Brodart, Inc.	\$ 843.74
Demco, Inc.	608.84
Gaylord Bros., Inc.	861.12
Standard Stationery Company	<u>168.67</u>
 TOTAL	 \$ 2,482.37

INSTRUCTIONAL/OFFICE SUPPLIES:Section #30

Dick Blick West	245.10
Boise Cascade Office Products	34,490.99
Burroughs Corporation	927.12
C2F, Inc.	2,406.37
Chapman Bros.	3,140.86
Chaselle Arts & Crafts	2,423.91
Creative Cache	1,700.86
H.S. Crocker Company	87.00
Data Impressions	507.60
Demco, Inc.	96.00
Ditto ATF Davidson Company	5,545.80
Elan Publishing Company	1,435.14
Elgin School Supply	8,524.98
Farwest Office Systems	1,906.25
Finzer Business Systems	10,736.10
Force 4	174.00
GW School Supply	5,529.43
Hammond & Stephens	338.23
Jo Lynn, Inc.	259.60
Kenneth Lee James & Associates	323.95
Myron Manufacturing	505.53
Pacific Stationery	20,015.46
Paper Impressions	10,502.56
Prairie Carbon & Ribbon	8,137.08
Rose City Awning	99.30
Service on Supplies	68.64
Snyder Crecelius Paper	46,919.92
Standard Stationery Supply	10,515.18
Tersch Products, Inc.	5,973.03
The J. Thayer Company	1,308.50
Western Paper Company	10,320.27
Westvaco	10,189.74
Willamette Industries	<u>11,188.37</u>
 TOTAL	 \$ 216,542.87

FILING CABINETS/FURNITURE:

Section #35

Boise Cascade Office Products	\$ 108.48
Liska School Equipment	732.94
School Office Systems	7,769.62
Virco Manufacturing	<u>1,115.30</u>
 TOTAL	 \$ 9,726.34

CUT PAPER:

Section #40

Boise Cascade Office Products	859.08
Supplyways, Inc.	404.76
Western Paper	<u>90,383.14</u>
 TOTAL	 \$ 91,646.98

ART SUPPLIES:

Section #50

Dick Blick West	917.14
Boise Cascade Office Products	2,161.33
C2F, Inc.	20,266.92
Chaselle Arts & Crafts	88.95
Chromark	208.50
Creative Cache	9,311.23
Elgin School Supply	974.69
GW School Supply	1,598.36
Georgies	254.40
Junction City School District	119.34
Nasco West	57.00
Oregon Clay Company	538.00
Pacific Stationery Company	4,620.74
Sax Arts & Crafts	98.77
Snyder Crecelius Paper	9,508.15
Southern Oregon Pottery	624.34
Standard Stationery Supply	970.43
Tersch Products, Inc.	1,625.73
Tru Art Distributing	5,201.23
Western School Supply	<u>3,619.06</u>
 TOTAL	 \$ 62,764.31

CUSTODIAL SUPPLIES:Section #60

API, INC.	\$ 342.67
American Brush Company	6,820.62
Bidall Corporation	2,567.95
Boise Cascade Office Products	122.50
Brodhead Garrett Company	1,199.30
Chown, Inc.	2,501.24
Factory Reps	1,230.05
Forrest Paint Company	239.84
Fresh Foods Company	123.20
WW Grainger, Inc.	63.54
Industrial Chemical Lab	1,720.13
Industrial Supply Company	2,078.95
McDonald Wholesale Company	392.86
North Coast Electric	798.25
Packer-Scott Company	2,069.16
Paulsen & Roles Laboratories	732.00
Pioneer Wiping Cloth Company	497.00
Rogers & Son	1,447.30
Scot Supply Co., Inc.	1,625.03
Spintex Co., Inc.	144.18
Unisource, Inc.	314.00
Universal Chemical	4,486.90
Zellerbach Corporation	<u>\$ 12,626.36</u>
 TOTAL	 \$ 47,280.49

FIRST AID SUPPLIES:Section #70

Caplan Sportsworld	29.10
Coast First Aid Supply	1,534.28
McDonald Wholesale Company	597.75
Micro Bio-Medics	1,467.46
Monarch Surgical	673.51
Northwest First Aid Supply	5.04
Portland Athletic Supply	6,500.76
Sanderson Safety	<u>\$ 2,612.27</u>
 TOTAL	 13,420.17

PLAYGROUND/ATHLETIC SUPPLIES:

Section #80


BSN Corporation	292.16
Frank Bashor Supplies, Inc.	1,616.02
Caplan Sportsworld	296.55
Cascade Athletic Supply	4,008.47
Coast First Aid Supply	279.60
Mohinder Sports	5,527.97
Portland Athletic Supply	14,149.64
Professional Towel Company	4,076.85
The Put On Sports Center	2,090.63
Things From Bell	458.08
Skookum Jump Ropes	157.11
Sportmaster	295.50
Val's Sports, Inc.	<u>18.48</u>

TOTAL

33,267.06

GRAND TOTAL ALL SECTIONS

\$ 519,203.81

Education Service District
 1200 Hwy. 99N
P.O. Box 2680
Eugene, Oregon 97402
TELEPHONE: (503) 689-6500

DATE: May 15, 1986
TO: Board Members
FROM: Jim Maxwell

The Board Committee reviewing salaries of employees exempt from collective bargaining (confidential and administrative) has met twice since our last Board meeting.

At the first meeting, I submitted recommendations based on discussions that were held earlier in the year and on my analysis of the compensation plan for these employees. At that meeting, the Committee provided additional recommendations and directions.

Based on those recommendations and directions, I modified the proposals and resubmitted the package to the Committee. The Committee, after a little fine tuning, gave its support. The following are the foundation concepts upon which the plan is built:

1. Each position is placed on a salary schedule.
2. Three sets of schedules are recommended:
 - A. OTIS administrators
 - B. Media, Instruction, Special Education, and Administrative Services administrators
 - C. Confidential employees
3. Each administrative position is placed on a four step schedule.
4. Confidential employees are placed on a six step schedule.
5. The base point (1.00) for administrators in the Special Education, Instruction, Media, and Administrative divisions is derived through the use of the MA-10 step on the teacher salary schedule and adjusting it for the extended year worked by administrative employees. MA-10 step is used because the MA degree is the norm for beginning level supervisors and Step 10 represents the maximum experience given in hiring certified employees.

That calculation is:

MA-10 (1985-86 certificated salary
schedule, 187 work days)

\$25,711

50

ATTACH. 5/20/86

Minimum work days for supervisor	218
$218 \div 187 =$	1.17
$1.17 \times \$25,711 =$	\$30,082
Base for administrative salaries (1.00)	\$30,082

6. The base point (1.00) for administrators in the OTIS Division is derived through the use of Grade 23, Step 3 on the Classified/Technical Schedule. The 23-3 step is used because Grade 23 is the highest level supervised by the first level managers and Step 3 is the mid-point in that grade.
7. The base point (1.00) for the schedule for confidential employees relates to the current salary paid those individuals. The top point relates, but exceeds by a small amount, the top step in the grade from the labor contract currently being used for most of these employees.
8. Each administrative position is provided with additional compensation for assuming administrative responsibility. The minimum amount of responsibility compensation is the \$155.00 per month TSA currently being provided to most of those individuals classified as a supervisor or manager.
9. There are several administrators whose 1984-85 salaries are substantially below the amount they would be paid if they were placed on the salary schedule for non-exempt employees in similar but non-supervisory positions. These individuals are given extra compensation in this plan to help reduce the inequity. The increase for any employee who remains in the same position is limited to a maximum of 10% per year.
10. During the first year of a salary schedule approach (1985-86) the goal for a minimum increase for any individual was 2%, slightly more than one-half the growth of the cost of living increase index regularly used by Lane County schools (3.558%).
11. The goal for a percentage for which the administrative salaries as a total are adjusted for 1985-86 over 1984-85 was the same percentage as the total of salary adjustment for employees represented by the bargaining unit. That amount is 8%. In fact, however, the total percentage increase is somewhat less depending upon the method used in the calculation. The goal for the adjustment for 1986-87 over 1985-86 was 6%. The total percentage increase for the two year period for all administrative staff is 7.1%, an average annual increase of 3.55%. These relatively low figures relate to the reduction in the number of administrative staff members. The average cost per administrative staff member increases by 6.8% in 1985-86 and 5.1% in 1986-87.

12. Annual adjustments will be "unlinked" from that negotiated by the Association and the Board.
 - A. 1986-87 adjustment to the schedule: 3%
 - B. 1987-88 adjustment to the schedule: The percentage established as a January-December 1986 U.S. Department of Labor CPI for all urban consumers but not to exceed 4%.
13. This plan provides a process to establish salaries for 1985-86, 1986-87, and 1987-88. I recommend that during the 1987-88 year, the Board plan to initiate a study comparing the salaries of the administrative and confidential employees with other Lane ESD employees, similar employees in local school districts, the Eugene-Springfield general labor market and comparable ESDs. This would be for the purpose of adjusting Lane ESD's salaries to fit within these comparison groups.

JM:jv
11/025

ESD BOARD RESOLUTION #85-100:

BE IT RESOLVED that the Board of Directors of Lane ESD approves the salary adjustments recommended by the Superintendent for 1985-86 and 1986-87 as presented. A copy of the recommendations will be appended to and made a part of the official minutes of this meeting.

CLASSIFICATIONS
Director

Position Titles:

Director, Special Education
Director, Media Services
Director, Instructional Services
Director, Business Manager/Administrative Services

Salary Schedule

IIIA. Director, 218 work days

TSA: 205 x 12 = \$2,460

<u>Salary</u>	<u>1.25</u>	<u>1.31</u>	<u>1.37</u>	<u>1.43</u>
1985-86	37,603	39,407	41,212	43,017
1986-87	38,770	40,589	42,448	44,307

IIIB. Director, 229 work days

TSA: 205 x 12 = \$2,460

<u>Salary</u>	<u>1.30</u>	<u>1.36</u>	<u>1.42</u>	<u>1.48</u>
1985-86	39,107	40,912	42,716	44,521
1986-87	40,280	42,139	43,997	45,857

ATTACH 5/20/86

CLASSIFICATIONS
Supervisor I, II

Position Titles:

Supervisor, Media Library
Supervisor, Teaching Resource Center
Supervisor, Planetarium
Supervisor, Media Production
Supervisor, Personnel/Administrative Assistant
Supervisor, Accounting/Internal Auditor

Salary Schedule

IA. Supervisor I, 218 work days

TSA: \$155 x 12 = \$1,860

Salary	1.00	1.06	1.12	1.18
1985-86	30,082	31,887	33,692	35,497
1986-87	30,984	32,844	34,703	36,562

IB. Supervisor I, 229 work days

TSA: \$155 x 12 = \$1,860

Salary	1.05	1.11	1.17	1.23
1985-86	31,586	33,391	35,196	37,001
1986-87	32,534	34,393	36,252	38,111

Position Titles:

Supervisor, TMR (2 positions)
Supervisor, SED

IIA. Supervisor II, 218 work days

TSA: \$155 x 12 = \$1,860

Salary	1.06	1.12	1.18	1.24
1985-86	31,887	33,692	35,497	37,302
1986-87	32,844	34,703	36,562	38,421

IIB. Supervisor II, 229 work days

TSA: \$155 x 12 = \$1,860

Salary	1.11	1.17	1.23	1.29
1985-86	33,391	35,196	37,001	38,806
1986-87	34,393	36,252	38,111	39,970

CLASSIFICATIONS
Administrative Secretary

Position Titles:

Administrative Secretary, OTIS Services
Administrative Secretary, Media Services
Administrative Secretary, Instructional Services
Administrative Secretary, Special Education Services
Personnel/Payroll/Negotiations Secretary, Administrative Services

Salary Schedule

AI. Administrative Secretary, 229 work days

<u>Salary</u>	<u>1.00</u>	<u>1.06</u>	<u>1.12</u>	<u>1.18</u>	<u>1.24</u>	<u>1.30</u>
1985-86	15,000	15,900	16,800	17,700	18,600	19,500
1986-87	15,450	16,377	17,304	18,231	19,158	20,085

Executive Assistant

Position Titles:

Information Assistant
Superintendent's Secretary

Salary Schedule

AII. Executive Assistant, 229 work days

<u>Salary</u>	<u>1.42</u>	<u>1.48</u>	<u>1.54</u>	<u>1.60</u>	<u>1.66</u>	<u>1.72</u>
1985-86	21,300	22,200	23,100	24,000	24,900	25,800
1986-87	21,939	22,866	23,793	24,720	25,647	26,574

CLASSIFICATIONS
Manager I and II

Position Title:

Manager, Testing Services
Manager, OTIS Programmer/Analysts
Manager, OTIS DP Operations

Salary Schedule

Manager I, 12 months

TSA: \$155 x 12 = \$1,860

<u>Salary</u>	<u>1.00</u>	<u>1.06</u>	<u>1.12</u>	<u>1.18</u>
1985-86	32,544	34,497	36,449	38,402
1986-87	33,520	35,532	36,542	39,554

Position Titles:

Manager, OTIS Communications
Manager, OTIS Systems

Manager II, 12 months

TSA: \$155 x 12 = \$1,860

<u>Salary</u>	<u>1.06</u>	<u>1.12</u>	<u>1.18</u>	<u>1.24</u>
1985-86	34,497	36,449	38,402	40,355
1986-87	35,532	37,542	39,554	41,566

CLASSIFICATIONS
Manager III and VI

Position Titles:

Manager, OTIS Operations
Manager, OTIS Support Services

Salary Schedule

Manager III, 12 months

TSA: \$155 x 12 = \$1,860

<u>Salary</u>	<u>1.12</u>	<u>1.18</u>	<u>1.24</u>	<u>1.30</u>
1985-86	36,449	38,402	40,355	42,307
1986-87	37,542	39,554	41,566	43,576

Assistant Executive Director, OTIS

Manager IV

TSA: 205 x 12 = \$2,460

<u>Salary</u>	<u>1.18</u>	<u>1.24</u>	<u>1.30</u>	<u>1.36</u>
1985-86	38,402	40,355	42,307	44,260
1986-87	39,554	41,566	43,576	45,588

CLASSIFICATIONS
Manager V, and Executive Director

Deputy Executive Director, OTIS

Salary Schedule

Manager V

TSA: 205 x 12 = \$2,460

Salary	1.36	1.42	1.48	1.54
1985-86	44,260	46,212	48,165	50,118
1986-87	45,587	47,598	49,610	51,621

Executive Director

Executive Director, 12 months

TSA: 205 x 12 = \$2,460

Salary	1.42	1.48	1.54	1.60
1985-86	46,212	48,165	50,118	52,070
1986-87	47,598	49,610	51,621	53,632

RECOMMENDED ADMINISTRATIVE AND
CONFIDENTIAL SALARIES

<u>Supervisor I</u>	<u>1985-86</u>	<u>1986-87</u>
Carol Abbott	31,098 (1,860)	32,844 (1,860)
Frank Landrum	31,098 (1,860)	32,844 (1,860)
William Suggs	37,000 (1,860)	38,110 (1,860)
Alan Livingston	31,388 (1,860) (2,400)	34,392 (1,860)
Nicola Maxwell	33,390 (1,860)	36,251 (1,860)
<u>Supervisor II</u>		
Ellen Adler	35,196 (1,860)	36,562 (1,860)
Marty Sheehan	Already established	34,703 (1,860)
Sue McCullough	35,196 (1,860)	vacant
<u>Director</u>		
Marv Wilkerson	40,912 (2,460)	43,997 (2,460)
Bob Taylor	42,715 (2,460) (2,400)	45,916 (2,460)
<u>Manager I</u>		
Karen Banks	36,449 (1,860)	39,554 (1,860)
Judy Steele	36,449 (1,860)	39,554 (1,860)
Ron Babjar	34,497 (1,860)	37,542 (1,860)
<u>Manager II</u>		
Ben Jones	40,355 (1,860)	41,566 (1,860)
Bill Land	40,631 (1,860)	41,566 (1,860)
<u>Manager III</u>		
Bill Ford	40,355 (1,860) (2,400)	43,576 (1,860)
Ted Murray	36,449 (1,860) (2,400)	39,554 (1,860)
<u>Manager IV</u>		
Jim Ekstrom	44,260 (2,460)	45,588 (2,460)
<u>Manager V</u>		
Paul O'Driscoll	44,260 (2,460)	47,598 (2,460)
<u>Executive Director</u>		
Wyatt Rosenbaum	50,118 (2,460) (2,400)	53,632 (2,400)
<u>Administrative Secretaries</u>		
Jennie Thompson	Already established	20,085
Opal Jacobson	Already established	20,085
Cathy Rapp	Already established	20,085
Cheryl Swanson	Already established	20,085
Michelle Mantel	Already established	17,304
<u>Executive Assistants</u>		
Jeff Foreman	Already established	24,720
Sallie Rainville	21,967 (1,080)	24,720

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, OR 97402

Office of the Superintendent
April 15, 1986

LANE ESD BOARD MEETING
April 15, 1986

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1A. A regularly scheduled meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, April 15, 1986. (The meeting was preceded at 7:15 by a program presenting various formats for financial statements.) The following persons attended the meeting:

Board members:

Cleve Dumdi, Chairperson	Lois Copple
Beverly Ficek	Bill Lewellen
Doug McKay	Frank Nearing
Jim Swanson	

ESD staff:

Jim Maxwell, Superintendent	Bob Taylor
Marv Wilkerson	Ted Murray
Jeff Foreman	Nicola Maxwell
Sallie Rainville	Carol Abbott
Marv Clemons	Jim Ekstrom
Frank Landrum	Jerry Miller

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED to approve the minutes of the March 18 regular Board meeting, March 18 Budget Committee meeting, and March 31, April 9 and April 10 special Board meetings.

Director Copple seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements

2. Jeff Foreman distributed and explained material on the State Board of Education program "Seeking Oregon's Solution, The People Speak." Town Hall meetings, sponsored by Chambers of Commerce, are scheduled in Springfield on April 29 and in Eugene, May 7. At the end of this month, a questionnaire on financing of education will be inserted in daily papers throughout the state; that will be followed by a scientific poll. Data collected is to be turned over to State school officials, the Governor, and Legislature.

3. Communications

3. The following communications were presented:

- A. Letter from Gay Campbell, Eugene 4J District, thanking staff member Kevin Ness for outstanding service
- B. Draft program for OAESD June Conference (Superintendent Maxwell suggested that Board members note the Conference dates; registration packets are expected shortly.)
- C. Report of activities (through February), Hearing-Impaired and Audiological Services resolution
- D. L-COG monthly newsletter, featuring profile of Frank Nearing, ESD representative to L-COG Board
- E. Announcement of OSBA-sponsored mediation/fact-finding workshop, May 3, in Salem
- F. Information on winners of Lane County Mental Math contest, coordinated by Lane ESD Instructional Services Division and held at the ESD on March 19
- G. Final tally of local district board votes on ESD service resolutions for 1986-87.

4. Business Affairs

4A Agreement for
Purchase of
Telephone System

- 4A. At its January meeting, the Board authorized a master agreement with other local agencies to enter into a five-year agreement to purchase a telephone system (ESD Board Resolution 85-55). In February, Superintendent Maxwell told the Board that the financial arrangement developed by Lane County legal counsel was not appropriate within the statutes under which school districts and education service districts function.

Since then, Superintendent Maxwell said, alternative funding arrangements have been made for the ESD and for local school districts. These have been reviewed and approved by Joe Richards, ESD legal counsel. The Superintendent told the Board that the new interest rates compare favorably with the January agreement.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Lane ESD Board rescinds Resolution 85-55 (January 21, 1986.)

(Resolution #85-86)

4. Business Affairs

4A Agreement for
Purchase of
Telephone System

4A. (continued)

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

DIRECTOR COPPLE MOVED:

BE IT RESOLVED that the Lane ESD Board authorizes the ESD to become party to a master agreement with other agencies through the Lane Council of Governments to acquire and maintain a U.S. West NEAX 2400 telephone system. The acquisition cost will not exceed \$88,560 plus interest. The maintenance cost for a five-year period will not exceed \$37,230.

(Resolution #85-87)

Director Lewellen seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

Director McKay moved:

BE IT RESOLVED that the Lane ESD Board of Directors authorizes the Lane ESD to enter into a contract with First Interstate Bank to lease a U.S. NEAX 2400 telephone system for a five-year period for the amount of \$102,669.60 with the ESD retaining the right to purchase this system at the end of that period for \$200.

(Principal: \$88,560; interest: \$14,109.60; interest rate: 7.99 percent.)

(Resolution #85-88)

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

4B Vocational
Education Grants

4B. Background information on the first year of operation of the Lane County Vocational Education Consortium was provided. The ESD acts as the fiscal agent for the Consortium which promotes region-wide cooperative vocational education training and planning.

Superintendent Maxwell said the Consortium has been invited by the State Department of Education to apply for a three-year continuation of the grant (\$93,000 per year). A survey of membership needs indicated that a priority is to improve high school vocational course offerings

4. Business Affairs
4B(1)Vocational
Education Grants

4B(1).(continued)

and coordinate courses with the community college programs. Business education and introduction to technology were cited as areas of particular need.

A brief summary of guidelines for the grant application, which is in the process of being written, was distributed. Marv Clemons, Regional Coordinator for Vocational/Career Education, briefly reviewed the grant program and answered questions. Superintendent Maxwell said that May 1 has been given as the deadline for submitting the application. He recommended that the Board authorize submission of an application, subject to review of the actual grant application at its May meeting.

DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Lane ESD Board authorizes the Superintendent to submit an application to the Oregon Department of Education on behalf of the Lane Vocational Education Consortium in the amount of \$93,000, for the general purpose of "promoting region wide co-operative vocational education/employment training, planning, and programming." The Board reserves the right to have the application withdrawn after reviewing it at its May meeting.

(Resolution #85-89)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, and SWANSON VOTING YES.

4B(2)Vocational Grant,
Skipworth

4B(2).Superintendent Maxwell said the State Department of Education recently alerted the ESD staff that new federal funds are available for vocational education programs for students incarcerated in juvenile detention facilities. They have invited a proposal on behalf of the Skipworth program.

Superintendent Maxwell said the Skipworth School Advisory Committee and teaching staff and Bob Taylor and Marv Clemons have been reviewing

4. Business Affairs
4B(2) Vocational Grant,
Skipworth

4B(2)(continued)

vocational education needs of the school's population. They believe that these pupils need to develop basic language skills and techniques for getting and holding a job. If grant funds become available the emphasis should be on business education and computer skills.

The Superintendent requested that the Board permit the staff to develop and submit a grant proposal for development of a vocational education component at Skipworth. The amount of the grant would not exceed \$50,000, with half of that to be used for equipment and materials, and the other half for staff to develop and implement the program, which could then be carried on by assigned ESD staff. He recommended that the Board reserve the right to review the grant application prior to final approval.

Board members had a number of questions about the Skipworth program. They asked about the average length of time spent in the program; special teaching methods needed for this population and motivation of the pupils enrolled. Bob Taylor and Marv Clemons provided brief answers to these questions, but it was agreed that a more in-depth program report on the entire Skipworth school would be appropriate in the near future.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Lane ESD Board authorizes the Superintendent to submit an application to the State Department of Education for vocational education funds for the Skipworth School, not to exceed \$50,000, for the purpose of developing, equipping, and implementing a vocational component within the school curriculum.

The Board reserves the right to have the application withdrawn after reviewing it at its May meeting.

(Resolution # 85-90)

Director Lewellen seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, and SWANSON VOTING YES.

4. Business Affairs

4C Financial
Statements,
March 1986

4C. Financial statements for March 1986 were distributed in the Board agenda packet and reviewed before the meeting by Ted Murray during his presentation on reading financial statements. After brief discussion, Board members indicated that they would like to change to the new financial statement format which Mr. Murray had presented. Murray suggested that the change be with the July statement, beginning the new fiscal year.

5. Action Items

5A Affirm Canvass of
March Board Member
Election

5A. Board members received copies of Lane County Elections Department's abstract of votes cast in the March 25 election. The abstract had been canvassed and certified by the Superintendent within the required five-day period, according to ESD procedure.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Lane ESD Board affirms the canvass of votes for the March 25, 1986, Board of Directors election and the certification of Glen Weathers and Lois Copple as elected to Positions 4 and 5 respectively.

(Resolution # 85-91)

Director Lewellen seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

5B Recommendation for
New Member,
Advisory Council
for Handicapped
Children

5B. A recommendation was received from the Lane ESD Advisory Council for Handicapped Children to appoint Colleen Mollgaard to fill an unexpired position on the Council.

Questions from Board members concerned the purpose and function of the Council. In response, Marv Wilkerson briefly reviewed its history. The Council grew out of the need to create two-way communication between the Board and parents of handicapped children. It is composed half of parents and half of professionals working with this population. At the present time, the Council continues to serve, when needed, as an advisory body to the ESD Board. Its meetings also include topics for the education and information of members, particularly about ESD special education programs and related topics.

5. Action Items

5B Recommendation for
New Member,
Advisory Council
for Handicapped
Children

5B. (continued)

DIRECTOR COPPLE MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD appoints COLLEEN MOLLGAARD as a member of the Lane ESD Advisory Council for Handicapped Children to fill an unexpired term ending June 30, 1987.

(Resolution # 85-92)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

5. Action Items

5C Input Committee

5C. Chairperson Dumdi said that the ESD Input Committee has recently been re-activated. He appointed Lois Copple as the Board's representative to the Committee.

6. Discussion Items

6A Oregon Museum Park
Commission

6A. The agenda packet included a working paper reviewing the history of Lane ESD's participation in the Oregon Museum Park Commission (formerly Cooperative Museum Commission) from 1974 to the present. The review was provided in response to concerns brought up during Budget Committee meetings.

Superintendent Maxwell briefly summarized an abstract of key documents relating to the Commission and to the ESD's agreement with WISTEC. He said all documents are available in complete form upon request. The Superintendent then asked Doug McKay, who is the ESD's representative to the Commission, to provide further background.

Director McKay thanked the staff for researching the history and providing background information. He first answered questions which concerned the ESD's relationship with Willamette Science and Technology Center (WISTEC). He said WISTEC is not a member of the Museum Park Commission, partly because the Commission is an intergovernmental consortium and WISTEC is a private organization, and also because WISTEC does not have the financial resources. Since it is not a member, WISTEC does not pay dues, but he said it has contributed substantially to the establishment of the building and continues to contribute toward its maintenance.

6. Discussion Items
6A Oregon Museum Park
Commission

6A. (continued)

He and Superintendent Maxwell pointed out that the agreement between WISTEC and the ESD is actually a separate issue from the ESD's membership in the Museum Park Commission. Both said it appeared that the WISTEC-ESD agreement should be rewritten. (At a later point in the discussion, Bob Taylor said the amount which WISTEC pays was apparently based only on the hourly wages of graduate teaching fellows who present the program, with none of the other ESD costs considered.)

In returning the discussion to the Oregon Museum Park Commission, McKay said that the Director, Carole Daly, has resigned. The Commission is operating with temporary staff at the present.

He said the City of Springfield has been invited to become a part of the consortium. The Commission also intends to request its five current members to formally agree to recommit to equal participation. This would solidify the Commission's financial position, so that it can get back to its primary goal of sponsoring the museum complex.

Discussion centered on concerns expressed by Director Ficek. She said she continues to feel that the \$14,000 budgeted to the Oregon Museum Park Commission could better be spent elsewhere in the ESD's budget. She mentioned especially the fact that the portable planetarium is under-booked for next year, apparently because districts have not budgeted funds for the admittance charge which will be instituted next year. She said she could see little or no benefit to the ESD from the membership fee paid to the Commission, partly because of the time the Commission staff has spent on the Lane County Historical Museum.

McKay said the Commission has agreed to manage the Historical Museum in return for Lane County's participation, but he agreed that ESD funds should not be used for that Museum.

Director Swanson asked what effect withdrawal from the Commission would have.

6. Discussion Items

6A Oregon Museum Park
Commission

6A. (continued)

McKay said that if the Consortium disbanded, as it could if support of current members erodes, Lane County would end up owning the building which houses WISTEC and the ESD Planetarium. The County could then charge the ESD rent for the space the Planetarium occupies (or tell the ESD to vacate the premises).

Superintendent Maxwell pointed out that the Oregon Museum Park Commission dues have already been included in the approved budget for 1986-87; he also pointed out that the two budget items, Planetarium and OMPC, are in separate areas and are actually unrelated in the budget. It would require policy action on the part of the Board to re-allocate an approved budget item.

Other Board members asked for clarifying information about operation of the Museum Park Commission, its future goals, and its budget. They also asked what a comparable reasonable rental rate would be for the space occupied by the planetarium. Superintendent Maxwell and Director McKay agreed to provide requested information for the next meeting.

Director Lewellen pointed out that if additional funds should in any way become available in the ESD Budget it would still be very important to consider which ESD services the districts have said are their priorities.

Further discussion will be scheduled on the May agenda, with requested information furnished to the Board at that time.

6. Discussion Items

6B Board Policy,
Grievance
Procedures

6B. The Board received draft copies of Board policy on grievance procedures for a first reading. The procedures are recommended for inclusion in district policy to replace those adopted temporarily at the March 18 meeting.

Superintendent Maxwell said the proposed changes from current, temporary language had been recommended by district legal counsel. A paragraph adding a "just cause" provision has been added; the words "final and binding" have been omitted from Step 4.

6. Discussion Items

6B Board Policy,
Grievance
Procedures

6B. (continued)

Superintendent Maxwell recommended that the Board follow its usual procedure and schedule a second reading at its May meeting, in order to provide an opportunity for review and input by Board and staff members.

6C Board Policy,
Vacation

6C. Policy drafts addressing the Board's direction to develop rules on carryover of accrued vacation were distributed in agenda packets for a first reading.

Proposed additions to current Policy on vacation are a paragraph stating the Board's philosophy on the purpose of vacation and a sentence directing the Superintendent to develop procedures to assure that all employees regularly use their accrued vacation.

Administrative Rules which were also distributed clarify various types of vacation and state that, in general, vacation leave is not cumulative.

The Board reviewed earlier discussion on this matter (February 25 meeting). Director Swanson asked for further clarification of Administrative Rule language as it applies to certificated employees.

6D AAESA Training
Seminars

6D. Correspondence has been received from Walt Turner, Director of the American Association of Education Service Agencies, announcing plans for a series of training programs. A survey form seeking input from staff and Board members was distributed. AAESA requests that the information be returned by May 15.

7. Reports

7A Personnel Report

7A. Board members reviewed the Superintendent's recommendations on the following personnel items:

Request for uncompensated leave of absence: Pat Red-Hunt, teacher in the program for severely emotionally handicapped.

Resignation: Gwen Lyman, family consultant, TMR program.

7. Reports
7A Personnel Report

7A. (continued)

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD grants Pat Red-Hunt a one-year uncompensated educational/study leave for the 1986-87 school year, contingent upon her acceptance into the Masters Program for Teachers of Severely Handicapped Students at the University of Oregon by May 15. The approval of the leave is made in accordance with Lane ESD Board policy governing uncompensated leave.

(Resolution #85-93)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the resignation of K. GWEN LYMAN, effective at the end of the 1985-86 school year.

(Resolution #85-94)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

Superintendent Maxwell said several key administrative decisions must be made within the next few months.

The position of Internal Auditor, which has been upgraded to Director, Administrative Services/Business Manager in the 1986-87 budget, must be filled. The acting Business Manager, Ted Murray, who is on loan from OTIS, has indicated he does not wish to be considered for permanent appointment. Superintendent Maxwell said he hopes to advertise immediately and to fill the position no later than August 1. In accordance with Board Policy, he said he would request the Chairperson to appoint Board members to assist in the process.

7. Reports
7A Personnel Report

7A. (continued)

Superintendent Maxwell also recommended that responsibilities of the vacant position of Media Services Division Director be assigned to the Instructional Services and Administrative Service Divisions. One-half of the position will be reallocated to each of those divisions to be combined within the existing .5 FTE positions of TRC Supervisor and Administrative Assistant/Personnel Supervisor. These two positions will be redefined to cover existing and new areas of responsibilities and those previously held by other administrators.

Board members agreed that timelines for these personnel actions should be implemented as soon as possible.

The Superintendent also provided a review of individuals who have a right to recall to administrative positions under state law and ESD reduction in force policies.

7B NSBA Convention

7B. Reports from Board members who attended this convention were deferred until the May agenda.

7C Regular Liaison and
Committee Reports

7C. Brief reports were given by Frank Nearing, L-COG; Marv Wilkerson, Advisory Council for Handicapped Children; and Bob Taylor, Georgia-Pacific Scholarship Committee.

8. Future Agenda Items

8. Future agenda items include:

- A. Bid awards, Cooperative Purchasing
- B. Authorization for roofing bids
- C. NSBA Convention report
- D. Oregon Museum Park Commission
- E. Adopt policies, grievance procedures and vacation

9. Next Meeting(s)

9. The next regular meeting of the Lane ESD Board of Directors will be Tuesday, May 20, 1986, 7:45 p.m., at the Lane ESD Center.

There was brief discussion of the June Board meeting calendar. Two meetings (June 3 and 17) were scheduled when the regular Board meeting calendar was adopted. The Budget Hearing is

9. Next Meeting(s)

9. (continued)

scheduled for June 3. Board members indicated they would like to combine the agendas into only one meeting if possible.

10./

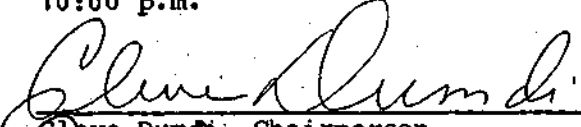
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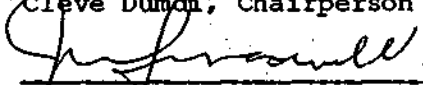
11. Executive Session

11. No Executive Session was held.

12. Adjourn

12. The meeting was adjourned at approximately 10:00 p.m.


Cleve Dumbi, Chairperson


James G. Maxwell, Superintendent-Clerk

SR:jv 4/86 3/minutes1

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, OR 97402

Office of the Superintendent
April 10, 1986

LANE ESD BOARD MEETING

April 10, 1986

(Meeting Continued)

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1A. Chairperson Dumdi reconvened the special meeting of the Lane ESD Board of Directors called for the purpose of appointing members of the Fern Ridge District Board of Directors at 7:00 p.m., Thursday, April 10, 1986. (As noted on the agenda and public notice, the meeting was a continuation of the meeting of the previous night.) The following persons were present:

Board members:

Clève Dumdi, Chairperson	Lois Copple
Beverly Ficek	Bill Lewellen
Doug McKay	Frank Nearing
Jim Swanson	

ESD staff:

Jim Maxwell, Superintendent	Wyatt Rosenbaum
Sallie Rainville	Jeff Foreman
Nicola Maxwell	Jerry Miller

Individuals selected to be interviewed:

Diane Curin	(7:10)
Michael Olson	(7:20)
Richard Hackett	(7:30)
Francisca Johnson	(7:40)
Roger Swets	(7:50)
Walt Barker	(8:00)
Mika Singer	(8:10)
Lee Hanson	(8:20)

Others attending included:

Jan White	Pete Kilger
Con Magnuson	Alexander Pawlowski
Joe Mosley	Jackie Barry

1B Communications

- 1B. Chairperson Dumdi called the Board's attention to several written recommendations and comments received from Fern Ridge District patrons. He said no public comments would be taken at this meeting, but if anyone wished to submit additional written comments, copies would be made and distributed to Board members.

Chairperson Dumdi also announced that Andy Dalglish, one of the persons selected to be interviewed, had withdrawn.

2. Conduct Interviews

The Board then interviewed the eight candidates as listed above. Each was asked to expand on the following topics:

The Board would like to know each candidate a little better personally. Would you start by sharing some of your personal background that you believe would help the Board to know you.

Please relate any training and/or experiences you have which would contribute to your success as a member of the Fern Ridge School Board during the coming months.

The Board has indicated an interest in appointing individuals who are considered by their fellow citizens to be essentially neutral in the recent controversies in the District. Have you participated in any activities that would cause other citizens to consider you a biased board member?

A taped recording of the interviews is available in the Superintendent's office.

3. Adopt Process
3A Recess and Reconvene

3A. Chairperson Dumdi called for a ten minute recess following the last interview and reconvened the meeting at approximately 9:00 p.m. He said that all written statements received had been copied and distributed to Board members and would become part of the official record of the meeting.

3B Resolution to Adopt Process

3B. Superintendent Maxwell briefly reviewed the process for appointing members to the Fern Ridge Board for the period ending June 30, 1987.

DIRECTOR LEWELLEN MOVED to adopt the process as proposed.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

Director Lewellen commented that the Fern Ridge District is fortunate to have such a group of interested, qualified candidates. He indicated a possible conflict of interest because of a relative who is employed in the Fern Ridge School District, but said he did not know personally any of the candidates.

Director Dumdi said he was acquainted with two of the interviewees.

4. Advisory Balloting

4. Advisory Ballot #1 (for three candidates) was taken.

Director Copple voted for Johnson, Barker, Singer

Director Dumdi voted for Hackett, Johnson, Barker

Director Ficek voted for Johnson, Barker, Singer

Director Lewellen voted for Curin, Olson, Barker

Director McKay voted for Hackett, Johnson, Hanson

Director Nearing voted for Johnson, Swets, Singer

Director Swanson voted for Johnson, Swets, Singer

Board discussion followed.

Advisory Ballot #2 was taken.

Director Copple voted for Johnson, Barker, Singer

Director Dumdi voted for Hackett, Johnson, Barker

Director Ficek voted for Johnson, Barker, Singer

Director Lewellen voted for Curin, Swets, Barker

Director McKay voted for Hackett, Johnson, Barker

Director Nearing voted for Johnson, Swets, Singer

Director Swanson voted for Johnson, Swets, Singer

According to the adopted process, candidates who received no votes were eliminated from further consideration (Olson, Hanson).

4. Advisory Balloting

4. (continued)

Advisory Ballot #3 was taken.

Director Copple voted for Johnson, Barker, Singer

Director Dumdi voted for Hackett, Johnson, Barker

Director Ficek voted for Johnson, Swets, Singer

Director Lewellen voted for Johnson, Swets, Barker

Director McKay voted for Johnson, Swets, Barker

Director Nearing voted for Johnson, Swets, Singer

Director Swanson voted for Johnson, Swets, Singer

Francisca Johnson received unanimous support and was declared set aside for action. One candidate (Curin) received no votes and was eliminated.

Advisory Ballot #4 (for the two remaining positions) was taken.

Director Copple voted for Barker, Singer
Director Dumdi voted for Barker, Singer
Director Ficek voted for Swets, Singer
Director Lewellen voted for Swets, Barker
Director McKay voted for Swets, Barker
Director Nearing voted for Swets, Singer
Director Swanson voted for Swets, Singer

Following Board discussion, Advisory Ballot #5 was taken.

Director Copple voted for Barker, Singer
Director Dumdi voted for Barker, Singer
Director Ficek voted for Swets, Singer
Director Lewellen voted for Swets, Barker
Director McKay voted for Swets, Singer
Director Nearing voted for Swets, Singer
Director Swanson voted for Swets, Singer

According to adopted process, the candidate with the least number of votes (Barker) was eliminated.

Appointment of Board
Members

5. DIRECTOR LEWELLEN MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD appoints FRANCISCA JOHNSON, ROGER SWETS, AND MIKA SINGER to serve as Directors, Positions #2, #3, and #5, respectively, of the Fern Ridge School District 28J Board for the period of April 10, 1986, through June 30, 1987.

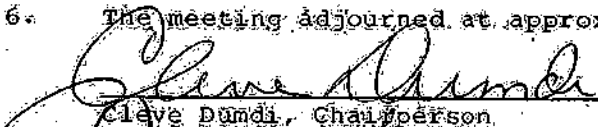
Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, and SWANSON VOTING YES.

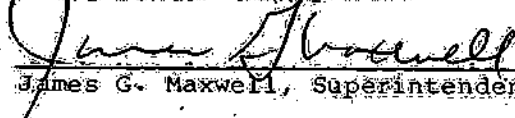
Chairperson Dumdi thanked all of the candidates. He said he hoped the district would strive for unity as it gets back to the business of educating the children of the district.

Pete Kilger welcomed those appointed to the Board and said he would like to meet briefly with them following the meeting. He said "the ball is in our court now and our work is just beginning." Mr. Kilger thanked all of the applicants and reminded them that the District can always use volunteers. He also thanked the ESD Board members and staff for their efforts throughout the process.

6. Adjourn

6. The meeting adjourned at approximately 9:20 p.m.


Cleve Dumdi, Chairperson


James G. Maxwell, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, OR 97402

Office of the Superintendent
April 9, 1986

LANE ESD BOARD MEETING
April 9, 1986

Agenda Topics

1. Work Session

1. A specially scheduled meeting of the Lane ESD Board of Directors was convened by Chairperson Cleve Dumdi at 6:00 p.m., Wednesday, April 9, 1986. The first hour of the meeting was a work session held to give Board members time to read information forms submitted by persons interested in serving on the Fern Ridge District 28J Board of Directors. Board members attending in addition to Chairperson Dumdi were Lois Copple, Bev Ficek, Doug McKay, Frank Nearing, and Jim Swanson. ESD staff present were Superintendent Jim Maxwell, Jeff Foreman, Wyatt Rosenbaum, and Sallie Rainville. Copies of the fifteen applications received were distributed.

Board members also reviewed minutes of their March 31 meeting, which summarized the selection process to be followed.

2. Call to Order
2A Attendance

- 2A. The Board convened at 7:00 p.m. to review the information forms and select persons to be invited for interviews. The following persons were present:

Board members:

Cleve Dumdi, Chairperson	Lois Copple
Beverly Ficek	Doug McKay
Frank Nearing	Jim Swanson

ESD staff:

Jim Maxwell, Superintendent	Wyatt Rosenbaum
Jeff Foreman	Sallie Rainville
Jerry Miller	

Others attending included:

Larry Mills	Dave Wilde
Jan White	Diane Curin
Ellen Swets	Roger Swets
Mike Olson	Andy Dalglish
Pete Kilger	Harry Edwards
Con Magnuson	Lee Hanson

Media representatives included Joe Mosley, Carol Donegan, Nancy Lieu, and Jackie Barry.

2. Call to Order
2B. Adopt Agenda

- 2B. Chairperson Dumdi announced that information forms were received from the following persons interested in being appointed to the vacant Fern Ridge Board positions:

Walt Barker	Diane Curin
Andy Dalglish	Donald Dickerson
Harry Edwards	Richard Hackett
Lee Hanson	Francisca Johnson
Larry Mills	Brian Nelson-Munson
George Penwell	Michael Olson
Gary Saner	Mika Singer
Roger Swets	

Because more than ten persons applied, DIRECTOR McKAY MOVED to adopt "Agenda A" to complete the process of filling the vacancies. (This agenda suggested a process for selection of nine or fewer individuals to be invited for interview, with the actual interviews to be held on the following day.)

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

- 2C Public Comment

- 2C. Chairperson Dumdi asked those present to introduce themselves and then called for public comment from any who had signed to speak.

Larry Mills spoke to endorse four candidates--Barker, Nelson-Munson, Hackett, and Olson.

- 2D Appointment of One Board Member for Period Ending June 30, 1986

- 2D. Director McKay suggested that the Board consider Larry Mills separately from the other applicants, since he has already been elected to a Board position starting in July.

McKAY MOVED:

BE IT RESOLVED that the Lane ESD Board of Directors appoints LARRY MILLS to serve as Director, Position 1, of the Fern Ridge School District 28J Board for the period from April 9, 1986, through June 30, 1986.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, McKAY, NEARING and SWANSON VOTING YES.

- 2E Adoption of Process

- 2E. DIRECTOR McKAY MOVED TO ADOPT as presented the process for selecting candidates to be interviewed regarding appointment of three persons to the Fern Ridge School District Board.

2E. Call to Order

2E Adoption of Process

2F Advisory Balloting

2E. (continued)

Director Nearing seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2F. Advisory Ballot #1 (for six interviewees) was taken.

Director Copple voted for Barker, Curin, Dalglish, Dickerson, Olson, Penwell

Director Dumdi voted for Barker, Curin, Hackett, Olson, Singer, Swets

Director Ficek voted for Barker, Curin, Johnson, Penwell, Saner, Swets

Director McKay voted for Barker, Curin, Dalglish, Hackett, Johnson, Olson

Director Nearing voted for Hackett, Hanson, Johnson, Nelson-Munson, Singer, Swets

Director Swanson voted for Curin, Hackett, Johnson, Olson, Singer, Swets

Candidates Barker, Curin, Hackett, Johnson, Olson, and Swets received four or more votes and, according to the adopted process, were set aside for action. Edwards received no votes and was eliminated from further consideration.

Advisory Ballot No. 2 (for three interviewees) was taken.

Director Copple voted for Dalglish, Penwell, Singer

Director Dumdi voted for Dalglish, Nelson-Munson, Singer

Director Ficek voted for Penwell, Saner, Singer

Director McKay voted for Dalglish, Nelson-Munson, Singer

Director Nearing voted for Hanson, Nelson-Munson, Singer

Director Swanson voted for Dalglish, Hanson, Singer

2. Call to Order
2F Advisory Balloting

2F. (continued)

Candidates Dalglish and Singer received four or more votes and were set aside for action. Dickerson received no votes and was eliminated.

Advisory Ballot No. 3 (for one interviewee) was taken and resulted in a tie vote as follows:

Director Copple voted for Penwell
Director Dumdi voted for Nelson-Munson
Director Ficek voted for Penwell
Director McKay voted for Nelson-Munson
Director Nearing voted for Hanson
Director Swanson voted for Hanson

Saner received no votes and was eliminated.

Advisory Ballot No. 4 was taken and resulted in a tie vote.

Director Copple voted for Penwell
Director Dumdi voted for Nelson-Munson
Director Ficek voted for Penwell
Director McKay voted for Nelson-Munson
Director Nearing voted for Hanson
Director Swanson voted for Hanson

Board members discussed their reasons for consideration and support of certain candidates.

Advisory Ballot No. 5 was taken.

Director Copple voted for Penwell
Director Dumdi voted for Hanson
Director Ficek voted for Penwell
Director McKay voted for Hanson
Director Nearing voted for Hanson
Director Swanson voted for Hanson

Penwell received the least number of votes and was eliminated.

3. Resolution

3. DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Lane ESD Board of Directors invites

WALT BARKER
ANDY DALGLISH
LEE HANSON
MICHAEL OLSON
ROGER SWETS

DIANE CURIN
RICHARD HACKETT
FRANCISCA JOHNSON
MIKA SINGER

to the Lane ESD on Thursday, April 10, to be interviewed for the purpose of being considered for appointment to the Fern Ridge School District Board of Directors.

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

Board members asked the staff to draw candidate's names in order to assign times for interviews.

DIRECTOR NEARING MOVED:

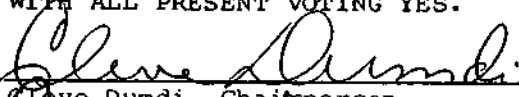
BE IT RESOLVED that the Lane ESD Board of directors expresses its appreciation to all individuals who volunteered to serve on the Fern Ridge School District Board of Directors.

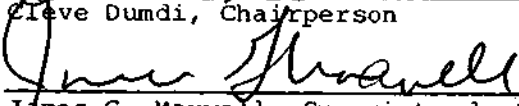
Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4. Adjourn

4. DIRECTOR COPPLE MOVED to adjourn (recess) the meeting until 7 p.m. tomorrow (Thursday, April 10).

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


Cleve Dumdi, Chairperson


James G. Maxwell, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, OR 97402

Office of the Superintendent
March 31, 1986

LANE ESD BOARD MEETING

March 31, 1986

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1A. A specially scheduled meeting of the Lane ESD Board was called to order at 7:00 p.m., Monday, March 31, 1986, with the following persons present:

Board members attending:

Cleve Dumdi, Chairperson	Lois Copple
Doug McKay	Frank Nearing
Jim Swanson	

ESD staff attending:

Jim Maxwell, Superintendent	Wyatt Rosenbaum
Jeff Foreman	Sallie Rainville
Jerry Miller	

Others attending included:

Jerry Clemans	Ray Gregory
Liz Harriman	Pete Kilger
Larry Mills	Connie Olson
Michael Olson	Joe Richards
Al Starns	Chuck Thompson
Jan White	

There were several representatives from news media, including Jackie Barrie, West Lane News and Joe Mosley, Register-Guard.

2. Statements

2. Chairperson Dumdi said that this special meeting had been called to consider and adopt a process to fill vacant positions on the Fern Ridge School District Board of Directors. He asked those who wished to comment on the issue to sign the speaker's list.

3. Communications

3. Copies of letters from Greg Ripke and Alexander S. Pawlowski regarding the meeting topic were distributed.

4. Adoption of Process

- 4A. Review of
Applicable Statutes

- 4A. ESD attorney Joe Richards interpreted Oregon statutes which cover duties of the ESD in filling vacancies on a district Board (ORS 332.030). He said the ESD is the proper agency to make these appointments. The statute states clearly that the interim term of office is until the June 30 following the next regular district election. Since state law provides for only one annual District election on the last

4. Adoption of Process

4A Review of
Applicable Statutes

4A. (continued)

Tuesday in March, three of the appointees in this case will serve until June 30, 1987.

Richards said the persons appointed must be registered voters within the school district and have resided in the district for at least one year preceding appointment. He said the law also prohibits appointment of any of the persons who were recalled.

Mr. Richards said the statute provides for establishment of additional criteria for selection, such as the ESD Board has adopted in similar instances in the past.

4B Recommended Process

4B. Superintendent Maxwell commented that removal of duly elected officials from office via recall is obviously a very serious action that is not undertaken lightly by citizens. When a majority of a Board is recalled, the District can no longer function normally. The electorate has temporarily shifted its authority away from the citizens of the district to another agency (in this case the ESD) for appointment of the Board. It is a most unusual interruption of the normal democratic process.

The Superintendent said the electorate is entitled to certain expectations of the ESD Board. He said the Board should attempt to rise above the issues that have divided the Fern Ridge community and consider the educational program of the district. Citizens should also be able to expect an orderly and timely return of power to the local district. He said he expected the ESD Board would wish to appoint individuals who will require a minimum of training and orientation in order to get the district back to normal operation.

He said the ESD Board has a record of past practice on recall issues and recommended that this be taken into account as the Board makes decisions. The electorate is entitled to know that effective past practice will be followed unless there are unique factors that would indicate change.

As a starting point for deliberation, the Superintendent reviewed a draft of selection criteria. Included were the statutory qualifications noted by Joe Richards and summarized above. It was suggested that the

4. Adoption of Process

4B Recommended Process

4B. (continued)

candidate elected at the March 25, 1986, election be appointed to fill the term ending June 30, 1986, if he requests to be appointed.

Other suggested criteria for the three positions with terms ending June 30, 1987 were:

- A. Demonstrated interest in school affairs such as prior service on the district Board, Budget Committee, or other significant volunteer service to the district, with preference given to Board experience.
- B. Preference will be given to potential appointees who declare their intent not to file for re-election at the March 1987 election.
- C. Preference will be given to potential appointees who are essentially neutral on the current controversies in the district and who are committed to an effort to establish harmony within the district.

The Superintendent said the Fern Ridge School District Interim Superintendent will be asked to provide a list of individuals who have served on the Board of Directors, the Budget Committee and other key school district committees during the past 20 years. These individuals will be invited by the ESD to submit an application. Press releases will be provided to the media soliciting applications from qualified interested citizens.

A draft copy of an information form was also distributed. Applicants will be asked to complete the form and to be ready if requested to appear at an ESD Board meeting for an interview. These forms will be available at the ESD office and at the Fern Ridge District office.

Brief discussion of the criteria and information form followed. Director McKay commented that choosing a new Superintendent would be the major decision for the new Board.

4. Adoption of Process
4C Public Comments on
the Process

4C. Chairperson Dumdi said two persons had signed the speaker's list. He called on the first, Pete Kilger.

Mr. Kilger identified himself as the one remaining member of the Fern Ridge Board. He said he was pleased with the recommended process for appointment of members to the Board; however, he was concerned about the possibility of excluding the appointees from running for election in 1987. He said he appreciated the expertise of past Board members, but since the Board is currently in the process of hiring a new superintendent, he felt persons appointed should have an interest in continuing service. He said this would be a better situation for the new superintendent.

Kilger said he was confident that there were qualified persons in the district who would apply. He said he had no further problems with the criteria as presented.

Chairperson Dumdi called on the second speaker, Larry Mills.

Mr. Mills said he had just been elected to fill Fern Ridge Board Position #1 for the term beginning July 1, 1986. He said he appreciated the efforts of the ESD board to select responsible school board members and hoped that during the selection process the Board would ask for input from Fern Ridge School District residents.

Mills said five persons are needed who will work diligently with the public, considering their input and keeping them informed, as the Board goes about choosing a superintendent, finishing the budget, and other duties. He said many people in the district are knowledgeable and honest and their input might help the ESD Board in making a decision, since they would know the applicants.

Chairperson Dumdi said that the Board would welcome recommendations in writing from Fern Ridge patrons.

Chairperson Dumdi called for additional public comment. There was none.

4. Adoption of Process
4C Public Comments on
the Process

4C. (continued)

Discussion of the recommended process and consideration of public comment followed. Chairperson Dumdi noted that both speakers were concerned with the recommendation to give preference to persons who stated they would not run for the office next year.

Board members felt that although they wished to consider the points listed in the draft criteria, they did not necessarily want to lock themselves into having to give preference to certain applicants. After discussion, consensus was to change the word "preference" to "consideration" in the three points discussed and listed above.

DIRECTOR MCKAY MOVED to adopt the draft process for appointment of members to Fern Ridge School District Board with the three changes discussed.

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, MCKAY, NEARING, AND SWANSON VOTING YES.

(A copy of the adopted process is attached to these minutes.)

The Board next discussed the information form which will be filled out by persons interested in being appointed.

Comments from the audience at this time were from Pete Kilger who approved of the questions on the information form and from Mike Olson who said he was afraid superintendent applicants might back off if they knew that Board members were serving in an interim capacity.

DIRECTOR MCKAY MOVED TO APPROVE the Board appointment information form as proposed.

DIRECTOR SWANSON seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, MCKAY, NEARING, AND SWANSON VOTING YES.

5. Next Meeting

5. DIRECTOR NEARING MOVED to approve the proposed calendar to complete the process of filling the vacant Fern Ridge Board positions as follows:

A special meeting of the Lane ESD Board of Directors will be held on Wednesday, April 9, 1986, beginning at 6:00 p.m. for the purpose of reviewing information forms submitted by

5. Next Meeting

5. (continued)

interested individuals. If ten or fewer have applied, interviews will be conducted beginning at 7 p.m. If more than ten persons have submitted applications, the meeting will be continued to Thursday, April 10.

Director McKay seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

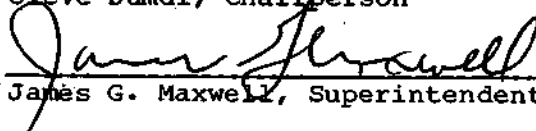
Persons in the audience asked Chairperson Dumdi whether the two letters referred to earlier by Superintendent Maxwell would be read. Chairperson Dumdi said the Board had read the letters and they were a part of the public record of this meeting.

6. Adjourn

6. Chairperson Dumdi thanked visitors for coming. The meeting was adjourned at approximately 8 p.m.



Cleve Dumdi, Chairperson



James G. Maxwell, Superintendent-Clerk

Attached to Official Minutes:

Adopted Process

SR:jv
3/minutes
4/7/86

Process for Appointment of Members to Fern Ridge School District Board

- I. Statement of Intent. The ESD Board's objective in selecting appointees is to provide individuals experienced in school district procedures in order that the district will be in a position to proceed with normal school year operations with a minimum of disruption.

The ESD Board disavows any intent of becoming involved through the appointment process in any partisan issues currently existing within the district.

II. Selection Criteria.

- A. The candidate elected at the March 25, 1986 election will be appointed to fill the term ending June 30, 1986 if he requests to be appointed.
- B. Appointees for the three positions with a term ending June 30, 1987 will be selected using the following criteria.
1. Potential appointees must be registered voters in the Fern Ridge School District.
 2. Potential appointees must have been a resident of the district for at least the year immediately preceding the date of appointment.
 3. Potential appointees will be individuals with demonstrated interest in school affairs. Evidence of interest will be prior service on the board of directors, budget committee or other significant volunteer service to the district. Potential appointees with prior experience on the board of directors will be considered.
 4. Consideration will be given to potential appointees who declare their intent not to file for re-election at the March, 1987 election.
 5. Consideration will be given to potential appointees who are essentially neutral on the current controversies in the district and who are committed to an effort to establish harmony within the district.

III. Process.

- A. The Fern Ridge school district superintendent will be asked to provide a list of individuals who have served on the board of directors, the budget committee and other key school district committees during the past 20 years. These individuals will be invited by the ESD to submit an application to serve as an appointee.

Attachee 3/31/86

- B. Press releases will be provided to newspapers, radio and television stations soliciting applications from interested citizens of the district.
- C. Citizens interested in being appointed to the board will be asked to complete the attached the information form and to be ready, if requested, to appear at an ESD Board Meeting for an interview. Application forms will be available from the Lane ESD and Fern Ridge School District offices.
- D. The ESD Board will review the written applications and interview candidates at a regular or special meeting of the board.
- E. Appointments will be made by the ESD Board in an open session during a scheduled meeting.
- F. Appointments will be made by position and one at a time so that all candidates, if there are more than the required number, will remain in contention until all vacancies have been filled.

21/017

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, OR 97402

Office of the Superintendent
March 18, 1986

LANE ESD BOARD MEETING
March 18, 1986

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 5:30 p.m., Tuesday, March 18, 1986, with the following persons present:

Board members attending:

Cleve Dumdi, Chairperson	Lois Copple
Bev Ficek	Bill Lewellen
Doug McKay	Frank Nearing
Jim Swanson	

ESD staff attending:

Jim Maxwell, Superintendent	Jeff Foreman
Sallie Rainville	Carol Abbott
Frank Landrum	Jerry Miller

- 1B Approval of Minutes

- 1B. Chairperson Dumdi pointed out an error in the list of Board members present at the March 11 meeting.

DIRECTOR MCKAY MOVED to approve the minutes of February 25 and March 4, 1986 as presented and March 11, 1986, as corrected.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements

2. Superintendent Maxwell asked that the Executive Session be held at 6:30, immediately following the Work Session, because Board negotiator Jack Gossard would be available only at that time.

3. Communications

3. The following communications were presented:

- A. Chart showing status of ESD service resolution votes.

Fifteen of the the sixteen district Boards have acted on the resolutions and all twelve have been approved by the required majority of districts and students. (Eugene 4J is the only Board which has not yet considered the resolutions.) Fourteen districts approved all of the resolutions;

3. Communications

3. (continued)

the only two no votes were from the Lowell District (on the Planetarium and Direction Service resolutions.)

B. March issue of Lane ESD Innerviews

C. OSSC Report, Spring 1986

D. Current issues of School Board Journal and School Board News

4. Work Session

4A Interview with
Candidate for
Superintendent

4A. Board members had previously received copies of Jim Maxwell's application file and related materials. Chairperson Dumdi said that he would ask Jim to give a brief summary of his educational experience and background and then would open the interview to questions from Board members.

A taped recording and transcript of the interview is on file in the Superintendent's office.

5. Executive Session

5. Following the interview, Chairperson Dumdi recessed the regular meeting at 6:30 p.m. and called the Board to Executive Session under provisions of ORS 192.660(1)(d) to discuss negotiations.

Attending the Executive Session were all Board members, Superintendent Maxwell, Nicola Maxwell, Sallie Rainville, Jeff Foreman, and Jack Gossard.

6. Reconvene in Open Session

6A Attendance

6A. Following the Executive Session, Chairperson Dumdi reconvened the Board in open session. Those present included all Board members, Superintendent Maxwell, Nicola Maxwell, Ted Murray, Marv Wilkerson, Jeff Foreman, and Sallie Rainville.

6B Statements

6B. Director Ficek said she had enjoyed the educational experience of serving on the Negotiations Committee and would be willing to be re-appointed to the position. She thanked Director Nearing and Nicola Maxwell for their hard work.

7. Business affairs

7. Ted Murray presented ESD and OTIS financial statements for February, 1986.

8. Action Items

8A Employment of
Superintendent

8A. DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Lane ESD Board of Directors appoints James G. Maxwell as Superintendent, effective July 1, 1986.

BE IT FURTHER RESOLVED that recommendations for salary and length of contract shall be brought to the Board prior to July 1 by a subcommittee to be appointed by the Chairperson.

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

Chairperson Dumdi said that he and Vice-Chairperson Nearing would serve as the official subcommittee, along with any other Board member who would like to take part.

The Chairperson thanked Board members and Superintendent Maxwell for the time and effort spent on the search and interview process.

8B Employment of
Certified Staff

8B. A list of first, second, and third year probationary certified staff being recommended for renewal was reviewed. A list of permanent certified staff was also presented for the Board's information. Four certified staff members were not recommended for renewal and two positions were reduced in FTE from full to half-time. Superintendent Maxwell reviewed the recommendations and answered questions about the process.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves the recommendation for re-election and non-re-election of certified staff, as presented by the Superintendent and attached to the official copy of the minutes of this meeting.

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, and SWANSON VOTING YES.

8. Action Items

8B Employment of
Certified Staff

8B. (continued)

(Chairperson Dumdi declared a brief recess. Director Nearing left the meeting at this time. The meeting reconvened at 7:20 p.m., with all other Board members present. Staff members present in addition to those noted above were Wyatt Rosenbaum, Bob Taylor, and Pat Wilson.)

8C Approval of
Contract

8C. DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves the negotiated agreement between the Lane ESD Board of Directors and Lane County ESD Education Association (LCRA) for 1985-1987, as presented.

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

8D Salary Adjustment,
Confidential
Employees

8D. Superintendent Maxwell said that seven confidential staff members are compensated on the salary schedule established for Association members. He recommended that the Board approve a salary adjustment for these employees on the same basis as that approved for Association members.

Director Swanson noted a possible conflict of interest.

DIRECTOR LEWELLEN MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves the Superintendent's recommendation for salary adjustments for confidential employees.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

8E Grievance Procedure

8E. As part of the newly negotiated Agreement, articles dealing with grievance procedures were removed from the contract. Policy language is therefore needed to provide process in this matter. The Superintendent recommended that the Board, in accordance with its Bylaws, declare an emergency for the purpose of adopting an interim policy on grievance procedures. He also presented drafts of new policies on grievance procedures and recommended that the Board adopt these on an interim basis.

8. Action Items
8E Grievance Procedure

8E. (continued)

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD declares an emergency under provisions of its Bylaws, Article III, Section 1, for the purpose of adopting an interim policy on grievance procedures.

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

DIRECTOR LEWELLEN MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD adopts as interim grievance procedures Policies 320 and 424, which are attached to the official copy of these minutes.

Director Swanson seconded and THE MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, and SWANSON VOTING YES.

The Board directed the Superintendent to provide a draft of permanent policies providing grievance procedures for employees at the April meeting.

9. Adjourn

9. Chairperson Dumdi adjourned the meeting at 7:30 p.m.



Cleve Dumdi, Chairperson



James G. Maxwell, Superintendent-Clerk

Attached to Official Minutes:
Recommendation for Re-election and Non-re-election of Certified Staff

Interim Policies 320 and 424 (Grievance Procedure)

RECOMMENDATION FOR RE-ELECTION

NAME	POSITION	DATE OF HIRE	CONTINGENCIES
<u>FIRST YEAR CERTIFIED PROBATIONARY</u>			
Arness, Karen	Teacher	9/2/85	Continued state and federal funding
DeLlamas, Kathleen	Teacher (.5 FTE)	2/1/85	Continued state and federal funding
Johnson, Connie	Teacher	9/2/85	Continued state and federal funding
Johnston, Karen	Adol./Family Therapist	12/2/85	Continued state and federal funding
Lyman, K. Gwen	Family Consultant (.5 FTE)	2/1/85	Continued state and federal funding
Malsch, Margaret	Adol./Family Therapist	9/2/85	Continued state and federal funding
Myska, Margie	School Psychologist	9/2/85	Continued state and federal funding
Norris, Steven	Adaptive PE Teacher (.5 FTE)	1/6/86	Continued state and federal funding
Ralph, Ginevra	Teacher	9/2/85	Continued state and federal funding
<u>SECOND YEAR CERTIFIED PROBATIONARY</u>			
Fernandez, Elizabeth	Teacher	9/4/84	Continued state and federal funding
Herburger, Verna	Teacher	9/4/84	Continued state and federal funding
Jen, Leta	Speech/Language Therapist	9/13/84	Continued state and federal funding
Knobbe, Carol	Teacher	9/3/84	Continued state and federal funding
Lee-Holloway, Cynthia	Speech/Language Therapist (.5 FTE)	10/18/84	Continued state and federal funding
McGee, Debra	Adol./Family Therapist .	3/26/84	Continued state and federal funding
Moffett, Anne	School Psychologist	9/3/84	Continued state and federal funding
Pierce, Alan	Teacher	8/20/84	Continued contractual co-funding from constituent districts
Red-Hunt, Patricia	Teacher	1/30/84	Continued state and federal funding
Sherman, Ronald	Adol./Family Therapist	9/4/84	Continued state and federal funding
Singer, Joanne	Teacher	9/3/84	Continued state and federal funding
Stout, Risa	Family Consultant (.5 FTE)	4/9/84	Continued state and federal funding
Van Eekeren, Marietta	Teacher	9/4/84	Continued state and federal funding

attacher 3/8/86

RECOMMENDATION FOR RE-ELECTION

NAME	POSITION	DATE OF HIRE	CONTINGENCIES
<u>THIRD YEAR CERTIFIED PROBATIONARY</u>			
Hall, Janet	Teacher	8/29/83	Continued state and federal funding
Styer, Candice	Teacher	8/29/83	Continued state and federal funding
Taylor, Robert	Director	3/15/83	None
<u>PERMANENT CERTIFIED STAFF</u>			
Abbott, Carol	Supervisor	8/11/80	None
Adler, Ellen	Supervisor	8/1/77	None
Anderson, Joan	School Psychologist	8/31/82	Continued state and federal funding
Broadbent, Berry	Teacher	3/29/82	Continued state and federal funding
Clemons, Marvin	Specialist	9/18/78	Continued Voc. Ed. Act Funding
Finholt, Joan	Adaptive PE Teacher	8/28/78	Continued state and federal funding
Granzin, Alexander	School Psychologist	8/25/80	Continued state and federal funding
Hall, Linda	Teacher	8/23/74	Continued state and federal funding
Hess, Richard	School Psychologist	8/28/78	Continued state and federal funding
Holmes, Deborah	School Psychologist	1/26/82	Continued state and federal funding
Horn, Kermit	Specialist	7/1/70	None
Keim-Robinson, Kathlyn	School Psychologist	8/25/80	Continued state and federal funding
Landrum, Frank	Supervisor (.5 FTE)	9/1/82	Reduced .5 FTE from 1985-86
Livingston, Alan	Supervisor	8/13/71	None
Lynch, James	Teacher	8/19/82	Continued contractual co-funding from constituent districts
Maxwell, Nicola	Supervisor (.5 FTE)	4/1/77	Reduced .5 FTE from 1985-86
Meyer, J. Michael	School Psychologist	8/28/81	Continued state and federal funding
Olson, Marilyn	Specialist	8/12/74	None
Perlmeter, Stuart	Teacher	8/31/82	Continued state and federal funding
Peterson, Belinda	Adaptive PE Teacher (.5 FTE)	9/17/81	Continued state and federal funding

all items 3/18/86

RECOMMENDATION FOR RE-ELECTION

NAME	POSITION	DATE OF HIRE	CONTINGENCIES
<u>PERMANENT CERTIFIED STAFF (continued)</u>			
Reid, Brian	Teacher	8/31/82	Continued state and federal funding
Reinker, Patricia	School Psychologist	8/28/78	Continued state and federal funding
Sheehan, Martin	Supervisor	8/12/80	None
Simon, Mary	Speech/Language Therapist (.5 FTE)	8/30/76	Continued state and federal funding
Simpson, Robert	School Psychologist	9/1/78	Continued state and federal funding
Sprague, Jeffrey	Teacher	8/28/81	Continued state and federal funding
Thames, Scott	Teacher	1/28/82	Continued state and federal funding
Waggoner, Mickey	Teacher	8/27/79	Continued state and federal funding
Wilkerson, Marvin	Director	7/1/70	None
Williams, Ronald	TMR Program Consultant	8/31/82	Continued state and federal funding
<u>CERTIFIED STAFF NOT RECOMMENDED FOR RE-ELECTION</u>			
Barron, Peter	Teacher	1/4/84	Staffing needs (see attached)
Lennox, Richard	Specialist	1/29/81	Due to reduction in staff (see attached)
McCullough, Carolyn Sue	Supervisor	9/12/83	Resigned
Messinger, Charles	Teacher	8/2/85	Due to reduction in staff (see attached)

89/005

3/18/86

POLICY

No. 320/424

Lane Education Service District

CERTIFICATED STAFF

GRIEVANCE PROCEDURE

- A. A grievance is defined as a dispute over:
 - 1. An alleged violation, misinterpretation, or misapplication of the Agreement between Lane ESD Board and Lane ESD Education Association.
 - 2. Board Bylaws and Policies or Administrative Rules and Regulations, if an employee is disciplined for an alleged infraction of those Bylaws, Policies, Rules, and Regulations.
- B. A grievance shall be considered as timely if presented within ten (10) working days of occurrence, or of the first date upon which the employee knew or upon the exercise of reasonable diligence could have known of such occurrence.
- C. It is the intent of the District that differences be resolved at the lowest possible level and in all cases other than suspension or termination, the employee shall continue to carry out the regularly assigned duties.
- D. Any grievance shall proceed through the following steps:
 - 1. Step 1 - An attempt shall be made to resolve the grievance by informal discussion between the employee and the supervisor. At this step, an employee may be represented or accompanied by an Association representative. The supervisor has five (5) working days in which to respond.
 - 2. Step 2 - At the end of this time, if the supervisor has not responded, or if a decision has not been reached which is satisfactory to the parties, the employee has five (5) working days to present the grievance in writing to the division director.

GRIEVANCE PROCEDURE - page 2 (continued)

The written grievance shall include all the known facts, the provisions of the Agreement or written policy alleged to have been violated, and the corrections sought. The grievant may be accompanied by a representative of the Association at this step. The division director will reply in writing to the employee within five (5) working days after receipt of the written grievance.

3. Step 3 - If a decision has not been reached which is satisfactory to the parties, the employee may, within five (5) working days of receipt of the division director's answer or lack of response, refer the grievance to the Superintendent. The parties shall meet within ten (10) working days and shall put in writing any settlement worked out and send it to all parties. Any settlement agreed to shall be final and binding on all parties. If no settlement is reached at the Superintendent level, then the question shall be referred in writing to the Board. The grievant may be accompanied by a representative of the Association at this step.
4. Step 4 - If no binding decision is reached at Step 3, the grievant may refer the grievance to the Board within ten (10) working days. The Board shall afford an opportunity for all parties related to the grievance to present their views at its next regular meeting or not later than twenty (20) working days following receipt of said grievance. The Board shall render its decision, which shall be final and binding, in writing within five (5) working days following the close of the hearing.

Nothing shall be construed to deny the Board its right to grant the grievance and the remedy sought without holding a hearing.

Date Adopted:
Date Revised:

3/18/86

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, March 11, 1986

LANE ESD BOARD MEETING
Tuesday, March 11, 1986

Agenda Topics

1. Call to order

1A. Attendance

1. A specially scheduled meeting of the Lane ESD Board was called to order at 6:00 p.m., Tuesday, March 11, 1986, with the following present:

Board members attending:

Cleve Dumdi, Chairperson
Beverly Ficek
Doug McKay
Jim Swanson

Lois Copple
Bill Lewellen
Frank Nearing

ESD staff attending:

Jim Maxwell
Jeff Foreman

Nicola Maxwell
Sallie Rainville

Others attending:

Jack Gossard


2. Statements

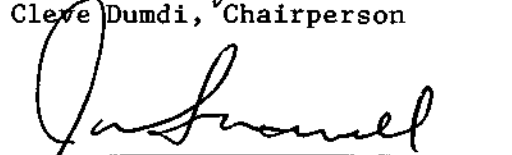
2. Board members reviewed the status of ESD service resolution votes and the calendar of dates when remaining local district boards will consider them.

3. Executive Session

3. Chairperson Dumdi called the Board to Executive Session under provisions of ORS 192.660(1)(d) to discuss negotiations.

No action was taken following the Executive Session, which adjourned at 7:30 p.m.


Cleve Dumdi, Chairperson


James G. Maxwell,
Interim Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, OR 97402

Office of the Superintendent
March 4, 1986

LANE ESD BOARD MEETING
March 4, 1986

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1A. A special meeting of the Lane ESD Board of Directors was called to order at 5:30 p.m., Tuesday, March 4, 1986, with the following present:

Board members attending:

Cleve Dumdi, Chairperson	Lois Copple
Beverly Ficek	Bill Lewellen
Doug McKay	Frank Nearing
Jim Swanson	

ESD staff attending:

Jeff Foreman	Sallie Rainville
Jerry Miller	Pat Wilson

2. Superintendent Search Procedure

2. Jeff Foreman reported that one application for the ESD Superintendent position had been received by the February 28 closing date. That one, he said, was from Interim Superintendent Jim Maxwell.

Chairperson Dumdi recommended that the Board continue with its adopted search procedures and set an interview date with Dr. Maxwell.

Director Nearing said he was surprised that only one application was received. On the other hand, he said, the Interim Superintendent has been here for the better part of the year and it is probably well known that the Board has generally been satisfied with his performance. Potential applicants may have heard via the grapevine that he would be applying for the position and have felt it was not worth their while to apply. Nearing said the Board should continue to follow its adopted search procedures and set a date for an interview with the applicant.

Director Lewellen said it was his opinion that the search process followed by the Board was very poor and was set up in a way that would discourage other applicants. He said 50 to 60 applications should have been received for a position of this stature.

2. Superintendent Search
Procedure

2. (continued)

Directors Copple, Ficek, McKay, and Swanson indicated that they felt an interview appointment should be set.

Director McKay suggested that the Board should discuss what an interview would entail and predetermine the questions which they want to ask.

Board members asked that copies of the Dr. Maxwell's application file be sent to them, along with copies of the position vacancy announcement, and copies of the questions used in last year's interviews.

Following brief discussion about some questions which Board members wished included and on possible dates for the interview, Chairperson Dumdi asked Interim Superintendent Maxwell to join the meeting. It was agreed that the interview would take place during an open Board meeting at 5:30 p.m., Tuesday, March 18.

3. Executive Session

3. Chairperson Dumdi called the Board to Executive Session under provisions of ORS 192.660(1)(d) to discuss negotiations.

At 7:30 p.m., Chairperson Dumdi recessed the Executive Session for a scheduled meeting of the ESD Budget Committee meeting. Following that, the Board reconvened in Executive Session at 9:30 p.m..

Chairperson Dumdi declared the Executive Session closed at 10:45 p.m. No action was taken.

4. Adjourn

5. The meeting was adjourned.



Cleve Dumdi, Chairperson



James G. Maxwell, Interim Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, OR 97402

Office of the Superintendent
February 25, 1986

LANE ESD BOARD MEETING
February 25, 1986

Agenda Topics

1. Call to Order

1A Executive Session

- 1A. A specially scheduled Executive Session of the Lane ESD Board was called to order at 5:30 p.m., Tuesday, February 25, 1986. Those attending included all Board members, Superintendent Jim Maxwell, Jeff Foreman, Nicola Maxwell, Sallie Rainville, and Jack Gossard. The Executive Session was held under provisions of ORS 192.660(1)(d) to discuss negotiations.

Chairperson Dumdi declared the Executive Session closed at 7:15 p.m. No action was taken. Director Nearing left the meeting at this time.

1B Attendance

- 1B. The Board reconvened in open session at 7:45 p.m., with the following persons present:

Board members attending:

Cleve Dumdi, Chairperson
Beverly Ficek
Doug McKay

Lois Copple
Bill Lewellen
Jim Swanson

ESD staff attending:

Jim Maxwell, Superintendent
Marv Wilkerson
Ted Murray
Kermit Horn
Jerry Miller
Joel Robe

Wyatt Rosenbaum
Jeff Foreman
Sallie Rainville
Ray Hull
Cathy Rapp

1C Approval of Minutes

- 1C. DIRECTOR COPPLE MOVED to approve the minutes of January 14, January 21, January 28, and February 5, 1986, as presented.

Director McKay seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements

2A Statements from
Board Members

- 2A. Chairperson Dumdi thanked adaptive PE teachers Joan Finholt, Belinda Peterson and Steve Norris for their pre-board presentation on the Special Education adaptive PE program.

2. Statements

2B Spring Science Fair
Report

- 2B. Superintendent Maxwell introduced curriculum specialist Kermit Horn and Ray Hull, a University of Oregon professor, who is also working with the ESD this year as part of the Lane Regional Science Consortium.

Kermit Horn said the Science Fair will be held April 16 and 17 at the Fairgrounds. Copies of teacher guidelines for the fair were distributed for the Board's information. Dr. Horn said the staff is very pleased with the interest shown by Lane County districts. To date, 120 teachers have requested entry information. Forty-two schools from ten districts have reserved tables for exhibits and entries. Most expenses will be covered by Science Consortium funds this year, but donations are being sought for awards to winners in each of four age categories.

3. Communications

3. The following communications were presented:
- A. Information on small schools' TAG grant. (Because of lack of time to complete the consortium proposal, the grant application was not successful. It will be resubmitted next year.)
 - B. Statistical information on Lane County school enrollment.
 - C. OSBA salary survey information booklet. (A copy is available for Board members' use.)
 - D. Report of activities: Hearing-Impaired and Audiological Services Resolution
 - E. Preliminary information, OAESD Annual Conference (June 8 and 9, Inn of the Seventh Mountain)
 - F. Board planning calendar, March through June, 1986
 - G. Letter from Marv Clemons commenting on Superintendent search procedures
 - H. Procedures for filling local district board positions when a local district board no longer has a quorum.

4. Business Affairs

4A Financial Reports
for January 1986

- 4A. Ted Murray presented financial statements for January, including General Fund and OTIS accounts payable and receivable, revenue projections, and a brief summary of the General Fund by program.

Superintendent Maxwell mentioned that a pre-Board program presentation on financial statements is being planned for later in the Spring.

4B Telephone Equipment
Purchase

- 4B. At its January meeting, the Board approved a recommendation to join a consortium of public agencies in a master agreement for purchase of new telephone equipment. Superintendent Maxwell said that subsequent to that meeting, attorneys for educational agency participants have determined that contract language (drafted by Lane County counsel) did not meet certain statutes governing educational agencies.

He said school district business officials are now working with their legal counsel to resubmit the financing portions of the program.

U.S. West has agreed to extend the consortium purchase price. The Superintendent said information received to date indicates that interest rates will be comparable to those received by the full consortium.

The Superintendent said he will recommend a substitute for the January resolution at a future meeting.

4C OTIS Transfer

- 4C. Superintendent Maxwell reviewed the procedure by which OTIS plans to pay back funds borrowed from the ESD General Fund during the 1984-85 year. The amount borrowed was \$100,000. Interest to date, computed at the average local government pool monthly rate, is \$5,188, for a total of 105,188.

Superintendent Maxwell said the OTIS fund has paid \$7,200 for TSAs for three OTIS staff members, authorized by the Board because of extra ESD duties during this fiscal year.

Also, he said, two cars purchased by OTIS have been transferred into the general ESD vehicle pool. OTIS staff now use pool cars and OTIS reimburses the General Fund on a mileage basis, as do all other ESD divisions. The market value for the two OTIS vehicles, based on low

4. Business Affairs
4C OTIS Transfer

4C. (continued)

wholesale "Blue Book" amounts is \$8,366. The total amount to be repaid to the General Fund after subtracting these two amounts is \$89,621.86.

Because OTIS is able to return the entire amount during the current (1985-86) year instead of over the two-year payback period originally planned, more revenue will be received by the General Fund than was budgeted. The Superintendent recommended that the Board authorize transfer of the total amount.

DIRECTOR LEWELLEN MOVED:

BE IT RESOLVED that the Lane ESD Board of Directors authorizes the transfer of \$89,621.86 from OTIS Fund 200 to the Lane ESD General Fund for the purpose of returning funds previously transferred from the General Fund to the OTIS fund.

(Resolution 85-65)

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

5. Action Items
5A OTIS Vacation
Carryover

5A. Superintendent Maxwell said that the highly technical workloads of certain OTIS staff members have prevented them from using their full vacation allowance for a number of years. An administrative ruling instituted in 1978 allowed liberalized vacation carryover for OTIS employees, with the approval of the Superintendent.

In June, 1985, then-Superintendent Mead directed OTIS administration to develop a plan to reduce the vacation accrual during 1985-86 and to budget during 1986-87 to buy out any days that would be unused at the end of that fiscal year. At this time, the ESD's financial obligation for carryover days for eleven OTIS employees totals approximately \$52,650.

Superintendent Maxwell recommended that the Board authorize the inclusion of an account within the OTIS budget to cover the District's obligation for unused vacation. These funds would be used to "buy out" any employee's unused

5. Action Items
5A OTIS Vacation
Carryover

5A. (continued)

vacation exceeding ten days on June 30, 1987. He said the amount estimated to cover this obligation is \$17,000.

Director Ficek asked whether the problem is all from past years or is continuing. She said she felt that not being able to take vacation is unfair to employees.

Director Lewellen said he felt vacation carryover could be eliminated with proper planning. He said vacations benefit the organization as well as the employee, since overworked staff members are likely to suffer burnout and a decrease in productivity. He said he would like to see vacation carryover eliminated as soon as possible.

Director Swanson agreed that most employees benefit by vacation, but said there are a few "workaholics" who seem to thrive without time off.

Director Dumdi said all employees should get away for a certain vacation time. He also said the organization benefited as much as the staff member.

Superintendent Maxwell said the persons involved have felt sincerely that OTIS could not continue to operate efficiently if they took all of their accrued vacation days. He said, however, that substantial progress has been made in reducing the number of carryover days during this year.

Wyatt Rosenbaum, OTIS Director, said the next couple of years will be critical to OTIS in that highly technical changes and upgrading will be taking place. For this reason, he said, it will be necessary for certain technical staff to do double duty. He said it would be prohibitively expensive and perhaps impossible to hire substitutes for these staff members if they were to take all of their accrued leave, at least until the technical changes have been made and users have been re-trained. He estimated this would take the next couple of years. He added that one of the reasons OTIS is able to provide such cost effective service to school districts is the willingness of these staff members to put in extra duty.

5. Action Items
5A OTIS Vacation
Carryover

5A. (continued)

Board members indicated they understood historical practice coupled with present needs would make it impossible for these employees to use their entire accrued vacation at this time, but the Superintendent was asked to develop policy drafts on use of vacation for the Board's consideration at a future meeting.

DIRECTOR LEWELLEN MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes the establishment of an account within the 1986-87 OTIS Division budget to cover the District's obligation for any OTIS employee's unused vacation exceeding 10 days on June 30, 1987.

(ESD Board Resolution 85-66)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, and SWANSON VOTING YES.

6. Discussion Items
6A OAESD Legislative
Platform

6A. A letter from Al Thede, Chairman of the OAESD Legislative Committee, requested suggestions for issues to be included in the 1987 OAESD legislative platform.

Board members reviewed position statements developed by the administrative staff on statutory provisions, or the lack thereof, that impact the ability of the ESD to deliver services. Topics of concern covered areas of program consolidation, regionalization of State Department of Education services, compulsory attendance law, home schooling, and Special Education. Board members made some suggestions for additions, which were noted by the Superintendent.

DIRECTOR COPPLE MOVED to authorize the Superintendent to send the legislative recommendations to the OAESD Legislative Committee on behalf of the Board.

(Resolution 85-67)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

6. Discussion Items

6B Resolution Update

6B. Board members reviewed the status of ESD service resolution votes and the calendar of dates when remaining local district boards will consider them.

6C Superintendent Search

6C. The Board discussed status of applications for the permanent Superintendent position. Jeff Foreman said seven persons have requested a position announcement brochure. The closing date is February 28.

Board members briefly reviewed search procedures adopted at the January 28 meeting. Director Lewellen said he felt it was unfortunate that the statement of some Board members that they favored "no search" had been printed in the staff newsletter. He said such information could cause potential candidates to feel it is not worthwhile to apply. Other Board members indicated that the report was accurate, because the option of offering the position to the Interim Superintendent had been among several options discussed. However, they pointed out that the procedures that actually were adopted called for a statewide search and the position was advertised on a state-wide basis. The Board will screen all applications received at a meeting scheduled for March 4 at 5:30 p.m.

7. Reports

7A Personnel Report

7A(1). The Board reviewed the process to be used when it acts on the renewal of certificated employees at its March 18 meeting. A written outline of the procedures was a part of the Board's information packet and is available in the office of the Superintendent.

7A(2). The Board reviewed a request from Joan Finholt, Adaptive PE Specialist, requesting a sabbatical leave for the period from January 28 to June 18, 1987. Superintendent Maxwell said Ms. Finholt's proposal will directly benefit the ESD's TMR program and her ability to provide service to students. He said he joined the Special Education Division administrative staff in recommending its approval.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves a sabbatical leave for Joan Finholt for the period from January 28 to June 18, 1987 (second semester), according to the Superintendent's personnel recommendation.

(Resolution #85-68)

7. Reports

7A Personnel Report

7A. (continued)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, and SWANSON VOTING YES.

7B OTIS Report

7B. At its January meeting, the OTIS Advisory Committee authorized its Chairperson to appoint a subcommittee to study the long-range financial stability of OTIS. Its charge is to examine the possibility of establishing long-term contracts and other methods by which the obligations of the OTIS consortium can be shared between Lane ESD and other users. Superintendent Maxwell said it is probable that the subcommittee will review the OTIS governance structure to determine if there are more effective formalized ways to share the obligations associated with operating the consortium. Membership of the committee includes two Lane ESD Board members, Doug McKay and Bill Lewellen; the Lane ESD Superintendent; and Bob Stalick from the Eugene 4J district.

Superintendent Maxwell said the committee will provide regular reports to the Board as it goes about its work.

Doug McKay reported that the January OTIS Advisory Committee agenda also included review of the proposed OTIS budget. He said the Committee recommended its adoption by the ESD Budget Committee.

7C Advisory Council
for Handicapped
Children

7C. Minutes of the January meeting of the Advisory Council for Handicapped Children and its February 11 agenda were distributed. Marv Wilkerson reported that Council member Becky Venice is also serving as a member of a statewide association on parent rights.

7D OSBA

7D. Director McKay said his term on the OSBA Legislative Committee is expiring. He said he has been asked to take a second term, but may not be able to accept the nomination. He asked any other Board members who might be interested in being nominated to let him know.

8. Future Agenda Items

8. Future agenda items include:

- A. Review applications for ESD Superintendent position (March 4)
- B. Personnel recommendations (March 18)

9. Next Meetings

9. The Lane ESD Budget Committee will meet at 7:30 p.m., Tuesday, March 4, at Lane ESD.

A special meeting of the Lane ESD Board of Directors will precede the Budget Committee meeting at 5:30 p.m., March 4.

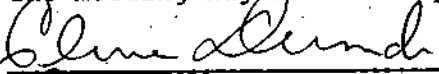
The next regular meeting of the Lane ESD Board will at 5:30 p.m., Tuesday, March 18, prior to the ESD Budget Committee meeting.

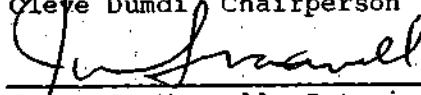
10&11. Executive Session

- 10&11. No Executive Session was held.

12. Adjourn

12. The meeting adjourned at approximately 9:30 p.m.


Cleve Dumdi, Chairperson


James G. Maxwell, Interim Superintendent-Clerk

SR:jv 3/86 3/minutes2

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Wednesday, February 5, 1986

LANE ESD BOARD OF DIRECTORS MEETING
Wednesday, February 5, 1986

Agenda Topics

1. Call to Order
1A Attendance

- 1A. A special meeting of the Lane ESD Board of Directors was called to order at 6 p.m., Wednesday, February 5, 1986, at the Thunderbird Motor Inn, Eugene, with the following persons present:

Board members attending:

Cleve Dumdi, Chairperson	Beverly Ficek
Doug McKay	Frank Nearing
Jim Swanson	

ESD staff attending:

Jim Maxwell, Superintendent	Nicola Maxwell
Jeff Foreman	Sallie Rainville

2. Executive Session

2. Chairperson Dumdi declared the Board in Executive Session under provisions of ORS 192.660(1)(d) to receive and discuss a Factfinder's report received Tuesday, February 4, and to discuss negotiations.

(Director McKay left the meeting prior to the end of the Executive Session.)

3. Reconvene in Regular Session

3. Following the Executive Session, Chairperson Dumdi reconvened the Board in open session. The following action was taken:

DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Lane ESD Board of Directors does not accept the findings of fact and recommendations submitted by Gary L. Axon on January 31, 1986, in the matter of the Factfinding between Lane County Education Association (LCRA) and Lane Education Service District.

BE IT FURTHER RESOLVED that the Employment Relations Board and Lane County Education Association (LCRA) be notified of this non-acceptance.

(ESD Resolution 85-65)

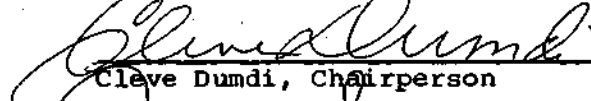
3. Reconvene in Regular Session

3. (continued)

Director Swanson seconded and THE MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, NEARING, and SWANSON VOTING YES.

4. Adjourn

4. The meeting adjourned at approximately 9:30 p.m.


Cleve Dumdi, Chairperson


James G. Maxwell, Interim Superintendent-Clerk

SR/jv 2/86 3/minutes2

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, January 28, 1986

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, January 28, 1986

Agenda Topics

1. Call to Order
 - 1A Attendance

1. A special meeting of the Lane ESD Board of Directors was called to order at 9:30 p.m., Tuesday, January 28, 1986, following a meeting of the Lane ESD Budget Committee.

The following persons were present:

Board members attending:

Lois Copple	Cleve Dumdi
Beverly Ficek	Doug McKay
Frank Nearing	Jim Swanson

ESD staff attending:

Jim Maxwell	Jeff Foreman
Sallie Rainville	

Others attending:

Joe Richards	Alan Petersen
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2. Work Session/Action
Items
 - 2A Procedures for Hiring Permanent Superintendent

- 2A. Board members reviewed a letter from ESD Counsel Joe Richards responding to the Board's request to review procedures the ESD should follow in hiring a permanent superintendent. Board members also reviewed a letter from Director Lewellen who was unable to be present at this meeting.

DIRECTOR SWANSON MOVED that the ESD Board of Directors reconsider ESD Board Resolution 85-57 (January 21, 1986) which authorized certain additional superintendent search procedures.

(Resolution 85-62)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, MCKAY, NEARING, and SWANSON VOTING YES.

Joe Richards was present to review his letter and affirmative action and other requirements which the Board should follow in the superintendent search.

He presented several suggestions and recommendations to the Board to assist them in conducting the search.

2. Work Session/Action
Items

2A Procedures for
Hiring Permanent
Superintendent

2A. (continued)

Chairperson Dumdi read the January 21 Board Resolution 85-57 which was on the table for reconsideration and called for the question. DIRECTORS COPPLE, DUMDI, FICEK, MCKAY, NEARING, and SWANSON VOTED NO. THE MOTION FAILED.

Board members discussed procedures to be followed in the superintendent search.

There was consensus that the position should be open for a period of 30 days from the date of the initial announcement of vacancy and that the position should be advertised on a statewide basis.

Jeff Foreman, Information Assistant, was asked to coordinate advertising, including the notice of vacancy and brochure.

DIRECTOR SWANSON MOVED to follow the procedures used during last year's superintendent search with the following changes: Limit advertising to State of Oregon publications; use February 28 as the deadline for applications; make necessary changes to the existing application form and brochure; and name the information assistant as the contact person.

Director McKay seconded.

There was discussion about the need for additional procedures.

DIRECTOR SWANSON WITHDREW HIS MOTION, with consent of the second.

DIRECTOR FICEK MOVED that the Lane ESD Board authorizes a statewide search for a permanent superintendent to be coordinated by the Information Assistant. Advertising will state that applications must be received by Friday, February 28. The ESD Board will review finalists' applications in an open session meeting on March 4.

(Resolution 85-63)

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

2. Work Session/Action

Items

2A Procedures for
Hiring Permanent
Superintendent

2A. (continued)

There was additional discussion about screening procedures to be used and about the number of finalists which the Board would wish to consider.

DIRECTOR NEARING MOVED that the ESD Board appoint a screening committee which will screen initial superintendent applications using the job description and qualifications listed in the brochure as the screening instrument. The committee will consist of a superintendent from a large district, a board member from a large district, a Superintendent from a small district, a board member from a small district, a member of the ESD administrative staff, ESD classified staff, a representative of LCEA, a member of the OTIS Advisory Council and the Advisory Council for Handicapped Children.

Director Copple seconded.

Director McKay read from Director Lewellen's letter distributed earlier. He said he agreed with Director Lewellen that selecting the Superintendent was the most important function of the Board. With that in mind, he said he thought the Board as a whole ought to screen the applications.

DIRECTOR NEARING WITHDREW HIS MOTION, with consent of the second.

The Board discussed calendar and time lines for the search.

DIRECTOR MCKAY MOVED that the ESD Board take full responsibility for screening applicants for permanent ESD superintendent. The Board will announce its selection no later than 30 days after the February 28 closing date for applications.

(Resolution 85-64)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, MCKAY, NEARING, and SWANSON VOTING YES.

3. Next Meetings

3A. Special meeting

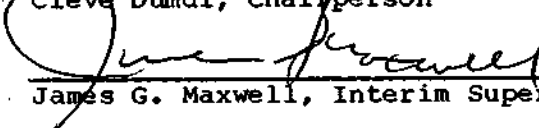
A. A special meeting of the Lane ESD Board of Directors will be held at 6 p.m., Wednesday, February 5, 1986, for the purpose of reviewing the factfinder's report which is to be mailed on Friday, January 31.

B. The next regular meeting of the Lane ESD Board will be Tuesday, February 18, 1986, at the Lane ESD Center.

4. Adjourn

4. The meeting adjourned at approximately 10:45 p.m.


Cleve Dundi, Chairperson


James G. Maxwell, Interim Superintendent-Clerk

SR/jv

2/86

3/minutes1

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, January 21, 1986

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, January 21, 1986

Agenda Topics

1. Call to Order
1A Attendance

- 1A. A specially scheduled Executive Session of the Lane ESD Board was called to order at 5:30 p.m., Tuesday, January 21, 1986. Those attending included all Board members, Superintendent Jim Maxwell, Nicola Maxwell, Sallie Rainville, and Jack Gossard. The Executive Session was held under provisions of ORS 192.660(1)(d) to discuss negotiations.

Chairperson Dundi declared the Executive Session closed at 7:00 p.m. No action was taken. Director Nearing left the meeting at this time.

The Board reconvened in Executive Session at 7:45 p.m., under provisions of ORS 192.660(1)(b) to hold a grievance hearing.

3. Reconvene in Regular Session
3A Attendance

- 3A. The Board reconvened in open session at 8:15 p.m., with the following present:

Board members attending:

Cleve Dundi, Chairperson
Beverly Ficek
Doug McKay

Lois Copple
Bill Lewellen
Jim Swanson

ESD staff attending:

Jim Maxwell, Superintendent
Bob Taylor
Ted Murray
Sallie Rainville
Ben Jones
Mary Radmore
Pat Wilson

Wyatt Rosenbaum
Marv Wilkerson
Jeff Foreman
Bill Ford
Marsha Gant
Jerry Miller

Others attending:

Joe Richards
Dorothy Morey
Carol Clemons

Jack Gossard
Elaine Schaffer

3. Reconvene in Open Session

3B Action on Executive Session topics

3B. DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Lane ESD Board of Directors denies the grievance filed by LCRA on behalf of Linda Boren.

(Resolution 85-49)

Director Lewellen seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

4. Statements

4A Statements from the Audience

4A. Elaine Schaffer introduced herself as the media specialist from Whitaker School, Eugene District 4J. She told the Board that the ESD Teaching Resource Center staff and facilities have been a great help in equipping the library at her school, especially the library review service. She has also often used the ESD computer lab. She said she was surprised and shocked to find out about service cutbacks that are planned in the TRC next year.

Carol Clemons, media specialist at Noti Elementary, Fern Ridge District 28J, spoke about the problems of small schools and said the TRC and the portable planetarium have been used a great deal by her school. She said the cuts really concern her, because media specialists get a great deal of help from the TRC and could not function effectively without this help.

5. Communications

5. The following communications were presented:

- A. Report of activities: Resolution No. 8
- B. Requested information from Oregon Attorney General's Public Meetings Manual.
- C. Letter to Budget Committee members regarding January 28 organizational and orientation meeting
- D. Instructional Services Division brochure

6. Business Affairs

6A Financial Statements, December 1985

6A. Ted Murray presented financial statements for December, including general fund and OTIS accounts payable and receivable, revenue projections, and a brief summary of the general fund by program. He explained that not all of the December revenue was posted at the time the

6. Business Affairs

6A Financial
Statements,
December 1985

6B OTIS Teleprocessing
Upgrade Contract

6A. (continued)

reports were printed; this was just a posting delay, not a loss of revenue. At this time, all of the posting has been brought up to date.

6B. Superintendent Maxwell reviewed the Board's December discussion of the OTIS teleprocessing upgrade contract. He said that ESP attorney Joe Richards has been working with Racal-Milgo's legal counsel to renegotiate parts of the contract and has indicated that the contract has been rewritten to protect the ESD's interest. He said Mr. Richards was present to review these issues.

The Superintendent recommended that the Board authorize the contract with Racal-Milgo at this time.

Board members reviewed a summary of the steps taken over the past three years to select a new high-speed system to replace the OTIS teleprocessing network. The summary included a list of vendors who bid on the new OTIS high-speed teleprocessing system. Specifications were provided to vendors via the standard "request for proposal" process and nine vendors responded. The technical specifications committee reviewed the proposals and indicated that only one of the nine vendors, Racal-Milgo, met the requirements of the proposal specifications. After this, a separate committee reviewed and analyzed the financial aspects of Racal-Milgo's proposal; this committee recommended further negotiations to establish a long-range financing package which would allow for a six-percent annual increase in teleprocessing costs.

The final negotiated package includes leasing the equipment for a period ending June 30, 1992, at an estimated cost of \$1,342,716. (New equipment will be phased in over a two-year period; lease cost for each item will commence on the date of verification of satisfactory performance.)

6. Business Affairs

6B OTIS Teleprocessing
Upgrade Contract

6B. (continued)

This is not a traditional "lease purchase" agreement. No ownership will accrue to the ESD during the six-year period, however, there is a clause that allows the ESD to purchase the equipment at the end of the lease period for half of the original purchase price. It is the intent of the ESD to negotiate a continuing lease arrangement if the equipment is retained after 1992.

Maintenance costs for the six-year period are a negotiated part of the lease. A chart showing total costs for each of the six years of the lease, including maintenance, was reviewed. The total six-year cost will be \$1,918,932.

Chairperson Dumdi called on Joe Richards to review the areas of concern which he identified at the December meeting.

Mr. Richards said negotiations with Racal-Milgo's legal counsel have continued since the December Board meeting and he believes they have reached a point where he can advise the Board to authorize the contract.

He reviewed changes to the original contract which will be made as a result of these negotiations. These included a change in the "hold harmless" clause, which will give the ESD more protection; Racal-Milgo will be liable for any negligence covered by their insurance; they will also pay any excess costs of reprocurment if the equipment does not perform; if they delay, we will be able to recover costs to cover. Mr. Richards also said that a clause in the original contract that would have protected Racal-Milgo if their vendors fail to perform has been removed. In addition, a copyright and patent protection clause has been added, which protects the ESD in the event a patent infringement suit should be filed against Racal-Milgo.

Mr. Richards said the agreement now adequately protects the ESD's interest. The final contract will be reviewed by Mr. Richards before it is signed by Superintendent Maxwell.

6. Business Affairs

6B OTIS Teleprocessing
Upgrade Contract

6B. (continued)

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Lane ESD Board of Directors authorizes the ESD to enter into a six-year lease arrangement with Racal-Milgo Inc., to install and maintain teleprocessing hardware and software for the OTIS teleprocessing network, as detailed in the attached memo which is appended to the official copy of these minutes.

(Resolution 85-50)

Director Copple seconded and THE MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, and SWANSON VOTING YES.

(Chairperson Dumdi called for a 10 minute recess. The meeting reconvened at approximately 8:55 p.m.)

6C Essential Learning
Skills Grant

6C. Superintendent Maxwell said that the State Department of Education has offered to grant \$2,000 to Lane ESD for a project that would identify and develop essential learning skills in the teaching of social studies. The project, which would help schools respond to parts of the Oregon Action Plan for Excellence, is closely related to work already being done by the Instructional Services Division in this area.

A portion of this contract will be used to pay for substitutes for teachers who are released to work on the project with ESD curriculum specialists.

Director Lewellen said he was in favor of the project, but expressed the hope that there would be minimum disruption of children's time with their regular teachers. The Superintendent and Bob Taylor said the project would be carried out in two ways--there will be some evening meetings, for which teachers will be reimbursed and some daytime sessions when substitutes will be hired. Fatigue of teachers is a factor that also needs to be considered in planning productive evening sessions.

6. Business Affairs

6C Essential Learning
Skills Grant

6C. (continued)

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes the ESD to enter into an intergovernmental agreement contract to receive a grant of \$2,000 for the purpose of carrying out a project titled "Integrating Essential Learning Skills in the Social Studies Curriculum." BE IT FURTHER RESOLVED that the Board appropriates the funds contingent upon project approval and receipt of the funds.

(Resolution 85-51)

Director Ficek seconded and THE MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, and SWANSON VOTING YES.

6D TAG Grant

6D. Superintendent Maxwell told the Board that grant funds are available through the State Department of Education for a project which would assist small school districts in identifying TAG students and providing resources to work with these students. The grant would be a consortium effort on behalf of the ESD, several small school districts, and the University of Oregon TAG Institute.

The consortium effort is being coordinated by Jeff Foreman and Marilyn Olson, who are meeting with small districts to determine their needs. The Superintendent said the deadline for submitting the grant application is February 15. He recommended that the Board approve development and submission of the grant proposal on or before that deadline, with approval of the formal grant application at the February Board meeting. Without the approval, the grant application would be withdrawn.

DIRECTOR LEWELLEN MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves the development of a grant to help small school districts in Lane County develop talented and gifted programs.

6. Business Affairs
6D TAG Grant

6D. (continued)

BE IT FURTHER RESOLVED that the Board approves submission of the grant application, contingent upon Board approval at its February 18 meeting.

(Resolution 85-52)

Director Swanson seconded and THE MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

7. Action Items
7A Adoption of ESD
Goals

7A. The ten proposed short-range Board goals were distributed for the second reading. Superintendent Maxwell reviewed procedures for their adoption. Comments and input from school districts and the public have been solicited. One written comment, from Superintendent Paul Plath, Springfield District 19, was received. Superintendent Maxwell said that the time taken by the Springfield School District to study and respond to the goals was greatly appreciated. He said he had included many of Dr. Plath's thoughts in the management plan for operationalizing the goals (which was provided to the Board at its January 14 meeting).

Also as a result of Springfield's comments, the Superintendent recommended that the Board revise Goal #10 (Legislation) to include an advocacy position for legislation affecting Lane ESD's constituent districts. The revised goal would keep the ESD's mission of service to local districts in mind and also help to create a more cooperative area-wide legislative effort.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD adopts the attached short-range goals which are appended to and made a part of the official minutes of this meeting.

(Resolution 85-53)

Director Lewellen seconded and THE MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

7. Action Items
7B ESD Service
Resolutions

7B. Superintendent Maxwell reviewed the process used in drafting the 1986-87 ESD Service Resolutions.

In August and September, the Superintendent and directors visited each local district for the purpose of asking superintendents to review and prioritize ESD services. A follow-up visit was also made to each district. In December, superintendents met as a group to consider next year's resolutions programs, using service priority data collected from these visits. Subcommittees appointed by the group met further to refine two of the programs (curriculum-staff development and severely emotionally disturbed). Program descriptions for all twelve of the resolutions were then resubmitted to the superintendents for their review.

The proposed resolutions packet to be submitted to local district boards for action was reviewed by the Board. Superintendent Maxwell said that estimated cost figures would also be given to each Superintendent.

Elaine Schaffer again asked the Board to reconsider the proposed cuts in the Media Services resolution.

The Superintendent and Board members thanked Mrs. Schaffer for her comments. They pointed out that cutbacks were financially necessary and that all decisions were made using input from local district superintendents about district priorities. Mrs. Schaffer and other concerned teachers were encouraged to communicate their needs and priorities to their own district administrators, since that is the channel through which the ESD must operate.

DIRECTOR LEWELLEN MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves the 1986-87 service resolutions and authorizes them to be submitted to Lane County local school boards for approval.

(Resolution 85-54)

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, NEARING, and SWANSON VOTING YES.

7. Action Items

7C Purchase of
Telephone System

7C. Superintendent Maxwell told the Board that the ESD's five-year lease for the current AT&T Dimension System was initiated in May 1981. AT&T has indicated that availability of replacement parts cannot be guaranteed after the end of that five-year period.

The Superintendent reviewed the report given at the November meeting about the ESD's participation in a consortium of local government agencies studying telephone services. The consortium is sponsored by L-COG and was initiated because many agencies were involved in long-term equipment leases, under conditions existing prior to telephone deregulation.

The telephone consortium, with the assistance of a consulting firm, developed technical specifications for telephone systems in the 19 participating agencies. Four vendors responded to the consortium's request for proposals. (A summary of these bids was distributed.)

The Superintendent said that technical and fiscal analyses of the proposals were conducted by consortium members with the assistance of the consulting firm. Their recommendation was that U.S. West be awarded the contract.

Upon receipt of this recommendation, an ESD staff committee was appointed to study the available options. The Superintendent reviewed the committee's findings and distributed a table comparing costs of continued lease of AT&T Dimension System, Purchase of AT&T Dimension System, and purchase of the U.S. West NEAX System.

Advantages of the U.S. West System include technology that is several years newer than the AT&T System; more readily available local maintenance support; costs and guarantees which are firm, while AT&T has not been willing to provide written documentation of their verbal offers; and the accommodation of high speed data communications within the ESD building.

The Superintendent said the consortium and U.S. West have agreed to transact a master purchase agreement for all participating agencies by January 30. He recommended purchase

7. Action Items

7C Purchase of
Telephone System

7C. (continued)

of the U.S. West System as described in its proposal to the L-COG consortium and later modified for the ESD's needs.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Lane ESD Board authorizes the ESD to become a party to a master agreement with other local agencies, through the Lane Council of Governments, to enter into a five-year agreement to purchase and maintain a U.S. West NEAX 2400 telephone system. The purchase price will be \$88,560 with an annual interest rate of 7.985%. Total interest for the period is \$19,173. Maintenance costs will not exceed \$37,230.

(Resolution 85-55)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, and SWANSON VOTING YES.

7D Appointment to
Advisory Council
for Handicapped

7D. The Advisory Council for Handicapped Children has recommended Debi Place to fill a vacant unexpired term on the Council as a parent member.

DIRECTOR COPPLE MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD appoints DEBI PLACE to the Advisory Council for Handicapped Children, to fill an existing vacancy. The term of office expires June 30, 1986.

(Resolution 85-56)

Director Swanson seconded and THE MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY and SWANSON VOTING YES.

8. Discussion Items

8A Superintendent
Search Procedure

- 8A. Written comments on the Superintendent search were solicited as part of the search procedures adopted in December. Letters received to date were distributed and reviewed.

An edited draft copy of the interim Superintendent's job description and a draft of a timeline for the search procedure were also distributed. Superintendent Maxwell suggested that the job description could serve as a starting point for discussion on desired criteria for the Superintendent.

Director Copple said that in her review of the correspondence received and from personal contacts she had heard very positive things about the interim superintendent. She said she believed that the Board should consider hiring him as the permanent superintendent.

Board members discussed two options: hiring the interim superintendent and conducting a nationwide search. It was felt that local districts should be given additional opportunity for input. Board members also wanted to assure that applicable laws and Board policy were followed.

Director Lewellen said that hiring a superintendent is the most important thing a Board does. He said full effort should be given to the process.

Jeff Foreman, Information Assistant, was asked to draft a memo to be sent by the Board Chairperson to local districts asking for additional input. Board members asked that this memo be reviewed by ESD legal counsel Joe Richards before it is sent.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that as an addition to its superintendent search procedure, the Lane ESD Board of Directors authorizes the Board Chairperson to send a memo to local school districts asking for their input into the two options which the ESD Board is considering in

8. Discussion Items

8A Superintendent
Search Procedure

8A. (continued)

its search for a permanent superintendent. The options are: naming the interim superintendent as permanent superintendent or conducting a nationwide search.

(Resolution 85-57)

Director Ficek seconded the motion, DIRECTORS COPPLE, DUMDI, FICEK, MCKAY, and SWANSON VOTED YES. DIRECTOR LEWELLEN VOTED NO. THE MOTION CARRIED.

DIRECTOR MCKAY MOVED to extend the meeting for 30 minutes past the regular 10 p.m. closing time.

Director Lewellen seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

9. Reports

9A International
Classroom Visitors
Program

9A. Bob Taylor distributed a progress report on visitations made by international students from the University of Oregon to Lane County public school classrooms. The program is coordinated by Instructional Services Division staff. Posters about the program were also made available to the Board.

9B Small Schools
Conference

9B. Bob Taylor announced that a staff development conference for small schools will be held February 12 at Valley River Inn. Dr. Harry Wong will be the keynote speaker. Mr. Taylor said Board members were welcome to attend.

9C Personnel Report

9C. DIRECTOR LEWELLEN MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the resignation of C. SUE MCCULLOUGH, effective June 30, 1986, with thanks for her service to the ESD.

(Resolution 85-58)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, and SWANSON VOTING YES.

10. Future agenda items

10. Future agenda items include:

A. Superintendent Search

B. Renewal of certificated staff

11. Next meetings

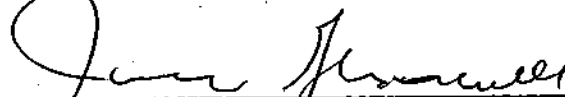
11. A. The Lane ESD Budget Committee will meet for an orientation and organizational session at 6 p.m., Tuesday, January 28, 1986, at the ESD Center, 1200 Highway 99 North, Eugene.
- B. The next regular meeting of the Lane ESD Board of Directors will be Tuesday, February 18, 1986, at 7:45 p.m. (This meeting will be preceded at 7:15 by a program presentation on TMR Adaptive PE.)
- C. Lane ESD Budget Committee meetings are scheduled for Tuesday, March 4, March 11, and March 18. The Board of Directors will meet at 6 p.m., prior to the March 18 Budget Committee meeting, for a regular Board meeting.

12. Adjourn

12. DIRECTOR NEARING MOVED TO ADJOURN.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOITNG YES.


Cleve Dundi, Chairperson


James G. Maxwell, Interim Superintendent-Clerk

Attachments to official minutes:

Memo describing contract with Racal-Milgo, Inc.

Board Goals

SR/jv 2/86 3/minutes



Education Service District

1200 Hwy. 99N

P.O. Box 2680

Eugene, Oregon 97402

TELEPHONE: (503) 689-6500

DATE: January 17, 1986
TO: Board Members
FROM: Jim Maxwell
SUBJECT: OTIS Teleprocessing Equipment Lease

As reported at the December 17 meeting, the OTIS Division is nearing the end of a process begun nearly three years ago to replace the teleprocessing network. In the month since the last meeting, the wisdom of this long-term project has become more clear. AT&T has notified the OTIS Division that the "Series 1000 Telegraph" lines on which much of the network data is transported will be withdrawn from service in October, 1986. The network will be carried on a more costly class of lines until the new system is in place. In addition to the projected cost increase for the replacement of "1000 Series" lines phone company charges have already risen.

History. The OTIS staff with the assistance of technical consultants and a committee of users developed specifications for a new high speed system. These specifications were provided to vendors via the standard "request for proposal" process. Nine vendors responded with proposals:

<u>Vendors</u>	<u>Purchase Price</u>	<u>Comments</u>
Racal	\$ 954,812.00	Recommended vendor, met all bid specifications
Codex	\$ 881,158.70	Did not include end-to-end modem diagnostics. Diagnostic system was judged cumbersome. Expensive and cumbersome method to change mode of transmission.
GTENW	\$ 753,940.00	Did not include end-to-end modem diagnostics. Did not provide port security for data traffic. Vendor did not appear to understand network requirements. Vendor has poor maintenance record.

6B (1)

Attachment 1/21/86

(The following were not invited for interviews:)

USWEST	\$ 403,455.00	Incomplete bid. No multiplexors were included.
MICOM	\$ 518,637.00	Incomplete bid. Did not bid a diagnostic controller.
DCA	\$ 542,707.00	Did not meet multiplexor requirements for end-to-end diagnostics.
Case	\$ 817,168.00	Slow speed modems would not work in our network environment. Financial arrangements were confused. Presented as a joint proposal.
AT&T	\$ 928,221.00	Bid did not meet speed, diagnostic or flexibility requirements in RFP.
SJI Corp.	\$1,123,4561.00	Maintenance provision was not acceptable. Did not conform to network design. Did not meet RFP financial option requirements.

Proposal Review - Technical Specifications. The proposals were reviewed by a technical specifications committee consisting of four OTIS staff members and four outside consultants. The technical committee indicated that only one of the nine vendors, Racal-Milgo, met the requirements of the proposal specifications.

Proposal Review Financial Specifications. The financial package in each proposal was reviewed by a separate committee consisting of four OTIS staff members and two outside consultants. A critical criterion for the financial review was a specification that the monthly cost of the system should be approximately the same amount as is now paid for teleprocessing services. The benchmark for monthly cost was established as the amount budgeted for 1985-86, \$38,000. After analyzing Racal-Milgo's proposal, the committee recommended further negotiations to establish a long-range financing package which would accommodate the monthly benchmark cost criterion allowing for an annual increase of 6%.

The financial package that was negotiated includes:

- Leasing the equipment for a period ending June 30, 1992, at an estimated cost of \$1,342,716 rather than purchasing it outright. The service charge for the lease, if totally loaded into an interest amount, would represent an annual interest rate of 12.32%. There are, of course, cost factors other than interest assumed by the vendor in establishing a six-year lease.

Attachment 1/21/86

Actual cost for the lease will vary from \$1,342,716. That amount assumes that all equipment will be installed July 1, 1986, and be in service until June 30, 1992. In fact, new equipment will be phased in over a two year period and lease cost for each item will commence on the date of verification of satisfactory performance.

This is not a traditional "lease purchase" agreement. No ownership accrues to the ESD during the six year period. There is a clause in the contract, however, that allows the ESD to purchase the equipment at the end of the lease period for one half the original purchase price. The projected market value in 1992 of any equipment installed at the beginning of the project will be based on salvage value only. If the Racal-Milgo equipment is retained after 1992, it is the intent of the ESD to negotiate a continuing lease arrangement.

The six-year lease will be paid in the following manner:

<u>Date</u>	<u>Monthly Lease</u>	<u>Monthly Maintenance</u>	<u>Total Monthly</u>	<u>Total Annual</u>
1985 through June 30, 1987	\$16,048	\$ 6,885	\$22,933	\$275,196
July 1, 1987 through June 30, 1988	\$16,927	\$ 7,301	\$24,228	\$290,736
July 1, 1988 through June 30, 1989	\$18,026	\$ 7,729	\$25,755	\$309,060
July 1, 1989 through June 30, 1990	\$19,125	\$ 8,200	\$27,325	\$327,900
July 1, 1990 through June 30, 1991	\$20,224	\$ 8,694	\$28,918	\$347,016
July 1, 1991 through June 30, 1992	\$21,543	\$ 9,209	\$30,752	\$369,024
TOTALS	\$1,324,716			
TOTAL MAINTENANCE	\$ 576,216			
TOTAL SIX-YEAR COST	\$1,918,932			

The monthly costs included in the above chart represent the equipment and maintenance portion of the total telecommunication cost. The remaining portion of the "benchmark \$38,000" will be telephone company charges for the high speed lines to accommodate the new system.

Maintenance for the six-year period is a negotiated part of the lease; the lease and maintenance provisions are integral to the contract.

6B(3)

Attachment 1/21/86

Legal Review. ESD legal counsel reviewed a proposed contract submitted by Racal-Milgo to install the equipment specified in the proposal. After a period of negotiations with Racal-Milgo, Joe Richards now indicates that the areas of concern that he initially identified will have been rewritten by the time of the Board meeting in a manner satisfactory to protect the ESD's interest. A letter from Mr. Richards is attached and he will attend the meeting to review legal issues that have been addressed.

I recommend that the ESD enter into contract with Racal-Milgo for leasing and maintaining equipment as specified in the negotiated contract at a cost not to exceed \$1,915,932.

RESOLUTION #85-50:

BE IT RESOLVED that the Lane ESD Board of Directors authorizes the ESD to enter into a six-year lease arrangement with Racal-Milgo, Inc., to install and maintain teleprocessing hardware and software for the OTIS teleprocessing network, as detailed in the attached memo to be appended to the official copy of the minutes of this meeting.

MOTION: _____

SECOND: _____

Copple _____

Dumdi _____

Ficek _____

Lewellen _____

McKay _____

Nearing _____

Swanson _____

Attached 1/21/86

LANE ESD
SHORT-RANGE GOALS
DECEMBER, 1985

The following short-range goals were adopted by the Lane ESD Board of Directors on January 21, 1986. These should be reconsidered by the Board on an annual basis.

PROGRAM DEVELOPMENT

1. Upon request of local districts, the ESD should provide programs and services that are essential. ESD programs should be those which local district are unable to provide for themselves, or are better provided on a regional basis.
2. The ESD should maintain and enhance procedures for the review and evaluation of ESD programs and services. The local districts should be involved in the process.

COMMUNICATIONS

3. The ESD should maintain and enhance methods of informing educators and the general public about the ESD, its financial structure, and its missions and goals.
4. The ESD should maintain and enhance a functional two-way communication system between the ESD and the local school districts.

STAFF DEVELOPMENT

5. The ESD should provide professional development opportunities for all its employees including classified, certificated, confidential, and administrative.

FINANCE

6. The ESD should maintain financial stability with its revenues and expenses in balance. Long and short-term revenue projections should be maintained and monitored, and all sources of revenue should be identified.

MANAGEMENT

7. The ESD should use a team management approach which stimulates creative thinking, provides an open and critical forum for ideas, balances individual programs with overall organizational needs and provides a support system for problem solving.

LABOR RELATIONS

8. The ESD should develop and maintain a comprehensive labor relations plan.

Attachment 1/21/86

GOAL DEVELOPMENT

9. The ESD programs and services should have Board approved goals and objectives in an approved format.

LEGISLATION

10. The ESD should be involved in the legislative process. An advocacy position for ESDs generally and for the Lane ESD and its constituent districts should be developed, and all legislative proposals which have impact for ESDs should identified, analyzed and monitored.

82/003

Attachm. 1/21/86

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, January 14, 1986

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, January 14, 1986

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1A. A specially scheduled meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, January 14, 1986, with the following present:

Board members attending:

Cleve Dumdi, Chairperson	Lois Copple
Beverly Ficek	Bill Lewellen
Doug McKay	Frank Nearing
Jim Swanson	

ESD staff attending:

Jim Maxwell, Superintendent	Sallie Rainville
-----------------------------	------------------

- 1B Approval of Minutes

- 1B. DIRECTOR MCKAY MOVED to approve the minutes of Tuesday, December 17, 1985, as presented.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Oregon Alliance

- 2A. Director Lewellen announced that he had accepted an appointment to the Board of the Oregon Alliance for Education as a school board representative.

- 2B Calendar

- 2B. Superintendent Maxwell reviewed the calendar of future Board meetings as follows:

January 21, regular ESD Board meeting

January 28, Budget Committee orientation and organizational meeting

February 18, regular ESD Board meeting

March 4, 11, and 18, Budget Committee meetings. It will also be necessary to hold a regular Board meeting during March.

3. Communications

3. No communications were presented.

4. Work Session
4A Evaluation of
Superintendent

- 4A. Chairperson Dumdi thanked Board members for their input into the evaluation process. He distributed a composite of Board members' ratings of the Superintendent in six categories: personnel management; fiscal management; board operations; service programs; state government relations; and professional development. Ratings were between good and excellent in five categories and between good and average in one, state government relations.

A summary of the Board members' narrative evaluations was also distributed. Chairperson Dumdi asked for additional Board member comments in each of the six categories.

Following discussion of each of the areas and of the narrative evaluations, Chairperson Dumdi summarized the evaluation by stating that it was apparent that the Board feels very comfortable with Jim Maxwell as Interim Superintendent.

Superintendent Maxwell briefly commented on each of the six areas and thanked Board members for their comments and suggestions.

The composite rating sheet and the narrative evaluation summary are attached to the official copy of these minutes.

4B Board Review, 1985-
86 Management Plan

- 4B. Superintendent Maxwell said that the administrative staff is in the process of drafting specific activities to implement the ten short-range goals now under consideration for adoption by the Board. He said the plan is being developed to assume completion at the end of the 1986-87 school year.

The Superintendent distributed copies of a "mini-management" plan which described plans for making progress on each of the ten goals during the rest of this school year. Board members reviewed this plan and made suggestions in each area.

Copies of Superintendent Maxwell's progress report on his 1985-86 goals were distributed prior to the meeting and briefly reviewed by the Superintendent. Comments and suggestions made by Board members were discussed and noted for further action.

4. Work Session

- 4C. Review of Interim
Superintendent's
Job Description

4C. A draft copy of the Interim Superintendent's job description was distributed. The Superintendent noted that the draft was a composite of material received from OSBA and from the ESD's legal counsel. He said Board members should be given the opportunity for input into the final document. Board members had several comments and suggestions which were noted.

It was the Board's consensus to ask the Superintendent and staff to review and edit the job description prior to the next meeting.

5. Future Agenda Items

5. No additional future agenda items were noted at this time.

6. Next Meeting

6. The next regular meeting of the Lane ESD Board will be at 7:45 p.m., Tuesday, January 21, 1986, at the Lane ESD Center. The meeting will be preceded at 5:30 p.m. by an Executive Session called under provisions of ORS 192.660(1)(d) to discuss negotiations.

7. Executive Session

7. Chairperson Dumdi recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(d) to discuss negotiations and 192.660(1)(b) to discuss a complaint brought against a staff member.

8. Reconvene in Open Session

8. Following the Executive Session, Chairperson Dumdi reconvened the Board in open session. No action was taken.

9. Adjourn

9. The meeting was adjourned.



Cleve Dumdi, Chairperson



James G. Maxwell, Interim Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, December 17, 1985

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, December 17, 1985

Agenda Topics

1. Call to Order
1A Attendance

- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, December 17, 1985, with the following present:

Board members attending:

Cleve Dumdi, Chairperson	Lois Copple
Beverly Ficek	Bill Lewellen
Doug McKay	Frank Nearing
Jim Swanson	

ESD staff attending:

Jim Maxwell, Superintendent	Wyatt Rosenbaum
Bob Taylor	Marv Wilkerson
Jeff Foreman	Nicola Maxwell
Ted Murray	Sallie Rainville
Bill Ford	Ben Jones
Paul O'Driscoll	Pat Wilson
Jerry Miller	

(Stuart Perlemeter and approximately 30 other staff members were present only for Agenda Item 1B.)

Others attending:

Joe Richards	Bruce Montgomery
Dick Milham	Tim Tift
Becky Toles	Chris Billips
Larry Copple	

- 1B Statement from LCEA Representatives

- 1B. Chairperson Dumdi welcomed LCEA members to the Board meeting. He said Pat Wilson, LCEA President, had requested time to present a prepared statement on behalf of the Association.

Ms. Wilson said negotiations between the Board and LCEA have been going on since March, 1985, and Association members have been working without a contract since July 1. She said the lack of settlement contributes to poor staff morale and urged the Board to expedite settlement.

1. Call to Order

- 1B Statements from
LCEA
Representatives

1B. (continued)

Stuart Perlemeter, a TMR teacher and LCEA member, also spoke. He said Special Education teachers have a difficult job and asked the Board to settle contract negotiations as soon as possible.

Chairperson Dumdi responded on behalf of the Board with a prepared statement on labor negotiations. He said the Board shares the staff's frustration over the slow pace of labor negotiations and feels it has offered a fair and reasonable proposal to reach a settlement. He said that it was on LCEA's motion that the negotiations process passed through mediation and on to factfinding. Mr. Dumdi briefly reviewed the four major issues yet to be decided. He thanked Association members for coming and said the Board hopes to reach a settlement as soon as possible.

- 1C Reading and
Approval of Minutes

- 1C. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF NOVEMBER 19, DECEMBER 3, AND DECEMBER 10, 1985, AS PRESENTED.

Director Copple seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements

2. No additional statements were presented.

3. Communications

3. The following communications were presented:

- A. March election information. (Two ESD Board positions (zones 4 and 5) are scheduled to be voted on at the March 25 election. Both are four-year terms. Filing deadline for the election is February 13 at 5 p.m.)
- B. Third quarter Board planning calendar
- C. Report of activities, Resolution No. 8: Hearing-Impaired and Audiological Services
- D. Brochure describing Science Cadre
- E. Winter issue of "The Kit" TMR program newsletter.

4. Business Affairs

4A Financial
Statements

- 4A. Ted Murray presented ESD and OTIS financial statements for November, including information on accounts payable and receivable, revenue collections, and a brief summary of the General Fund budget by program.

He said that funds invested in the Local Government Investment Pool are earning 7.9% interest at this time.

Invoice registers note payments as follows:

ESD General Fund	\$489,455.56
Cooperative Purchasing	6,578.35
Fund 900	2,210.70
OTIS	210,559.19

4B Audit Report

- 4B. Ted Murray introduced Bruce Montgomery of Babcock, Solin, Johnson, and Oberlink, the ESD's auditors.

Mr. Montgomery reviewed procedures used to audit the ESD's financial statements. He said the financial position of the ESD is strong and the ESD's records are in good shape. No problems were noted with the changeover in Accounting Office staff.

Mr. Montgomery also reviewed the management letter, copies of which were sent to each Board member along with the audit.

4C Statement from ESD
Attorney

- 4C. Chairperson Dumdi said he had asked ESD attorney Joe Richards to briefly review the Oregon open meetings law.

Mr. Richards said the intent of the statute on public meeting notice is that the public is to have adequate notice of the meeting and that persons with interest in specific topics should be informed when those topics are to be considered.

He said that any topics the Board might anticipate dealing with should be included in the meeting notice (or agenda, which serves as the notice).

4. Business Affairs

4C Statement from ESD
Attorney

4C. (continued)

If a topic arises that must be dealt with and which could not reasonably have been anticipated at the time the notice was sent out, the Chairperson may announce the addition to the agenda at the meeting and the Board may deal with the topic. He said, however, that it is always better to list specific items.

Mr. Richards said topics to be discussed are not limited by what is published, as long as the notice has been delivered properly.

Mr. Richards also reviewed topics that may and may not be discussed in Executive Session. While in open meeting, the Chairperson must describe the subsections of the statute, citing the reasons for going into Executive Session.

4D OTIS Teleprocessing
Upgrade Contract

4D. Superintendent Maxwell told the Board that formal lease documents and extensive supporting bid documents on the OTIS teleprocessing upgrade contract had been reviewed by ESD legal counsel Joe Richards, who was present to report on his review.

Wyatt Rosenbaum introduced Dick Milham and Tim Tift of Racal-Milgo, Inc., and Chris Billips and Becky Toles, communications consultants.

Ben Jones reviewed OTIS' present teleprocessing network and discussed current user needs. He and Dr. Rosenbaum referred to rapidly escalating teleprocessing costs due to deregulation.

A chronology of activities of the project was distributed, along with information detailing lease costs and arrangements. Rosenbaum told the Board that the process of arriving at a recommendation for new equipment has been underway for two years and involved OTIS users and staff and experts in the field. Competing proposals were reviewed by two independent committees, one for financial questions and one for technical matters.

4. Business Affairs

4D OTIS Teleprocessing
Upgrade Contract

4D. (continued)

Rosenbaum said Racal-Milgo has developed a unique six-year lease plan for OTIS, which does not involve a large initial payment and which keeps lease costs near current monthly teleprocessing costs. A detailing of lease costs and arrangements and a copy of the municipal out clause contained in the contract were also distributed.

Rosenbaum, Jones, Racal-Milgo personnel, and the communications consultants answered extensive questions from the Board about lease costs and other provisions, user needs, and cost increases and other changes resulting from divestiture.

Rosenbaum said it was important to begin the changeover as soon as possible because users need the faster data transmission speeds and other enhancements, as well as for financial reasons. He asked the Board to conditionally approve the lease, subject to satisfying legal concerns.

Board members asked about lease provisions for maintenance of equipment, and for more detailed information about interest rates, depreciation, residuals, and the buyout provision.

Chairperson Dumdi called on Attorney Joe Richards for his comments.

Mr. Richards said he had not had much time to study the lease and related documents, having only received them from OTIS on the previous day. He said he noted, however, that the request for proposals, which had been drawn for the protection of Lane ESD, had been substantially altered by Racal-Milgo. He said the company had added a non-liability clause and added disclaimers stating that if the equipment fails to perform, OTIS cannot withhold payments.

He recommended that the contract be renegotiated and said he thought this could be accomplished if the company is made aware that the Board intends to maintain its legal rights. He suggested that if the Board did approve the lease at this time, it be on condition that approval be withdrawn if legal counsel has not approved the lease by January 1.

4. Business Affairs

4D OTIS Teleprocessing
Upgrade Contract

4D. (continued)

There was additional discussion. Several Board members said they would rather not make a tentative commitment at this meeting. The need for timeliness was discussed and it was suggested that the Board could meet in special session to deal with this issue after its questions have been answered and legal counsel is satisfied with the lease provisions.

DIRECTOR NEARING MOVED that the issue of the OTIS teleprocessing upgrade lease be referred back to the Superintendent until contract language has been modified to satisfy legal concerns and the Superintendent is prepared to make a recommendation to the Board regarding the lease.

(Resolution 85-42)

Director Lewellen seconded.

DIRECTORS COPPLE, DUMDI, LEWELLEN, MCKAY, AND NEARING VOTED YES. DIRECTORS FICEK AND SWANSON VOTED NO. THE MOTION CARRIED.

(Director Ficek said her no vote was because she approved of the lease and that tentative approval subject to legal clarification would have been satisfactory to her. Director Swanson said he did not feel the motion was strong enough.)

5. Action Items

5. (Chairperson Dumdi recessed the meeting for ten minutes. The Board reconvened at approximately 9:55 p.m.)

DIRECTOR NEARING MOVED to extend the meeting past the regular 10 p.m. adjournment time.

Director Copple seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

5. Action Items

5A Resignations:
Advisory Council
for Handicapped

- 5A. Marv Wilkerson reported two resignations were recently received from the Advisory Council for Handicapped Children. The Council is in the process of finding replacements for these members.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the resignations of LONNA COLEMAN and KAREN BUTTON from the ESD Advisory Council for Handicapped Children and expresses its gratitude for the services they have provided.

(Resolution 85-43)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

5B Procedure for Mid-Term Evaluation of Superintendent

- 5B. The Board briefly reviewed the procedure discussed at the December 10 meeting for the mid-year evaluation of the Superintendent.

A special Board meeting will be held January 14 to conduct a review of the Superintendent's performance and for planning to give him direction for the remainder of the year.

An evaluation document will be distributed to each Board member and should be completed and submitted to the Board Chair by January 10. The Chairperson and Vice-Chairperson will review the completed forms and use the composite information as a basis for leading a discussion with the Superintendent regarding his performance during the first six months of the year.

The Superintendent will provide each Board member a written review of activities that have occurred related to each of the nine areas of emphasis included in the July 16 draft "Goals for Superintendent."

Also at the special Board meeting, the Board sub-committee to review the Superintendent's job description will report its recommendations.

5. Action Items

5B Procedure for Mid-Term Evaluation of Superintendent

5B. (continued)

DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD adopts the attached procedures for the mid-term evaluation fo the Superintendent. A copy of the procedures are appended and made a part of the official minutes of this meeting.

(Resolution 85-44)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

5C Procedure for Adopting Board Goals

5C. The first reading of proposed Board short-range goals was scheduled for this meeting. Superintendent Maxwell recommended that the goals be circulated to interested parties to solicit written comments to be returned to the ESD by January 15. This would be done by sending copies to superintendents of constituent districts and making copies available to staff members and interested citizens.

The second reading and review of written comments would be an agenda item at the January 21 Board meeting. Time would be provided at that meeting for public comment prior to formal adoption.

DIRECTOR LEWELLEN MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD adopts the attached procedures for adopting ESD short-range Board goals. A copy of the procedures is attached and made a part of the official minutes of this meeting.

(Resolution 85-45)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEAR, AND SWANSON VOTING YES.

5. Action Items

5D Superintendent
Search Procedures

5D. The Board discussed methods of relating Board goals to the search for a permanent Superintendent and reviewed suggested procedures distributed previously. Letters requesting comments about qualities needed in a permanent ESD Superintendent will be sent to each constituent district superintendent and board chairperson. A letter from the Board Chairperson requesting staff comments will be published in the staff newsletter and a press release will be developed.

Superintendent Maxwell suggested that time be reserved at the January 21 Board meeting to review written comments and for any interested citizen to address the Board with respect to qualities needed in a permanent ESD Superintendent.

DIRECTOR NEARING MOVED:

BE IT RESOLVED by the Board of Directors of Lane ESD directs the staff to initiate a procedure to gain public comments on the qualities needed in a permanent Superintendent and adopts the attached procedures to be used in the Superintendent search. A copy of these procedures is appended and made a part of the official minutes of this meeting.

(Resolution 85-46)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

6. Discussion Items

6A ESD Service
Resolutions

6A. A summary of action taken by Lane County school district superintendents at their December 9 meeting on ESD Service Resolutions was distributed. Formal Board action on the resolutions will be delayed until the January 21 Board meeting.

6. Discussion Items

6B Attendance at
National Conference

6B. In response to requests by Board members, a listing of national educational conferences was distributed. Superintendent Maxwell said additional information could be obtained about any of the conferences listed if there is interest.

Board members were reminded of the need to return completed registration forms promptly if they plan to attend the NSBA conference in April. Several Board members indicated interest.

Chairperson Dumdi asked if Board members wished to support attendance.

Board members asked for information on how Board travel is budgeted. Superintendent Maxwell said that in the current budget, all Board expenditures (local and out-of-district travel) are budgeted as one line item. NSBA has traditionally been the only major conference Board members attend.

Board members who have attended past conferences said that NSBA has always proved to be valuable and useful. Since funds are available in the budget, Board members indicated they were comfortable in sending delegates. It was also suggested that the budget committee review this budget item carefully and that the Board set aside time to discuss policy on conference attendance.

7. Reports

7. Scheduled reports were deferred to the next regular meeting.

8. Future Agenda Items

8. Future agenda items include:

- A. Mid-term evaluation of Superintendent (January 14)
- B. Approval of ESD Service Resolutions
- C. Adoption of Board goals
- D. Discussion and review of comments on Superintendent search.

9. Next Meeting(s)

9. Board members were asked to hold Tuesday, January 7, open for a possible special meeting to act on the OTIS teleprocessing upgrade contract.

A special meeting will be held Tuesday, January 14, 1986, to hold the mid-term evaluation of the Superintendent.

The next regular meeting will be at 7:45 p.m., Tuesday, January 21. This meeting will be preceded at 7:15 by a presentation on the TMR Adaptive P.E. program.

The preliminary session for the ESD Budget Committee will be held Tuesday, January 28, 1986.

All meetings will be held at the Lane ESD Center, 1200 Highway 99 North, Eugene.

10. Executive Session

10. Chairperson Dumdi recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff.

11. Reconvene in Regular Session

11. Following the Executive Session, Chairperson Dumdi reconvened the Board in regular session. The following action was taken:

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD elects STEVEN NORRIS to a contract as a certificated staff member effective January 6, 1986, subject to conditions indicated in the personnel recommendation and contract. (Mr. Norris will fill a job-share position as an adaptive physical education teacher.)

(Resolution 85-47)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES. DIRECTOR NEARING VOTED NO. THE MOTION CARRIED.

11. Reconvene in Open Session

11. (continued)

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD elects VIRGINIA DUNPHY to a temporary position as a certificated staff member (TMR teacher, replacing a teacher on maternity leave) for the dates January 6, 1986, through April 14, 1986, subject to conditions indicated in the personnel recommendation.

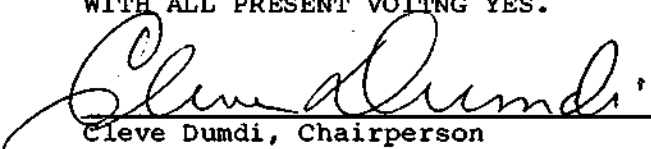
(Resolution 85-48)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

12. Adjourn

12. DIRECTOR NEARING MOVED TO ADJOURN.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOITNG YES.


Cleve Dumdi, Chairperson


James G. Maxwell, Interim Superintendent-Clerk

Attachment to these minutes:

Procedures,
Superintendent
evaluation

Procedures for adoption
of Board goals

Procedures,
Superintendent search

SR/jv 1/86 3/minutes1



Lane Education Service District

1200 Hwy. 99N
P.O. Box 2680
Eugene, Oregon 97402

TELEPHONE: (503) 689-6500

DATE: December 12, 1985
TO: Board Members
FROM: Jim Maxwell, Interim Superintendent
SUBJECT: Special Board Meeting, January 14

This is to review the tentative procedure discussed at the December 10 meeting for the mid-year evaluation of the Superintendent and for other agenda items for the special Board meeting on January 14.

1. A special meeting of the Board will be held on January 14 to conduct a mid-year review of the Superintendent's performance and for planning to give him direction for the remainder of the current year.
2. The document "Lane ESD Interim Superintendent Evaluation" will be completed by each Board member and submitted to the Board Chair by January 10. The Chairperson will give copies to the Superintendent upon receipt. The Chairperson and the Vice-Chairperson will review the completed forms from each Board member and will use the composite information as a basis for leading a discussion with the Superintendent regarding his performance during the first six months of the year.
3. By January 3, the Superintendent will provide to each Board member a written review of activities that have occurred related to each of the nine areas of emphasis included in the July 16, 1985, draft "Goals For Superintendent." Activities related to the six areas on the evaluation form will be particularly noted.

Other related activities for the January 14 agenda will include:

1. The Board sub-committee to review the superintendent's job description will report its recommendations.
2. The Superintendent will present a management plan for guiding the organization toward meeting the Lane ESD's short-range goals.

JM:jv
11/027

5B



Education Service District

1200 Hwy. 99N

P.O. Box 2680

Eugene, Oregon 97402

TELEPHONE: (503) 689-6500

DATE: December 12, 1985

TO: Board Members

FROM: Jim Maxwell, Interim Superintendent

SUBJECT: Procedure for Adopting ESD Short-Range Goals

I recommend that the following action be taken with respect to adopting the ESD short-range goals:

1. A first reading of the goals will on the agenda for the December 17, 1985, Board meeting.
2. Following the first reading, the goals will be circulated to interested parties to solicit their written comments to be returned to the ESD by January 15, 1986.
 - A. Copies will be sent to the superintendents of each constituent districts.
 - B. Copies will be made available to staff members.
 - C. Copies will be made available to interested citizens.
3. A second reading and review of written comments will be an agenda item at the January 21 Board meeting. Time will be provided at that meeting for public comment. It is anticipated that the goals will be formally adopted at the January 21 meeting.

JM:jv
11/028

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LANE ESD
SHORT-RANGE GOALS
DECEMBER, 1985

The following short-range goals were adopted by the Board of Directors on _____ . These should be reconsidered by the Board on an annual basis.

PROGRAM DEVELOPMENT

1. Upon request of local districts, the ESD should provide programs and services that are essential. ESD programs should be those which local districts are unable to provide for themselves, or are better provided on a regional basis.
2. The ESD should maintain and enhance procedures for the review and evaluation of ESD programs and services. The local districts should be involved in the process.

COMMUNICATIONS

3. The ESD should maintain and enhance methods of informing educators and the general public about the ESD, its financial structure, and its missions and goals.
4. The ESD should maintain and enhance a functional two-way communication system between the ESD and the local school districts.

STAFF DEVELOPMENT

5. The ESD should provide professional development opportunities for all its employees including classified, certificated, confidential and administrative.

FINANCE

6. The ESD should maintain financial stability with its revenues and expenses in balance. Long and short-term revenue projections should be maintained and monitored, and all sources of revenue should be identified.

MANAGEMENT

7. The ESD should use a team management approach which stimulates creative thinking, provides an open and critical forum for ideas, balances individual programs with overall organizational needs and provides a support system for problem solving.

LABOR RELATIONS

8. The ESD should develop and maintain a comprehensive labor relations plan.

GOAL DEVELOPMENT

9. The ESD programs and services should have Board approved goals and objectives in an approved format.

LEGISLATION

10. The ESD should be involved in the legislative process. An advocacy position for ESDs should be developed, and all legislative proposals which have impact for ESDs should be identified, analyzed and monitored.
- # 2



Education Service District

1200 Hwy. 99N
P.O. Box 2680
Eugene, Oregon 97402

TELEPHONE: (503) 689-6500

DATE: December 12, 1985
TO: Board Members
FROM: Jim Maxwell, Interim Superintendent
SUBJECT: Superintendent's Search Process

In accordance with our brief discussions at the December 10 meeting relating Board goals to a permanent superintendent, I am recommending that you direct the staff to initiate a procedure to gain public comments on the qualities needed in a permanent superintendent. This process would include an opportunity for citizens to provide written comments to the Board Chair. A deadline of January 15, 1986, is suggested. I anticipate that, at the minimum, the following actions would be taken by the staff in response to this direction:

1. The superintendent of each constituent district will receive a letter requesting comment.
2. A letter from the Board Chairperson would be published as an integral part of the weekly staff newsletter Communique requesting comments from ESD staff members.
3. A press release will be developed by the public information office and sent to the general media.

Time would be reserved at the January 21 meeting to review the written comments and for any interested citizens to address the Board with respect to qualities needed in a permanent Lane ESD Superintendent.

JM:jv
11/030

5A

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, December 10, 1985

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, December 10, 1985

Agenda Topics

1. Call to Order
1A Attendance

- 1A. A specially scheduled meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, December 10, 1985, with the following persons present:

Board members attending:

Cleve Dumdi, Chairperson	Lois Copple
Beverly Ficek	Bill Lewellen
Doug McKay	Frank Nearing
Jim Swanson	

ESD staff attending:

Jim Maxwell, Superintendent	Marv Wilkerson
Nicola Maxwell	Sallie Rainville

2. Request for Emergency Executive Session

2. Superintendent Maxwell requested an emergency Executive Session under provisions of ORS 192.660(1)(b) to consider dismissal of an employee. Notice of the emergency meeting was delivered to the Register-Guard on Monday noon and an attempt was made to notify Board members of the need as soon as possible.

The Superintendent said ESD attorney Joe Richards has advised him that Board action is required. He said he had also consulted with Milt Baum, SDE Assistant Superintendent, who said an emergency Executive Session may be declared based on a majority decision of the Board.

DIRECTOR NEARING MOVED that the Board go into an emergency Executive Session under provisions of ORS 192.660(1)(b) to consider dismissal of an employee.

Director Copple seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

3. Executive Session

3. Chairperson Dumdi recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(b) to consider dismissal of an employee.

4. Reconvene in Open Session

4. Following the Executive Session, Chairperson Dumdi reconvened the Board in open session.

The following action was taken:

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD supports the Superintendent's recommendation to terminate Jacqueline Templeman effective December 13, according to the notification delivered to Ms. Templeman on December 9.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

5. Discussion Items

5A Process for
Evaluation of
Interim
Superintendent

- 5A. A suggested process to be used in evaluation of the Interim Superintendent was reviewed and discussed. Material distributed included the Interim Superintendent's draft goals and Board short-range goals developed in recent work sessions. Superintendent Maxwell suggested that the Board compare those two sets of goals in order to select goals for the Superintendent for the period through June 30, 1986.

He also asked that the Board review the Superintendent's draft job description so that it can be finalized.

Two suggested evaluation forms were also distributed: a short form based on job description performance responsibilities and a narrative form based on adopted goal statements.

The Board discussed their thoughts about the evaluation process to be used, as well as time-lines for the procedure. There was consensus that the evaluation process to be used should be adopted at the December meeting, with a special meeting to be scheduled January 14 for the purpose of the actual mid-term evaluation.

There was brief discussion about the Superintendent search procedure as it relates to goals of the Board and Superintendent. It was brought out that time should be allowed for public input into both the goal setting and Superintendent search processes.

5. Discussion Items

- 5A Process for
Evaluation of
Interim
Superintendent

5A. (continued)

Following discussion, consensus was that first reading of the proposed Board goals should be on the agenda for the regular December meeting. The goals will then be sent to local districts for their information and input, prior to adoption by the Board. At the same time, district input on the Superintendent search process can also be requested.

Chairperson Dumdi requested that the Board subcommittee on administrative/confidential salaries and benefits review the Superintendent's draft job description and make recommendations for the Board's approval at its January 14 meeting.

6. Future Agenda Items

6. Future agenda items included:

- A. Adoption of procedure for evaluation of Interim Superintendent
B. First reading of Board goals

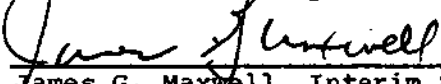
7. Next Meeting

7. The next regular meeting of the Lane ESD Board of Directors will be at 7:45 p.m., Tuesday, December 17, 1985, at the Lane ESD Center, 1200 Highway 99 North, Eugene.

8. Adjourn

8. The meeting adjourned at approximately 9:30 p.m.


Cleve Dumdi, Chairperson


James G. Maxwell, Interim Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, December 3, 1985

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, December 3, 1985

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1A. A specially scheduled meeting of the Lane ESD Board of Directors was called to order at 6:30 p.m., Tuesday, December 3, 1985, at the Valley River Inn. The following persons were present:

Board members attending:

Cleve Dumdi, Chairperson	Lois Copple
Bill Lewellen	Doug McKay
Frank Nearing	Jim Swanson

ESD staff attending:

Jim Maxwell, Superintendent	Bob Taylor
Marv Wilkerson	Jeff Foreman
Nicola Maxwell	Sallie Rainville

Others attending:

Bob Burns

Chairperson Dumdi suggested that the first hour of the meeting be spent on ESD goals and the second hour on discussing the process for developing superintendent search procedures and guidelines for evaluation of the interim superintendent.

DIRECTOR SWANSON MOVED to dispense with routine Board business and proceed with the agenda as outlined by the Chairperson.

Director Nearing seconded.

Director Nearing called to the Board's attention that the meeting notice, as published in the Register-Guard, stated only that the meeting was being held to discuss Board goals. He said the public should be adequately informed when the Board will be discussing evaluation and search matters.

DIRECTOR SWANSON WITHDREW HIS MOTION with the consent of the second.

1. Call to Order
1A Attendance

1A. (continued)

DIRECTOR SWANSON MOVED to dispense with routine business of the Board and proceed with the work session to discuss Board goals, as published in the Register-Guard.

Director Nearing seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Work Session

2. Bob Burns distributed the agenda for the meeting and worked with the Board on prioritizing the goal statements identified at last month's work session.

Twelve short-range goals were identified. Dr. Burns said he will document and refine the identified goals and mail copies to the Board and Superintendent. He said the Board could be ready to consider adoption of the goals at their next regular meeting. Dr. Burns said he will also meet with administrators to work on the management plan for implementation of the goals.

3. Next Meetings

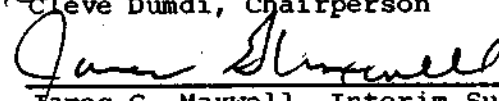
3. Board members agreed by consensus to call an additional special meeting to discuss the Interim Superintendent's goals and objectives and procedures to be used in his evaluation. Discussion at that meeting may include procedures to be used in the Superintendent search.

The special meeting will be held at 7:45 p.m., Tuesday, December 10, 1985, at the ESD Center.

4. Adjourn

4. Chairperson Dumdi thanked Dr. Burns for his help. The meeting adjourned at approximately 9:30 p.m.


Cleve Dumdi, Chairperson


James G. Maxwell, Interim Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, November 19, 1985

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, November 19, 1985

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, November 19, 1985, with the following present:

Board members attending:

Cleve Dumdi, Chairperson
Bill Lewellen

Beverly Ficek
Jim Swanson

ESD staff attending:

Jim Maxwell, Superintendent
Bob Taylor
Jeff Foreman
Ted Murray
Marv Clemons
Brian Reid

Wyatt Rosenbaum
Marv Wilkerson
Nicola Maxwell
Sallie Rainville
Jenny Norton
Pat Wilson

- 1B Approval of Minutes

- 1B. DIRECTOR LEWELLEN MOVED TO APPROVE THE MINUTES OF OCTOBER 15, 1985, AND NOVEMBER 3, 1985, AS PRESENTED.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Pre-Board Presentation

- 2A. Board members thanked Wyatt Rosenbaum, Bill Land, and Judy Steele for their pre-Board presentation on the work of OTIS' programmers and programmer/analysts.

- 2B Enrollment Figures

- 2B. Jeff Foreman distributed and reviewed a chart showing enrollment figures for Lane County schools.

3. Communications

3. The following communications were presented:

- A. Report of activities: Hearing-impaired and audiological services resolution, September 1985
- B. Letters from Jim Kohl, Mapleton Schools, and Sara Jane Bates, Junction City middle school, thanking Bob Taylor for arranging inservice presentations

3. Communications

3. (continued)

- C. Letter to Bill Suggs, thanking him for the October pre-Board meeting presentation on the ESD Planetarium
- D. Letter to Bob Hauk, thanking him for rebuilding the portable planetarium
- E. Updated Board master calendar (December through March)
- F. Chart showing ESD Board visits to local district board meetings
- G. NSBA School Board News and School Board Journal
- H. OSSC Report
- I. OAESD Directory

4. Business Affairs

4A Financial
Statements

- 4A. Ted Murray presented ESD and OTIS financial statements for November, including information on accounts payable and receivable, revenue collections, and a brief summary of the General Fund budget by program. Invoice registers note payments as follows:

ESD General Fund	\$262,786.08
Cooperative Purchasing	63,018.49
Fund 900	822.10
OTIS	\$288,509.20

5. Action Items

5A Grant
Application:
Science Consortium

- 5A. At the October meeting, the Board authorized development of an application for grant funding on behalf of the Lane County Science Consortium, for a project titled "Effective Use of Computers in Intermediate Grade Science." The authorization was contingent upon Board approval of the completed grant application.

Bob Taylor briefly summarized the grant application, which had been distributed previously to Board members.

Superintendent Maxwell recommended that the Board approve the application and appropriate the grant amount, contingent upon receipt of the funds.

5. Action Items

5A Grant
Application:
Science Consortium

5A. (continued)

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves the application for grant funds submitted to the U.S. Department of Education on behalf of the Lane County Science Consortium for the project titled "Effective Use of Computers in Intermediate Grade Science Classrooms."

BE IT FURTHER RESOLVED that the Board authorizes, contingent upon grant approval, the establishment of the appropriate special fund in the 1985-86 budget, and appropriates the grant amount of \$157,519, contingent upon receipt of grant funds.

(Resolution 85-37)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, LEWELLEN, AND SWANSON VOTING YES.

5B Vocational
Consortium Grant
Proposal

5B. The Board reviewed a proposal requesting the State Department of Education to grant \$10,000 to Lane ESD on behalf of the Lane County Vocational Consortium. The ESD would serve as fiscal agent for this grant, the purpose of which would be to hire a coordinator to carry out the work of the Vocational Consortium, through a subcontract with Lane Community College.

Marv Clemons briefly reviewed the history and function of the Vocational Consortium. Lane ESD has served as fiscal agent since the Consortium began in 1984-85. The Consortium offers vocational education courses on a cooperative basis.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes application on behalf of the Lane County Vocational Education Consortium for a grant of \$10,000 from the Oregon Department of Education.

5. Action Items

- 5B Vocational
Consortium Grant
Proposal

5B. (continued)

BE IT FURTHER resolved that the Board authorizes, contingent upon grant approval, the establishment of the appropriate Special Fund in the 1985-86 budget and appropriates the grant amount of \$10,000 contingent upon receipt of the funds.

(Resolution 85-38)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, LEWELLEN, AND SWANSON VOTING YES.

- 5C Budget Committee
Appointment

- 5C. Superintendent Maxwell said that the McKenzie Board has nominated Tom Siebers for appointment to a three-year term on the ESD Budget Committee as an at-large representative. He said that this appointment will complete the Budget Committee for preparation of the 1986-87 budget.

DIRECTOR FICEK MOVED:

BE IT RESOLVED by the Board of Directors of Lane ESD that TOM SIEBERS is hereby appointed to a three-year term on the ESD Budget Committee, as an at-large representative. The appointment begins July 1, 1985, and ends June 30, 1988.

(Resolution 85-39)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, LEWELLEN, AND SWANSON VOTING YES.

6. Discussion Items

- 6A Agencies Eligible
to Receive ESD
Services

- 6A. In response to discussion at the September Board meeting, Superintendent Maxwell asked Board attorney Joe Richards for a legal opinion on ESD services to private schools and other private non-profit agencies. Copies of that letter and Mr. Richards' reply were distributed to the Board.

In brief, Mr. Richards' opinion is that under Oregon statutes ESDs are not permitted to provide direct services on either a cost or no-cost basis to parochial schools, other private schools, or private non-profit organizations. There is no prohibition against indirect services if contracted through a local school district or governmental unit.

6. Discussion Items

6A Agencies Eligible
to Receive ESD
Services

6A. (continued)

Board members commented that Mr. Richards' opinion is similar to previously received legal advice; ESD policy has been to deny direct service to private schools.

Superintendent Maxwell distributed a list of governmental agencies with which the ESD holds intergovernmental service agreements.

6B Review of
Contracted Advisors

6B. Board members reviewed the use of procedures adopted in 1980 for regular review of the District's auditing firm and legal counsel.

Superintendent Maxwell commented that the Board has indicated an interest in applying the review process to five areas of outside professional assistance: auditor, legal counsel, agent-of-record for property/casualty insurance; agent-of-record for employee benefits; and labor negotiator.

Appointments of legal counsel and both agents-of-record are within the recommended three-year cycle. The Superintendent said each is performing satisfactorily.

The Superintendent recommended that the Board's auditing firm not be formally reviewed at this time even through the three-year cycle will elapse during the current year since the firm is performing satisfactorily and both the current Superintendent and business manager are serving interim appointments.

The Superintendent further recommended that the Board consider instituting a formal review of the position of labor negotiator following completion of current labor negotiations. He said that the recommendation in no way indicates a dissatisfaction with the work of the current negotiator, but recognizes that a formal review has not occurred for at least five years. He added that such timing would be complementary to the naming of a permanent superintendent and would be in keeping with the Board's expressed interest in developing a long-term labor relations program. Board members directed the interim superintendent and staff to develop a list of specifications to be considered.

6. Discussion Items

6C Conference and
Convention Dates

- 6C. Chairperson Dumdi asked that discussion of attendance at national conferences be postponed until a meeting when all Board members are in attendance.

Board members asked the Superintendent to provide information on national educational conferences, including location, program, and costs.

6D Possible Need for
Additional Goal-
Setting Session

- 6D. Chairperson Dumdi said that an additional goal-setting session may be necessary. He suggested that Board members hold open the date of January 7. Board members asked the Superintendent to confer with Bob Burns about cost and content of the additional session.

7. Reports

7A Service Program
Visits to Districts

- 7A. Superintendent Maxwell reviewed the administrative planning process which is being used to develop the 1986-87 resolution service programs.

A team of five ESD staff members has met with each of the sixteen local district superintendents and staffs to receive their evaluation of the current service programs and to discuss local district needs for 1986-87. The ESD's projected need to decrease spending/increase revenues by \$400,000 during 1986-87 has been discussed with each district.

Between now and November 27, the Superintendent said, he and the division directors will summarize district evaluations and develop recommended service programs for 1986-87. These recommendations will be sent to local superintendents on November 27. The superintendents will meet on December 9 to discuss and refine the plan, which will then be translated into formal resolutions.

The Board will review these resolutions at its December 17 meeting. Upon Board approval, the resolutions will be sent to local district boards for action during January and February.

Directors Lewellen and Dumdi complimented Superintendent Maxwell on the communication process which he has established with local districts.

7. Reports

7B L-COG Telephone Consortium

- 7B. Superintendent Maxwell said the ESD's five-year telephone system lease with AT&T will expire next May. AT&T has indicated that the system will be available for continued lease or purchase, but that availability of replacement parts cannot be guaranteed.

The Superintendent told the Board that the ESD is participating in a formal consortium of local government agencies which is studying cooperative ways to offer telephone services. The consortium is sponsored by L-COG.

The consortium has obtained a series of competitive quotations for replacing existing phone systems of its members. Summaries and analyses of this information were distributed.

The Superintendent told the Board that he will appoint a staff committee to study the available options and to make a recommendation prior to the January Board meeting. The committee will be chaired by Nicola Maxwell, who supervises the telephone operation. The Superintendent welcomed Board participation on the committee.

7C Lane School Program

- 7C. Copies of the Lane School "action plan" for 1985-86 were distributed. The plan was developed in response to recommendations made during last Spring's outside evaluation.

Bob Taylor reviewed the proposed activity timeline and discussed the staff's plans for addressing the evaluation team's recommendations. He said the same evaluation team from NWREL has been asked to return later this winter to assess progress.

Superintendent Maxwell commended the Lane School staff for their work on the action plan.

7D "Understanding Special Education in Oregon"

- 7D. Copies of "Understanding Special Education in Oregon" were distributed. Ellen Adler of the Lane ESD staff is a co-author of the publication, which is subtitled "A Manual for School Board Members."

Superintendent Maxwell said the report provides good basic information about Special Education programs and budgets and should be useful to Board members and administrators.

7. Reports

7E Advisory Council
for Handicapped
Children

7F OTIS Advisory
Council

7E. Minutes of the October meeting of the Lane ESD Advisory Council for Handicapped Children were distributed. Marv Wilkerson briefly reviewed the November 13 meeting agenda.

7F. Wyatt Rosenbaum expressed appreciation to the Board for its support of the OTIS Advisory Committee and especially thanked those who were in attendance during the October meeting.

8. Future Agenda Items

8. Future agenda items include:

- A. Review and approval of ESD resolutions
- B. 1984-85 Audit Report (Bruce Montgomery of Babcock & Solin will be present at the December meeting to discuss the report.)
- C. Update on Telephone System Committee
- D. OSBA reports and follow-up

9. Next Meeting(s)

9. The next meeting of the Lane ESD Board of Directors will be a goal setting session to be held December 3 at the Valley River Inn.

The next regular meeting of the Board will be Tuesday, December 17, 1985, 7:45 p.m., at the Lane ESD Center, 1200 Highway 99 North, Eugene.

10. Executive Session

10. Chairperson Dumdi recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff and 192.660(1)(d) to discuss negotiations.

11. Reconvene in Regular Session

11. Following the Executive Session, Chairperson Dumdi reconvened the Board in regular session. The following action was taken:

A. DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD accepts with regret the resignation of CAROL TAYLOR, Family Therapist, effective November 22, 1985.

Director Lewellen seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, LEWELLEN, AND SWANSON VOTING YES.

11. Reconvene in Regular Session

11. (continued)

B. DIRECTOR LEWELLEN MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD elects KAREN JOHNSTON to a contract as a certificated staff member (Family Therapist, Lane School Program) effective December 2, 1985, subject to conditions indicated in the personnel recommendation and contract.

(Resolution 85-40)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, LEWELLEN, AND SWANSON VOTING YES.

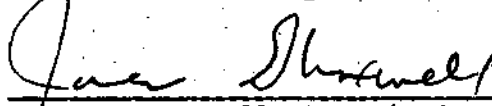
12. Adjourn

12. DIRECTOR SWANSON MOVED TO ADJOURN.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, LEWELLEN, AND SWANSON VOTING YES.



Cleve Dumdi, Chairperson



James G. Maxwell, Interim Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, November 5, 1985

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, November 5, 1985

Agenda Topics

1. Call to Order
1A Attendance

1A. A specially scheduled meeting of the Lane ESD Board of Directors was called to order at 6:30 p.m., Tuesday, November 5, 1985, at the Eugene Hilton. The following persons were present:

Board members attending:

Cleve Dumdi, Chairperson
Beverly Ficek
Doug McKay
Jim Swanson

Lois Copple
Bill Lewellen
Frank Nearing

ESD staff attending:

Jim Maxwell, Superintendent
Bob Taylor
Jeff Foreman
Ted Murray

Wyatt Rosenbaum
Marv Wilkerson
Nicola Maxwell
Sallie Rainville

Others attending:

Bob Burns

2. Work Session

2. This meeting was the second in a series of work sessions held for the purpose of setting organizational goals.

Bob Burns, the facilitator, said that the results of this project will be that the Board will have adopted long- and short-range goals and a management plan which will include service area objectives linked to short-range goals with specific tasks and activities, responsibilities, performance indicators, evaluation procedures and schedules.

After reviewing criteria for goal identification, Dr. Burns distributed a composite list of items suggested last month as potential goal subjects. He then led the group in activities designed to identify and prioritize long-range goals. The list was narrowed to about 30 goal statements.

At the next session, the Board will finalize this list and also identify its short-range goals.

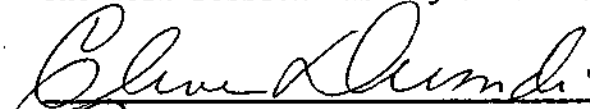
3. Next Meetings


3. The next regular meeting of the Lane ESD Board of Directors will be Tuesday, November 19, 1985, at the Lane ESD Center.

The next work session for the purpose of goal setting will be held Tuesday, December 3, 1985, at the Valley River Inn.

4. Adjourn

4. The work session was adjourned at 9:45 p.m.


Cleve Dumdi, Chairperson


James G. Maxwell, Interim Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, October 15, 1985

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, October 15, 1985

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, October 15, 1985, with the following present:

Board members attending:

Frank Nearing, Vice-Chairperson	Lois Copple
Beverly Ficek	Bill Lewellen
Doug McKay	Jim Swanson

ESD staff attending:

Jim Maxwell, Superintendent	Wyatt Rosenbaum
Bob Taylor	Marv Wilkerson
Jeff Foreman	Nicola Maxwell
Ted Murray	Sallie Rainville
Sam Miller	Pat Wilson

The meeting was held at the Lane ESD Planetarium Building.

- 1B. Approval of Minutes

- 1B. DIRECTOR MCKAY MOVED TO APPROVE THE MINUTES OF SEPTEMBER 17, 1985, AND OCTOBER 1, 1985, AS PRESENTED.

Director Copple seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Pre-Board Presentation

- 2A. The Board extended its thanks to Bill Suggs for the pre-Board presentation on the ESD Planetarium programs.

- 2B United Way Campaign

- 2B. Nicola Maxwell announced that the ESD United Way Campaign had closed. A total of \$4,874 was collected.

3. Communications

3. The following communications were presented:

- A. Board master calendar, second quarter
- B. Lane ESD Service Programs (memo to local district superintendents)
- C. Memo regarding OSBA Conference registration
- D. International Classroom Visitors brochure

3. Communication

3. (continued)

- E. Schedule, Lane ESD Computer Classes
- F. School Board Journal, October issue
- G. NSBA School Board News.

4. Business Affairs

4A Energy Management
System Contract
Authorization

- 4A. Superintendent Maxwell said that installation of the energy management system authorized by the Board at its February 15 meeting is now nearly complete. The authorization was for a contract amount of \$60,681, at 12.5% interest, to be paid over a five-year period. The five-year plan was selected because savings in fuel costs will cover payments.

The Superintendent said that the staff has been working with the Oregon Department of Energy to acquire alternative financing under their Small Scale Energy Loan Program. This financing is available at an interest rate of 9.25%. Johnson Control Company, the installer, has agreed to accept a cash payment at completion of the installation, instead of the five-year extended payment plan. The Superintendent recommended that the Board authorize the five-year Small Scale Energy Loan with the Department of Energy.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the ESD Board of Directors authorizes a five-year Small Scale Energy Loan with the Oregon Department of Energy to finance the energy management system for the building's heating, ventilating and air conditioning system. The amount of the loan is \$60,681 with an annual interest rate of 9.25% to be paid back in 60 monthly installments of \$1,267.

(Resolution 85-28)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

4. Business Affairs

4B Financial

Statement, August
and September 1985

4B. Ted Murray presented ESD and OTIS financial statements for September and October, including information on accounts payable and receivable, revenue collections, and a brief summary of the general fund budget by program. Invoice registers note payments as follows:

	<u>August</u>	<u>September</u>
ESD (General Fund)	\$441,390.41	\$363,757.28
(Coop. Purchasing)	\$143,799.42	\$ 73,228.09
OTIS	\$277,212.86	\$217,440.52

5. Action Items

5A Budget Committee
Appointment

5A. In response to Superintendent Maxwell's letter, the Pleasant Hill board has nominated Gary Shearer for appointment to a three-year term on the ESD Budget Committee representing Zone 5.

The South Lane board has nominated Bob Zeek as an at-large representative for one year to fill an unexpired position. Mr. Zeek has indicated he would be willing to be reappointed to a full three-year term next year.

One at-large position remains to be filled.

DIRECTOR COPPLE MOVED:

BE IT RESOLVED by the Board of Directors of Lane ESD that GARY SHEARER is hereby appointed to a three-year term on the ESD Budget Committee, representing Board Zone 5. The appointment begins July 1, 1985, and ends June 30, 1988.

BE IT FURTHER RESOLVED that BOB ZEEK is hereby appointed to a one-year term to fill an unexpired term on the ESD Budget Committee, as an at-large representative. The appointment begins July 1, 1985, and ends June 30, 1986.

(Resolution 85-29)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

5. Action Items

5B Official Budget
Calendar

- 5B. Superintendent Maxwell proposed an organizational and planning meeting of the Budget Committee for January 28 in addition to the usual March meeting schedule. He said that the early meeting would provide additional time to familiarize Budget Committee members with ESD resolutions and the general financial picture before the budget proposal review process actually begins in March. The budget proposal document and budget message will be delivered at the first March meeting, Tuesday, March 4.

Director Ficek suggested that it might be difficult to obtain a quorum for a meeting during spring vacation week, since Board and Committee members may have made travel plans. Board members agreed by consensus that the March 25 meeting should be eliminated from the proposed schedule of Budget Committee review meetings.

DIRECTOR LEWELLEN MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves the following Budget Committee calendar:

**Tuesday, January 28 - Organizational and
planning meeting**

**Tuesday, March 4 - Budget Committee meeting;
(presentation of budget
message and proposal)**

Tuesday, March 11 - Budget Committee meeting

Tuesday, March 18 - Budget Committee meeting

**Tuesday, April 1 - Budget Committee meeting
(approval of budget)**

**(If additional meeting or meetings are needed,
they will be held on subsequent Tuesday evenings
with approval deferred until the review process
is completed.)**

**The budget hearing and adoption of the budget is
scheduled for Tuesday, June 3, 1985, at
7:45 p.m.**

5. Action Items

5B Official Budget
Calendar

5B. (continued)

Legal notice of the first Budget Committee meeting and budget hearing with budget summary will be published according to Oregon statute in the Register-Guard.

(Resolution 85-30)

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

5C Board Policies
Relating to Medical
Insurance Coverage
for Retired
Employees and Their
Dependents

5C. Proposed policies to cover extension of membership in the ESD medical insurance program to retired employees were distributed. Board action on June 18 authorized the extension as of July 1, 1985, subject to certain provisions.

The Superintendent said that Oregon statute will mandate such extension of coverage to all retiring public employees as of July 1, 1986. He said the State Insurance Commission is in the process of drafting administrative rules to implement this new statute. When these state regulations become final, ESD policy can be amended if necessary; however, an ESD policy should be in place now, to cover at least one anticipated mid-year retirement.

The Board reviewed provisions discussed on June 18 which were to be included in the policies, as follows:

- a. Retiring employee must be eligible for retirement under the Oregon Public Employees Retirement System;
- b. Membership in the medical insurance group shall be elected by retiring employee within 30 days of retirement;
- c. Retiring employee shall be eligible only so long as continuous membership is maintained or until employee becomes eligible for Medicare; and
- d. Retiring employee shall pay appropriate premiums for him/herself (and for eligible family members if covered) on or before the 25th day of the prior month.

5. Action Items

5C. Board Policies

Relating to Medical
Insurance Coverage
for Retired
Employees and Their
Dependents

5C. (continued)

Board members suggested added language to the proposed policies that would adequately cover the provision that premiums are to be paid by the employee. Superintendent Maxwell said the language would be included in the official policies.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD adopts as a part of its Bylaws and Policies Board Policies 319 and 423, "Medical Insurance Coverage for Retiring Employees and their Dependents." These policies are appended as an official part of the minutes of this meeting. (See Attachment A.)

(Resolution 85-31)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

5D. Chairperson's
Committee and
Liaison
Appointments

5D. DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD endorses the Chairperson's Board liaison and committee appointments as presented at the September 17 meeting.

(Resolution 85-32)

Director Lewellen seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

5E. District-Held Board
Memberships

5E. The Superintendent said a decision on whether to continue membership in Lane Council of Governments (L-COG) and in the National School Boards Association (NSBA) is needed at this time. Information on both organizations was provided for the Board's review.

There was discussion about whether to continue subscribing to the American School Board Journal, a publication which is paid for separately from NSBA dues. Board members generally agreed that they found the publication useful.

5. Action Items

5E District-Held Board
Memberships

5E. (continued)

Director Lewellen asked what direct benefits are derived from the ESD's membership in L-COG. Director Nearing said that although many items considered by L-COG do not directly concern education, the ESD probably should have input when education-related topics are on the agenda. The ESD's membership was seen as also representing local school districts that are not members. Another comment was that L-COG helps to promote good communication among various governmental agencies.

Director McKay said that the Oregon Museum Park Commission uses L-COG's payroll and other services. Superintendent Maxwell said that L-COG provides research and information services to members which are used by ESD staff.

The Superintendent recommended that membership in both organizations be renewed.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Lane ESD Board of Directors declares its intent to continue membership in Lane Council of Governments (L-COG) for the next fiscal year and to renew its membership in National School Boards Association (NSBA) for the 1985-86 fiscal year.

(Resolution 85-33)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

5F Recommendation for
Membership;
Advisory Council
for Handicapped
Children

5F. Marv Wilkerson presented a recommendation from the Lane ESD Advisory Council for Handicapped Children to appoint Chris Gillesse as a replacement for Sue Subbot, who has resigned. Both work in the Eugene 4J severely handicapped program.

DIRECTOR COPPLE MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the resignation of SUE SUBBOT from membership in the ESD Advisory Council for Handicapped Children; and expresses its gratitude to MS. SUBBOT for the service she has given.

5. Action Items

5F Recommendation for
Membership;
Advisory Council
for Handicapped
Children

5F. (continued)

BE IT FURTHER RESOLVED that the Board of Directors of Lane ESD appoints CHRIS GILLESSE to the Advisory Council for Handicapped Children to fill the existing vacancy. The term of office expires June 30, 1986.

(Resolution 85-34)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

5G Application for
Science Consortium
Grant

5G. Bob Taylor requested that the Board authorize the Lane Regional Science Consortium to develop an application for grant funding to the Education for Economic Security Act (Title II). Lane ESD would serve as the sponsoring agency. Application deadlines require the application to be completed prior to the November Board meeting. Mr. Taylor said the completed grant application would be returned to the Board for its approval at the November meeting.

Sam Miller, curriculum specialist, told the Board that the project would increase teachers' awareness and understanding of the effective use of computer technology in intermediate grade science. Research and evaluation of the program would be disseminated nationwide. He said the grant funds would be used to purchase classroom equipment, for design and implementation of the program, to provide stipends to teachers who participate in a three-week summer program, to provide support services for the project, and to cover ESD overhead costs.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes the development of an application by the Lane Regional Science Consortium for grant funding in the amount of approximately \$150,000 from Title II (Education for Economic Security Act) funds, for a project titled "Computer Applications in Intermediate Grade Science."

5. Action Items

- 5G Application for
Science Consortium
Grant

5G. (continued)

BE IT FURTHER RESOLVED that the Board authorizes the Superintendent to submit such an application in order to meet grant application timelines, subject to the Board's approval of the completed grant proposal.

(Resolution 85-35)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

6. Discussion Items

- 6A Visits to District
Board Meetings

- 6A. Superintendent Maxwell encouraged Board members to schedule occasional visits to local district board meetings as their time permits. He said that the visits help to enhance communication with the districts.

A list of local board members with meeting times and places was distributed for background information.

The Superintendent asked Board members to keep him informed as they attend these meetings, so that a master list can be kept and shared as the year progresses.

7. Reports

- 7A Advisory Council
for Handicapped
Children

- 7A. Director Copple gave a brief summary of the October 8 meeting of the Advisory Council for Handicapped Children. Minutes from the Council's September meeting were distributed.

- 7B OTIS Advisory
Committee

- 7B. Director McKay reviewed the recent OTIS goal setting session. The regular OTIS Advisory Committee meeting will be held October 17 and 18 in Eugene.

- 7C Lane Council of
Governments

- 7C. Director Nearing reported on the October L-COG meeting which was held in Veneta. The next meeting will be the annual appreciation dinner on November 12. Senator Hatfield will be the guest speaker.

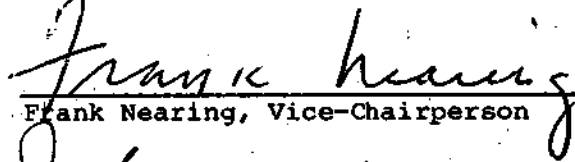
- 7D Oregon Museum Park
Commission

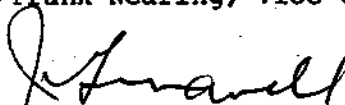
- 7D. Director McKay updated the Board on recent topics and concerns discussed by the Oregon Museum Park Commission. He said that new officers will be installed at the Commission's annual meeting to be held November 12.

7. Reports
7E Lane School Report
- 7E. Bob Taylor told the Board that Lane School staff members are in the process of reviewing recommendations from the outside evaluation team and are formulating a plan of action and project goals. He said a report should be ready for the next Board meeting.
8. Future Agenda Items
8. Future agenda items include:
- A. Audit report (a representative from Babcock and Solin will review the report, which will be mailed directly to Board members).
- B. Review of contracted advisors.
9. Next Meeting(s)
9. The next meeting of the Lane ESD Board of Directors will be the second goal setting session to be held November 5 at the Hilton Hotel.
- The next regular meeting will be at 7:45 p.m., Tuesday, November 19, at the Lane ESD Center. This meeting will be preceded by a 7:15 p.m., program presentation by OTIS programmer analysts.
10. Executive Session
10. Vice-Chairperson Nearing recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss personnel matters.
11. Reconvene in Open Session
11. Following the Executive Session, Vice-Chairperson Nearing reconvened the Board in regular session.
- The following action was taken:
- DIRECTOR SWANSON MOVED:
- BE IT RESOLVED** that the Board of Directors of Lane ESD grants uncompensated maternity leave to BERRY BROADBENT from December 3, 1985, to April 14, 1986, in accordance with Board Policy 311 and Administrative Rule 1311-1.
- (Resolution 85-36)
- Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

12. Adjourn

12. The meeting was adjourned at approximately 9:15 p.m.


Frank Nearing, Vice-Chairperson


James G. Maxwell, Interim Superintendent-Clerk

Attachments to Minutes
Board Policies 319 and
423

SR/jv 11/85 minutes1

POLICY

No. 319

Lane Education Service District

CERTIFICATED STAFF

MEDICAL INSURANCE COVERAGE FOR RETIRING EMPLOYEES AND THEIR DEPENDENTS

Former employees whose retirement is effective on or after July 1, 1985, may elect to continue medical insurance on the ESD's group policy. The coverage may also include the retiring employee's eligible dependents. The premium for this coverage shall be paid by the former employee.

The coverage will include and be subject to certain provisions as deemed necessary by the Board.

1. The former employee is receiving benefits under the Public Employees Retirement System (PERS).
2. Coverage will be available to the former employee's spouse and for any unmarried children under 18 years of age. Coverage will continue for the spouse and eligible dependents upon death of the former employee. The premium shall be paid by the spouse or eligible dependent.
3. Coverage will be available for the retired employee until that employee becomes eligible for federal Medicare coverage. Coverage will be available for the spouse until the spouse becomes eligible for federal Medicare coverage. Coverage will be available for an unmarried child until the child arrives at the age of majority.
4. The former employee will be required to elect continued membership for the employee and eligible family members within 30 days of the retirement date.
5. The former employee and eligible dependents will be required to maintain membership continuously and will not be allowed to reenter the group after having dropped membership or made an election not to continue at the time of retirement.

Date Adopted: October 15, 1985
Date Revised:

page 1/1

300-27

Attachment 10/15/85 minutes

POLICY

No. 423

Lane Education Service District

CLASSIFIED STAFF

MEDICAL INSURANCE COVERAGE FOR RETIRING EMPLOYEES AND THEIR DEPENDENTS

Former employees whose retirement is effective on or after July 1, 1985, may elect to continue medical insurance on the ESD's group policy. The coverage may also include the retiring employee's eligible dependents. The premium for this coverage shall be paid by the former employee.

The coverage will include and be subject to certain provisions as deemed necessary by the Board.

1. The former employee is receiving benefits under the Public Employees Retirement System (PERS).
2. Coverage will be available to the former employee's spouse and for any unmarried children under 18 years of age. Coverage will continue for the spouse and eligible dependents upon death of the former employee. The premium shall be paid by the spouse or eligible dependents.
3. Coverage will be available for the retired employee until that employee becomes eligible for federal Medicare coverage. Coverage will be available for the spouse until the spouse becomes eligible for federal Medicare coverage. Coverage will be available for an unmarried child until the child arrives at the age of majority.
4. The former employee will be required to elect continued membership for the employee and eligible family members within 30 days of the retirement date.
5. The former employee and eligible dependents will be required to maintain membership continuously and will not be allowed to reenter the group after having dropped membership or made an election not to continue at the time of retirement.

Date Adopted: October 15, 1985

Date Revised:

400-30

page 1/1

Attachment 10/15/85 minutes

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, October 1, 1985

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, October 1, 1985

Agenda Topics

1. Call to Order
1A Attendance

- 1A. A specially scheduled meeting of the Lane ESD Board of Directors was called to order at 6:30 p.m., Tuesday, October 1, 1985, at the Eugene Hilton Hotel. The following persons were present:

Board members attending:

Cleve Dumdi, Chairperson	Lois Copple
Beverly Ficek	Bill Lewellen
Doug McKay	Frank Nearing
Jim Swanson	

ESD staff attending:

Jim Maxwell, Superintendent	Wyatt Rosenbaum
Bob Taylor	Marv Wilkerson
Jeff Foreman	Nicola Maxwell
Ted Murray	Sallie Rainville

Others attending:

Bob Burns

2. Work Session

2. This meeting was the first of three work sessions to be held for the purpose of setting short- and long-term organizational goals. Bob Burns, Oregon School Boards Association, served as facilitator for the group.

The agenda included background information and discussion only.

3. Next Meetings

3. The next regular meeting of the Lane ESD Board of Directors will be Tuesday, October 15, 1985, at the ESD Planetarium.


The next work session for the purpose of goal setting will be held Tuesday, November 5, at the Hilton.

1B(2)

4. Adjourn

4. The work session was adjourned at 9:30 p.m.


Cleve Dumdi, Chairperson


James G. Maxwell, Interim Superintendent-Clerk

SR/jv 10/85 minutes2

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, September 17, 1985

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, September 17, 1985, with the following present:

Board members attending:

Cleve Dumdi, Chairperson	Lois Copple
Beverly Ficek	Bill Lewellen
Doug McKay	Frank Nearing
Jim Swanson	

ESD staff attending:

Jim Maxwell, Superintendent	Bob Taylor
Marv Wilkerson	Jeff Foreman
Nicola Maxwell	Sallie Rainville
Jim Ekstrom	Judy Steele
Pat Wilson	

- 1B Approval of Minutes

- 1B. DIRECTOR MCKAY MOVED TO APPROVE THE MINUTES OF AUGUST 20, 1985, AS PRESENTED.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Special Education Inservice

- 2A. Chairperson Dumdi said he had spoken to the Special Education Division staff at their inservice. He said he stressed the importance of communication between the Board and staff, and added that several staff members had expressed their appreciation of his remarks.

- 2B Home Schooling Update

- 2B. Bob Taylor reported briefly on the number of families that have notified the ESD that they will be home-teaching their children this year.

- 2C Media Library Catalog

- 2C. Superintendent Maxwell showed the Board the new and improved Media Library Catalog which was completely produced in-house for the first time this year. New typesetting equipment improved the format and reduced the size significantly.

3. Communications

3. Communications presented included the following:

- A. Announcement, Lane County School Boards Association meeting, Thursday, October 10, 1985.
- B. Minutes, Lane Regional Science Consortium, September 6.

4. Business Affairs

4A Financial Statements

4A. Judy Steele presented ESD and OTIS financial statements for July, including information on accounts payable and receivable, revenue collections, and a brief summary of the General Fund Budget by program.

Invoice registers note payments as follows:

ESD	\$275,394.00
OTIS	182,486.64

4B Recommendation for Handling 1985-86 Cash Carryover Shortfall

4B. Superintendent Maxwell told the Board that projected revenues for 1985-86 are approximately \$219,000 short of meeting budgeted expenditures. This shortage arises because of an over-estimate of cash carryover (working capital).

In order to keep a balance between income and expenses the following savings, spending freezes or additional revenues have been identified.

Administrative Services Division:

- Area 11 Superintendent's salary and benefits: \$3,400.
- Area 12 Administrative travel: \$2,000
- Area 13 Internal auditor's salary and fringes, less amount already paid during 1985-86: \$34,700

Media Services Division

- Area 30 Staff development: \$1,000

Paper and printing supplies saved in the printing of Media Library Catalog: \$6,000

4. Business Affairs

4B Recommendation for
Handling 1985-86
Cash Carryover
Shortfall

4B. (continued)

Media Director salary and
fringes, less one-year adjust-
ments made for administrators
assuming extra duties: \$39,000

Travel: \$2,500

Area 31 Freeze 12.5% of the funds for the
Media Library materials
purchased: \$31,250

Area 32 Freeze 20% of Production
Department capital outlay
budget: \$3,000

Instructional Services Division

Area 80 Travel: \$1,000
Staff development account:
\$4,000

Area 87 Freeze funds for .25 FTE
specialist (position unfilled):
\$10,200

Special Education Division

Area 89 Portion of savings from Pearl
Buck contract because of
enrollment reduction: \$25,000

OTIS

Accelerated pay back of 1984-85 loan by
General Fund to OTIS Fund: \$55,000

Total: \$220,050

The Superintendent reviewed a chart and table
illustrating on-going declines in interest
income and working capital funds.

The Board reviewed a working calendar for the
resolution process leading up to the formulation
of the 1986-87 budget. The process is being
planned to provide optimum opportunities for
school districts, the Board, Budget Committee
and ESD staff to participate in the planning
process.

5. Action Items

5A Budget Committee
Appointment

- 5A. The Eugene 4J Board has nominated Paul Harrison for reappointment to the ESD Budget Committee. Letters have also been sent to other districts requesting nominees for the remaining three vacancies.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED by the Board of Directors of Lane ESD that **PAUL HARRISON** is hereby appointed to a three-year term on the Budget Committee of the ESD, representing ESD Board Zones 1 and 2 (Eugene 4J School District). The appointment begins July 1, 1985, and ends June 30, 1988.

(Resolution 85-22)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

5B Board Goal Setting

- 5B. Chairperson Dumdi said he and the Superintendent had met with Bob Burns, OSBA, to discuss what the Board hopes to accomplish through goal setting sessions. He distributed a letter from Mr. Burns which summarized these goals and the agendas for the three planned work sessions.

Through the sessions, the Board hopes to identify and adopt long- and short-range goals for the ESD, discuss Board-Superintendent relations, recommend alternative procedures for evaluation of the Superintendent, and develop criteria, standards, policies, and procedures for the selection of a permanent superintendent.

Mr. Burns estimated that OSBA charges for the project would be approximately \$1,381 to \$1,681. His letter also mentioned additional services which OSBA offers, including conducting superintendent searches and analysis of policy manuals and labor contracts.

In discussion following, consensus of the Board was to concentrate only on goal setting at this time.

5. Action Items

5B Board Goal Setting

5B. (continued)

DIRECTOR LEWELLEN MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD hereby agrees to contract with OSBA to provide three goal setting sessions facilitated by Bob Burns of the OSBA staff.

(Resolution 85-23)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

DIRECTOR COPPLE MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD sets the following dates as special Board meetings to be held for the purposes of Board goals-setting:

Tuesday, October 1, 1985, 6:30 p.m.

Tuesday, November 5, 1985, 6:30 p.m.

Tuesday, December 3, 1985, 6:30 p.m.

(Resolution 85-24)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

6. Discussion Items

6A Review of District-Held Memberships

6B Chairperson's Committee and Liaison Appointments

6A. A requested report on memberships held by the district (Board and Superintendent budget areas) was distributed for the Board's review.

6B. Chairperson Dumdi suggested the following committee and liaison appointments:

Lane Council of Governments (L-COG) - Frank Nearing (Cleve Dumdi, alternate)

Oregon Museum Park Commission (OMP) - Doug McKay

Advisory Council for Handicapped Children - Lois Copple

OTIS Advisory Committee - Doug McKay (Bill Lewellen, alternate)

Georgia-Pacific Scholarship - Jim Swanson

6. Discussion Items

6B Chairperson's
Committee and
Liaison
Appointments

6B. (continued)

Administrative/Confidential Staff Salary
Review - Bill Lewellen, Chair; Bev Ficek,
Jim Swanson

The Chairperson said that representation on negotiations and grievance committees would remain the same while current negotiations are in progress.

6C Invitation to Joint
Meeting with OTIS
Advisory Committee

6C. Jim Ekstrom issued an invitation to the Board to attend a joint dinner meeting with the OTIS Advisory Committee on October 17. The meeting is being held in Eugene. He said that additional information will be forthcoming.

6D ESD Service to Non-
Public Schools

6D. Superintendent Maxwell said individual Board members have inquired about Lane ESD's stand in not providing services to private schools. The Board's policy of denying such services has been based on legal advice. Superintendent Maxwell said he knows of no change in statute, administrative regulation or recent judicial act that would alter such advice--that ESDs in Oregon are not authorized to serve non-public schools.

The Board last considered this issue in 1980. Documents relating to that consideration were reviewed. Director Ficek shared results of a survey she has taken which showed that some other ESDs in the state are providing such services.

The Board asked Superintendent Maxwell to submit the issue to ESD attorney Joe Richards for a legal opinion, citing specific requests that have come from non-public schools. Director Nearing said he is concerned that all aspects of the issue be considered.

6E Lane School
Evaluation

6E. Bob Taylor reviewed an outline for improvements in response to last spring's independent evaluation of Lane School. The plans have been reviewed with the staff and responses have been requested by October 1. When the total program improvement plans are complete, they will represent Lane School goals for the year and will be reported to the Board at the October meeting.

7. Reports

7A Opening of School;
Enrollment

7A. Marv Wilkerson reported that while total enrollment in TMR classes increased over last year by only one student, there was an increase of thirteen students in the urban classroom portion of the program. A corresponding decrease was noted in the rural and Pearl Buck programs.

Bob Taylor reported that he had been present at Lane School for the first student day; classes got underway without problems. He reported that 18 students are enrolled in the day treatment program and there are 15 outreach pupils.

7B Classified Employee
Termination

7B. The annual report on classified employee terminations was distributed for the Board's review.

7C Advisory Council
for Handicapped
Children

7C. Minutes of the May 14 Advisory Council for Handicapped Children were distributed for the Board's information. Lois Copple briefly reviewed the September 17 agenda, which included organization and planning for the year. She said Superintendent Maxwell had briefed the group on the ESD reorganization as it affected Special Education.

8. Future Agenda Items

8. Future agenda items included:

- A. Master calendar of local board meetings (for Board member visitations)
- B. Adopt official budget calendar (meeting and publication dates)
- C. Adopt Board policies relating to medical insurance coverage for retired employees and their dependents
- D. Energy management system contract
- E. Lane School Report.

9. Next Meeting(s)

9. The next meeting of the Lane ESD Board of Directors will be a special meeting called for the purpose of goal setting, to be held at 6:30 p.m., Tuesday, October 1, 1985, at the Eugene Hilton.

9. Next Meeting(s)

9. (continued)

The next regular meeting will be Tuesday, October 15, 1985, at 7:45 p.m. This meeting will be held at the Lane ESD Planetarium, Alton Baker Park, Eugene. (The meeting will be preceded by a 7:15 p.m., program presentation on the ESD Planetarium program.)

10. Executive Session

10. Chairperson Dumdi recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss personnel matters.

11. Reconvene in Open Session

11. Following the Executive Session, Chairperson Dumdi reconvened the Board in regular session.

The following action was taken:

Resignation
Accepted

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the resignation of CHERYL STROLL, TMR teacher.

(Resolution 85-25)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

Elections to Contract

DIRECTOR COPPLE MOVED:

BE IT RESOLVED that the Board of Director of Lane ESD elects KAREN ARNESS to a contract as a certificated staff member (TMR teacher) for the 1985-86 school year, subject to the conditions indicated in the personnel recommendation and contract.

(Resolution 85-26)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, NEARING, AND SWANSON VOTING YES.

11. Reconvene in Open Session

11. (continued)

DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD elects MARGARET MYSKA to a contract as a certificated staff member (school psychologist) for the 1985-86 school year, subject to the conditions indicated in the personnel recommendation and contract.

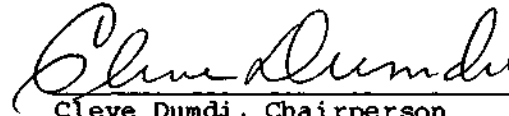
(Resolution 85-27)

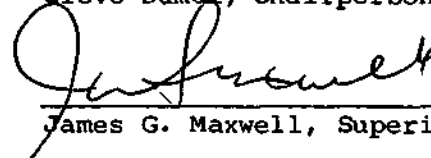
Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

12. Adjourn

12. DIRECTOR SWANSON MOVED TO ADJOURN.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


Cleve Dumdi, Chairperson


James G. Maxwell, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, August 20, 1985

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, August 20, 1985

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. A regularly scheduled meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, August 20, 1985, with the following present:

Board members attending:

Cleve Dumdi, Chairperson
Beverly Ficek
Doug McKay

Lois Copple
Bill Lewellen
Jim Swanson

ESD staff attending:

Jim Maxwell, Superintendent
Bob Taylor
Jeff Foreman
Ted Murray
Jerry Miller

Wyatt Rosenbaum
Marv Wilkerson
Nicola Maxwell
Sallie Rainville

Others attending:

Dorothy Morey

Jack Gossard (entered meeting at 9:30, during grievance hearing.)

- 1B Approval of Minutes

- 1B. DIRECTOR MCKAY MOVED TO APPROVE THE ESD BOARD MINUTES OF JULY 16, 1985, AS PRESENTED

2. Statements
 - 2A OTIS Advisory Committee

- 2A. Wyatt Rosenbaum thanked Director McKay for chairing the organizational meeting of the OTIS Advisory Committee held August 9.

- 2B Introduction

- 2B. Superintendent Maxwell introduced Ted Murray, who will be responsible, during 1985-86, for supervision and automation of the cooperative purchasing, fiscal, and personnel departments.

- 2C Home Schooling Update

- 2C. Bob Taylor told the Board that as of this date he has received 13 to 14 notifications from parents who are planning to educate their children at home this year. He said the State Department of Education has not yet developed the rules and procedures that will govern this matter.

3. Communications

3. The following communications were presented:

- A. Announcement, OSBA fall regional meeting
- B. Letter from Attorney Joe Richards regarding settlement of the tax interest issue
- C. Letter from Patti Swanson, President, OAESD Board section, and minutes of the last OAESD meeting.
- D. Letter from Wyatt Rosenbaum to Jim Walpole, Northwest Resource Recycling, regarding contract to purchase paper for recycling.
- E. Working calendar for 1985-86 Board meeting agendas.

4. Business Affairs

4A Pearl Buck Center
Contract

4A. Board members reviewed a copy of the 1985-86 contract with Pearl Buck Center. Superintendent Maxwell and Marv Wilkerson, Special Education Director, recommended its approval. It is expected that 17 or 18 children will be enrolled at the Center.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves a contract for the provision of instruction for TMR children during the 1985-86 year with Pearl Buck Center, a not-for-profit corporation. Service delivery shall be in accordance with the provisions of said contract, a copy of which is attached as a part of this resolution and these minutes.

(Resolution 85-10)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

4B Appropriation of
Budget

4B. Superintendent Maxwell explained that the resolution appropriating the 1985-86 budget, which was adopted at the June 18 meeting, included an appropriation of \$2,934,900, for the school support fund. At that time, legislation which would have granted the authority for this

4. Business Affairs

4B Appropriation of
Budget

4B. (continued)

fund was pending. The legislation, however, was not enacted. Superintendent Maxwell said the Department of Revenue has requested that the budget be reappropriated, omitting this fund.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD hereby appropriates for the fiscal year beginning July 1, 1985, the amounts shown below for the purposes indicated within the funds listed:

<u>General Fund</u>	
Instruction	\$ 2,434,076
Support Services	4,301,074
Interagency Fund Transfer	43,452
Debt Service	10
Contingency	297,409
TOTAL	<u>\$ 7,076,021</u>

<u>OTIS Fund</u>	
Supporting Services	\$ 3,488,154

<u>Curriculum Development Fund</u>	
Supporting Services	\$ 25,000

<u>Title I (Skipworth) Fund</u>	
Instruction	\$ 8,600

<u>Vocational Education Consortium Fund</u>	
Supporting Services	\$ 27,110

<u>Equipment Replacement Fund</u>	
Other Requirements	\$ 121,021

<u>Cooperative Purchasing Fund</u>	
Supporting Services	\$ 450,000

<u>Working Capital Fund</u>	
Other Requirements	\$ 50,000

TOTAL APPROPRIATIONS	\$11,245,906
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(There is an unappropriated ending fund balance of \$500,000.)

(Resolution 85-11)

4. Business Affairs

4B Appropriation of
Budget

4B. (continued)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

4C Grant Proposal,
PL 98-337

4C. At the June 5 meeting, the Board authorized a grant proposal for PL 98-377 funds, on behalf of the Lane Regional Science Consortium and participating local school districts.

Superintendent Maxwell said it now appears that these funds will be granted. He requested the Board to authorize the establishment of a special fund in the 1985-86 budget and to appropriate the grant amount subject to receipt of the funds.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the the Board of Directors of Lane ESD authorizes the establishment of a special fund for grant funds received on behalf of the Lane Regional Science Consortium and participating local school districts and appropriates the grant amount of \$48,435 contingent upon receipt of the funds.

(Resolution 85-12)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

4D Designation of
Signatory

4D. Superintendent Maxwell recommended that Ted Murray replace Wanda Vinson, who has resigned, as the second authorized signatory for all district financial accounts.

DIRECTOR LEWELLEN MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD designates James G. Maxwell and Donald T. Murray as signatories for all district financial accounts for the fiscal year 1985-86.

(Resolution 85-13)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

4. Business Affairs

- 4E Financial
Statements; June,
1985

- 4E. Ted Murray said that Wanda Vinson had been able to close the 1985 fiscal year and complete the year-end financial statements prior to her August 15 resignation.

He said that the year had ended with revenue in excess of the amount projected and expenditures somewhat below. However, he stated that the amount estimated as cash carryover for the 1985-86 fiscal year showed a shortfall of \$215,000. This means that the ESD starts the year needing to examine revenue possibilities and ways to cut back on expenditures.

He said the staff will be making recommendations to Superintendent Maxwell within the next few weeks. A report will be made to the Board at the September meeting.

5. Executive Session

5. An Executive Session scheduled for 8:30 was postponed until later on the agenda.

6. Discussion Items

- 6A Review of Budget
Committee Vacancies

- 6A. Board members reviewed a chart showing the status of the ESD Budget Committee for 1985-86. Four positions are open.

Superintendent Maxwell recommended that Paul Harrison, whose term has expired, be asked to accept reappointment to an additional three-year term representing Eugene 4J.

The other open positions are Zone 5 (Pleasant Hill, Creswell, South Lane, Crow, McKenzie, Lowell, Oakridge, and Marcola), and both the at-large positions. Superintendent Maxwell suggested that committee members be sought first from some of the six districts which have not been represented for the past several years.

By consensus, Board members authorized Superintendent Maxwell to contact district superintendents and Board chairpersons as necessary.

6. Discussion Items

6B 1985-86 Pre-Board
Presentations

6B. Based on Board response to the survey at last month's meeting, four 20-minute program presentations have been scheduled. They will begin at 7:15 p.m., prior to Board meetings and are scheduled as follows:

September 17	School Psychologists
October 15	Planetarium
November 19	Programmer/Analysts
January 21	TMR, Adaptive P.E.

6C Board Committee and
Liaison
Appointments

6C. Chairperson Dumdi distributed a list of 1984-85 liaison and Committee appointments and asked Board members to let him know their interests and preferences for this year. He said an additional assignment will be the new administrative salary and benefit review subcommittee.

6D Sales Tax Issue

6D. Board members agreed by consensus not to spend Board meeting time discussing the sales tax ballot measure, but to take advantage of other opportunities, such as the September 6 OSBA meeting, to become familiar with the issue.

7. Reports

7A Lane School
Evaluation

7A. Bob Taylor briefly reviewed the history of the program for seriously emotionally disturbed students. He said that an outside evaluation was requested by the ESD as a regular part of the developmental process of the program. The evaluation was conducted by a team from the Northwest Regional Educational Laboratory.

An executive summary of the report was distributed for the Board's information and reviewed by Mr Taylor. The evaluation was generally complimentary, stating that Lane School is filling an important need and was implemented in a manner consistent with the program's design.

Mr. Taylor said a plan for dealing with the recommendations included in the report is being developed; since personnel matters are involved, he said they would be discussed during the Executive Session.

7B OSBA New Board
Members Conference

7B. Director Copple presented a brief written review of sessions she attended at OSBA's annual seminar for new board members. She said she was glad she attended and felt the time was well spent.

8. Future Agenda Items

8. Future agenda items include:

- A. Review of district-held memberships
- B. Board policy, insurance for retired employees.

(A draft copy of this policy was distributed for the Board's consideration and review.)

C. Board goal setting.

By consensus, the Board agreed that Tuesday evenings in late September and/or early October would be best for a dinner meeting (or meetings) to be held for the purpose of establishing Board goals. The sessions will be facilitated by an OSBA staff member.

9. Next Meeting

9. The next regular meeting of the Lane ESD Board of Directors will be Tuesday, September 17, 1985, 7:45 p.m., at the Lane ESD Center, 1200 Highway 99 North, Eugene.

10. Executive Session
Grievance Hearing

10. Chairperson Dumdi recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(b) for the purpose of holding a grievance hearing.

11. Reconvene in Open
Session
Grievance Resolved

11. Following the grievance hearing, Chairperson Dumdi reconvened the Board in regular session.

The following action was taken:

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD hereby grants the remedy sought in the grievance filed by LCEA on behalf of Joe Lucyshyn.

(Resolution 85-14)

11. Reconvene in Open Session
Grievance Resolved

10. Executive Session
Negotiations Report
and Personnel
Matters

11. Reconvene in Open Session

Resignations
Accepted

Insurance Benefits

Election to
Contracts

11. (continued)

Director Lewellen seconded. DIRECTORS COPPLE, DUMDI, LEWELLEN, MCKAY, AND SWANSON VOTED IN FAVOR OF THE MOTION. DIRECTOR FICEK VOTED NO. THE MOTION CARRIED.

10. Chairperson Dumdi again recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(d) to discuss negotiations and 192.660(1)(a) to discuss personnel matters.

11. Following the Executive Session, Chairperson Dumdi reconvened the Board in regular session.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the resignations of Catherine Webb, Connie Woods, and Gregoria Halley.

(Resolution 85-15)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Lane ESD Board of Directors agrees to provide insurance benefits for the months of July and August for those certificated staff members who resigned following the completion of the 1984-85 year.

(Resolution 85-16)

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD elects Charles Messinger and Ginevra Ralph to teaching contracts for 1985-86, subject to conditions shown in the contracts.

(Resolution 85-17)

11. Reconvene in Open Session

Election to Contracts

Leave of Absence

Authorization for Contract - Sam Miller

Special Education Personnel Matters

11. (continued)

Director Lewellen seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

DIRECTOR COPPLE MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves an unpaid leave-of-absence to be granted to Ron Williams for the period of September 3, 1985, to January 6, 1986.

(Resolution 85-18)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes a contract with the Eugene School District for the services of Sam Miller as a 0.5 FTE specialist in curriculum/staff development. The amount of the contract will be for one-half the regular salary and benefits paid by the Eugene District to Dr. Miller for the 1985-86 year.

(Resolution 85-19)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

Director Swanson declared a conflict of interest.

DIRECTOR COPPLE MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD endorses the restructuring of the Special Education Division, including the personnel recommendations made by the Superintendent, which are a part of this resolution and attached to the official copy of the minutes of this meeting.

(Resolution 85-20)

11. Reconvened in Open Session

One-Year
Compensation
Increase

11. (continued)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves a one-year increase in compensation for five employees who have accepted extra responsibilities during the 1985-86 year, according to the Superintendent's personnel recommendation which is a part of this resolution and attached to the official copy of the minutes of this meeting.

(Resolution 85-21)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

12. Adjourn

12. The meeting was adjourned.

Cleve E. Dumdi

Cleve Dumdi, Chairperson

James G. Maxwell

James G. Maxwell, Interim Superintendent-Clerk

Attached to Official Minutes:

Contract for Pearl Buck
Center

Personnel
Recommendation, Special
Education Division

Personnel
Recommendation, Increase
in Compensation

SR/jv 9/85 minutes2

A G R E E M E N T

THIS AGREEMENT, made and entered into this fifth day of August, 1985, by and between the BOARD OF DIRECTORS of the LANE EDUCATION SERVICE DISTRICT, hereinafter called 'The District' and PEARL BUCK CENTER, Eugene, Oregon, hereinafter called 'The Center.'

W I T N E S S E T H

For and in consideration of the mutual promises hereinafter contained the parties agree as follows:

1. The District shall provide to The Center during the 1985-86 school year pursuant and subject to the provisions of ORS 334.175, the following services and money:
 - a. Continuing review of fiscal records and transactions.
 - b. Monitoring for compliance with the rules and regulations of the Oregon Department of Education and the ESD policies for the Lane County TMR program.
 - c. Monitoring (curriculum) of TMR Curriculum to insure students (are on) are involved in a developmental program.
 - d. Monitoring compliance with PL 94-142 in terms of required records and reports.
 - e. The sum of \$9,703 per student. This includes transportation.
2. The Center shall furnish, maintain and operate facilities which meet Oregon school standards for the education of school children.
3. The Center shall provide a developmental education designed to meet individual needs of trainable mentally retarded students enrolled in the program. Written curriculum goals and objectives shall provide both program continuity and individualization. The instructional program plan shall include:
 - a. Implementation of data base among The District TMR programs and evidence of data consistently implemented and reported through the IEP.
 - b. Measurable student performance objectives for the off-campus (community activity) component of the program.
 - c. Written, prescriptive behavioral programs for students showing serious behavior disorders.
4. Programs will be evaluated through Student Progress Reports provided by the Oregon Department of Education.

5A(1)

Attachment. 8/20/85 Bd minutes

5. The Center shall provide transportation which fully complies with Public Utility Commission requirements. The Center shall provide to The District proof of adequate insurance coverage by September 1, 1985.
6. There will be attached to this contract an itemized budget for the 1985-86 school year. Documentation of expenditures shall be furnished twice a year, January 30, 1986, and June 30, 1986, to The District. A copy of a third-party annual audit of these funds shall be provided The District.
7. The Center shall provide documentation of teacher certification status for all Pearl Buck Center teaching personnel not later than September 1, 1985. Certification must be appropriate to each teacher's specific program assignment.
8. All substitute teachers shall be properly certificated.
9. The status of Pearl Buck Center students as to eligibility of placement shall be reviewed annually through the IEP conference and a reevaluation conducted when appropriate.
10. The Center shall comply with all applicable state and federal statutes and rules.
11. Payment will be based on District-verified Center enrollment on October 1, 1985, establishing the number to be used to determine the total amount to be paid The Center for the year. The Center will provide The District by October 10, 1985, with a roster which includes the students' names, dates of birth, legal guardians' names, addresses of both students and legal guardians, and names of school districts in which they reside and are enrolled. All new students to The Center must enroll in the appropriate school district prior to placement at The Center in order to allow district opportunities to fulfill their legal requirement of convening IEP meetings prior to placement. The September and October payments will be determined on the estimated enrollment of 18 students. The balance (based on verified October 1 Center enrollment) will be divided in eight equal payments, November, 1985, through June, 1986.
12. It is further agreed that this Agreement may be terminated for non-performance or loss of available funding, or amended by mutual consent of the parties, by the serving of written notice by the other part at their official address thirty (30) days prior to the date of termination or amendment action, giving in full the reasons for said action.

5A(2)

IN WITNESS WHEREOF, the parties have caused two counterparts hereof to be signed.

LANE EDUCATION SERVICE DISTRICT

PEARL BUCK CENTER

By _____
Board Chairman

By _____
Director

By _____
Superintendent-Clerk

By _____

Date _____

Date _____

8/5/85
80/018

5A(3)

Lane Education Service District



1200 Hwy. 99N
P.O. Box 2680
Eugene, Oregon 97402

TELEPHONE: (503) 689-6500

DATE: August 15, 1985

TO: Board Members

FROM: Jim Maxwell

Marv Wilkerson, Director of Special Education, was asked to develop a supervisory structure for the Special Education Division that would:

1. Assign employees to supervisors in a quantity that allows for good supervision/evaluation and provides employees enough contact so that they feel they are a part of the ESD organization.
2. Stay within the 1985-86 budget for the Division.

He has proposed the following:

1. The Division be organized in three departments:
 - a. TMR elementary/middle school program
 - b. TMR high school program
 - c. Special Education administration and support services
 - 1) Psychological services
 - 2) Hearing and speech
 - 3) Direction services
 - 4) TMR rural model program
 - 5) Division administration
2. Ellen Adler, currently coordinator of the urban TMR program, be designated as supervisor of the TMR elementary/middle school program. Ellen would supervise 38.5 employees and would monitor the Pearl Buck Center contracted services program.
3. Marty Sheehan, currently Vocational/Community Trainer, be designated as supervisor of TMR high school programs. Marty would supervise 19.5 employees, assist the Director with the 15 employees in the TMR rural program, and continue to supervise the worksite placements for students.

10G

Attachm. 8/20/85

August 15, 1985

Page 2

4. Marv Wilkerson, Director, would, in addition to supervising the above two departments, directly supervise the school psychologist staff, the TMR rural model program, the hearing and speech resolution, the Special Education resolution for reimbursing catastrophic costs, Direction Services resolution and serve as the Division administrator. His supervisory load would be 25 employees.

In order to implement the program, it will be necessary to designate Marty Sheehan as a supervisory employee under ORS 243.650(14). I recommend this designation.

In this position, Marty will shift from a 207 day contract to a 12 month contract (202 work days increased to 229 work days). This is an increase of 13% in days of work. His current salary is \$30,990 with no district paid TSA. I recommend that his salary as a supervisor be set at the annual rate of \$32,000 and that he be given a district paid TSA of \$1,860. This reflects a 9% increase in compensation.

Ellen Adler's current salary is \$31,575, with a district paid TSA of \$1,860. I recommend that her salary be increased to \$33,000 to reflect increased responsibilities and that her district paid TSA remain at the current level.

- - - - -

I recommend that Marv Wilkerson's salary, as Director of the Division, be increased from \$38,342 to \$40,344 to match the salary of other division directors.

I also recommend that the position of Secretary III, Special Education, be changed to Administrative Secretary, Special Education Division, a supervisory position.

JM:jv
15/041

DATE: July 17, 1985

TO: Board Members

FROM: Jim Maxwell

The proposed reorganization plan leaves the position of Director of Media Services vacant for the 1985-86 year. In actuality, the work of that position is being distributed to several other key administrative staff members who are carrying on with their regular duties as well. The amount saved by not filling the position is \$40,000+ and fringes.

I recommend that the following individuals be given a one year add on to their regular TSA in the amount of \$2,400.

Alan Livingston

Ted Murray

Bill Ford

Bob Taylor

Wyatt Rosenbaum

JM:jv

16/004

ATTACHM. 8/20/85

EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, July 16, 1985

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, July 16, 1985

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, July 16, 1985, with the following present:

Board members attending:

Cleve Dumdi, Vice-Chairperson	Lois Copple
Beverly Ficek	Bill Lewellen
Doug McKay	Jim Swanson

ESD staff attending:

Jim Maxwell, Superintendent	Wyatt Rosenbaum
Bob Taylor	Jeff Foreman
Nicola Maxwell	Ted Murray
Sallie Rainville	Wanda Vinson
Marv Wilkerson	

Others attending:

Linda Heyden	Walter Heyden
Keith Derry	Pat Putnam

Reporters from KEZI and KVAL

- 1B Approval of Minutes

- 1B. Director Swanson pointed out that the word Thursday should be changed to Tuesday in Item 6B of the minutes of June 18.

DIRECTOR SWANSON MOVED TO APPROVE THE ESD BOARD MINUTES OF JUNE 18, 1985, AS CORRECTED.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A OAESD Meeting

- 2A. Superintendent Maxwell told the Board that OSBA will present a legislative information session in Eugene in early September. A discussion on the sales tax election to be held September 17 will be featured.

- 2B Agenda Changed

- 2B. Vice-Chairperson Dumdi welcomed the visitors, who were present because of their interest in the scheduled discussion of HB 2475, the new legislation on home schooling. He said that item would be moved forward on the agenda to accommodate the visitors.

3. Communications

3. The following communications were presented:

- A. Letter of thanks from Mel Mead
- B. Letter of appreciation from Nolan Ferguson, Superintendent, Blachly schools
- C. Letter from OSBA asking for suggestions for demonstration projects at NSBA Convention
- D. Lane ESD adopted budget document, 1985-86

6. Discussion Items

- 6A Impact of
HB 2475: Home
Schooling

- 6A. Superintendent Maxwell briefly reviewed recently enacted legislation, House Bill 2475, which mandates certain new responsibilities for the ESD in the area of "home schooling." He said he had asked Bob Taylor to coordinate efforts to meet the ESD's responsibilities under this new legislation.

Taylor presented a brief analysis of the bill. The legislation states that parents must notify the ESD Superintendent before a child is withdrawn from public school and thereafter before the start of each school year. The ESD Superintendent shall acknowledge receipt of the notification in writing and inform the local school district superintendent. The legislation also states that children being taught in this manner are to be examined annually.

Taylor told the Board that letters will be sent to district superintendents about the changes in the statutes. A form letter acknowledging parent requests is being prepared. He told the parents in the audience that the ESD will do everything possible to assure that families involved are kept informed and treated fairly within the intent of the law.

Vice-Chairperson Dumdi then opened the meeting to questions and comments from the audience.

The parents present discussed their perceptions of the legislative hearings which they attended and brought up their concerns about timelines and procedures. They asked what provisions the ESD would make for testing. Taylor said the State Board of Education will be meeting in the near future to formulate administrative rules and procedures. He said that parents should send letters of notification for the 1985-86 school year to him at the ESD and added that all interested persons will be kept informed as the process at the State Board level proceeds and as policies are recommended for adoption by the ESD Board.

Discussion Items

6A Impact of
HB 2475: Home
Schooling

6A. (continued)

Vice-Chairperson Dumdi thanked the audience for their input and repeated that they would be kept informed.

4. Business Affairs

4A Lane ESD Building
Re-roofing Project

4A. The Board reviewed a letter from ESD project architect Dee Unthank regarding the bid for re-roofing the building. A staff analysis of the situation was also distributed.

Only one bid was received for Phase I of the project and that was for approximately twice the amount budgeted. Superintendent Maxwell recommended that the bid be rejected and a committee be formed to evaluate the specifications before re-bidding the project.

The Superintendent also reviewed plans to provide appropriate repairs throughout the year. The project would be re-bid during late winter, as recommended by the architect.

By consensus, Board members agreed with the recommendations presented in the Superintendent's analysis.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD hereby rejects all bids received for the re-roofing project.

(Resolution 85-1)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

4B Direction Service
Contract

4B. The Board reviewed the proposed 1985-86 contract with Direction Service. Superintendent Maxwell said that it is essentially unchanged from 1984-85 and the funding level is the same.

In answer to questions from the Board, Mary Wilkerson said that the ESD contract represents approximately half of the Direction Service budget and is their only stable funding source at this time.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves a contract for the provision of information and referral services for handicapped school-aged children during the 1985-86 school year with Direction Service, Inc. The contract amount is \$63,600. A copy of

4. Business Affairs

4B Direction Service
Contract

4B. (continued)

the approved contract is attached as a part of this resolution and the official copy of these minutes.

(Resolution 85-2)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

5. Action Items

5A Organization of the
Board, 1985-86

5A. Vice-Chairperson Dumdi declared nominations open for the position of Chairperson. Director McKay nominated Cleve Dumdi as Chairperson of the Lane ESD Board for 1985-86.

Director Swanson MOVED THAT THE NOMINATIONS CEASE. Director Lewellen seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

Vice-Chairperson Dumdi called for a vote on the nomination. ALL PRESENT VOTED FOR DIRECTOR DUMDI.

CLEVE DUMDI WAS DECLARED ELECTED AS CHAIRPERSON OF THE LANE ESD BOARD FOR 1985-86.

(Resolution 85-3)

Chairperson Dumdi declared nominations open for the position of Vice-Chairperson.

Director Ficek nominated Frank Nearing.

DIRECTOR COPPLE MOVED THAT NOMINATIONS CEASE AND A UNANIMOUS BALLOT BE CAST FOR FRANK NEARING AS VICE-CHAIRPERSON.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

FRANK NEARING WAS DECLARED ELECTED AS VICE-CHAIRPERSON OF THE LANE ESD BOARD FOR 1985-86.

(Resolution 85-4)

5. Action Items

5B Calendar of Board Meetings, 1985-86

5B. The proposed calendar for 1985-86 ESD Board meetings establishes the third Tuesday of each month as the regular meeting date. Budget Committee meetings will be held each Tuesday in March. Two Board meetings are scheduled in June, on the first and third Tuesdays.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED by the Board of Directors of Lane ESD that the calendar of dates attached as part of this resolution and these minutes is hereby adopted as the calendar of meetings of this Board and the ESD Budget Committee for the 1985-86 school year.

(Resolution 85-5)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

6. Discussion Items
(continued)

6B House Bill 2058:
Special Education
Funding Changes

6B. Superintendent Maxwell told the Board that Marv Wilkerson is monitoring the implementation of HB 2058, new legislation that reorganizes special education funding. Dr. Wilkerson presented a brief summary of his analysis of the bill.

In brief, the legislation transfers funding and administration of TMR school-age programs from the Mental Health Division to the State Department of Education and requires all state and federal special education funds to appear in the Department of Education's budget.

The bill also creates a procedure to partially reimburse districts which have children with "extraordinary handicapping conditions."

Wilkerson said that the State Department of Education will write administrative rules to clarify the intention of the bill and to establish procedures. It does not appear that funding to the ESD will increase as a result of the bill.

6C ESD Marketing and Communications

6C. Jeff Foreman briefly reviewed responses to a reader's survey of Innerviews. He also distributed a survey to the Board on the pre-Board meeting program reviews conducted by the staff during the 1984-85 year. A recommendation will be made at the August meeting regarding such presentations during 1985-86.

6. Discussion Items
(continued)

6C ESD Marketing and
Communication

6C. (continued)

Mr. Foreman then presented a brief report on public information activities planned for the 1985-86 year. These include placing the Lane ESD logo and motto "Helping Schools Help Kids" on the ESD courier vans; placement of identification signs on school terminals that are furnished by the ESD; identification signs on the walls of TMR classrooms; identification on completed production jobs; and adding identifying leaders to films and videos.

A ten-minute scripted slide presentation on Lane ESD is also being planned. This presentation would be suitable for showing at service club and other activities.

7. Reports

7A PDK Conference on
Merit Pay

7A. Director Swanson reported that Larry Barber of Phi Delta Kappa will be in Eugene on Wednesday, September 18, to make a presentation at a conference. He is attempting to see if Dr. Barber would be available to briefly discuss the issue of merit pay at the Board's September 17 meeting. He also said that PDK has several publications on the topic of merit pay.

7. Reports

7B Oregon Museum
Commission

7B. Director McKay reported that the most recent agenda of the Oregon Museum Commission included discussion on funding for the Historical Museum; planning for a presentation to the LCC Board; and a possible relocation of the science museum.

7C OTIS Advisory
Committee

7C. Wyatt Rosenbaum reported that a brief meeting of the OTIS Advisory Committee was held during the COSA Conference at Seaside. The purpose of the meeting was to review major events of the year and discuss major changes that had taken place. He said several positions on the Committee are vacant and a mail-in election is now being held.

7D Teacher Inservice
Plans

7D. Bob Taylor reported that superintendents of the three metropolitan districts (Bethel, Eugene, and Springfield) have requested his help in arranging a joint staff development program for teachers during inservice week. He said he has arranged for use of the Hult Center on September 4 and for a speaker, Dean Berkley, a well-known teacher educator from Indiana University.

He said he will also be helping small school districts with their plans for opening inservice.

8. Future Agenda Items

8. Future agenda items include:

- A. Chairperson's committee and liaison appointments
- B. Review of district-held memberships
- C. Review of Budget Committee expirations/appointments

9. Next Meeting

9. The next regular meeting of the Lane ESD Board of Directors will be 7:45 p.m., Tuesday, August 20, 1985, at the Lane ESD Center, 1200 Highway 99 North, Eugene.

10. Executive Session

10. Chairperson Dumdi recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff and 192.660(1)(d) to discuss negotiations.

11. Reconvene in Open Session

11. Following the Executive Session, Chairperson Dumdi reconvened the Board in regular session.

The following action was taken:

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors elects MARGARET MALSCH to a contract as a certificated staff member (therapist, Lane School) for the 1985-86 school year, subject to the conditions indicated in the personnel recommendation.

(Resolution 85-6)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD elects CONNIE JOHNSON to a contract as a certificated staff member (TMR teacher) for the 1985-86 school year, subject to the conditions indicated in the personnel recommendation.

(Resolution 85-7)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

11. Reconvene in Open Session

11. (continued)

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD endorses the reorganization plan for 1985-86 as submitted by Interim Superintendent Jim Maxwell.

(Resolution 85-8)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

DIRECTOR SWANSON MOVED:


BE IT RESOLVED that the Board of Directors of Lane ESD accepts the recommendations of the Interim Superintendent contract and salary sub-committee as attached to the official copy of these minutes.


(Resolution 85-9)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, LEWELLEN, MCKAY, AND SWANSON VOTING YES.

12. Adjourn

12. The meeting was adjourned.


Cleve Dumdi, Chairperson


James G. Maxwell, Superintendent-Clerk

Attachments:

Direction Service
Contract

Board meeting calendar

Contract and Salary
Committee
Recommendations

SR/jv 8/85 minutes1

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

RE: ESD Resolution - Direction Service
1985-86 School Year

A G R E E M E N T

This agreement is made and entered into this seventeenth day of July, 1985, by and between the Directors of Lane Education Service District and Lane County Direction Service, Inc., a non-profit corporation (hereafter referred to as "Direction Service").

W I T N E S S E T H

For and in consideration of mutual promises hereinafter contained, the parties agree as follows:

1. Lane ESD shall provide to Direction Service during the 1985-86 school year the sum of \$63,600 for services to local school districts as herein specified. One-fourth of the total funds shall be provided quarterly on July 1, 1985; October 1, 1985; January 1, 1986; and March 1, 1986.
2. Lane ESD shall designate persons to fill three positions on the Board of Directors of Direction Service. These shall include the Lane ESD Superintendent or his designee and the Superintendent or representative from each of two local school districts in the county.
3. Direction Service shall:
 - a. Provide by September 1, 1985, an up-to-date "Information Base; of services to meet the needs of handicapped children.
 - b. Provide inservice to appropriate local district personnel relating to the "Information Base" and its use.
 - c. Develop and support cooperative relationships among agencies which provide services to handicapped children.
4. Report of services provided by Direction Services to local school districts under this agreement shall be made not later than July 1, 1986.
5. There shall be attached to this agreement an itemized budget for the operation of Direction Service. ESD funds may not be used for purposes other than those for which budgeted, except by express written approval from the Lane ESD Superintendent. A report of receipts and expenditures shall be furnished twice a year, on December 30, 1985, and June 30, 1986.

4B(2)

Attachment 7/16/85

This contract shall be subject to cancellation for failure to perform upon thirty (30) days notice by either party.

In witness whereof the parties have executed this agreement in duplicate on the date first above written.

LANE EDUCATION SERVICE DISTRICT

DIRECTION SERVICE

By Clive Dumbi
Board Chairman

By _____
Board Chairman

By J. J. [Signature]
Superintendent

By _____
Director

67/044



Education Service District

1200 Hwy. 99N

P.O. Box 2680

Eugene, Oregon 97402

TELEPHONE: (503) 689-6500

July 11, 1985

TO: Board members
FROM: Jim Maxwell
SUBJECT: Board meeting calendar, 1985-86

The following dates are recommended for adoption as regular
ESD Board meeting dates for 1985-86:

July 16, 1985
August 20, 1985
September 17, 1985
October 15, 1985
November 19, 1985
December 17, 1985
January 21, 1986
February 18, 1986
March 4, 1986 (Budget Committee)
March 11, 1986 (Budget Committee)
March 18, 1986 (Budget Committee)
March 25, 1986 (Budget Committee)
April 15, 1986
May 20, 1986
June 3, 1986
June 17, 1986

sr

5B

Attachment 7/16/85

Lane Education Service District
1200 Highway 99 North; PO Box 2680
Eugene OR 97402

TO: Lane ESD Board of Directors
FROM: Cleve Dumdi and Frank Nearing
RE: Recommendations of Subcommittee to determine
salary and contract provisions for interim
superintendent

The committee makes the following recommendations:

- A. The contract for the interim superintendent should include a job protection clause, granting assurance of a position equivalent to his 1984-85 position at the end of the interim appointment; not subject to RIF for the following two years. Removal for non-performance or cause would be permitted.
- B. An ESD motor pool car will be assigned for business-related driving.
- C. The 1985-86 base salary should be \$50,940, with a tax-sheltered annuity in the amount of \$3,864.

ATTACHMENT TO JULY 16, 1985 BOARD MINUTES

sr

Attachment 7/16/85

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, June 18, 1985

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, June 18, 1985

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, June 18, 1985, with the following present:

Board members attending:

Cleve Dumdi, Vice-Chairperson	Lois Copple
Beverly Ficek	Frank Nearing
Jim Swanson	

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Al Fedje
Jeff Foreman	Ted Murray
Sallie Rainville	Wanda Vinson
Marv Wilkerson	

Others attending:

Judy Abel	Larry Copple
Bill Lewellen	Carol Mead
Dan McAdam	

- 1B Approval of Minutes

- 1B. Director Nearing pointed out that the word Thursday should be changed to Tuesday in Item 9 of the minutes of June 4.

DIRECTOR NEARING MOVED TO APPROVE THE ESD BOARD MINUTES OF JUNE 4, 1985, AS CORRECTED.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A OAESD Conference

- 2A. Directors Nearing and Ficek spoke briefly about the annual OAESD Conference and shared material received.

- 2B Director Dumdi

- 2B. Director Dumdi thanked the Board and staff for their expressions of sympathy on the recent death of his father.

- 2C Al Fedje

- 2C. Al Fedje told the Board that he would be serving next year as elementary principal at Oakridge. He thanked the Board for giving him the opportunity to work at the ESD.

3. Communications

3. The following communications were presented:

- A. Announcement of OSBA New Board Member Conference, July 20 and 21, Portland.

3. Communications

3. (continued)

B. Letter from Tim Keeley, Bethel Special Education Director, thanking ESD staff members Anne Moffett, Ellen Adler and Marv Wilkerson for their help.

C. NSBA School Board News, May, 1985.

4. Business Affairs

4A Adoption of Budget,
1985-86

4A. Superintendent Mead said that Pacific Hospital Association had only recently notified the district that the premium increase for health insurance would be substantially less than they had first indicated--a 4% increase, rather than 12 to 15%. He said that the budget had been developed based on a 12% increase. As a consequence, he recommended decreasing that category throughout the budget and adding the amount saved to areas of the budget that had been cut earlier, in the interests of moving funds to the data processing area. He pointed out that these changes could be made by the Board without reconvening the Budget Committee, because they do not increase the budget. In fact, the overall budget is reduced by \$20,000. A tabulation showing the requested changes was distributed and a copy is attached to these minutes.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD adopts the budget for 1985-86 as approved by the Budget Committee in the sum of \$14,680,806. Included in this approved budget is Fund 201, School Support Fund, in the amount of \$2,934,900; the authority for which is dependent upon pending legislation of the 1985 session, Oregon Legislature. If such legislation is not enacted, the adopted budget will be accordingly reduced by the amount of \$2,934,900. The budget as adopted is on file in the Office of the Superintendent.

(Resolution 84-104)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, NEARING, AND SWANSON VOTING YES.

4. Business Affairs

4B 1985-86 Levy of Ad
Valorem Taxes;
Certification of
Levy

4B. DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD determines the required tax levy for 1985-86 to be the aggregated amount of \$8,083,120; that these taxes are hereby levied upon all taxable property within said district as of 1:00 a.m., January 1, 1985; and that the District Clerk is hereby directed to certify the levy to the County Assessor. The following amounts constitute the above aggregate levy:

General Fund	\$5,148,220
School Support Fund	2,934,900

Authority to levy taxes for the School Support Fund is dependent upon pending legislation of the 1985 session, Oregon Legislature. If such legislation is not enacted, the levy shall be reduced to the aggregate amount of \$5,148,200; that amount to be certified by the District Clerk to the County Assessors.

(Resolution 84-105)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, NEARING, AND SWANSON VOTING YES.

4C Appropriation of
Budget

4C. DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD hereby appropriates for the fiscal year beginning July 1, 1985, the amounts shown below for the purposes indicated within the funds listed:

<u>GENERAL FUND</u>	
Instruction	\$ 2,434,076
Support Services	4,301,074
Interagency Fund Transfer	43,452
Debt Service	10
Contingency	297,409
	<u>\$ 7,076,021</u>

<u>SCHOOL SUPPORT FUND</u>	
Support Service	\$ 2,934,900

<u>OTIS FUND</u>	
Supporting Services	\$ 3,488,154

4. Business Affairs
4C Appropriation of Budget

4C. (continued)

CURRICULUM DEVELOPMENT FUND
Supporting Services \$ 25,000

TITLE I (SKIPWORTH) FUND
Instruction \$ 8,600

VOCATIONAL EDUCATION CONSORTIUM FUND
Supporting Services \$ 27,110

EQUIPMENT REPLACEMENT FUND
Other Requirements \$ 121,021

COOPERATIVE PURCHASING FUND
Supporting Services \$ 450,000

WORKING CAPITAL FUND
Other Requirements \$ 50,000

TOTAL APPROPRIATIONS \$14,180,806

(There is an unappropriated ending fund balance of \$500,000)

(Resolution 84-106)

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, NEARING, AND SWANSON VOTING YES.

4D Designation of District Clerk

4D. DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD, in accordance with ORS 332.515, appoints James G. Maxwell as Clerk of the District and Custodian of Funds for fiscal year 1985-86.

(Resolution 84-107)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, NEARING, AND SWANSON VOTING YES.

4E Designation of Budget Officer

4E. DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD in accordance with ORS 294.331, appoints James G. Maxwell as Budget Officer for fiscal year 1985-86.

(Resolution 84-108)

4. Business Affairs

4E Designation of
Budget Officer

4E. (continued)

Director Copple seconded and the MOTION CARRIED
WITH DIRECTORS COPPLE, DUMDI, FICEK, NEARING,
AND SWANSON VOTING YES.

4F Designation of
Signatories

4F. DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of
Lane ESD designates James G. Maxwell and
Wanda J. Vinson as signatories for all district
financial accounts for the fiscal year 1985-86.

(Resolution 84-109)

Director Copple seconded and the MOTION CARRIED
WITH DIRECTORS COPPLE, DUMDI, FICEK, NEARING,
AND SWANSON VOTING YES.

4G Authorization of
Clerks Bond

4G. DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of
Lane ESD authorizes a Clerk's Bond for James G.
Maxwell for the face amount of \$50,000, for
fiscal year 1985-86.

(Resolution 84-110)

Director Copple seconded and the MOTION CARRIED
WITH DIRECTORS COPPLE, DUMDI, FICEK, NEARING,
AND SWANSON VOTING YES.

4H Designation of
Auditing Firm

4H. DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of
Lane ESD designates the firm of Babcock, Solin,
Johnson and Oberlink P.C. as its auditor for the
conduct of the 1984-85 fiscal audit.

(Resolution 84-111)

Director Copple seconded and the MOTION CARRIED
WITH DIRECTORS COPPLE, DUMDI, FICEK, NEARING,
AND SWANSON VOTING YES.

4I Transfer of
Funds: 1984-85
Budget

4I. The Board reviewed a tabulation detailing needed
transfers from contingency to salary and fringe
benefits accounts. The total transfer amount is
\$176,077. In addition, Superintendent Mead
requested that \$100,000 of the \$140,000 budgeted
for that purpose be transferred to the OTIS

4. Business Affairs

4I. Transfer of

Funds: 1984-85
Budget

4I. (continued)

budget. It is expected that the transfer to OTIS will be of relatively short duration (until September or October); it will basically provide operating capital until OTIS' revenues for 1985-86 begin to come in.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes transfer of funds in the amount of \$176,077 from contingency account 799-4800-100-11 to the salary and fringe benefits accounts indicated in the attached schedule.

BE IT FURTHER RESOLVED that the Board of Directors authorizes transfer of funds in the amount of \$100,000 from account 715-2660-100-15 of the General Fund to fund 200 (OTIS). It is agreed that the amount transferred will be repaid in whole or in part to the General Fund during the 1985-86 fiscal year in accordance with provisions of the agreement set forth.

(Resolution 84-112)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, NEARING, AND SWANSON VOTING YES.

4J. Award of
Contract:
Audiometric
Screening

4J. The Board reviewed a tabulation of bids received for the provision of audiometric screening for entering kindergarten, first-grade, and other primary-grade children in local districts.

Superintendent Mead pointed out that the bids covered a wide range from high to low. He said that a careful check of the qualifications and references of the low bidder, Abel Center, proved entirely positive. He recommended that the contract be awarded to the Abel Center.

Marv Wilkeron introduced the Center's Director, Judy Abel, who described her background and training and told the Board how the Center has organized itself to provide this service.

4. Business Affairs

4J Award of
Contract:
Audiometric
Screening

4J. (continued)

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD awards a contract in the amount of \$5,652.82 to Abel Center, Cottage Grove, Oregon, for the provision of audiometric screening services in accordance with bid specifications.

(Resolution 84-113)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, NEARING, AND SWANSON VOTING YES.

4K Award of
Contract:
Custodial Services

4K. The Board reviewed a tabulation of bids received for provision of custodial services at the ESD's three program sites. Superintendent Mead recommended that the contract be awarded to the low bidder, Gerymn's Carpet Cleaning and Maintenance. He said that Fred Gerymn has provided very satisfactory service to the ESD building in the past.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD awards a contract to Gerymn's Carpet Cleaning and Maintenance Company for provision of custodial services during the 1985-86 fiscal year. Services will be provided in accordance with bid/contract specifications and at the rate of \$1,410 per month.

(Resolution 84-114)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, NEARING, AND SWANSON VOTING YES.

5. Action Items

5A Administering of
Oath of Office, New
Board Terms

5A. Superintendent Mead administered the oath of office to reelected and newly elected Board members Lois Copple, Beverly Ficek, and Bill Lewellen. The signed oaths are attached to the official copy of these minutes.

5. Action Items

5B Reaffirmation of
Bylaws and Policies

5B. DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD reaffirms as its official statement of policy the Bylaws and Policies of the Lane Education Service District, as adopted May 20, 1980, and amended to date.

(Resolution 84-115)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, NEARING, AND SWANSON VOTING YES.

5C Insurance
Provisions for
Retired Employees

5C. Superintendent Mead presented additional information concerning the proposal to make membership in the ESD's medical insurance group available to employees and their families between the time of retirement and the time at which the employee becomes available for Medicare beginning July 1, 1985.

He propose three conditions as a part of the Board's action:

1. That retiring employees be required to elect continued membership within 30 days of the retirement date.
2. That retiring employees be required to maintain membership continuously. (That is, they could not reenter the group after having decided to leave it.)
3. That retiring employees be required to prepay monthly premiums no later than the 25th of the month prior. (That is, each month's premium payment would be remitted to the Accounting Office by the 25th day of the preceding month.)

Superintendent Mead pointed out that House Bill 2430, which has passed the 1985 Legislature, will mandate this extension of coverage for public employees retiring July 1, 1986, and after. Such provision is already in place for all state employees, several community colleges, including Lane Community College, and for many local school districts.

5. Action Items

5C Insurance

Provisions for
Retired Employees

5C. (continued)

Background information distributed included a comparison of health insurance plans and listing of current and potential (employees over age 55) retirees. The Superintendent said that the potential impact on the ESD group of extending the provision one year early is minor in terms of the number of employees likely to be involved. The impact on employees who do retire is major both in terms of comparative premium costs and in terms of comparative coverage.

In answer to questions from the Board, Wanda Vinson explained that Oregon law currently allows employees who resign or retire to continue their medical insurance coverage for six months if they pay the premiums. The process is therefore already in place for handling premium collection.

Director Nearing suggested that Superintendent's Mead's background memo be used as the start of an Administrative Rule governing operation of the provision.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes extension of membership in the ESD medical insurance group for retired employees and their family members, subject to the following provisions:

1. the retiring employee shall be eligible for retirement under the Oregon Public Employees Retirement System;
2. the retiring employee shall elect continued membership in the medical insurance group within 30 days of the effective retirement date;
3. the retiring employee shall remain eligible only so long as continuous membership is maintained or until the retired employee becomes eligible for Medicare;

5. Action Items

- 5C Insurance
Provisions for
Retired Employees

5C. (continued)

4. and the retiring employee shall pay the appropriate premiums for himself/herself (and for eligible family members if covered) on or before the 25th day of the month prior.

(Resolution 84-116)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, NEARING, AND SWANSON VOTING YES.

6. Discussion Items

- 6A Pending
Legislation,
HB 2475, Home
Instruction

- 6A. Superintendent Mead said he wished to alert the Board to a prospective legislative change which would add a new and potentially controversial statutory responsibility for ESD superintendents. A summary of the legislation, HB 2475, was distributed. The bill, which the Superintendent said had a good chance of passage, would require parents wishing to teach their children at home to notify the ESD Superintendent. The responsibility for annual testing of these children would then rest with the ESD Superintendent rather than the local district.

- 6B 1985-86 Board
Meeting Calendar

- 6B. A proposed calendar for 1985-86 Board meetings was distributed for the Board's consideration. The regular Board meeting date would be the third Tuesday of the month. Budget Committee meetings are scheduled each ~~Thursday~~ ^{Tuesday} in March. Board members are urged to generally keep Tuesday evenings open for other special meetings and events.

Superintendent Mead asked Board members who may have conflicts with the summer meeting dates (July 16 and August 20) to notify the Superintendent's office. The meetings may need to be rescheduled if there is a problem in obtaining a quorum due to vacation schedules.

7. Reports

7. The agenda included no reports.

8. Future Agenda Items

8. Future agenda items include:

- A. Organization of the Board, 1985-86
B. Calendar of Board meetings, 1985-86

9. Next Meeting

9. The next regular meeting of the Lane ESD Board of Directors will be 7:45 p.m., ~~Thursday~~ **TUESDAY** July 16, 1985, 7:45 p.m., at the Lane ESD Center, 1200 Highway 99 North, Eugene.

10. Executive Session

10. Vice Chairperson Dumdi recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff and 192.660(1)(d) to discuss negotiations.

11. Reconvene in Open Session

11A Employment of Personnel

11A. Following the Executive Session, Vice Chairperson Dumdi reconvened the Board in open session.

The following action was taken:

DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Board of Directors reelects JOANNE SINGER to a contract for 1985-86 as a TMR teacher subject to contingency conditions shown in the contract.

(Resolution 84-117)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, NEARING, AND SWANSON VOTING YES.

DIRECTOR COPPLE MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD requests the Teachers Standards and Practices Commission to issue a Restricted Superintendent's Certificate to James G. Maxwell, in order that he may serve as interim superintendent of the District.

(Resolution 84-118)

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, DUMDI, FICEK, NEARING, AND SWANSON VOTING YES.

11. Reconvene in Open Session

11B Additional Comments

11B. Director Dumdi said that although it has been said many times unofficially, he would like the record to state officially that the Board thanked retiring Superintendent Mead for the services he has rendered to Lane ESD and to education.


Other Board members joined in thanking Superintendent Mead and wishing him a joyful retirement. The Superintendent thanked the Board for their support and for the portrait they presented to him at his retirement celebration June 7.

12. Adjourn

12. The meeting was adjourned.



Cleve Dumdi, Vice-Chairperson



Melvin F. Mead, Superintendent-Clerk

Attachments:

Changes to adopted budget
Contingency transfer
schedule
Signed Oaths of Office

SR/jv 7/85 minutes1

REQUESTED BUDGET CHANGES
(Decreases)

	<u>Current Budget</u>	<u>Revised Budget</u>	<u>Difference</u>
Program 11			
232-2321-100-11	10,740.00	9,944.00	
232-2630-100-11	2,148.00	1,989.00	
Program 12			
232-1290-100-12	4,297.00	3,979.00	
232-2510-100-12	8,594.00	7,957.00	
Program 13			
232-2520-100-13	8,594.00	7,957.00	
Program 14			
	2,148.00	1,989.00	
DIVISION TOTAL - Administrative Services	<u>36,521.00</u>	<u>33,815.00</u>	2,706.00
Program 30			
232-2221-300-30	4,297.00	3,979.00	
232-2223-300-30	4,297.00	3,979.00	
Program 31			
232-2223-300-31	21,484.00	19,893.00	
Program 32			
232-2223-300-32	19,335.00	17,903.00	
Program 33			
232-2222-300-33	8,594.00	7,957.00	
Program 34			
232-2223-300-34	6,445.00	5,968.00	
DIVISION TOTAL - Media Services	<u>64,452.00</u>	<u>59,679.00</u>	4,773.00

Attachment to 6/18/85
(1) Minutes

	<u>Current Budget</u>	<u>Revised Budget</u>	<u>Difference</u>
Program 80			
232-2211-200-80	4,297.00	3,979.00	
232-2212-200-80	6,445.00	5,968.00	
Program 82			
232-2212-200-82	4,297.00	3,979.00	
Program 87			
232-2212-200-87	8,594.00	7,957.00	
Program 88			
232-2212-200-88	4,297.00	3,979.00	
Program 89			
232-1222-200-89	171,870.00	159,139.00	
232-2140-200-89	25,781.00	23,871.00	
232-2211-200-89	7,519.00	6,962.00	
232-2212-200-89	4,297.00	3,979.00	
Program 90			
232-1240-200-90	33,914.00	31,402.00	
232-2211-200-90	4,297.00	3,979.00	
DIVISION TOTAL -			
Instructional Services	<u>275,609.00</u>	<u>255,194.00</u>	20,414.00
Fund 220			
Curriculum Development	45,000.00	25,000.00	
	(Increases)		
Program 15			
711-2660-100-15	117,421.00	120,127.00	2,706.00
Program 80			
312-2212-200-80	5,000.00	25,414.00	20,414.00
Program 30			
311-2212-300-30	13,750.00	15,750.00	2,000.00
Program 31			
418-2223-300-31	135,000.00	137,773.00	2,773.00

Lane Education Service District



1200 Hwy. 99N
P.O. Box 2680
Eugene, Oregon 97402

TELEPHONE: (503) 689-6500

DATE: June 18, 1985

TO: Board Members

FROM: Mel Mead

SUBJECT: Contingency Fund Transfers, 1984-85 Budget

The following transfers from contingency to the accounts indicated are needed to account for salary and benefits increases paid to reflect the final negotiated settlement:

<u>To Account Number</u>	<u>Description</u>	<u>Amount</u>	
111 2321 100 11	Certificated salaries	5,196	
112	Classified salaries	4,433	
210	P.E.R.S.	477	
211	P.E.R.S. pick-up	264	
220	F.I.C.A.	514	
231	S.A.I.F.	209	
233	Life insurance	20	
234	Income protection	32	
238	Vision insurance	32	11,177
232 2630 100 11	Medical insurance	20	
233	Life insurance	20	
238	Vision insurance	20	60
111 1290 100 12	Certificated salaries	23,014	
210	P.E.R.S.	2,125	
211	P.E.R.S. pick-up	1,201	
220	F.I.C.A.	1,419	
231	S.A.I.F.	224	
232	Medical insurance	1,271	
233	Life insurance	32	
234	Income protection	193	
235	Dental insurance	407	
238	Vision insurance	66	29,952
111 2510 100 12	Certificated salaries	2,124	
236	Unemployment insurance	749	2,873

4I (1)

Attachment (2) to 6/18/85 minutes

June 18, 1985

Page 2

<u>To Account Number</u>	<u>Description</u>	<u>Amount</u>
111 2520 100 13	Certificated salaries	3,587
231	S.A.I.F.	27
233	Life insurance	20
237	TSA	240
238	Vision insurance	28
		6,775
111 2542 100 14	Certificated salaries	1,188
231	S.A.I.F.	22
233	Life insurance	20
238	Vision insurance	20
		1,250
231 2543 100 14	S.A.I.F.	31
		31
111 2212 300 30	Certificated salaries	2,796
112	Classified salaries	408
210	P.E.R.S.	160
211	P.E.R.S. pick-up	60
220	F.I.C.A.	89
231	S.A.I.F.	20
233	Life insurance	20
234	Income protection	20
237	TSA	515
238	Vision insurance	20
		4,108
231 2223 300 30	S.A.I.F.	206
237	TSA	240
		446
111 2223 300 31	Certificated salaries	2,004
112	Classified salaries	11,090
210	P.E.R.S.	228
211	P.E.R.S. pick-up	106
233	Life insurance	20
234	Income protection	65
237	TSA	1,200
		14,713
111 2223 30 32	Certificated salaries	1,968
112	Classified salaries	8,011
210	P.E.R.S.	134
211	P.E.R.S. pick-up	74
231	S.A.I.F.	20
233	Life insurance	20
234	Income protection	69
237	TSA	1,000
238	Vision insurance	65
		11,361

<u>To Account Number</u>	<u>Description</u>	<u>Amount</u>	
112 1222 200 89	Classified salaries	17,416	
120	Temporary salaries	9,098	
231	S.A.I.F.	6,260	
233	Life insurance	96	
237	TSA	1,488	
238	Vision insurance	76	34,434
231 2140 200 89	S.A.I.F.	672	
233	Life insurance	20	
237	TSA	744	1,436
111 2211 200 89	Certificated salaries	2,664	
231	S.A.I.F.	111	2,775
111 2212 200 89	Certificated salaries	4,190	
210	P.E.R.S.	214	
211	P.E.R.S. pick-up	115	
220	F.I.C.A.	285	
231	S.A.I.F.	245	
232	Medical insurance	24	
233	Life insurance	20	
234	Income protection	20	
237	TSA	1,860	
238	Vision insurance	22	6,995
231 1240 200 90	S.A.I.F.	736	
237	TSA	1,008	1,744
111 2211 200 90	Certificated salaries	2,772	
112	Classified salaries	996	
210	P.E.R.S.	402	
211	P.E.R.S. pick-up	200	
220	F.I.C.A.	78	
231	S.A.I.F.	166	
233	Life insurance	20	
234	Income protection	28	
237	TSA	2,280	
238	Vision insurance	36	6,978
Grand Total			\$176,077

I recommend that the transfers be authorized.

MM:jv
53/012

June 18, 1985
Page 3

<u>To Account Number</u>	<u>Description</u>		<u>Amount</u>
111 2222 300 33	Certificated salaries	2,004	
231	S.A.I.F.	221	
237	TSA	480	2,705
233 2223 300 34	Life insurance	20	
237	TSA	480	
238	Vision insurance	20	520
111 2211 200 80	Certificated salaries	2,796	
112	Classified salaries	1,296	
120	Temporary salaries	125	
220	F.I.C.A.	114	
231	S.A.I.F.	217	
233	Life insurance	20	
236	Unemployment insurance	3,921	
238	Vision insurance	24	8,513
112 2212 200 80	Classified salaries	534	
231	S.A.I.F.	111	
237	TSA	600	
238	Vision insurance	23	1,268
111 2124 200 82	Certificated salaries	1,298	
231	S.A.I.F.	117	
233	Life insurance	20	
234	Income protection	28	
237	TSA	240	
238	Vision insurance	32	1,735
111 2212 200 87	Certificated salaries	9,243	
210	P.E.R.S.	279	
211	P.E.R.S. pick-up	139	
220	F.I.C.A.	170	
231	S.A.I.F.	452	
233	Life insurance	20	
238	Vision insurance	43	10,346
111 2212 200 88	Certificated salaries	2,352	
120	Temporary salaries	12,410	
231	S.A.I.F.	202	
233	Life insurance	35	
236	Unemployment insurance	1,736	
238	Vision insurance	20	16,755

41(3)



Education Service District

1200 Hwy. 99N

P.O. Box 2680

Eugene, Oregon 97402

TELEPHONE: (503) 689-6500

OATH

I, LOIS E. COPPLE, do solemnly swear or affirm that I will support the laws and constitutions of the United States of America and of the State of Oregon, and that I will faithfully discharge the duties of my office as a member of the Board of Directors of the Lane Education Service District to the best of my ability throughout the four-year term, July 1, 1985, through June 30, 1986 representing Zone 5.

DATED this 18 day of June, 1985.

Lois E. Copple
Lois E. Copple, Director

Michael F. Mead
Clerk

Attachment to 6/18/85 minutes
(3)



Education Service District

1200 Hwy. 99N

P.O. Box 2680

Eugene, Oregon 97402

TELEPHONE: (503) 689-6500

OATH

I, BEVERLY FICEK, do solemnly swear or affirm that I will support the laws and constitutions of the United States of America and of the State of Oregon, and that I will faithfully discharge the duties of my office as a member of the Board of Directors of the Lane Education Service District to the best of my ability throughout the four-year term, July 1, 1985, through June 30, 1989, representing at-large position 6.

DATED this 18 day of June, 1985.

Beverly Ficek
Beverly Ficek, Director

Michael P. Mead
Clerk

Attachment 6/18/85 (3)



Education Service District

1200 Hwy. 99N

P.O. Box 2680

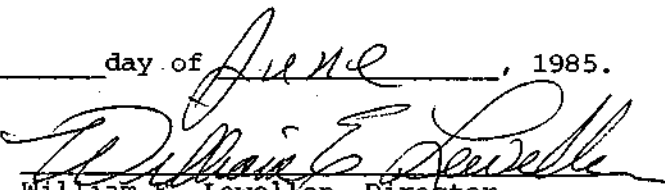
Eugene, Oregon 97402

TELEPHONE: (503) 689-6500

OATH

I, WILLIAM E. LEWELLEN, do solemnly swear or affirm that I will support the laws and constitutions of the United States of America and of the State of Oregon, and that I will faithfully discharge the duties of my office as a member of the Board of Directors of the Lane Education Service District to the best of my ability throughout the four-year term, July 1, 1985, through June 30, 1989, representing Zone 3.

DATED this 18 day of June, 1985.


William E. Lewellen, Director


Clerk

Attachment: 6/18/85 minutes (3)

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, June 4, 1985

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, June 4, 1985

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, June 4, 1985. The meeting followed a specially called Executive Session of the Board which convened at 6:00 p.m., under provisions of ORS 192.660(1)(a) to discuss employment of staff.

The following persons were present for the regular session at 7:45:

Board members attending:

Jeanne Armstrong, Chairperson	Lois Copple
Beverly Ficek	Doug McKay
Frank Nearing	Jim Swanson

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Bob Taylor
Al Fedje	Jeff Foreman
Kermit Horn	Sallie Rainville
Wanda Vinson	Marv Wilkerson

Others attending:

Carol Mead	Dee Unthank
------------	-------------

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE ESD BOARD MINUTES OF MAY 21, 1985, AS PRESENTED.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements

2. Superintendent Mead told the Board that Director Dumdi's absence was due to the death of his father. The Board and staff extend their condolences to Director Dumdi.

3. Communications

3. The following communications were presented:

- A. Suicide Prevention: A Special Report, from the State Department of Education
- B. An updated bibliography of materials available from the Media Services Division on suicide prevention
- C. Lane County Direction Service newsletter
- D. OSBA Meeting Schedule, from ORENET

3. Communications

3. (continued)

E. Senate Joint Resolution 3

F. Announcement of appointment of Dr. Richard Turner as President of LCC.

4. Business Affairs

4A Authorization to
Call for Bids:
Re-roofing Project

4A. Chairperson Armstrong introduced Dee Unthank who was the architect for the Lane ESD Center.

Mr. Unthank said he has been observing the roof for a period of several years and some areas are deteriorating rapidly. He explained that new roofing technology, developed since the Center was built, will provide superior covering as well as an increase in insulation value.

Specifications for the roofing project have been written in such a way that prospective contractors will bid on each of three phases of the project. The contract can then be issued for one-third, two-thirds, or the entire project, depending on bid amounts and the availability of funds.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes a call for bids for re-roofing the ESD Center building, with bid opening scheduled for June 24, 1985.

(Resolution 84-91)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4B Budget Hearing,
1985-86 Budget

4B. Chairperson Armstrong declared the 1985-86 ESD Budget Hearing open. She stated that the ESD operating budget, as outlined below, is within the tax base. Notice of the Budget hearing was published, as required by law, in two issues of the Register-Guard (on May 17 and May 24).

4. Business Affairs

4B Budget Hearing,
1985-86 Budget

4B. (continued)

The Budget Summary is as follows:

<u>Fund</u>	<u>Est. Expenditures</u>	<u>Est. Receipts</u>	<u>Levy</u>
General	\$ 7,576,021	\$2,942,623	\$4,633,398
School Support	2,934,900	-0-	2,934,900*
OTIS	3,488,154	3,488,154	-0-
Curriculum Dev.	45,000	45,000	-0-
Title I, Skipworth	8,600	8,600	-0-
Voc. Ed. Consortium	27,110	27,110	-0-
Equipment			
Replacement	121,021	121,021	-0-
Cooperative Purch.	450,000	450,000	-0-
Working Capital	50,000	50,000	-0-
TOTALS	\$14,700,806	\$7,132,508	\$7,568,298
Est. Taxes Not to be Received			514,822
TOTAL ESD LEVY, within tax base			\$8,083,120*

* Of the total levy amount, \$2,934,900 will be received as an offset from State funds. The balance, less any local offsets, will actually be spread upon Lane County tax rolls.

There being no comments, Chairperson Armstrong declared the Budget Hearing closed.

4C Designation of
Authorized
Depositories

4C. DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD designates the following financial institutions as official depositories for District funds during the 1985-86 fiscal year:

First Interstate Bank of Oregon
United States National Bank of Oregon
Pacific Western Bank
SELCO Credit Union
Benjamin Franklin Savings and Loan
Association
Local Government Investment Pool

(Resolution 84-92)

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4. Business Affairs

4D Attendance

Investigator Bids

- 4D. The Board reviewed a recap of bids from five private firms to serve as attendance investigator for the ESD's attendance/truancy program.

Director Nearing requested background information on this program. Superintendent Mead said the service provides investigative services to districts to assist in returning truant children to the classroom. The ESD is mandated by law to furnish these services to districts of 1,000 or fewer children and provides the service to all 16 districts via the resolution process.

Whitney Investigations, the current provider, is the low bidder based on the tabulation. Superintendent Mead said that Michael Whitney has provided excellent services.

DIRECTOR COPPLE MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD awards a contract to Whitney Investigations Company for providing of attendance/truancy investigation services during the 1985-86 school year. Services are to be provided on reference at the rates bid, according to the schedule attached as a part of these minutes.

(Resolution 84-93)

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4E Special Education
Inservice Grant
Proposal

- 4E. The Special Education staff requests authorization to submit a grant proposal to fund staff inservice activities. Superintendent Mead recommended the Board approve the request, which is similar in size and nature to a grant successfully solicited and completed three years ago.

Marv Wilkerson said that the grant was designed to provide TMR aides with detailed information about skills needed for effective instruction of low performing TMR students. A manual will be developed this summer and a full-day inservice for the aides will be held on October 11 (State Inservice Day). Follow-up will occur throughout the rest of the year.

4. Business Affairs
4E Special Education
Grant Proposal

4E. (continued)

DIRECTOR SWANSON MOVED:

BE IT RESOLVED by the Board of Directors of Lane ESD authorizes the application by the Special Education Department for grant funding in the amount of \$2,469.00 for the purpose of providing staff inservice training.

BE IT FURTHER RESOLVED that the Board authorizes, contingent upon grant approval, the establishment of the appropriate special fund in the 1985-86 budget, and appropriates the grant amount of \$2,469.00, contingent upon receipt of grant funds.

(Resolution 84-94)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

- 4F Approval of Grant
Proposal:
PL 98-377

- 4F. Potential grant funding for a science education development project is available through Public Law 98-377, the Education for Economic Security Act of 1984. The Superintendent explained that the ESD's eligibility to apply and the amount of funding available hinges on the action of participating local districts to request the ESD to apply for a consortium.

Kermit Horn presented a brief summary of background material on both the consortium and on the grant proposal and answered questions from Board members. He said that the purpose of the Consortium is to improve science instruction through a collaborative effort of member organizations, which include Lane ESD, local school districts, the University of Oregon, Lane Community College, and private industry representatives.

The Consortium will involve the commitment by participating agencies of significant resources either in funds or in-kind contributions or both. Superintendents from local districts have requested that the ESD assume the role of fiscal agent. Kermit would serve as the acting executive secretary of the consortium.

4. Business Affairs

4F Approval of Grant
Proposal:
PL 98-377

4F. (continued)

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes a grant proposal for PL 98-377 funds, on behalf of the Lane Regional Science Consortium and participating local school districts.

(Resolution 84-95)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

Director Nearing said he hoped that the formation of the Consortium would not be tantamount to the creation of another ongoing bureaucracy.

4G Unsegregated Tax-
Interest Issue

4G. Superintendent Mead brought the Board up-to-date on the status of HB 2229 (the forgiveness bill introduced by the Association of Oregon Counties) and on Joe Richards' analysis of the constitutional issues involved.

It is the recommendation of Attorney Richards and of the ad hoc committee that the school districts now act to authorize counsel to offer to withdraw the pending lawsuit in exchange for payment of interest amounts accrued since March 23, 1984, with such payment to be made by June 30, 1985.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes counsel to act on its behalf in offering to Lane County the withdrawn of legal action in exchange for the timely payment of interest amounts earned and accrued by the unsegregated tax account since March 23, 1984, as well as future interest amounts from that source.

(Resolution 84-96)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, MCKAY, AND SWANSON VOTED YES. Director Nearing abstained.

4. Business Affairs

4G Unsegregated Tax-
Interest Issue

4G. (continued)

The ad hoc committee also recommends that districts closely monitor any deliberations of a legislative interim committee concerning the granting of authority to counties to levy a fee for the collection and apportionment of property taxes. Districts should be ready to enlist the aid of OSBA and to be much more vigorous and effective in opposing any such proposal.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes counsel to act on its behalf in monitoring the Legislative interim committee and to fight any attempt made in the 1987 Legislative session to authorize fees for collection of property tax.

(Resolution 84-97)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, MCKAY, AND SWANSON VOTING YES. Director Nearing abstained.

5. Action Items

5A Adoption of School-
Year Calendar,
1985-86

5A. The school year calendar establishes classroom schedules and the contract year for certificated employees who work less than a 12-month year. It has been coordinated with the calendars of the districts in which ESD classrooms are located (Eugene, Springfield, and Bethel).

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD adopts the calendar for the 1985-86 school year as indicated in Attachment 5A to the official minutes of this meeting.

(Resolution 84-98)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

5. Action Items

5B Appointment of
Members: Lane ESD
Advisory Council
for Handicapped
Children

5B. Recommendations from the Council to fill
expiring terms were presented by Bob Taylor.

DIRECTOR COPPLE MOVED:

BE IT RESOLVED that the Board of Directors of
Lane ESD hereby appoints Pam Ring, Roma
Cleveland, Karen Button, and Hope Glasco to
position on the Lane ESD Advisory Council for
Handicapped Children. The terms of appointment
are from July 1, 1985, through June 30, 1987.

(Resolution 84-99)

Director Swanson seconded and the MOTION CARRIED
WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, MCKAY,
NEARING, AND SWANSON VOTING YES.

5C Approval of ESD
Participation:
Lane County
Regional Science
Education
Consortium

5C. It was noted that the Consortium had been
discussed during the earlier agenda item
regarding the Science Education grant proposal.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of
Lane ESD supports the concept of improving
science education in the classrooms of the
county's schools, and authorizes ESD membership
in the Lane County Science Consortium.

(Resolution 84-100)

Director Nearing seconded and the MOTION CARRIED
WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, MCKAY,
NEARING, AND SWANSON VOTING YES.

5D Appointment of
Interim
Superintendent

5D. DIRECTOR MCKAY MOVED:

BE IT RESOLVED that James G. Maxwell be
appointed interim superintendent of Lane ESD for
the 1985-86 fiscal year, with salary and terms
to be negotiated.

(Resolution 84-101)

Director Nearing seconded and the MOTION CARRIED
WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, MCKAY,
AND NEARING VOTING YES.

5. Action Items

- 5D Appointment of
Interim
Superintendent

5D. (continued)

Director Swanson voted no, stating "I am going to vote no and it has to do with what I see as a situation that arises out of this. I'm not sure if it's a legal or ethical problem but I feel I need to express that concern. I am not expressing any concern about Jim's ability to handle the job."

6. Discussion Items

- 6A Provision for
Retiring Employees
in Insurance
Group: HB 2430

Director Ficek left the meeting at 9:06 p.m.

- 6A. House Bill 2430, which has overwhelmingly passed in both houses, will extend to school districts a provision which already exists for state government agencies. Under it, retiring employees and their dependents would be eligible to remain members of the agency's health insurance group between the time of retirement and the date when the employee becomes eligible for Medicare. The bill will become effective on July 1, 1986.

Superintendent Mead suggested that the Board consider making the coverage available as of July 1, 1985, for employees retiring at that time or during the 1985-86 year. He added that the Board might wish to consider making a one-time provision or opportunity for recent retirees to purchase the coverage, if the carrier will allow that to happen. He recommended that retired employees be required to pay the attendant premiums if they desire the coverage.

Board members asked for information on the number of recent and potential retirees. They also requested a comparison of other plans presently available to retiring employee.

7. Reports

7. The following written reports were presented for the Board's information:

- A. Statistical report on the TMR urban program
- B. Attendance/truancy report: cases referred to district attorney or juvenile court
- C. Report on legislative practicum attended by the Superintendent and a report on ESD-related legislation

7. Reports

7. (continued)

- D. Reports on NSBA convention from Directors Nearing and Copple
- E. Report from COSA explaining the Oregon Sales Tax Plan
- F. Lane ESD Advisory Council for Handicapped Children minutes of May 14 and handouts distributed at that meeting
- G. Director McKay reported briefly on recent activities of the Oregon Museum Park Commission.

8. Future Agenda Items

8. Future agenda items include:

- A. Adoption and appropriation of budget; certification of levy
- B. End-of-year and beginning-of-year action items
- C. Swearing in of new and re-elected Board members
- D. Provision for retiring employees in insurance group.

9. Next Meeting

9. The next ~~regular~~ ^{TUESDAY} meeting of the Lane ESD Board will be ~~Thursday~~, June 18, 1985, 7:45 p.m., at the Lane ESD Center.

10. Executive Session

10. Chairperson Armstrong recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff.

11. Reconvene in Open Session

11. Following the Executive Session, Chairperson Armstrong reconvened the Board in open session.

The following action was taken:

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors accepts the resignation of Joe Lucyshyn in accordance with the terms set forth in Superintendent Mead's letter to Mr. Lucyshyn dated May 28, 1985.

(Resolution 84-102)

11. Reconvene in Open Session

11. (continued)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, MCKAY, AND NEARING VOTING YES. Director Swanson voted no, stating he had a problem with the terms set forth in Superintendent Mead's letter.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD requests issuance of a Certificate of Accomplishment to Risa Stout. The certificate is requested to enable Ms. Stout to serve as a therapist in the outreach component of Lane ESD's Severely Emotionally Handicapped Adolescent Treatment Program.



(Resolution 84-103)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, MCKAY, NEARING, AND SWANSON VOTING YES.

Chairperson Armstrong recessed the regular session and reconvened the Board in Executive Session under provisions of ORS 192.660(1)(a) to discuss personnel. No action was taken following this Executive Session.

12. Adjourn

12. The meeting was adjourned.


Jeanne Armstrong, Chairperson

Melvin F. Mead, Superintendent-Clerk

Attachments:

Bid Schedule
Truancy Investigation
1985-86 School Year
Calendar

SR/jv 6/85 minutes1

INSTRUCTIONAL SERVICES DIVISION
Lane Education Service District

tentative

C A L E N D A R

1985-86

Basic Calendar - 192 Days

	<u>Number of Workdays</u>	<u>Comments</u>
July	0	--
August	0	--
September	21	First day of work is September ³ 2. Paid holiday September 2.
October	23	October 11 is a contract day for ESD staff (state inservice day).
November	21	Includes paid holidays November 11 and November 28-29. November 1 is an inservice day for Lane School Programs.
December	15	Holiday break December 23-January 3.
January	20	Work resumes January 6.
February	19	Non-contract day February 17.
March	16	Spring break March 24-28.
April	22	--
May	22	Includes paid holiday May 26.
June	13	Last day of work June 18.
<hr/>		
192 days		

Specialists - 207 days including 5 paid holidays

Basic 192 day calendar except:
First day of work - August 19
Last day of work - June 25

Classified - 210 days including 5 paid holidays (10-month)

Basic 192 day calendar except:
First day of work - August 19
February 17 is a workday
Last day of work - June 27

Classified - 230 days including 5 paid holidays (11-month)

Basic 192 day calendar except:
First day of work - July 22
February 17 is a workday
Last day of work - June 27

cr
5/6/85

5A(1)

Attachment 6/4/85

LANE ESD ATTENDANCE INVESTIGATOR BID
1985-1986

Name of Firm	First Investigation Each Case	Outside 20 Mile Radius	Follow Up	Filing Charges	
DeForest Investigations	\$37.50	\$ 75.00	\$105.00	\$35.00	\$13,057.50
Ullman-Davidson Associates	\$44.00	\$112.00	\$ 25.00 per hr.	\$37.50	\$11,505.50
American-International Investigation, Inc.	\$50.00	\$ 40.00 + .25 per mile	\$ 40.00 + .25 per mile	\$25.00 each	\$10,558.00
D.W. Hettman and Associates	\$60.00	\$ 75.00	\$ 50.00	\$ 25.00	\$12,530.00
Whitney Investigations	\$45.00	\$ 55.00 + .18 per mile	\$ 18.00 per hr. + .18 per mile	\$ 18.00 per hr. + .18 per mile	\$10,222.20

The above statistics show the comparisons between five bidding firms for the contract to investigate attendance problems in Lane County. The last column on the right indicates how much each investigator would have cost us, September 1 to April 30, if they had taken our cases this year. The last investigator, Whitney, is the investigator that has supplied us with these services for the past three years.

The administration recommends employing Whitney Investigations for another year with the option for another two years, one year at a time. He is not only the low bidder, but Mike provides us with exceptional services and should be retained.

AF:jv
2/043

41C(17)

Attachment 6/4/85

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, May 21, 1985

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, May 21, 1985

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, May 21, 1985, with the following present:

Board members attending:

Jeanne Armstrong, Chairperson	Lois Copple
Cleve Dumdi	Beverly Ficek
Doug McKay	Frank Nearing
Jim Swanson	

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Sallie Rainville
Al Fedje	Jeff Foreman
Dan Burkhardt	

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE ESD BOARD MINUTES OF APRIL 16, 1985, AND APRIL 23, 1985; AND THE ESD BUDGET COMMITTEE MINUTES OF APRIL 23, 1985, AS PRESENTED.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
3. Communications

2. No statements were presented at this time.
3. The following communications were presented:

- A. Letter from Marie Egbert, President, Oregon Association of Vocational Manpower and Special Needs Personnel, thanking the Superintendent for allowing Martin Sheehan to be a part of the Association's spring conference.

4. Business Affairs
 - 4A Appointment of Insurance Agent-of-Record, Employee Insurances

- 4A. Four companies submitted proposals to serve as the ESD employee insurance agent-of-record. A staff review of the proposal was provided to the Board.

Director Copple declared a conflict of interest.

Superintendent Mead concurred with the Committee's recommendation that the District continue to use Gene Manley, of Smith & Crakes, as the agent-of-record.

4. Business Affairs

4A Appointment of
Insurance Agent-of-
Record, Employee
Insurances

4. (continued)

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD designates the firm of Smith & Crakes as its agent-of-record for employee insurance contracts for a three-year period commencing July 1, 1985. Services are to be rendered in accordance with the agreement executed for that purpose.

(Resolution 84-87)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES. Director Copple abstained.

4B Award of
Contract: Film
Inspection/
Maintenance
Equipment

4B. Bids have been called and received as authorized by the Board for a film inspection and maintenance machine. The Board received a copy of the specifications and the staff analysis of bids received. Only one of the bidders, Research Technology Incorporated (RTI), submitted a bid which met all specifications.

DIRECTOR NEARING MOVED:

BE IT RESOLVED by the Board of Directors of Lane ESD that a contract be awarded to Research Technology Incorporated (RTI) to supply one (1) RTI Pulsar 2800 Data Film with EM 480 Cleaning Module, Quick Trak Previewer, at a contract price of \$15,890. Said equipment is to be delivered and invoiced after July 1, 1985, and in accordance with the terms of the bid and contract.

(Resolution 84-88)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4C Award of
Contracts:
Cooperative
Purchasing

4C. A tabulation of recommended Cooperative Purchasing bid awards was distributed.

Superintendent Mead said that committees representing user participants have met and reviewed the bids received. The recommended products and vendors are each the lowest bid which meets specifications.

4. Business Affairs

4C Award of
Contracts:
Cooperative
Purchasing

4C. (continued)

DIRECTOR NEARING MOVED:

BE IT RESOLVED by the Board of Directors of Lane ESD that contracts be awarded vendors for Cooperative Purchasing supplies and equipment for the 1985-86 year, according to the attached schedules. Contracts awarded are for the aggregate amount of \$337,899.17.

(Resolution 84-89)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4D Award of
Contracts:
Audiovisual
Equipment

4D. SOAP-C is a consortium developed for the purposes of sharing audiovisual equipment and materials evaluation information and seeking the most favorable prices for that equipment and materials. Participants include Education Service Districts and/or school districts in Jackson, Klamath, Lane, Douglas, Linn-Benton, Josephine, Coos, and Curry Counties.

General policies and procedures for the Consortium are developed by an Operations Committee representing the participants. The legal, fiscal, and operational responsibility rotates among the participants on a biennial basis. During the 1984-86 biennium, coordination responsibility is assigned to the Lane ESD.

The Board reviewed the list of completed equipment and supply bids.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD that contracts be awarded vendors for supplying audiovisual supplies and equipment to members of the Southern Oregon Audiovisual Purchasing Consortium for the 1985-86 year, according to the attached schedules. Purchase contracts will be issued by individual members of SOAP-C.

(Resolution 84-90)

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4. Business Affairs
4E Financial
Statements, April,
1985

4E. Superintendent Mead presented ESD and OTIS financial statements for April, including information on accounts payable and receivable, revenue, and a brief summary of the General Fund Budget by program.

Invoice registers note payments as follows:

ESD	\$215,484.76
OTIS	\$ 83,864.70

5. Executive Session

5. Chairperson Armstrong recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff.

6. Reconvene in Open Session

6. No action was taken following the Executive Session.

7. Future Agenda Items

7. Future agenda items include:

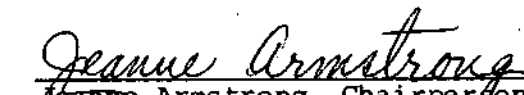
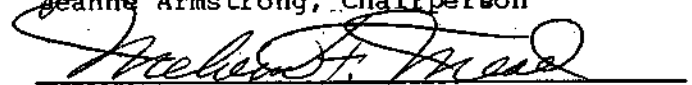
- A. Budget hearing: 1985-86 budget
- B. Recommendations for appointment: Advisory Council for Handicapped Children
- C. ESD participation in Lane County Science Consortium

8. Next Meeting

8. The next regular meeting of the Lane ESD Board will be Thursday, June 4, 1985, 7:45 p.m., Lane ESD Center, 1200 Highway 99 North, Eugene.

9. Adjourn

9. The meeting was adjourned.


Jeanne Armstrong, Chairperson

Melvin F. Mead, Superintendent-Clerk

Attachments:

Cooperative Purchasing
Bid Schedule
SOAP-C Bid Schedule

SR/jv 5/85 minutes

COOPERATIVE PURCHASING

BID AWARD RECAP

1985-86

<u>SECTION #10</u> - AUDIO VISUAL SUPPLIES	\$ 7,625.07
<u>SECTION #20</u> - LIBRARY SUPPLIES	2,016.06
<u>SECTION #30</u> - INSTRUCTIONAL/OFFICE SUPPLIES	111,167.59
<u>SECTION #35</u> - FILING CABINETS/FURNITURE	3,456.08
<u>SECTION #40</u> - CUT PAPER	124,208.82
<u>SECTION #50</u> - ART SUPPLIES	43,205.67
<u>SECTION #60</u> - CUSTODIAL SUPPLIES	35,875.52
<u>SECTION #70</u> - FIRST AID SUPPLIES	4,784.37
<u>SECTION #80</u> - PLAYGROUND/ATHLETIC SUPPLIES	<u>5,559.99</u>
*TOTAL	\$ 337,899.17

*THIS TOTAL DOES NOT INCLUDE:

1. Orders received from the school districts after the bid sheets were mailed to the vendors.
2. Audio Visual Equipment.
3. Drop Shipments on Cut Paper and Custodial Supplies to Lane Community College.

4C(1)

COOPERATIVE PURCHASING
BID AWARD SUMMARY 1985-86 SUPPLIES

AUDIO VISUAL SUPPLIES:
Section #10

Aves Audio Visual Systems	\$ 482.12
Boise Cascade Office Supplies	1,610.22
Brodart, Inc.	106.26
3M Business Equipment Center	202.15
Elgin School Supply	30.60
Pacific Stationery	317.73
Proline Industries	271.85
Simmons Supply	69.52
Tersch Products	148.40
Tru-Art Distributing	1,506.76
USI, Inc.	2,667.30
Western Paper Company	<u>212.16</u>
TOTAL	\$ 7,625.07

LIBRARY SUPPLIES:
Section #20

Brodart, Inc.	\$ 1,349.27
Demco, Inc.	310.59
Gaylord Bros.	<u>356.20</u>
TOTAL	\$ 2,016.06

INSTRUCTIONAL/OFFICE SUPPLIES:

Section #30

Advanced Office Concepts	\$ 2,795.00
Boise Cascade Office Supplies	24,878.22
C2F, Inc.	5,443.57
Chapman Bros.	2,025.86
City of Eugene	199.87
Creative Cache	2,595.40
Ditto-ATF Davidson Company	5,467.12
Elan Publishing Company	418.53
Elgin School Supply	4,874.35
Empire Paper Company	430.20
Finzer Business Machines	3,600.00
H&M Ribbon & Carbon Company	900.00
Hammond & Stephens	918.36
Kenneth Lee James & Associates	195.50
Lane Community College	424.80
Metz Supply	299.51
Myron Manufacturing	337.10
Oregon Photocopy	180.00
Pacific Stationery	8,739.87
Rose City Awning	94.83
Simmons Supply	1,109.49
Snyder Crecelius Paper	11,218.26
Standard Stationery Supply	4,720.32
Tersch Products	420.62
Tru Art Distributing Company	4,328.54
20th Century Plastics	500.00
Unisource, Inc.	5,857.56
Western Paper Company	11,549.42
Westvaco	6,149.93
Willamette Industries	495.36

TOTAL

\$ 111,167.59

FILING CABINETS/FURNITURE:

Section #35

Boise Cascade Office Supplies	80.47
Liska School Equipment	<u>3,375.61</u>

TOTAL

\$ 3,456.08

40 (3)

CUT PAPER:

Section #40

Boise Cascade Office Supplies	\$ 839.67
Supplyways, Inc.	87,071.43
Unisource, Inc.	7,785.30
Western Paper Company	28,467.81
Zellerbach Paper Company	<u>44.61</u>
 TOTAL	 \$ 124,208.82

ART SUPPLIES:

Section #50

Dick Blick West	81.95
Boise Cascade Office Supplies	750.88
C2F, Inc.	7,017.93
Creative Cache	2,378.68
Empire Paper Company	16,341.35
Nasco West	35.21
Pacific Stationery	3,731.66
S&S Arts & Crafts	252.00
Sax Arts & Crafts	24.90
Scharpf's Twin Oaks	55.00
Snyder Crecelius Paper	2,189.37
Southern Oregon Pottery	1,124.23
Standard Stationery Supply	1,346.21
Supplyways	4,547.24
Tru Art Distributing Company	928.46
Western Paper Company	1,949.55
Western School Supply	<u>451.05</u>
 TOTAL	 \$ 43,205.67

4C(4)

CUSTODIAL SUPPLIES:

Section #60

Adams Feed & Seed	\$ 1,091.20
Bidall Corp.	1,368.70
Brodhead-Garret Company	310.13
Chown, Inc.	1,096.70
Consolidated Electrical Distributors	349.96
Forrest Paint	36.80
Fresh Foods	1,929.92
Galifco Oregon, Inc.	165.00
General Tool	524.25
Industrial Chemical Lab	3,366.41
Industrial Supply Company	2,618.03
McDonald Wholesale Company	225.27
Marine Wholesale	780.67
Mednick Wiping Materials	524.88
Metz Supply	204.44
North Coast Electric	249.50
Packer Scott	7,805.69
Paulsen & Roles Laboratories	1,017.13
Rogers & Son	134.55
Rose Paper Products	559.85
Scot Supply Co.	1,180.92
Steiner Corporation	693.05
Tru Art Distributing Company	31.20
Unisource, Inc.	2,163.48
Universal Chemical	1,232.45
Velco, Inc.	418.80
Western Paper Company	873.09
World Wide Industrial Supply	864.95
Zellerbach Paper Company	<u>4,058.50</u>
	\$ 35,875.52

FIRST AID SUPPLIES:

Section #70

Burgin-Arden Surgical Sales	110.59
Caplan Sport Shop	60.15
Coast First Aid Supply	461.70
McDonald Wholesale	367.20
Micro Bio-Medics--Arcade Division	3,015.27
H. L. Moore	50.00
Normed, Inc.	83.15
Portland Athletic Supply	397.75
Sanderson Safety	<u>238.56</u>
TOTAL	\$ 4,784.37

4C(5)

PLAYGROUND/ATHLETIC SUPPLIES:

Section #80

BSN Corporation	399.40
Caplan Sport Shop	493.91
Cascade Athletic Supply	865.61
Coast First Aid Supply	13.55
Luby's Sport Center	1,894.98
Mohinder Sports	510.73
Portland Athletic Supply	811.95
U. S. Games, Inc.	344.53
Val's Sports	157.13
Wolters Company	<u>68.20</u>

TOTAL	5,559.99
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GRAND TOTAL ALL SECTIONS	<u>\$ 337,899.17</u>
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4C(6)

AV SUCCESSFUL BIDDERS 1985-86

ITEM	DESCRIPTION	BRAND	BID PRICE	PROJECTED #
<u>A&G Associates, 4815 S.W. Macadam Ave., Portland, OR 97225 (\$3,962.64)</u>				
785.10	Opaque Projector	Buhl Mark IV	583.00	3
785.59	Video Cassette 3/4 x 30	Ampex	10.52	48
785.60	Video Cassette 3/4 x 60	Ampex	14.73	116
<u>Audio Visual Supply, 2422 S.E. Hawthorne, Portland, OR 97214. (\$67.00)</u>				
785.50	Drymount Tissue	Seal	67.00	0
<u>Audio Visual Wholesalers, 15395 31st. Ave. NO, Plymouth, Minn. 55447 (\$2,826.13)</u>				
785.1	Headsets 1/2" plug	Murdock D 800-16	5.63	119
785.2	Headsets mini plug	Murdock D 800-16	5.63	57
785.4	Listening Post w/ 8 headphones	Murdock MPC M8V	73.41	25
<u>Business Equipment Center, 1198 Gateway Loop, Springfield, OR 97477 (\$9,164.00)</u>				
785.12	Overhead Projector, non-glare	3M213 BAA	316.00	29
<u>Educational Systems, Inc. 17175 S.W. Tualatin Valley Hwy. Beaverton, OR 97006 (\$24,082.33)</u>				
785.5	Record player - manual	Califone 1450K	105.24	5
785.6	Record player - variable speed	Califone 1455K	117.94	31
785.7	Record player - stereo	Califone 1130K	187.08	13
785.15	16mm projector - Slot Load	Eiki SL-1	559.46	0
785.20	Cassette Recorder - student	Califone 3130	31.19	26
785.21	Cassette Recorder - high quality	Califone 3430	45.48	129
785.22	Cassette Recorder - portable w/multi outlets	Califone 5270	74.09	23
785.23	Cassette Recorder - classroom	Califone 3670	184.68	12
785.24	Tripod Screen 60 x 60	Knox 375	66.61	3
785.30	Projection Stand 26"	Bretford	59.34	25
785.31	Projection Stand 34"	Bretford	67.42	38
785.32	Projection Stand 42"	Bretford	69.49	23
785.33	Projection Stand 54"	Bretford	91.27	14
<u>Evergreen Film Service, 1416 West 7th Ave. Eugene, OR 97402 (\$16,598.91)</u>				
785.61	Video Cassette BETA 1/2" x 120 min.	Agfa	4.04	7
785.62	Video Cassette VHS 1/2" x 120 min.	Agfa-G	4.51	2215
785.63	Video Cassette VHS 1/2" x 60 min.	Agfa-G	3.96	1048
785.64	Video Cassette VHS 1/2" x 30 min.	Agfa-G	3.70	657
<u>Force 4, 7130 SW. Fir Loop, Portland, OR 97223 (\$1,907.00)</u>				
785.86	Diskettes 5 1/4" Hard Sector DS,DD	Control Data	11.00	13
785.87	Diskettes 5 1/4" Soft Sector DS,DD	Control Data	10.50	168

48(1)

Imperial Tapes, 1014 Broadway, Santa Monica, CA 90401-2808 (\$4,160.00)

785.67	Audio Cassette C-10	BASF	.305	139
785.68	Audio Cassette C-20	BASF	.335	161
785.69	Audio Cassette C-30	BASF	.355	2417
785.70	Audio Cassette C-45	BASF	.405	724
785.71	Audio Cassette C-60	BASF	.435	3707
785.72	Audio Cassette C-90	BASF	.525	2050
785.73	Audio Cassette C-120	BASF	1.04	215

Learning Service, 2677 Willakenzie Suite 5, Eugene, OR 97401 (\$4,664.00)

785.83	5 1/4" Soft Sector SS,SD diskettes	BASF	8.80	118
785.84	5 1/4" Soft Sector SS,DD diskettes	BASF	8.80	412

Moore's Audio Visual Center, Inc. 234 S.E. 12th Ave. Portland, OR 97214 (\$449.00)

785.18	Slide Projector/View Combination	Bell&Howell 797B	449.00	1
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Northwestern, Inc. 1224 S.W. Broadway, Portland, OR 97205 (\$386.19)

785.66	Cassette Tape Boxes	Norelco style	.09	4291
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NWI Photo & Sound, 19221 66th Ave. South, Seattle, WA 98188 (\$15,538.91)

785.3	Junction Box	AVID	11.24	13
785.11	Overhead projector - regular	Bell & Howell 301L	140.00	34
785.25	Wall Mount screen 70 x 70	Draper Star	34.00	82
785.26	Filmstrip Viewer	Telex	40.16	10
785.29	Sound Filmstrip Projector/ Viewer	DuKane VPmatic 28A60	333.67	19
785.74	Clear Acetate Rolls	AVID	11.24	13

Proline, 13241 Northup Way, Bellevue, WA 98005 (\$13,214.50)

785.8	Filmstrip projector	DuKane 28A55	115.00	6
785.9	Filmstrip projector w/remote	DuKane 28A56A	179.00	1
785.16	Slide Projector -manual	Elmo Omnigraphic300AF	263.00	3
785.17	Slide Projector -auto focus	Elmo Omnigraphic300AF	325.00	6
785.19	Cassette player - portable	Sharp RD 650-AVI	31.50	15
785.27	Filmstrip Viewer - sound	DuKane 28A1C	264.00	18
785.28	Sound Filmstrip Projector	DuKane Micromatic 28A81	313.00	14

USI, Inc., Box 644, 20 Baldwin Drive, Branford, CT. 06405 (\$1,770.00)

785.34	Drymount Press - Laminating	Seal	590.00	3
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Western Paper, 2641 West 5th Street, Eugene, OR 97402 (\$24.20)

785.85	5 1/4" Hard Sector SS,SD diskette	BASF	12.10	2
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Items 785.51 through 785.56 (Laminating film) and items 785.13 and 785.14 (16mm projectors) need clarification before a recommendation can be made.

40(2)

Lane Education Service District
1200 Highway 99 North; P O Box 2680
Eugene OR 97402

Office of the Superintendent
Tuesday, April 23, 1985

Lane ESD Board Meeting
Tuesday, April 23, 1985

Agenda Topics

1. Attendance

1. A specially scheduled meeting of the Lane ESD Board of Directors was called to order at 6:15 p.m., Tuesday, April 23, 1985, with the following persons present:

Board members attending:

Jeanne Armstrong, Chairperson
Lois Copple
Cleve Dumdi
Bev Ficek
Doug McKay
Jim Swanson

ESD staff attending:

Mel Mead, Superintendent
Sallie Rainville

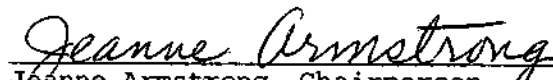
2. Executive session

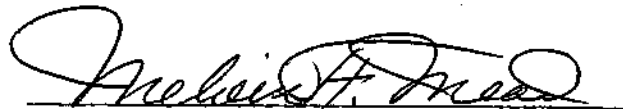
2. Chairperson Armstrong declared the meeting an Executive Session called under provisions of ORS 192.660(1)(a) to discuss employment of staff.

Following the Executive Session, Chairperson Armstrong returned the Board to regular session. No action was taken on Executive Session discussion.

3. Adjourn

3. The meeting was adjourned.


Jeanne Armstrong, Chairperson


Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, April 16, 1985

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, April 16, 1985

Agenda Topics

1. Call to Order
 - 1A Attendance
- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, April 16, 1985, with the following present:

Board members attending:

Jeanne Armstrong, Chairperson	Lois Copple
Cleve Dumdi	Beverly Ficek
Doug McKay	Frank Nearing
Jim Swanson	

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Marv Wilkerson
Al Fedje	Jeff Foreman
Nicola Maxwell	Ellen Adler
Carol Abbott	Kermit Horn
Sallie Rainville	

Others attending:

Jim Walpole	JoAnn Walpole
Paul Scott	Jack Gossard
Dennis Solin	
Greg Thayer and two other LCC Students	
- 1B Approval of Minutes
- 1B. DIRECTOR MCKAY MOVED TO APPROVE THE MINUTES OF MARCH 19, 1985, AND APRIL 9, 1985, AS PRESENTED.

Director Dumdi seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.
2. Statements
 - A. Superintendent's Comments
2. Superintendent Mead told the Board that two staff members, Bill Ford and Johnnie Hillsbery had recently returned to work after major surgery. He said that Bob Taylor, Instructional Services Director, had just undergone back surgery.

Superintendent Mead complimented Jeff Foreman on the latest issue of InnerViews.

3. Communications

3. The following communications were presented:

- A. AAESA Perspective on Service, January-February issue, which includes an article on Lane ESD's curriculum/staff development team.
- B. Memo from Jeff Foreman thanking the Production Department staff for their assistance with the Superintendent's position opening announcement.
- C. Bibliography of materials on child abuse available through the Media Services Division.

4. Business Affairs

4A 1983-84 Audit Report

4A. Dennis Solin, of Babcock, Solin, Johnson and Oberlink CPA, was present to review the 1983-84 fiscal audit report. He stated that the audit showed that both ESD and OTIS are in sound financial shape. No problems or recommendations for improvement were noted. Mr. Solin said the ESD business office is competently and adequately staffed, with appropriate internal controls in place.

4B. Contract Award:
Recycled Paper

4B. Chairperson Armstrong introduced Paul Scott, Northwest Paper Fiber Company, and Jim Walpole, Northwest Resource Recycling, representatives of the two companies that bid on wastepaper recycling.

Director McKay stated a conflict of interest.

Superintendent Mead reminded the Board that this bid had been reopened and called because no formal procedure and no written specifications had been used when the bid was first awarded in December. Board members reviewed the specifications given to bidders for this reopening.

The Superintendent said the administration's recommendation is that the contract be awarded at this time to Northwest Paper Fiber because it is the high bidder on four out of seven categories, and an equal bidder on two. He said no preference differential was included in the specifications to provide favored consideration for locally-owned firms, but the percentage of difference in those categories exceeds that which would likely have been given.

4. Business Affairs

4B Contract Award:
Recycled Paper

4B. (continued)

Chairperson Armstrong asked the representatives of the two firms to present their statements.

Paul Scott, Northwest Paper Fiber, said his firm offers a high level of service and the highest prices in town. In the last three months, he said, the amount paid to the ESD has been more than the previous vendor paid for all of last year. Northwest Paper Fiber also offers glass and metals recycling which the ESD decided they did not want at this time. He said that his firm is prepared to offer whatever recycling services the ESD needs.

Jim Walpole, Northwest Resource Recycling, Inc., said recycling is not a lucrative field for the company whose paper is purchased; the benefit comes mainly from reduced waste disposal costs. The recycled product is also a benefit to society, even if it doesn't generate many dollars. He said Lane ESD has a history of commitment to the principal of recycling.

Mr. Walpole said the two companies' proposals were the same for the most valuable paper, newsprint and computer paper. He said his company provides a benefit to the community by hiring hard-to-employ individuals, including the mentally handicapped. He said he hoped Board members would give this their consideration.

Chairperson Armstrong asked for questions from Board members.

Director Dumdi asked how much paper would be picked up in a typical year, as a basis for comparing total revenue that could be expected. Al Fedje said he did not have this information.

Director Armstrong commented that this issue had been before the Board since December, due to a staff error of inadequate and inappropriate information. She said she felt the Board had made a serious error in switching companies before the staff had presented adequate information.

4. Business Affairs

- 4B Contract Award:
Recycled Paper

4B. (continued)

After additional discussion, the Board agreed by consensus to defer further discussion and action until a later point in the meeting, in order to give Al Fedje time to develop the requested information on yearly revenue.

Executive Session

Chairperson Armstrong recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(b) to consult with the Board's counsel for labor negotiations.

Reconvene in Regular Session

Following the Executive Session, Chairperson Armstrong reconvened the Board in open session. No action was taken.

- 4C Federal Property
Eligibility
Recertification

- 4C. Every three years, the Oregon State Agency for Surplus Property requires recertification of public agencies which are eligible to purchase federal surplus property. Superintendent Mead recommended that the ESD retain this authorization.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of Lane Education Service District adopts the authorization resolution requested by the Oregon State Agency for Surplus Property, which is attached as a part of these minutes.

(Resolution 84-74)

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

- 4D Transfers to
Equipment Reserve

- 4D. Superintendent Mead requested authority to make the following transfers from the General Fund (Fund 100) to the Equipment Reserve Fund (Fund 400):

From 542-2543-100-14	\$ 3,500.00
From 712-2660-100-15	1,505.45
From 541-2223-300-31	5,000.00
	<u>\$10,005.45</u>

The Board reviewed background information on reasons for these transfers.

4. Business Affairs

- 4D Transfers to
Equipment Reserve

4D. (continued)

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Lane ESD Board of Directors hereby authorizes transfer of funds in the sum of \$10,005.45 from the accounts indicated to the Equipment Reserve Fund 400.

(Resolution 84-75)

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

- 4E Call for Bids:
Automatic Film
Inspection and
Maintenance
Equipment

- 4E. The Board received background material from Jim Maxwell, Media Services Director, requesting authorization for a bid call for a film inspection/maintenance machine. This capital acquisition was postponed from the current fiscal year because of technological changes in the industry and the price increases which resulted. Superintendent Mead recommended that the call for bids be authorized.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD hereby authorizes a call for bids for an automated film inspection and maintenance system to comply with specifications as presented.

(Resolution 84-76)

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4. Business Affairs

- 4F Attorney General's
Model Public
Contract Rules

- 4F. After the State Public Contract Board was sunsetted by legislative action in 1983, the ESD Board adopted resolutions and rules whereby it serves as the Contract Review Board for the ESD as well as for six constituent school districts which requested that service.

4. Business Affairs

4F Attorney General's
Model Public
Contract Rules

4F. (continued)

Superintendent Mead said the Attorney General's Office has been working with a task force of public purchasing officials to develop a major revision and update of the former PCRB's contract review rules. The new revision is better adapted to the current pattern.

The Superintendent recommended that the Board adopt these revised rules, which are contained in a publication titled "Attorney General's Model Public Contract Rules Manual." This recommendation is supported by the Board's counsel, Joe Richards.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD adopts as its public contract review rules those rules promulgated as Division 30--Public Bidding Rules and Division 40--Public Improvement Contracts and published in the Oregon Attorney General's Model Public Contract Rules Manual, dated October 1, 1984, and such revisions and modifications as may be promulgated from time to time by the Attorney General's Office.

Said rules shall govern the public contract procedures of the District and of those constituent school districts which have by board resolution designated the ESD Board as their public Contract Review Board. A copy of these rules shall be maintained and available for inspection in the administrative offices of the District.

(Resolution 84-77)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4G Financial
Statments, January
and February

4G. Superintendent Mead and Wanda Vinson presented ESD and OTIS financial statements for the months of January and February, including information on accounts payable and receivable, revenue, and a brief summary by program of the General Fund budget.

4. Business Affairs

4G Financial

Statements, January
and February

4G. (continued)

Invoice registers note payment as follows:

	<u>January</u>	<u>February</u>
OTIS	\$ 41,355.03	\$ 80,150.24
ESD	\$160,765.38	\$164,934.41

5. Action Items

5A Amendment to

Guidelines:
Advisory Council
for Handicapped
Children

5A. DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD adopts the revision of "Guidelines: Lane ESD Advisory Council for Handicapped Children" as appended to the official copy of these minutes.

(Resolution 84-78)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

5B Acceptance of
Resignation;
Appointment of New
Member to Council

5B. DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the resignation of Joy Brown from membership in the ESD Advisory Council for Handicapped Children; and expresses its gratitude to Ms. Brown for the service she has given.

(Resolution 84-79)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD appoints Karen Button to the Advisory Council for Handicapped Children to fill the existing vacancy. The term of office expires on June 30, 1985.

(Resolution 84-80)

5. Action Items

5B Acceptance of
Resignation;
Appointment of New
Member to Council

5D Affirm
Superintendent's
Canvass of Results
of March Election

5B. (continued)

Director Copple seconded and the MOTION CARRIED
WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK,
MCKAY, NEARING, AND SWANSON VOTING YES.

By consensus, discussion and action on Agenda
item 5C was deferred to a later point in the
agenda.

5D. Superintendent Mead presented a recap of the
official abstract of votes tallied by the Lane
County Elections Department for the March 26
special district election as follows:

Director Zone 3:

Registered voters	32,112	(13.27% cast votes)
Bill Lewellen	2,957	69.36% (of votes cast)
Overvotes	0	0
Undervotes	1,306	30.63%

Director Zone 5:

Registered voters	22,436	(19.89% cast votes)
Lois E. Copple	2,584	57.89% (of votes cast)
Overvotes	0	0
Undervotes	1,879	42.10% (of votes cast)

At Large, Position 6:

Registered voters	157,722	(23.24% cast votes)
Bev Ficek	20,244	55.21% (of votes cast)
Overvotes	0	0
Undervotes	16,243	44.78% (of votes cast)

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of
Lane ESD affirms the Superintendent's canvass of
the votes cast on March 26, 1985, in the special
district election.

(Resolution 84-81)

Director Nearing seconded and the MOTION CARRIED
WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK,
MCKAY, NEARING, AND SWANSON VOTING YES.

Superintendent Mead presented certificates of
election from the Lane County Elections
Department to Directors Ficek and Copple.

6. Discussion Items

6A OAESD Annual
Conference

- 6A. Copies of the announcement and registration form for the OAESD Annual Conference were distributed. It will be held June 9-11 in Bend.

Board members were asked to indicate their plans as soon as possible, so that registrations and reservations may be made.

6B Lane County Science
Consortium Grant
Application

- 6B. The Board was requested to authorize application to Northwest Area Foundation for a science grant in the amount of \$38,796. The purpose of the grant would be to develop a model and system for improving science instruction in Lane County schools.

Superintendent Mead said the Science Consortium itself is in the formative stages; a request which will outline its scope and ask the Board's authorization for the ESD to participate will be presented at a later meeting. This grant, however, has a timeline which requires the Board's approval before then.

The Superintendent pointed out that science is one of the identified critical needs areas in the K-12 curriculum and it is likely that special funding sources will become available for some time in the future.

Kermit Horn was present to answer Board members' questions about the grant proposal.

DIRECTOR NEARING MOVED:

BE IT RESOLVED by the Board of Directors of Lane ESD that a grant proposal "Cooperative Site-Based Staff Development Program" is authorized. Grantor is the Northwest Area Foundation; the proposed grant is for \$38,796.

(Resolution 84-82)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4. Business Affairs
(continued)

4B Contract Award:
Recycled Paper

4B. Al Fedje returned at this time with information he had compiled. Based on weights of paper sold during the 1984 calendar year and using rates quoted in the two current bids, the following yearly amounts were estimated:

	<u>Northwest Paper Fibers</u>	<u>Northwest Resource Recycling</u>
Mixed ledger (3,074 pounds)	\$ 76.60	\$ 53.55
Computer paper (27,161 pounds)	2,169.60	2,169.60
Newspaper (1,807 pounds)	27.00	27.00
Tab cards (3,053)	288.80	258.40
	<u>\$2,561.90</u>	<u>\$2,508.55</u>

Mr. Fedje apologized for errors he had made in his December memo on this subject.

Director Dumdi commented that the yearly projection showed a relatively small difference in the actual amount to be realized by the ESD. He said he felt strongly that the ESD ought to support local firms whenever possible. He also felt consideration should be given to employment of the handicapped.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED by the Board of Directors of Lane ESD that a contract be awarded Northwest Resource Recycling for the purchase of waste paper products. The contract shall specify amounts to be paid the District, in accordance with the contractor's bid; and shall be for the period of May 1, 1985, to June 30, 1986. A copy of the contractor's bid is incorporated as a part of these minutes.

(Resolution 84-83)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, NEARING, AND SWANSON VOTING YES. DIRECTOR MCKAY ABSTAINED.

5. Action Items (continued)

- 5C Adoption of Board
Policy: Reduction
in Force

- 5C. Proposed language for new Policies 318 and 422
"Reduction in Force" had been distributed to
Board members at the March meeting.

The Board discussed the proposed wording and
asked clarifying questions.

The following additions were suggested by the
Board (added language is underlined):

I.B (2) the qualifications and certification
of the staff as defined in the job
description and judged by the director
of the division....

II.C. ...When more than one laid-off employee is
qualified for a vacant position, notice of
recall shall go first to the most senior laid-
off employee. If the employee fails to meet the
requirements of subsections D and E of this
section, notice of recall shall then go to the
next most senior laid-off employee.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the Board of Directors of
Lane ESD adopts as a part of its Bylaws and
Policies, Board Policy Nos. 318 and 422,
"Reduction in Force." These policies are
appended as an official part of the minutes of
this meeting.

(Resolution 84-84)

Director Nearing seconded and the MOTION CARRIED
WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK,
MCKAY, AND NEARING VOTING YES. DIRECTOR SWANSON
VOTED NO.

7. Reports

7. The Board agreed by consensus to defer the
reports listed on this agenda until the May
meeting.

8. Future Agenda Items

8. Future agenda items include:

A. Authorization to call for SOAP-C
audiovisual bids.

9. Next Meeting

9. The next regular meeting of the Lane ESD Board
will be Thursday, May 21, 1985, 7:45 p.m., at
the Lane ESD Center.

10. Executive Session

10. Chairperson Armstrong recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss personnel matters.

11. Reconvene in Open Session

11. Following the Executive Session, Chairperson Armstrong reconvened the Board in open session. The following action was taken:

DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Lane ESD Board of Directors elects Charlene Talkington to a contract as a temporary replacement for a staff member on leave, according to the recommendation presented by the Superintendent.

(Resolution 84-85)

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

DIRECTOR NEARING MOVED:

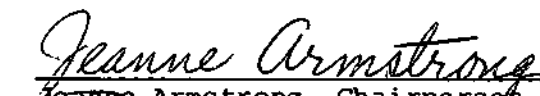
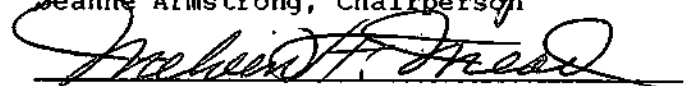
BE IT RESOLVED that the Lane ESD Board of Directors accepts the resignations of Sam Miller, Curriculum Consultant; and Marianne Griffe, Teacher, Special Education.

(Resolution 84-86)

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

12. Adjourn

12. Chairperson Armstrong adjourned the meeting.


Jeanne Armstrong, Chairperson

Melvin F. Mead, Superintendent-Clerk

Attachments:

Authorization
Resolution, Surplus
Property

Guidelines: Lane ESD
Advisory Council for
Handicapped Children

Contractors' Bid:
Recycled Paper

Board Policies 318 and
422

SR/jv 5/85 minutes1

AUTHORIZATION OF PARTICIPANTS

RESOLUTION

"BE IT RESOLVED by the Governing Board, OR by the Chief Administrative Officer of those organizations which do not have a governing board, and hereby ordered that the official(s) and/or employee(s) whose name(s), title(s), and signature(s) is (are) listed below shall be and is (are) hereby authorized as our representative(s) to acquire federal surplus property from the Oregon State Agency for Surplus Property under the Terms and Conditions listed on the reverse side of this form."

NAME (Print or type)	TITLE	SIGNATURE
MELVIN F. MEAD	SUPERINTENDENT	
JAMES G. MAXWELL	DIRECTOR, MEDIA SERVICES	
ROBERT E. TAYLOR	DIRECTOR, INSTRUCTIONAL SERVICES	
WYATT I. ROSENBAUM	DIRECTOR, OTIS	

PASSED AND ADOPTED this _____ day of _____, 19____, by the Governing Board of LANE EDUCATION SERVICE DISTRICT

I, X MELVIN F. MEAD, Clerk of the Governing Board of LANE EDUCATION SERVICE DISTRICT do hereby certify that the foregoing is a full, true and correct copy of a resolution adopted by the Board at a regular meeting thereof held at its regular place of meeting at the date and by the vote above stated, which resolution is on file in the office of the Board.

LANE EDUCATION SERVICE DISTRICT
Name of organization

P.O. Box 2680
Mailing address

Eugene, Or 97402
City County ZIP Code

[Signed] _____
(Legally Authorized Official)

OR

AUTHORIZED this _____ day of _____, 19____, by:

MELVIN F. MEAD

SUPERINTENDENT-CLERK

LANE EDUCATION SERVICE DISTRICT
Name of chief administrative officer

Title

P O BOX 2680
Name of organization

EUGENE OR 97402
Mailing address

City County ZIP Code

[Signed] _____
(Legally Authorized Official)

Attach. 1, April 16, 1985

GUIDELINES

LANE ESD ADVISORY COUNCIL FOR HANDICAPPED CHILDREN

The following guidelines, duly adopted by the Board of Directors of Lane Education Service District (Resolution #78-19) and amended (Resolution #80-49; Resolution 84-78), shall guide the deliberations and actions of the Council and serve as rules of procedure for the Council:

1. Purpose

The purpose of this Council shall be to advise the Lane ESD Board of Directors on policy issues pertinent to the educational needs of handicapped children. Primary attention shall be placed on policy issues relating directly to handicapped children whose educational requirements are the responsibility of the local public school district and are therefore present or potential service areas of the ESD.

2. Scope

The scope of concern and consideration of this Council shall extend to all handicapping conditions recognized by the State Department of Education and by ORS 343.035. The Board recognizes the appropriateness of this advocacy role for the Council, but expressly requires that advocacy be limited to policies and issues directly affecting the welfare of handicapped children and be exercised with the ESD Board, the body to whom the Council is advisory.

3. Membership

- a. Membership of the Council shall consist of thirteen (13) appointed members and the supervisors of Lane ESD special education programs.
- b. A majority of appointed members (at least eight) shall be parents of handicapped children.
- c. Appointed members who are not chosen as parents shall be selected in a manner to provide representation for constituent school districts, for community agencies which share responsibilities for the handicapped, and for the Board. Such representatives, excepting the Board representatives, will generally be professionals employed in fields relating to special education.
- d. One member of the Board shall serve as an appointed member of the Council.
- e. The ESD supervisors of special education shall serve ex officio as full participating members of the Council. They shall also function as resource persons to the Council.

Attach. 2, April 16, 1985

3. Membership (continued)

- f. All Council members sit as individual members of the Council, and not as official policy representatives from any group or agency.
- g. Members are expected to participate effectively in all Council meetings and activities. Upon missing two meetings without prior clearance, the Chairperson shall contact the Council member to establish his or her intent as to continued service. Any member who is unable or disinclined to so participate will be replaced by the ESD Board upon the recommendation of the Council.

4. Terms of service and nomination procedures

- a. Appointments will be made from nominations advanced by the Council for terms of two years. Terms will be staggered so that approximately half of the appointive positions are filled each year.
- b. Membership will generally be limited to two (2) terms. Exception may be made in the case of members who represent community agencies when it is the wish of the agency.
- c. The appointment year is June 1 to May 31. Nominations shall be presented to the Board at its first meeting in May of each year.
- d. Nominations should be considered and made in such a way as to provide the greatest possible breadth to the Council, in terms of the range of handicapping conditions which are the Council's purview.

5. Officers and organization

- a. The Council, at its June meeting, shall annually elect a chairperson, vice-chairperson, and such other officers as it shall deem necessary. A recording secretary will be provided by the ESD.
- b. The chairperson shall be responsible for convening and conducting all meetings; for convening the executive committee; for carrying out the procedural guidelines of the Council; for ruling where necessary on such matters as the appropriateness of presentations made before the Council, and the time permitted for such presentations; and for such additional responsibilities as are generally associated with the chair.
- c. The vice-chairperson shall assume the duties and responsibilities of the chairperson in his/her absence or in the event of resignation.

4/16/85

5. Officers and organizations (continued)

- d. The recording secretary shall take and transcribe full minutes of each Council meeting; and shall distribute them to ESD Board members, the ESD superintendent, ESD special education staff members, constituent district special education supervisors, and to all Council members.
- e. The officers of the Council, the ESD Board representative, and the ESD special education supervisors shall constitute the executive Committee of the Council. The executive committee shall assist the chairperson in developing meeting agendas.
- f. The Council may establish sub-committees or authorize the chairperson to establish sub-committees. Areas of investigation or concern for such sub-committees shall be specified by the executive committee, and shall be ad hoc in nature.

6. Meetings

- a. The executive committee shall determine and announce a schedule of regular meetings for the year. Regular meetings so scheduled may be cancelled by the executive committee if no compelling business is pending.
- b. Special meetings may be scheduled by the executive committee or by a majority vote of the full Council at any regular meeting.
- c. Robert's Rules of Order, Newly Revised, shall govern the conduct of meetings in general, and particularly when action is to be taken on any issue.
- d. Council meetings are open to the public. Public comment, however, will be accepted at the discretion of the chairperson and in accordance with guidelines regarding agenda-building.
- e. A quorum shall consist of a majority of the members of the Council.

7. Agenda development and procedural rules

- a. Topics requested to be placed on an agenda for a Council meeting should be presented to the chairperson in a timely manner according to the schedule of regular and executive committee meetings and the chairperson's schedule for preparing for such meetings.
- b. The discretion of the executive committee shall prevail in determining the appropriateness of suggested agenda items and their relationship to guidelines 1 and 2 above.

4/16/85

7. Agenda development and procedural rules (continued)

- c. When an agenda item requires or requests action or a position statement by the Council, such an agenda item shall always be placed on an agenda and before the Council at two consecutive meetings. No action will be taken prior to the second hearing on the topic.

8. Relationships

- a. The Council will report regularly to the Board, through the Board representative, through its minutes, and through formal reports scheduled from time to time.
- b. The Council will establish and carry out a liaison function with the state advisory council on handicapped children, receiving reports on the activities of the state council and scheduling reports of the state council for the Board when it deems appropriate.
- c. Publicity regarding Council activities and decisions will be released to any of the Council's or Board's publics only after approval by the Council and the Board or its authorized representatives.
- d. The Board will support the Council by providing services and funds as are suitable and feasible in the judgment of the ESD superintendent.

Adopted: October 10, 1978
Revised: February 3, 1981
Revised: April 16, 1985

82/001

4/16/85

BID FORM

Name of Company Bidding NORTHWEST RESOURCE RECYCLING, INC.

Address 1680 IRVING RD.

EUGENE, OR 97402

Signature of Person Representing Company James E. Walpole

Type Name James E. Walpole

We are _____ are not x a tax sheltered company. Our bid for the recyclable paper is as follows:

computer printout paper	\$ <u>160.00</u>	per ton
tab cards	\$ <u>170.00</u>	per ton
white ledger	\$ <u>80.00</u>	per ton
colored ledger	\$ <u>65.00</u>	per ton
mixed ledger paper	\$ <u>35.00</u>	per ton
newspaper	\$ <u>35.00</u>	per ton
cardboard	\$ <u>25.00</u>	per ton year

A new aesthetic holding container will be provided at no cost for the cardboard.

4B(4)

Attachment 3, April 16, 1985

POLICY

No. 318

Lane Education Service District

REDUCTION IN FORCE

REDUCTION IN FORCE

I. In the event that a reduction in work force becomes necessary as determined by the Board, the following procedures will be followed:

- A. Any employee who is to be laid off will be so notified in writing thirty (30) calendar days (or more) prior to the lay-off date. The Association will be sent a copy of the notification if a member or members are involved.
- B. If a RIF involves certificated employees and the elimination of an entire program, those certificated employees working in that program shall be terminated.

If a program is reduced but not eliminated those certificated employees to be terminated shall be determined by the Board on the basis of: (1) the maintenance of a sound and balanced educational program that is consistent with the functions and responsibilities of the District; (2) the qualifications and certification of the staff as defined in the job description and judged by the director of the division in which the program resides; and (3) seniority within the program if considerations of the first two criteria are judged to be equal.

Certificated employees in programs being eliminated or reduced may be given opportunity to fill existing vacancies in other programs if they are fully qualified and properly certificated.

- C. If a RIF involves technical employees in classifications at or above Grade 11 on the classified salary schedule, those employees to be terminated shall be determined by the Board on the basis of: (1) the maintenance of a sound and balanced service program that is consistent with the functions and

Attach. 4, April 16, 1985

REDUCTION IN FORCE - 2 (continued)

responsibilities of the District; (2) the qualifications of the staff as judged by the director of the division; and (3) seniority within the division if considerations of the first two criteria are judged to be equal.

Technical employees holding positions to be eliminated may bump back to a position (at or above Grade 11) which they previously held. Any employee thus displaced may also bump back on the same basis. Employees having held no position to which they may bump back may have the option to bump the least senior division employee at or above Grade 11, provided that the bumping employee is determined by the director to be fully qualified for the new position, and the Board finds that the change(s) will continue the maintenance of a sound and balanced service program.

- D. If a RIF involves classified employees other than those covered in Section C of this Policy, those employees to be terminated shall be determined by the Board on the basis of: (1) the maintenance of a sound and balanced service program that is consistent with the functions and responsibilities of the District; (2) the qualifications of the staff as judged by the director(s) of the division(s) in which the program(s) resides; and (3) seniority within the position.

A classified employee holding a position to be eliminated and who would be displaced by position seniority may have the option to bump the least senior employee holding a position for which the bumping employee is determined to be fully qualified and trained; provided that in the judgment of the director of the division the change so created will cause little or no disruption to the program.

II. The following procedures will be followed in the reemployment of staff members who have been terminated through reduction in force:

- A. Except as otherwise provided in ORS 342.934; terminated employees shall retain a right to be recalled for a period of twelve (12) months from the date on which the termination occurred, provided they have followed the requirements of this policy.

4/16/85

REDUCTION IN FORCE - page 3 (continued)

- B. At the time of lay-off, the employee shall indicate in writing if he/she desires to return to employment by the district. The written notice shall include an address to which a notice of reemployment may be mailed.
 - C. If a position vacancy occurs for which the laid-off employee is qualified and for which no other laid-off employee holds a prior right of re-employment, the district will notify the employee by mail. When more than one laid-off employee is qualified for a vacant position, notice of recall shall go first to the most senior laid-off employee. If the employee fails to meet the requirements of sub-sections D and E of this section, notice of recall shall then go to the next most senior laid-off employee.
 - D. The employee shall, within sixteen (16) calendar days of the date on which the notice was mailed, notify the district in writing of his/her continued desire and intent to return to work.
 - E. Failure of the employee to respond within the specified sixteen (16)-day period shall result in forfeiture of the employee's right to reemployment.
- III. The following provisions will apply regarding employee benefits in RIF situations:
- A. Insurance benefits will be paid through the month following termination for employees who are laid off because of a reduction in force. Such employees may thereafter arrange to pay premiums and retain insurance coverages when and to the extent insurance policies allow.
 - B. No other fringe benefits will accrue nor credit earned toward them during periods of lay-off.
- IV. The implementation of this Policy shall be consistent with state and federal statutes applicable to this district governing discrimination.

Date Adopted: April 16, 1985

Date Revised:

4/16/85

POLICY

No. 422

Lane Education Service District

REDUCTION IN FORCE

REDUCTION IN FORCE

I. In the event that a reduction in work force becomes necessary as determined by the Board, the following procedures will be followed:

- A. Any employee who is to be laid off will be so notified in writing thirty (30) calendar days (or more) prior to the lay-off date. The Association will be sent a copy of the notification if a member or members are involved.
- B. If a RIF involves certificated employees and the elimination of an entire program, those certificated employees working in that program shall be terminated.

If a program is reduced but not eliminated those certificated employees to be terminated shall be determined by the Board on the basis of: (1) the maintenance of a sound and balanced educational program that is consistent with the functions and responsibilities of the District; (2) the qualifications and certification of the staff as defined in the job description and judged by the director of the division in which the program resides; and (3) seniority within the program if considerations of the first two criteria are judged to be equal.

Certificated employees in programs being eliminated or reduced may be given opportunity to fill existing vacancies in other programs if they are fully qualified and properly certificated.

- C. If a RIF involves technical employees in classifications at or above Grade 11 on the classified salary schedule, those employees to be terminated shall be determined by the Board on the basis of: (1) the maintenance of a sound and balanced service program that is consistent with the functions and

4/16/85

REDUCTION IN FORCE - 2 (continued)

responsibilities of the District; (2) the qualifications of the staff as judged by the director of the division; and (3) seniority within the division if considerations of the first two criteria are judged to be equal.

Technical employees holding positions to be eliminated may bump back to a position (at or above Grade 11) which they previously held. Any employee thus displaced may also bump back on the same basis. Employees having held no position to which they may bump back may have the option to bump the least senior division employee at or above Grade 11, provided that the bumping employee is determined by the director to be fully qualified for the new position, and the Board finds that the change(s) will continue the maintenance of a sound and balanced service program.

- D. If a RIF involves classified employees other than those covered in Section C of this Policy, those employees to be terminated shall be determined by the Board on the basis of: (1) the maintenance of a sound and balanced service program that is consistent with the functions and responsibilities of the District; (2) the qualifications of the staff as judged by the director(s) of the division(s) in which the program(s) resides; and (3) seniority within the position.

A classified employee holding a position to be eliminated and who would be displaced by position seniority may have the option to bump the least senior employee holding a position for which the bumping employee is determined to be fully qualified and trained; provided that in the judgment of the director of the division the change so created will cause little or no disruption to the program.

II. The following procedures will be followed in the reemployment of staff members who have been terminated through reduction in force:

- A. Except as otherwise provided in ORS 342.934; terminated employees shall retain a right to be recalled for a period of twelve (12) months from the date on which the termination occurred, provided they have followed the requirements of this policy.

4/16/85

REDUCTION IN FORCE - page 3 (continued)

- B. At the time of lay-off, the employee shall indicate in writing if he/she desires to return to employment by the district. The written notice shall include an address to which a notice of reemployment may be mailed.
 - C. If a position vacancy occurs for which the laid-off employee is qualified and for which no other laid-off employee holds a prior right of re-employment, the district will notify the employee by mail. When more than one laid-off employee is qualified for a vacant position, notice of recall shall go first to the most senior laid-off employee. If the employee fails to meet the requirements of sub-sections D and E of this section, notice of recall shall then go to the next most senior laid-off employee.
 - D. The employee shall, within sixteen (16) calendar days of the date on which the notice was mailed, notify the district in writing of his/her continued desire and intent to return to work.
 - E. Failure of the employee to respond within the specified sixteen (16)-day period shall result in forfeiture of the employee's right to reemployment.
- III. The following provisions will apply regarding employee benefits in RIF situations:
- A. Insurance benefits will be paid through the month following termination for employees who are laid off because of a reduction in force. Such employees may thereafter arrange to pay premiums and retain insurance coverages when and to the extent insurance policies allow.
 - B. No other fringe benefits will accrue nor credit earned toward them during periods of lay-off.
- IV. The implementation of this Policy shall be consistent with state and federal statutes applicable to this district governing discrimination.

Date Adopted: April 16, 1985
Date Revised:

400-29

page 3/3

4/16/85

Lane Education Service District
1200 Highway 99 North; PO Box 2680
Eugene OR 97402

Office of the Superintendent
Tuesday, April 9, 1985

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, April 9, 1985.

1. Call to order
1A. Roll call

- 1A. A special meeting of the Lane ESD Board was called to order at 9:30 p.m., Tuesday, April 9, 1985, with the following present:

Board members attending:

Jeanne Armstrong, chairperson	Lois Copple
Cleve Dumdi	Bev Ficek
Doug McKay	Frank Nearing
Jim Swanson	

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Sallie Rainville
Jeff Foreman	Nicola Maxwell

Others attending;

Milt Baum	Carol Mead
-----------	------------

2. Discussion

2. The purpose of the meeting was to discuss the function and composition of the superintendent vacancy screening committee.

Dr. Baum told the Board that the committee would serve as a support to the Board and assist them by selecting those applicants to be considered for the final selection process. He said that the Committee should represent a wide variety of interested people and suggested the following categories: constituent district board member; ESD board member; constituent district administrators (large and medium or small); ESD administrative staff member; ESD classified staff member; OTIS advisory committee member.

Board members agreed by consensus that they would prefer that no ESD Board member be on the screening committee.

Director Swanson suggested that someone be appointed to represent special education.

3. Action

DIRECTOR DUMDI MOVED to appoint JIM MAXWELL to represent ESD administrative staff and PAT WILSON to represent ESD classified staff on the Superintendent Screening Committee. (Resolution 84-68)

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

3. Action

(continued)

DIRECTOR NEARING MOVED to appoint KENT HUNSAKER to represent small and medium constituent district administrators with Ike Launstein as alternate; and MIKE ATKINSON to represent small and medium boards, with Art Sand as alternate. (Resolution 84-69)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

DIRECTOR DUMDI MOVED to appoint MARGARET NICHOLS to represent large constituent district administrators, with Bob Stalick as alternate. (Resolution 84-70)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

DIRECTOR NEARING MOVED to appoint PAT MUNKRES to represent large district boards, with Betty Knight as alternate. (Resolution 84-71)

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

DIRECTOR SWANSON MOVED to appoint PAM RING, a member of the Lane Education Service District Advisory Council for Handicapped Children, to represent special education, with Shirley Newell as alternate. (Resolution 84-72)

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

DIRECTOR DUMDI MOVED to appoint BILL WORRELL to represent the OTIS Advisory Council, with Zeno Katterle as alternate. (Resolution 84-73)

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

Dr. Baum distributed copies of the screening instruments committee members will use. The committee will meet Thursday, April 18 at 10 a.m.


Board members made some suggestions for changes to the screening instruments.

Superintendent Mead will get in touch with the appointees and request them to serve on the screening committee. Dr. Baum will then follow up with correspondence explaining the committee's responsibility and the process to be used.

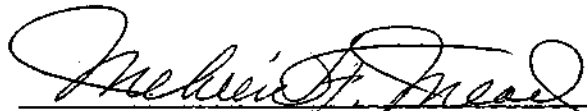
4. Adjourn

4. DIRECTOR DUMDI MOVED TO ADJOURN.

Director Nearing seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.



Jeanne Armstrong, Chairperson



Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, March 19, 1985

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, March 19, 1985

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 6:45 p.m., Tuesday, March 19, 1985, with the following present:

Board members attending:

Jeanne Armstrong, Chairperson	Lois Copple
Beverly Ficek	Doug McKay
Frank Nearing	Jim Swanson

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Bob Taylor
Jeff Foreman	Nicola Maxwell
Sallie Rainville	

Others attending:

Carol Mead

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF FEBRUARY 13, AND FEBRUARY 19, 1985, AS PRESENTED.

Director McKay seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements

2. No statements were presented at this time.

3. Business Affairs
 - 3A Tax-Interest Resolution

- 3A. Negotiations between Lane County and the school districts have resulted in two proposed variations of settlements; however a couple of key issues still remain to be settled. It is recommended that school boards adopt a resolution extending the bargaining time to April 1 and reinstating the authorization to move to litigation after that date if a compromise settlement hasn't been reached.

A comparison chart of the positions of the two parties at this point was distributed for the Board's information.

Director Armstrong stated she had a philosophical difference with the position recommended by the school districts' counsel and ad hoc committee. She said she would like to be able to give the two parties more bargaining time in order to come up with a solution that would be less harmful to the County.

3. Business Affairs
3A Tax-Interest
Resolution

3A. (continued)

DIRECTOR SWANSON MOVED:

BE IT RESOLVED by the Board of Directors of Lane Education Service District that the resolution adopted by this Board on January 22, 1985, relating to interest on unsegregated taxes is hereby modified to provide that if the terms of a settlement with Lane County have not been approved by the school district ad hoc committee by April 1, 1985, the previous authorization to file the claim in court shall be reinstated effective April 1, 1985. (Resolution 84-65)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, MCKAY, AND SWANSON VOTING YES. Director Nearing abstained.

4. Discussion Items
4A RIF Policy

4A. Superintendent Mead distributed copies of a proposed Board Policy dealing with reduction in force for the Board to review.

5. Executive Session

5. Chairperson Armstrong recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff.

6. Reconvene in Regular Session

6. Following the Executive Session, Chairperson Armstrong reconvened the Board in open session. The following action was taken:

DIRECTOR SWANSON MOVED:

BE IT RESOLVED by the Board of Directors of Lane ESD that the certificated staff members indicated in the attached recommendation are re-elected to appropriate contracts for the 1985-86 school year, subject to the contingency conditions shown. (Resolution 84-66)

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

6. RECONVENE IN REGULAR
SESSION

6. (continued)

DIRECTOR SWANSON MOVED:

BE IT RESOLVED by the Board of Directors of Lane ESD that the following staff members are not re-elected for the reasons indicated:

JoAnn Singer: Hired for 1984-85 year only as replacement for staff member on leave.

John Stacey: Desires part-time employment, which is not available.

(Resolution 84-67)

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

7. Future Agenda Items

7. Future agenda items include the following:

A. Approval of changes in guidelines, Advisory Council for Handicapped Children

B. Approval of RIF policy

8. Adjourn

12. The meeting was adjourned.


Jeanne Armstrong, Chairperson


Melvin F. Mead, Superintendent-Clerk

Attachment:

Superintendent's
recommendation for
re-election of
certificated staff
members.

March 12, 1985

TO: Mel Mead

FROM: Bob Taylor

RE: Recommendation for Re-Election

I recommend that the following certificated staff members be presented to the Lane ESD Board of Education for re-election for the 1985-86 school year.

Name	Position	Contingencies
Anderson, Joan	School Psychologist	Continued state and federal funding
Barron, Peter	Teacher	Continued state and federal funding
Broadbent, Berry	Teacher	Continued state and federal funding
Clemons, Marvin	Specialist	Continued Vocational Ed. Act funding
De Llamas, Kathleen	Vocational Trainer (.5 FTE)	Continued state and federal funding
Fernandez, Elizabeth	Teacher	Continued state and federal funding
Finholt, Joan	Adaptive PE Teacher	Continued state and federal funding
Granzin, Alexander	School Psychologist	Continued state and federal funding
Griffe, Marianne	Teacher	Continued state and federal funding
Hall, Janet	Teacher	Continued state and federal funding
Hall, Linda	Teacher	Continued state and federal funding
Halley, Gregoria	School Psychologist	Continued state and federal funding
Herburger, Verna	Teacher	Continued state and federal funding
Hess, Richard	School Psychologist	Continued state and federal funding
Holmes, Deborah	School Psychologist	Continued state and federal funding
Horn, Kermit	Specialist	None
Jen, Leta	Speech/Language Therapist	Continued state and federal funding
Keim-Robinson, Kathlyn	School Psychologist	Continued state and federal funding
Knobbe, Carol	Teacher	Continued state and federal funding
Lee-Holloway, Cynthia	Speech/Language Therapist (.5 FTE, job share)	Continued state and federal funding
Lennox, Richard	Specialist	None
Lucyshyn, Joe	Teacher	Continued state and federal funding
Lyman, K. G.	Family Consultant (.5 FTE)	Continued state and federal funding
McGee, Debra	Adol/Family Therapist	Continued state and federal funding
Meyer, James	School Psychologist	Continued state and federal funding

<u>Name</u>	<u>Position</u>	<u>Contingencies</u>
Miller, Samuel	Specialist	None
Moffett, Anne	School Psychologist	Continued state and federal funding
Olson, Marilyn	Specialist	None
Perlmeier, Stuart	Teacher	Continued state and federal funding
Peterson, Belinda	Adaptive PE Teacher	Continued state and federal funding
Red-Hunt, Patricia	Teacher	Continued state and federal funding
Reid, Brian	Teacher	Continued state and federal funding
Reinker, Patricia	School Psychologist	Continued state and federal funding
Sheehan, Martin	Specialist	Continued state and federal funding
Sherman, Ronald	Adol/Family Therapist	Continued state and federal funding
Simon, Mary	Speech/Language Therapist (.5 FTE, job share)	Continued state and federal funding
Simpson, Robert	School Psychologist	Continued state and federal funding
Sprague, Jeffrey	Teacher	Continued state and federal funding
Stout, Risa	Family Consultant	Continued state and federal funding
Stroll, Cheryl	Teacher	Continued state and federal funding
Styer, Candice	Teacher	Continued state and federal funding
Taylor, Carol	Adol/Family Therapist	Continued state and federal funding
Thames, Scott	Teacher	Continued state and federal funding
VanEekeren, Marietta	Teacher	Continued state and federal funding
Waggoner, Mickey	Teacher	Continued state and federal funding
Webb, Catherine	Teacher	Continued state and federal funding
Williams, Ronald	Consultant	Continued state and federal funding
Woods, Connie	Teacher	Continued state and federal funding

Not Recommended for Re-Election:

Joanne Singer Teacher

Reason: Joanne Singer was hired for the 1984-85 school year only, as a replacement for Marianne Griffe who was on leave.

John Stacey Adol/Family Therapist

Reason: John Stacey desires part-time employment which is not available.

RESOLUTION

WHEREAS negotiations with Lane County on payment of interest on unsegregated taxes did not conclude by March 1, 1985:

NOW THEREFORE BE IT RESOLVED:

The Resolution adopted by this Board on January 22, 1985, relating to interest on unsegregated taxes is hereby modified to provide that if the terms of a settlement with Lane County have not been approved by the school district ad hoc committee by April 1, 1985, the previous authorization to file the claim in court shall be reinstated effective April 1, 1985.

DATED this 19th of March, 1985.

LANE EDUCATION SERVICE DISTRICT



Jeanne Armstrong, Chairperson, ESD Board

LANE ESD BOARD MEETING
Tuesday, March 5, 1985

1. Attendance

1. The Lane Education Service District Board and Budget Committee members met at the Lane ESD Center Tuesday, March 5, 1985, for dinner and presentation of the educational plan for 1985-86.

Board and Budget Committee members attending:

Jeanne Armstrong	Lois Copple
Cleve Dumdi	Bev Ficek
Doug McKay	Frank Nearing
Jim Swanson	

Harry Hance	Paul Harrison
Karen Hemmingsen	Alan Peteresen
Jay Putnam	Wayne Watkins

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Bob Taylor
Carol Abbott	Jim Ekstrom
Al Fedje	Jeff Foreman
Ben Jones	Bill Land
Frank Landrum	Alan Livingston
Nicki Maxwell	Sue McCullough
Ted Murray	Sallie Rainville
Wanda Vinson	Marv Wilkerson

Others attending:

Carol Mead	Alice Putnam
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2. Education Plan
Administrative
Services

2. Superintendent Mead introduced those attending and welcomed the Budget Committee members. He gave a brief overview of programs and services offered by the Administrative Services Division. This division's budget includes the support services for the ESD itself, as well as two resolution services, truancy/attendance and the Skipworth educational program. Statistics and information on these two programs was presented by Al Fedje.

Instructional
Services

Bob Taylor, Director, presented an overview of the Instructional Services Division programs, which fall into two areas: direct classroom instruction and indirect (support) services.

Mr. Taylor briefly reviewed support services offered by the career/vocational education and curriculum/staff development departments, as well as direct services provided by the science/planetarium program.

He called on Marv Wilkerson, who provided background and information on the urban and rural TMR programs and special education support services. He also briefly reviewed the speech and hearing service resolution.

Sue McCullough, supervisor of the severely emotionally disturbed program, told the committee about services provided by Lane School and its outreach program. Lane School is in its first full year of operation and is operating at capacity enrollment. The SED program also provides consultative services to school districts.

Media Services

Jim Maxwell, director, presented brief summaries of the services provided by the Media Services Division. The division assists school districts by providing services relating to instructional equipment and materials in the most cost effective way possible. Departments include media library, production, field services, teaching resource center (TRC), and audio-visual/electronic maintenance.

Frank Landrum, TRC supervisor, presented slides showing various services of the division.

OTIS

Wyatt Rosenbaum, director, told the Committee about the data processing services provided by OTIS. He explained that OTIS functions as a department of the ESD and provides services to Lane County districts through an ESD resolution. School districts throughout the state (representing over half of the state's public school students) also contract with OTIS for services.

Some rather substantial changes are being presented for the Budget Committee's consideration this year. Rosenbaum gave the Committee background information explaining the need for the changes. He said that an increased per-pupil rate for services has been recommended. He introduced OTIS staff members, Ben Jones, Jim Ekstrom, and Bill Land, who discussed the recommended changes, including the need for a new tele-processing network, the concept of regionalization, and the need for new operating software.

3. Next meeting

3. Superintendent Mead distributed copies of the ESD Annual Report and the working copies of the budget proposal.

The next meeting of the Lane ESD Budget Committee will be Tuesday, March 12, 1985, 7:30 p.m., at the ESD Center.

The agenda will include organization of the committee, presentation of the budget message, and beginning review of the proposal.

4. Adjourn

4. The Superintendent thanked the Budget Committee and the program participants and declared the meeting adjourned.


Jeanne Armstrong, Chairperson


Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, February 19, 1985

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, February 19, 1985

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 8:00 p.m., Tuesday, February 19, 1985, with the following present:

Board members attending:

Jeanne Armstrong, Chairperson	Lois Copple
Beverly Ficek	Doug McKay
Frank Nearing	(entered at 9:30)
Jim Swanson	

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Bob Taylor
Al Fedje	Jeff Foreman
Nicola Maxwell	Sallie Rainville
Marv Wilkerson	

Others attending:

Carol Mead

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF JANUARY 15, AND JANUARY 22, 1985, AS PRESENTED.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Appointments to Committee Assignments

- 2A. Chairperson Armstrong made the following Board Committee and liaison appointments:

Georgia-Pacific Scholarship Committee--Jim Swanson

Advisory Council for Handicapped Children--Lois Copple.

3. Communications

3. The following communications were presented:

- A. Letter from Superintendent Mead declining offer for sale of property
- B. Advance, winter issue (CATE newsletter)
- C. Instructional Services Division brochure

4. Business Affairs

4A Award of Bid
Contract, Garbage
Pick-up Service

- 4A. A copy of the tabulation of bids received for garbage pick-up service was distributed. Superintendent Mead recommended that the contract be awarded to Sanipac, the low bidder.

DIRECTOR FICEK MOVED:

BE IT RESOLVED by the Board of Directors of Lane Education Service District that a contract be awarded to Sanipac for collection of refuse at the Lane ESD Center. (Resolution 84-55)

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, NEARING, AND SWANSON VOTING YES.

4B Approval of Lease-
Purchase Agreement,
ORENET

- 4B. The Board reviewed a proposed lease-purchase agreement for equipment and software which would allow OTIS workstations to access ORENET, the statewide electronic communications network.

With this new equipment, existing OTIS terminals could be used by any OTIS user district to access ORENET, without paying long-distance costs. Superintendent Mead said the ORENET consortium has agreed to reimburse OTIS for the equipment acquisition. A letter detailing the terms of this agreement was also reviewed.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane Education Service District authorizes a lease-purchase agreement with Charter Equipment Leasing Corporation for the purpose of acquiring equipment and software which will allow access to ORENET through the OTIS teleprocessing network. (Resolution 84-56)

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, NEARING, AND SWANSON VOTING YES.

4C Award of Bid
Contract, Energy-
Management System

- 4C. Board members reviewed a tabulation of proposals for the installation of a building energy-management system. Information included the initial cost of the system, estimated savings, cost of maintenance, number of years to reach pay-back, and estimated ten-year savings.

4. Business Affairs

4C Award of Bid
Contract, Energy-
Management System

4C. (continued)

Superintendent Mead said that a committee of Al Fedje and Jim Maxwell of the ESD staff and Daryl Allen, LCC maintenance supervisor, had studied the proposals thoroughly and visited installations. The committee's unanimous recommendation is to award the contract to Johnson Controls, the most cost-effective of the proposals in terms of pay-back and ten-year savings. The Superintendent and Al Fedje provided background information on how the system will operate. Energy savings will pay for the system within three years.

DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Board of Directors of Lane Education Service District awards a contract to Johnson Controls for design and installation of a building energy-management system. (Resolution 84-57)

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, NEARING, AND SWANSON VOTING YES.

4D Authorization to
Seek Proposals for
Employment-Benefit
Insurance Agent-of-
Record

4D. Superintendent Mead asked the Board to authorize a request for proposals for an employee-benefits insurance agent-of-record. This agent serves as a liaison and coordinator with insurance companies that provide benefits insurance for the staff.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane Education Service District authorizes a request-for-proposals to serve as the Lane ESD employee-benefits insurance agent-of-record. (Resolution 84-58)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, NEARING, AND SWANSON VOTING YES.

4. Business Affairs

4E Financial
Statements

- 4E. Superintendent Mead presented ESD and OTIS financial statements for December, including information on accounts payable and receivable; revenue sources, and a brief summary by programs for the General Fund budget.

Invoice registers noted payments for the month as follows:

ESD:	\$143,014.58
OTIS:	\$ 66,195.90

5. Action Items

5A Amendment of Board
Policies

- 5A. Chairperson Armstrong and the Superintendent reviewed the proposed changes in Policies 311 and 415 (Uncompensated Leave) as discussed at the Board's December meeting. Director Swanson stated he thought the policies were adequate as currently written; he did not agree that a revision was necessary.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane Education Service District hereby amends Policies 311 and 415 of its Bylaws and Policies by deleting the present third paragraph and substituting the text attached. The revised policies are appended as an official part of the minutes of this meeting. (Resolution 84-59)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, AND NEARING VOTING YES. DIRECTOR SWANSON VOTED NO.

5B Board Policy,
Search and Seizure

- 5B. Superintendent Mead briefly reviewed the Board's December discussion of a proposed new Board policy dealing with search and seizure. The policy, he said, is needed primarily because of the special nature of the Lane School programs; the language is a synthesis of that used in similar policies by Eugene, Bethel, and Springfield districts and it has been approved by ESD attorney, Joe Richards.

DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD hereby adopts Board Policy No. 508 "Search and Seizure" as presented by the Superintendent as a part of its official bylaws and policies. The text of the policy is appended as an official part of the minutes of this meeting. (Resolution 84-60)

5. Action Items

- 5B Board Policy,
Search and Seizure

5B. (continued)

Director Copple seconded.

Director Nearing asked how the policy would be carried out by the staff. He said he wished to be sure that student rights were considered.

Superintendent Mead and Bob Taylor explained that staff inservice would be held and guidelines and procedures for carrying out the policy would be written. They said the policy is needed to protect the rights and safety of the school population. All of those concerned would be made aware of any policy adopted.

Director Nearing was especially concerned about the potential for violation of student rights during a property search. After discussion, Director Armstrong suggested that additional language be added to the policy stating that as long as an emergency situation did not exist, the student should be informed and present when a search of his/her property takes place.

DIRECTOR FICEK MOVED TO AMEND HER MOTION to adopt the policy as presented with the addition of the following sentence under "Procedure #1:" "Whenever possible (and if an emergency situation does not exist) the student will be informed and present during a search of property." (Resolution 84-61)

Director Copple seconded.

THE MOTION TO AMEND CARRIED WITH ALL PRESENT VOTING YES.

THE MAIN MOTION (ESD RESOLUTION 84-60) CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, AND SWANSON VOTING YES. DIRECTOR NEARING VOTED NO.

6. Discussion Items

- 6A Proposed Amendments
to Guidelines,
Advisory Council
for Handicapped
Children

- 6A. The Lane ESD Advisory Council for Handicapped Children has proposed several amendments to the guidelines that serve as its rules of procedure.

The revisions would add the supervisor of Lane School to the Council and would correspondingly add an additional parent member.

6. Discussion Items

6A Proposed Amendments
to Guidelines,
Advisory Council
for Handicapped
Children

6A. (continued)

The Board must vote to approve any changes to the Council's guidelines.

(Director McKay entered the meeting at 9:30 p.m.)

6B Status of Certain
Legislation
Affecting ESDs

6B. Superintendent Mead reported that the House Education Committee removed the language that would eliminate ESD tax bases from the sales tax bill. He reported that the hearing on this matter was well attended; key administrators from several constituent school districts testified in support of ESDs and in opposition to doing away with the tax base. Both assistant Superintendent Bob Stalick, Eugene, and Superintendent Kent Hunsaker, Creswell, testified. The Superintendent said that nearly every large district in the state had stepped forward to indicate their solid support of ESDs.

The Superintendent also told the Board that a new bill has just been introduced which would again offset and preserve the unused portion of ESD tax bases and provide an additional six percent for special programs. He said he was not sure this bill would make it through, however.

6C Superintendent
Search Procedures

6C. Board members approved a draft copy of the superintendent search brochure, discussed the time line for the search procedure, and reviewed their February 13 discussion with Milt Baum.

DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD agrees to engage Milt Baum as coordinator of the superintendent search committee. (Resolution 84-62)

Director McKay seconded and the MOTION CARRIED, WITH DIRECTORS ARMSTRONG, COPPLE, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

7. Reports

7A NSBA Seminar

7A. Copies of Director Armstrong's conference report were distributed. The NSBA seminar featured Glenn H. Tecker, a senior consultant for Human Skills Consortium who spoke on merit pay for teachers. The conference was held in Las Vegas,

7. Reports

7B Lane County Writing Council

7B. A copy of the mid-year report of the Lane County Writing Council was distributed. The two high priorities that have emerged this year are writing across curriculum and writing assessment.

7C Lane County Computer Education Council

7C. The Computer Education Council's mid-term report was also distributed and briefly reviewed by Bob Taylor. The Council meets monthly and has identified staff development, curriculum development, and information sharing as its major areas of effort.

7D Direction Service

7D. Copies of the Direction Service interim report for July 1 through December 31, 1984, were distributed. The report gave a summary of services provided and resources committed to each ESD contract task.

7E TMR Aide Study

DIRECTOR FICEK MOVED TO EXTEND THE MEETING TO 10:30 P.M. Director McKay seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

(Director Armstrong left the meeting at 10:15 p.m.)

The 1984 memorandum of agreement between the ESD Board and the Lane ESD Education Association (LCEA) called for a study of the salary range and job responsibilities of TMR aides at Lane ESD. Bob Taylor presented the results of the study and distributed copies of the report. In summary, he said that most aides in ESDs throughout the state are paid on an hourly basis and the Lane ESD appears in the mid-range of these salaries. He said that in about half of the districts TMR aides are designated by the title "instructional aide."

Tables comparing non-salary data and reporting termination, turnover, and experience were also distributed.

7F Hearing Impaired and Audiological Service

7F. The report of Hearing Impaired and Audiological Services resolution activities was distributed for the Board's information.

7G Regular Board Liaison and Committee Reports

7G. Minutes of December and January meetings of the Lane ESD Advisory Council for Handicapped Children were distributed.

Copies of the revised 1984-85 Lane Council of Governments (L-COG) Budget Summary were also distributed.

8. Future Agenda Items
 9. Next Meeting
 10. Executive Session
 11. Reconvene in Regular Session
8. No future agenda items were identified at this time.
 9. The next regular meeting of the Lane ESD Board will be Tuesday, March 5, 1985, 6:30 p.m., at the Lane ESD Center, 1200 Highway 99 North, Eugene. This will be the organization meeting of the Lane ESD Budget Committee and presentation of the education plan for 1985-86; it will be a dinner meeting.
 10. Acting Chairperson McKay recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff.
 11. Following the Executive Session, Acting Chairperson McKay reconvened the Board in regular session. The following action was taken:

DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD respectfully requests Teacher Standards and Practices Commission (TSPC) to issue a renewal of an emergency Handicapped Learner Certificate to Peter Barron. (Resolution 84-63)

Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD elects the following individuals to contracts for the balance of the school year. Placement shall be in accordance with education and experience as indicated.

K. Gwen Lyman. Family Consultant, TMR program (half time)

Kathleen A. DeLlamas. Vocational Trainer, TMR program (half-time)

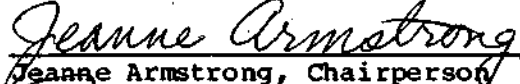
(Resolution 84-64)

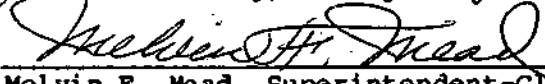
Director Copple seconded and the MOTION CARRIED WITH DIRECTORS COPPLE, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

12. Adjourn

12. DIRECTOR SWANSON MOVED TO ADJOURN.

Director Ficek seconded and the MOTION CARRIED
WITH ALL PRESENT VOTING YES.



Jeanne Armstrong, Chairperson


Melvin F. Mead, Superintendent-Clerk

Attachment: Policies 311,
415, and 508

SR/jv 2/85 minutes1

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene OR 97402

Office of the Superintendent
Wednesday, February 13, 1985

LANE ESD BOARD OF DIRECTORS MEETING
Wednesday, February 13, 1985

1. Call to order

1. A special meeting of the Lane ESD Board was held Wednesday, February 13, 1985, 6:30 p.m., at the Valley River Inn, with the following present:

Board members attending:

Jeanne Armstrong, Chairperson	Lois Copple
Cleve Dumdi	Beverly Ficek
Doug McKay	Frank Nearing
Jim Swanson	

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Sallie Rainville	Wyatt Rosenbaum

Others attending:

Milt Baum

2. Discussion

2. The purpose of the meeting was to discuss with Milt Baum his potential role as the Board's consultant for a superintendent search.

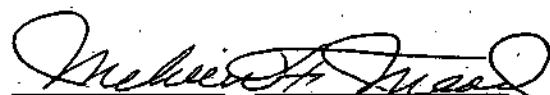
Dr. Baum explained what his role in the search process could be and discussed several different ways a search can be conducted.

He reviewed with the Board several styles of announcements and application forms that can be used and discussed ideas about forming the screening committee, getting input from the ESD's various "publics", and the timeline for the process.

Dr. Baum told the Board that his service as an advisor or consultant was considered a part of his duties at the State Department of Education and there would be no charge for these services.

Following discussion and questions and answers, the meeting adjourned at approximately 9:00 p.m.


Jeanne Armstrong, Chairperson


Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, January 22, 1985

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, January 22, 1985

Agenda Topics

1. Call to Order
1A Roll Call

- 1A. A special meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, January 22, 1985, with the following present:

Board members attending:

Jeanne Armstrong, Chairperson	Cleve Dundi
Beverly Ficek	Doug McKay
Frank Nearing	Jim Swanson

ESD staff attending:

Mel Mead, Superintendent	Sallie Rainville
Jeff Foreman	

Others attending:

Lois Copple	Jay Putnam
Carol Mead	

2. Statements

2. Director Armstrong said she had just returned from Las Vegas where she attended an excellent NSBA leadership seminar on personnel evaluation and merit pay. She said she would share some information from the seminar at a later date.

Director Armstrong also announced a conference on Reporting on Education to be held at the University of Oregon on Friday, January 25. She said Board members apparently were welcome to drop in on the afternoon sessions.

Director McKay offered to share with anyone interested information he had received about a people-to-people tour to Russia. The program, which is open to 30 Oregon educators and board members, will be led by Verne Duncan.

3. Action Items
3A Interview of Applicants; Vacant Zone 5 Position.

- 3A. Chairperson Armstrong welcomed Lois Copple and Jay Putnam and thanked them for being willing to be interviewed a second time. She suggested that instead of following the same question and answer format used at last week's meeting, each of the two candidates be given time separately to present a statement. She asked the

3. Action Items

3A Interview of
Applicants; Vacant
Zone 5 Position

3A. (continued)

applicants to discuss their perceptions of the ESD's role in education and its relationship to local school districts. She also suggested that they share their ideas about the role of an ESD Board member and discuss what they might contribute as a member of the Board.

A taped recording of both statements and the questions and answers which followed is available in the ESD office. A brief summary of each statement follows:

Lois Copple:

Mrs. Copple said she thinks ESD Board members should serve as contact persons with the outlying districts, helping to make sure their needs are being met. She feels the smaller districts which comprise Zone 5 especially appreciate this contact. She said she sees the ESD serving in a coordinating role, and helping to equalize educational opportunities for all students.

Mrs. Copple cited several examples in her personal and professional life which she felt qualified her to serve on the ESD Board.

She has been involved in education as a wife and mother. Mrs. Copple said she has served on the ESD Advisory Council for Handicapped Children and is familiar with the work of the ESD Special Education Department. In her professional role, Mrs. Copple said she has worked on the administrative level at a public agency and in private business and is familiar with their concerns. She said her children have reached the age where she feels she can devote more time to outside interests and her present job allows her the flexible hours necessary to do a good job on the Board.

Jay Putnam:

Mr. Putnam said he is familiar with the role the ESD plays in assisting districts to meet state and federal mandates, such as in special education, which smaller districts could not handle on their own. He said ESD resolutions and other services are important especially to those smaller districts.

3. Action Items

3A Interview of
Applicants; Vacant
Zone 5 Position.

3A. (continued)

Mr. Putnam said he would compare an ESD Board member's role to that of a local district board member, which is to develop and plan policy. It is the Board's responsibility and concern to see that staff are hired who can provide expertise in developing educational programs and opportunities and make these available to students.

Mr. Putnam said he is from an educationally-oriented family and has always been aware of the importance of educational opportunities for young people. He has been involved in education in some way all his life, and has served many years as a local district board member in Oakridge. His career as a tax consultant as well as his service on the local board and ESD Budget Committee help him to be familiar with ESD Board concerns.

Mr. Putnam said he has let go of many of his other civic responsibilities and his job hours are his own, so he would have ample time to devote to service on the Board.

Following the interviews, ballots were counted as follows:

Director Armstrong voted for Lois Copple
Director Dundi voted for Jay Putnam
Director Ficek voted for Lois Copple
Director McKay voted for Lois Copple
Director Nearing voted for Lois Copple
Director Swanson voted for Jay Putnam

Board members commented that they were pleased and honored to have interviewed two such well-qualified candidates. On behalf of the Board, Chairperson Armstrong thanked Mr. Putnam for his interest in the ESD and said the Board looked forward to continuing to work with him on the Budget Committee.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the Lane ESD Board hereby casts a unanimous ballot appointing Lois Copple to Position No. 5 on the ESD Board of Directors. Term of appointment is through June 30, 1985. (Resolution 84-48)

3. Action Items

3A Interview of
Applicants; Vacant
Zone 5 Position

3A. (continued)

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

Chairperson Armstrong welcomed Lois Copple to the Board and administered the oath of office as follows:

Oath Administered

I, Lois E. Copple, do solemnly swear or affirm that I will support the laws and constitutions of the United States and of the State of Oregon, and that I will faithfully discharge the duties of my office as a member of the Board of Directors of the Lane Education Service District, to the best of my ability through June 30, 1985, representing Zone 5.

3B Adoption of
Resolution, Tax-
Interest Issue

3B. Superintendent Mead requested the Board to adopt a resolution authorizing the ESD to continue in the consortium effort to reach closure in the matter of unsegregated property taxes. The resolution had been mailed to the Board prior to the January 15 meeting; a motion to adopt it at that meeting failed because of a lack of quorum (one of the four members present at that meeting declared a conflict of interest and abstained from voting).

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of Lane Education Service District hereby adopts the attached resolution concerning legal action in the matter of interest on unsegregated property taxes. (Resolution 84-49)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, AND SWANSON VOTING YES. Director Nearing abstained.

Superintendent Mead told the Board that the Ad Hoc Committee appointed by the school districts had met yesterday, January 21, to consider the Lane County Commissioners' response and Joe Richards' advice on their offer.

3. Action Items

- 3B Adoption of
Resolution, Tax-
Interest Issue

3B. (continued)

The Committee recommends that the County's offer be rejected and that the district consortium counter-offer a full settlement for the amount of the entire interest earnings on 1983-84 unsegregated tax funds, the 1984-85 interest earnings and interest earnings in future years (unless statutory provisions are changed).

DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Lane ESD Board of Directors adopts the attached resolution relating to the issue of interest on unsegregated taxes. (Resolution 84-50)

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, AND SWANSON VOTING YES. Director Nearing abstained.

4. Executive Session

4. Chairperson Armstrong recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff and 192.660(1)(e) to discuss possible real estate transactions.

5. Reconvene in Regular Session

5. Following the Executive Session, Chairperson Armstrong reconvened the Board in open session. The following action was taken:

DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the Board of Directors of Lane Education Service District shall take no further action on its option to purchase property from Paul Hansen, et. al. (Resolution 84-51)

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD grants the Superintendent the authority to place advertisements in national publications for the position of Superintendent and to schedule a meeting with Milt Baum, State

5. Reconvene in Regular Session

5. (continued)

Department of Education, to discuss the services he can provide as a consultant in the Superintendent search process. (Resolution 84-52)

Director Nearing stated he would prefer to meet with Milt Baum before committing the Board to using him as a consultant. He also felt that if a consultant is to be used he or she probably should be in on the process from the beginning, including the placement of advertisements. Director Ficek said delay would preclude getting the notices in national publications in a timely manner.

With the approval of the second, DIRECTOR FICEK WITHDREW HER MOTION. (Resolution 84-52 withdrawn)

DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Lane ESD Board of Directors requests the Superintendent to schedule a Board meeting with Dr. Milt Baum, State Department of Education, as soon as possible. The purpose of the meeting would be to explore with Dr. Baum the type of services he could offer to the Board if he were to be engaged as a consultant in the Superintendent search process. (Resolution 84-53)

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, AND NEARING VOTING YES. Director Swanson voted no.

DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Lane ESD Board of Directors authorizes the Superintendent to submit notices to appropriate national publications that applications will be accepted by the search committee for the position of Lane ESD Superintendent. (Resolution 84-54)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, COPPLE, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

6. Adjourn

6. DIRECTOR NEARING MOVED TO ADJOURN.

Director Ficek seconded and the MOTION CARRIED
WITH ALL PRESENT VOTING YES.

Jeanne Armstrong
Jeanne Armstrong, Chairperson

Melvin F. Mead
Melvin F. Mead, Superintendent-Clerk

Attached to Official Minutes:
Resolutions 84-49 and
84-50 relating to
unsegregated property
tax issue

SR/jv 1/85 minutes2

R E S O L U T I O N

WHEREAS investigation has shown that during the period July 1, 1980 to June 30, 1984, Lane County received on behalf of the 16 school districts in Lane County, Lane Education Service District, and Lane Community College, property tax payments designated for and levied by said school districts, invested such payments and earned income in an amount estimated to be the following amounts for the following years, for all 18 districts in the aggregate:

1983-84	-	\$736,167.87
1982-83	-	\$476,387.09
1981-82	-	\$511,593.62
1980-81	-	<u>\$411,194.23</u>

\$2,135,342.81; and

WHEREAS Lane County has failed to credit or pay to such districts the income earned by investment of the property tax payments referred to above in contravention of ORS 294.040(3); and

WHEREAS pursuant to ORS 311.395, beginning October 15 and ending December 31 of the years 1980, 1981, 1982 and 1983, Lane County was required to turn over to the school districts, on the fifth business day of each week following collections, all property tax payments received on behalf of the school districts, and at all other times in each of such years such collections received or required to be turned over to the school districts on a monthly basis; and

WHEREAS Lane County has failed to make such turn overs in a timely manner and as a consequence Lane County may be liable to the school districts in a sum equal to five percent (5%) of the amount not timely turned over, together with interest thereon, and it will be necessary to have an accounting of the amounts unlawfully withheld to determine such liability; and

WHEREAS the District has been advised that the Board members of the District may incur personal liability if the Board does not make reasonable efforts to collect the aforementioned interest as an asset of the District; and

WHEREAS the District is aware of certain legal and factual matters that may, after the filing of legal action to establish the rights and liabilities arising by reason of the aforementioned interest accumulation and untimely turn overs may justify a compromise settlement of this matter; and

WHEREAS it is in the best interests of the District that it join the other above named districts in an action to determine the rights and liabilities of the parties;

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. This District be, and it is hereby, authorized to be named as a party plaintiff in a case against Lane County, the Assessor and Tax Collector, and the Finance Administration Director, to determine the rights and liabilities of the parties with respect to interest on unsegregated taxes belonging to the districts and the failure to turn over tax collections in a timely manner.
2. That this District share with the other districts legal expense incurred heretofore and hereafter in preparation and prosecution of such litigation on the same percentage as the recovery belonging to this District bears to the total recovery.
3. After the filing of any legal action, should this District disagree with any compromise settlement proposal that is supported by a majority of the plaintiff districts, this District retains the right to withdraw from the case as a party plaintiff and conduct its own legal action with respect to the above matters, it being expressly understood that this district reserves no right to veto or otherwise impair a compromise settlement that is supported by a majority of the initial parties plaintiff.

DATED this 22nd day of January, 1985.

LANE COUNTY SCHOOL DISTRICT No. ESD

BY: *Jeanne L. Armstrong*

Board Chair

R E S O L U T I O N

WHEREAS the District heretofore adopted a Resolution relating to interest on unsegregated taxes and the processing of a claim against Lane County and Lane County offered to settle the claim by paying interest that accrued only after March 23, 1984.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The District Board approves a compromise settlement offer whereby this District, in full settlement of the prior years' unsegregated tax claim, accepts its share of the 1983-84 interest of \$736,167 due to school districts.
2. This action rejects the County's offer to pay a partial year's interest of \$110,219 for the school districts for 1983-84 in full settlement of all prior years' interest obligation.
3. Further, the offer shall provide the 1984-85 interest including \$268,673 accrued and due school districts as of January 8, 1985 should be paid on a current basis.
4. The 1983-84 interest due should be paid one-fourth (1/4th) July 1, 1985 and the balance in three (3) equal annual payments on July 1 each year.
5. If the offer has not been accepted by March 1, 1985, the previous instruction to file the claim in the Oregon Tax Court is reinstated.

DATED this 22nd day of January, 1985.

LANE COUNTY SCHOOL DISTRICT NO. ESD

BY: Jeanne L. Armstrong
Board Chair

RESOLUTION

Attachment: 1/22/85

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, January 15, 1985

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, January 15, 1985

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 8:00 p.m., Tuesday, January 15, 1985, with the following present:

Board members attending:

Jeanne Armstrong, Chairperson	Cleve Dumdi
Frank Nearing	Jim Swanson

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Bob Taylor
Wanda Vinson	Sallie Rainville
Marv Wilkerson	Al Fedje
Jeff Foreman	Nicki Maxwell
Frank Landrum	Alan Livingston

Others attending:

Rick Paul	Jim Walpole
JoAnn Walpole	Carol Mead
Ken Carter	Jay Putnam
Lois Copple	

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF DECEMBER 18, 1984, AS PRESENTED.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
3. Communications

2. No statements were presented at this time.

3. The following communications were presented:

- A. Invitation to Lane County School Boards Association meeting, February 7, 6:30 p.m., at Pleasant Hill High School.

- B. Letter from Governor Atiyeh, thanking Bob Taylor for his service on the Teachers Standards and Practices Commission (TSPC)

- C. Invitation to Lane County Media Fair, January 16, 1985, at the Eugene Conference Center

- D. Education Service Districts in Oregon: A Status Report, November, 1984

- E. Winter issue of InnerViews

4. Business Affairs

4A Financial
Statements

- 4A. The Superintendent and Wanda Vinson presented ESD and OTIS financial statements for November, 1984. Invoice registers noted payments for the month as follows:

ESD	\$171,400.39
OTIS	\$ 94,088.69

4B Award of Bid
Contract: Power
Paper Cutter

- 4B. A copy of the tabulation of bids received for the power paper cutter was distributed along with background information from Jim Maxwell, Media Services Director.

Bids were received from five vendors; one bid was disqualified because the unit did not meet specifications.

The Superintendent recommended that the contract be awarded to Farwest Graphics, for the low bid qualified basic unit.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane Education Service District authorizes a contract to Farwest Graphics Company, Portland, Oregon, for the purchase by bid of one (1) Wohlenberg Model 75SPM paper cutter at a bid price of \$14,715. (Resolution 84-42)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, NEARING, AND SWANSON VOTING YES.

4C Bid Contract
Award: Passenger
Cars

- 4C. Board members reviewed bid quotations for two passenger cars. Superintendent Mead recommended that contracts be awarded to Shepard Motor Company for the purchase of one new vehicle (an AMC Renault Alliance) and one used demonstrator (a 1984 Ford Tempo, 9,000 miles).

He said that both units meet specifications and are available for immediate delivery. Although the bid prices cannot reflect it, the Superintendent said that the Alliance would also be subject to a fleet purchase rebate from American Motors.

Superintendent Mead said both cars will be used primarily by staff members making longer, out-of-county trips.

4. Business Affairs

4C Bid Contract

Award: Passenger
Cars

4C. (continued)

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD awards contracts for the purchase of one AMC Renault Alliance (new) at \$8,285.00 and one Ford Tempo (used) at \$7,100.00 to Shepard Motor Company. (Resolution 84-43)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, NEARING, AND SWANSON VOTING YES.

4D Waste Paper
Contract Award:
Objection

4D. Chairperson Armstrong introduced Jim and JoAnn Walpole and Rick Paul of Northwest Resource Recycling.

Superintendent Mead said that Northwest Resource Recycling has objected to the ESD's December decision to change recycling services and award a contract to Northwest Paper Fiber, instead of Northwest Resource Recycling, which has collected and purchased the ESD's waste paper on an informal verbal-agreement basis for a number of years.

The Superintendent distributed copies of two letters which Mr. Walpole had written denying a number of facts and assumptions made by staff in connection with their recommendation to change services. The Superintendent summarized the content of the two letters.

Superintendent Mead said the procedure followed by the staff of obtaining informal quotations was appropriate in terms of state bidding procedures. However, he said it had become apparent that the two firms were not given clear written specifications about what the ESD wished to sell, services expected, and what would and would not be considered in terms of the bids.

The Superintendent recommended that the Board consider rebidding the contract. He said a comprehensive set of specifications should be drawn up and both firms given a copy. He stated that the Northwest Paper Fiber representative should be made aware of the objections raised by Northwest Resource Recycling. The Superintendent also asked that the Board give

4. Business Affairs

4D Waste Paper
Contract Award:
Objection

4D. (continued)

the staff direction as to the factors they wish to have considered in the bidding specifications.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD directs the staff to draw up new bid proposals and specifications for the purchase of waste paper products for the Board's approval. (Resolution 84-44)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, NEARING, AND SWANSON VOTING YES.

4E Service
Resolutions, 1985-
86

4E. The Board received 1985-86 service resolutions which will be reviewed by local district administrators on January 23.

Data processing is the only resolution which includes a major change from the current year. Because the OTIS Advisory Committee has supported a 47% increase in the per-pupil charge for the basic OTIS contract, the increase in Lane ESD's contract for Lane County school districts amounts to about \$225,000, an amount which would be impossible to cover within the ESD budget.

In the resolution, the ESD is asking local districts to share in meeting this increase by picking up teleprocessing costs which have heretofore been part of the resolution and paid by the ESD.

Board members decided by consensus that they would prefer to defer approval of the service resolution package until after they have learned whether any modifications are made as a result of the January 23 Superintendent's meeting.

4. Business Affairs

4F. Budget Committee
Calendar

4F. DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves the following Budget Committee calendar:

Tuesday, March 5, 1985, 6:30 p.m.,
Organization meeting, presentation of
Education Plan

Tuesday, March 12, 1985, 7:30 p.m.,
Presentation of budget message, review of
budget proposal

Tuesday, March 19, 1985, 7:30 p.m., Review
of budget proposal

Tuesday, March 26, 7:30 p.m., Review of
budget proposal; approval of budget

If additional meetings should be needed,
they will be held on subsequent Tuesday
evenings (April 2, April 9), with approval
deferred until the review process is
completed.

Legal notice of the first Budget Committee
meeting, Budget Summary, and Notice of
Budget Hearing will be published according
to law in the Register-Guard. (Resolution
84-45)

Director Nearing seconded and the MOTION CARRIED
WITH DIRECTORS ARMSTRONG, DUMDI, NEARING, AND
SWANSON VOTING YES.

5. Action Items

5A Interview of
Applicants, Zone 5

5A. Chairperson Armstrong welcomed Kenneth Carter,
Lois Copple, and Jay Putnam, applicants for the
vacant Zone 5 Board position. The three
candidates were interviewed separately. A taped
recording of each session and discussion follow-
ing is available in the ESD office.

Board members asked each candidate the following
questions:

1. How did you happen to apply for this Board
vacancy? What motivated you to do so?
2. Briefly tell us about your involvement with
public schools and your school system.

5. Action Items

5A Interview of
Applicants, Zone 5

5A. (continued)

3. What is your perception as to the ESD's relationship to children and their education in Lane County?
4. What is your perception as to the role of a Board member?
5. What special background or skills do you believe you would bring to the ESD Board?

Following the interviews and brief discussion, Board members cast written ballots, which were counted as follows:

Director Armstrong voted for Lois Copple
Director Dumdi voted for Jay Putnam
Director Nearing voted for Lois Copple
Director Swanson voted for Kenneth Carter

Director Dumdi said Mr. Putnam showed obvious dedication by his service on local boards and the ESD Budget Committee.

Director Swanson stated he felt Mr. Carter would be a good Board member because he has the interest, but is without preconceived ideas.

Director Armstrong said Lois Copple has good background and is committed to the education of children.

Director Nearing said he was appreciative of the fact that Mrs. Copple had taken the trouble to come to the Superintendent and ask about the ESD. She seemed to have a good perception of the role of the ESD.

After additional discussion of the qualifications of the candidates, a second ballot was taken.

Director Armstrong voted for Lois Copple
Director Dumdi voted for Jay Putnam
Director Nearing voted for Lois Copple
Director Swanson voted for Jay Putnam

5. Action Items

5A Interview of
Applicants, Zone 5

5A. (continued)

There was additional discussion. Director Dumdi said he felt Mr. Putnam's service on the ESD Budget Committee as well as his many years of service on a local school district board made him exceptionally well qualified to serve as an ESD Board member.

Director Armstrong said she had worked with Mrs. Copple on the Advisory Council for Handicapped Children and knows that she is diligent, committed, open and logical.

Director Swanson said that Mr. Putnam seemed to be the most knowledgeable in terms of the function of the ESD Board.

A third ballot was taken. Results were the same as the second ballot.

Director Armstrong declared a five minute recess.

The Board reconvened at approximately 8:50 p.m.

After additional discussion, consensus was to schedule a special meeting when all Board members could be present, at which time the top two candidates, Mrs. Copple and Mr. Putnam, would again be interviewed.

On behalf of the Board and staff, Chairperson Armstrong thanked all three candidates for their interest in the ESD and commented that all had good qualifications.

5B Board Policy
Amendments and
Adoption

5B. Amendments to Board Policies 311 and 415, and a new Policy on "Search and Seizure" were presented. The policies had been reviewed by the Board at its December meeting. Director Swanson said he would prefer to have all Board members present when action on Board Policy is to be taken.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD hereby amends Policies 311 and 415 of its Bylaws and Policies by deleting the present third paragraph and substituting the text attached. The revised policies are appended as an official part of the minutes of this meeting.

5. Action Items

5B Board Policy
Amendments and
Adoption

5B. (continued)

BE IT FURTHER RESOLVED that the Board of Directors of Lane ESD hereby adopts Board Policy No. 508, "Search and Seizure" as a part of its official Bylaws and Policies. The text of this policy is appended as an official part of the minutes of this meeting.

There was no second. THE MOTION DIED.

5C Tax-Interest Issue
Resolution

5C. DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the Board of Directors of Lane Education Service District hereby adopts the attached resolution concerning legal action in the matter of interest on unsegregated taxes.

Director Swanson seconded.

Director Nearing declared a conflict of interest, stating he was unable to vote on the issue because he has been attending meetings of the Lane County Commissioners as a reporter for K-LCC Radio.

DIRECTOR DUMDI MOVED that action on the tax-interest resolution be deferred until the Special Board meeting to be called later this month. (Resolution 84-46)

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

DIRECTOR DUMDI MOVED to extend the Board meeting past the regular 10:00 p.m., closing time.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

6. Discussion Items

6A Letter From County
Assessor

6A. Letters from Lane County Assessor, Bill Bain, and from Joe Richards relating to the issue of ownership of interest earned by unsegregated property tax were presented for the Board's information.

6. Discussion Items

6B District Board Meetings

6C Report: Classified Employee Terminations

6D March Board Elections

7. Reports

8. Future Agenda Items

9. Next Meeting

6B. Superintendent Mead encouraged Board members to attend local district board meetings when their schedules allow. A calendar of meetings and sign-up sheets were distributed.

6C. Director Armstrong expressed concern about the number of TMR aides who terminated in the past year. Bob Taylor distributed preliminary information gathered as part of a study of working conditions of the aides.

The study covers termination reasons and employment history of TMR aides. Mr. Taylor said the full report will be made available to the Board as soon as it is completed.

6D. Superintendent Mead said that March 26 is the date of the election for school district board members. The deadline for filing for the election is 5:00 p.m., Thursday, February 14, 1985. Positions on the ballot will be Zone 3, Zone 5, and at-large position 6.

7. The agenda included no reports.

8. In addition to the items to be considered at the specially-called meeting, future agenda items include:

A. Proposed Bylaws and Policy changes and additions

B. Recycling bid proposals and specifications

9. The next regular meeting of the Lane ESD Board will be February 19, 1985, 7:45 p.m., Lane ESD Center, 1200 Highway 99 North, Eugene. This meeting will be preceded at 7:00 p.m. by a program presentation on the OTIS Testing Service program.

Board members will be notified of the date and time for the special meeting to be called in January. (NOTE: Subsequent to this meeting, the special meeting was set for January 22, 1985, at 7:45 p.m.)

10. Executive Session

10. Chairperson Armstrong recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff.

11. Reconvene in Regular Session

11. Following the Executive Session, Chairperson Armstrong reconvened the Board in regular session. The following action was taken:

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Directors of Lane ESD grants maternity leave to Kathlyn Keim-Robinson from March 15, 1985, through the balance of her contract. (Resolution 84-47)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, NEARING, AND SWANSON VOTING YES.

12. Adjourn

12. DIRECTOR DUMDI MOVED TO ADJOURN.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


Jeanne Armstrong, Chairperson


Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, December 18, 1984

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, December 18, 1984

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, December 18, 1984, with the following present:

Board members attending:

Jeanne Armstrong, Chairperson	Cleve Dumdi
Beverly Ficek	Doug McKay
Frank Nearing	Jim Swanson

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Bob Taylor
Wanda Vinson	Al Fedje
Sallie Rainville	Jeff Foreman
Nicola Maxwell	Kermit Horn

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF NOVEMBER 20, 1984, AS PRESENTED.

Director McKay seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Statement from Board Members
 - 2B Statement from Superintendent

- 2A. Directors Swanson and Ficek reported they had attended local district board meetings at Eugene and Bethel.
- 2B. Superintendent Mead told the Board that former superintendent Bill Jones was at Sacred Heart Hospital, where he is recovering from quadruple heart-bypass surgery.

3. Communications

3. The following communications were presented:
 - A. Perspective on Service (AAESA report), fall issue
 - B. Letter from Bruce Mallory, United Way Campaign manager
 - C. Memo from Verne Duncan, State School Superintendent, stating that the SDE has arranged to pay ESDs' membership fees in ORENET, the statewide electronic educational communication network.

4. Business Affairs

4A Financial
Statements

- 4A. Superintendent Mead and Wanda Vinson presented ESD and OTIS financial statements for October, 1984. Revenue reports show that ad valorem tax collections are ahead of last year at this point.

Invoice registers note payments for September as follows:

ESD	\$149,993.80
OTIS	\$139,332.20

4B Authorization for
RFP - Energy
Management System

- 4B. Superintendent Mead recommended that the Board authorize a Request for Proposals to design and install a building energy management system for the ESD Center. The system would apply to the management of all forms of energy used--heating, ventilation, air conditioning, and lighting/electrical. An energy audit of the building by Northwest Natural Gas Company supports the potential value of such a system.

The Superintendent said that award of the contract should not require any direct capital cost. It is estimated that the system can be paid for in a three-year period from energy-cost savings.

DIRECTOR DUMDI MOVED:

Resolution 84-33

BE IT RESOLVED by the Board of Directors of Lane ESD that authorization is given to request proposals for designing and installing a building energy management system. Proposals are to be in accordance with specifications set forth in the RFP, which will be available at the District's administrative offices. Proposals will be received until 2:00 p.m., February 8, 1985.

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4C Contract Award:
Paper Recycling

- 4C. Bids to pick up waste paper for recycling were received from two organizations, Northwest Resource Recycling, Inc., and Northwest Paper Fiber. Director McKay declared a possible conflict of interest.

The Board reviewed the proposals and background information prepared by Al Fedje and Bill Ford.

4. Business Affairs

4C Contract Award:
Paper Recycling

4C. (continued)

A summary of the bids is as follows:

Type of Paper	Northwest Resource Recycling, Inc.	Northwest Paper Fiber
Unmixed computer paper	\$150/ton	\$150/ton
IBM tab cards	\$170/ton	\$190/ton
Mixed paper	\$ 35/ton	\$ 50/ton
White paper, separate	\$ 80/ton	\$ 90/ton
Newspaper	\$ 35/ton	\$ 35/ton

DIRECTOR NEARING MOVED:

Resolution 84-34

BE IT RESOLVED by the Board of Directors of Lane ESD that a contract be awarded to Northwest Paper Fiber Company for the purchase of waste paper products. The contract shall specify amounts to be paid the District, in accordance with the contractor's bid; and shall be for the period of December 18, 1984, to June 30, 1985. A copy of the contractor's bid is incorporated as a part of these minutes.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, NEARING, AND SWANSON VOTING YES. Director McKay abstained.

4D Authorization to
Call for Bids:
Passenger Cars

4D. Superintendent Mead asked the Board to approve a call for bids for two compact cars for the ESD motor pool. Cost of the new vehicles is included in the 1984-85 budget; they would replace older cars in the motor pool.

Alternate bids on used rental vehicles may also be requested. Superintendent Mead said both methods of purchase have proved satisfactory in the past.

DIRECTOR NEARING MOVED:

Resolution 84-35

BE IT RESOLVED by the Board of Directors of Lane ESD that authorization is hereby given for a call for bids for the purchase of two new passenger cars, in accordance with specifications.

4. Business Affairs

- 4D Authorization to
Call for Bids:
Passenger Cars

4D. (continued)

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING AND SWANSON VOTING YES.

5. Action Items

- 5A Approval of Process
for Board Vacancy

- 5A. The Board reviewed a suggested process and time-line for filling the Zone 5 Board vacancy. Formal announcement of the vacancy will be made on December 19, with the announcement being sent to the media as well as to school districts within the zone. Application forms will be sent to those who express interest, with the closing date being January 8. If there are more than six applicants, the applications will be screened to a workable number. Interviews of applicants, selection and appointment would take place at the January 15 meeting.

In order to serve the remaining year (1985-86) of the term, the person selected would be required to file and run for re-election in March, 1985.

DIRECTOR NEARING MOVED:

Resolution 84-36

BE IT RESOLVED that the Board of Directors of Lane ESD announces a vacancy in Position No. 5 (Zone 5) of the Board, requests applications from eligible electors, and declares its intention to fill the vacant seat by appointment at its January 15, 1985, meeting.

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

6. Discussion Items

- 6A(1) Proposed New
Policy--Search and
Seizure

- 6A(1) A proposed new Board policy covering search and seizure was received and reviewed by the Board.

Superintendent Mead said that a written policy is needed primarily because of the special nature of the Lane School program. He said that all parties concerned should be aware of the district's policy in this matter.

6. Discussion Items

6A(1) Proposed New
Policy--Search
and Seizure

6A(1) (continued)

Bob Taylor and the Superintendent discussed situations which indicated out the need for the policy. The Superintendent said the proposed language was a synthesis of that used in similar policies by Eugene, Bethel, and Springfield districts; it has been reviewed by ESD attorney Joe Richards.

6A(2) Proposed
Amendments to
Policies on
Uncompensated Leave
(Policies 311 and
415)

6A(2) The Board reviewed Policies 311 and 415, which deal with uncompensated leave for classified and certificated employees. The Superintendent proposed a revision so that the policy language would state that re-employment after a leave is based on availability of a suitable position.

Two alternatives for the proposed amendment were presented and discussed by the Board.

6B Legislative
Practicum

6B. The Department of Education and the Confederation of Oregon School Administrators (COSA) are co-sponsoring a series of legislative practicums between January and June, 1985. The purpose is to develop a higher level of discussion and analysis of critical issues in education, and to increase education's awareness and understanding of the political process.

Superintendent Mead asked the Board to authorize his participation in one of the sessions. He said he believed the experience would be highly informative and potentially beneficial to the ESD and constituent school districts.

In answer to questions from the Board, the Superintendent said each session would be two weeks in length. He said that if he participated, he would be available to the ESD office by phone and would probably commute on some of the days.

Director Nearing questioned the construction of the program and whether the sessions would be worth the time and money being expended.

DIRECTOR DUMDI MOVED:

Resolution 84-37

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes and supports the participation of Superintendent Mead in one session of the legislative practicum being sponsored by COSA and the SDE.

6. Discussion Items

6B Legislative
Practicums

Resolution 84-37

6C Review of L-COG
Membership

6B. (continued)

Director McKay seconded.

DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY AND SWANSON VOTED YES. DIRECTOR NEARING VOTED NO. THE MOTION CARRIED.

6C. The Board determined several years ago that it wished to review annually the matter of ESD membership in L-COG. Superintendent Mead said that the L-COG charter requires members to announce by January 1 any intent to discontinue membership.

Director Dumdi, the Board's representative to L-COG, said he felt the L-COG Board appreciated hearing from educational agencies. The Superintendent said there has been no indication of an increase in dues.

Consensus of the Board was to continue membership. (No formal action was taken.)

7. Reports

7A Classified Employee
Termination,
1983-84

7B Lane ESD Advisory
Council for
Handicapped
Children

7A. The report on classified employee terminations was received. Chairperson Armstrong requested that the report be returned to the agenda of the next meeting to permit discussion of one concern.

7B. Minutes of the November 13 Advisory Council for Handicapped Children were distributed. The Council's next meeting will be Monday, January 7, at 3:30 p.m. Pat Ellis, Department of Education, will speak on future trends in special education.

8. Future Agenda Items

8A. Future agenda items included the following:

1. Proposed Bylaws and Policy changes and additions.

9. Next Meeting

9. The next regular meeting of the Lane ESD Board will be Tuesday, January 15, 1985, 7:45 p.m., at the ESD Center. The meeting will be preceded by a 7:00 p.m. presentation on the use of video as an instructional tool.

10. Executive Session

10. Chairperson Armstrong recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss personnel matters; and 192.660(1)(e) to discuss possible real estate transactions.

11. Reconvene in Regular Session

11. Following the Executive Session, Chairperson Armstrong reconvened the Board in regular session. The following action was taken:

DIRECTOR NEARING MOVED:

Resolution 84-38

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the resignation of Frances Steinzeig, School Psychologist, and releases her from contract for the balance of the 1984-85 year.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING AND SWANSON VOTING YES.

DIRECTOR NEARING MOVED:

Resolution 84-39

BE IT RESOLVED that the Board of Directors of Lane ESD elects Gregoria Halley to a contract as School Psychologist as indicated.

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING AND SWANSON VOTING YES.

Superintendent Mead
Retirement
Announcement

Superintendent Mead read a letter to the Board stating his intention to retire effective June 30, 1985.

Board members offered expressions of appreciation and best wishes to the Superintendent.

DIRECTOR DUMDI MOVED:

Resolution 84-40

BE IT RESOLVED that the Board of Directors of Lane ESD accepts Mel Mead's resignation for retirement, effective June 30, 1985, with regret and thanks. The Board further agrees to amend the Superintendent's contract as proposed.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING AND SWANSON VOTING YES.

11. Reconvene in Regular Session

Resolution 84-41

12. Adjourn

11. (continued)

DIRECTOR FICEK MOVED:

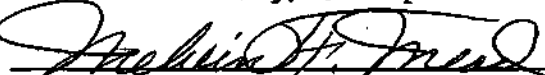
BE IT RESOLVED that the Board of Directors of Lane ESD rejects the December 11, 1984, offer for sale of property made by Paul Hansen, et al.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING AND SWANSON VOTING YES.

12. DIRECTOR NEARING MOVED TO ADJOURN.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


Jeanne Armstrong, Chairperson


Melvin F. Mead, Superintendent-Clerk

Attached to Official Minutes:
Contractor's bid, paper
recycling

SR/jv 1/85 minutes1



Weyerhaeuser Company

Northwest Paper Fibers
2070 Cross Street
P.O. Box 2541
Eugene, Oregon 97402
(503) 688-2123

November 20, 1984

O.T.I.S.
P.O. Box 2680
Eugene, Oregon 97402

Attention: Al Fedge/Bill Ford

Gentlemen:

Northwest Paper Fibers--a division of Weyerhaeuser Company--
offers the following prices for your waste paper:

COMPUTER PAPER	\$150/ton
TAB CARDS	190/ton +
WHITE LEDGER	90/ton +
COLORED LEDGER	50/ton
NEWSPAPER	35/ton

If you wish to sell the paper unsorted our price for mixed grades is \$50/ton.+ We understand the difficulty in sorting mixed paper but we also realize that much of your paper is clean and will be paid for as such.

Our truck is available for pickup service twice a week or on call for high volume periods. We can provide desk top sorters, barrels, metal collection bins or any other devices which apply to the collection of your wastepaper. In addition, staff training to insure the success of your recycling program can be provided at your convenience.

All employees of Northwest Paper Fibers have on file a signed affidavit of confidentiality. We maintain a locked, secured facility which ensures that all materials brought into our plant are safe from outside sources and are baled for end use as pulp. A list of our confidential accounts as references is available upon request.

We can service your account on a contract basis or open at your choice. Thank you for the opportunity to submit this offer.

Sincerely,

Paul Scott
Northwest Paper Fibers
Weyerhaeuser Division

4C (5)

Attachment: 12/22/84

Lane Education Service District
1200 Highway 99 North; PO Box 2680
Eugene OR 97402

Office of the Superintendent

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, November 27, 1984

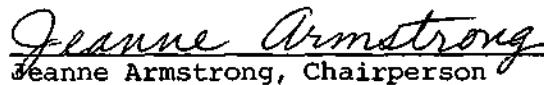
Agenda Topics


1. Call to order
 1. A specially scheduled meeting of the Lane ESD Board of Directors was called to order on Tuesday, November 27, 1984, at 7:45 p.m., with the following present:

Board members attending:
Jeanne Armstrong, Chairperson Beverly Ficek
Doug McKay Frank Nearing
Jim Swanson

ESD staff attending:
Mel Mead, Superintendent Jim Maxwell
Bob Taylor Sallie Rainville
Nicola Maxwell Al Fedje
Jeff Foreman
2. Executive session
 2. Chairperson Armstrong declared the meeting to be an Executive Session called under provisions of ORS 192.660(1)(e) to discuss possible real estate transactions.

No action was taken following the Executive Session.
3. Adjourn
 3. The meeting was adjourned at approximately 9:15 p.m.


Jeanne Armstrong, Chairperson


Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, November 20, 1984

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, November 20, 1984

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. The Lane ESD Board met at 7:00 p.m., Tuesday, November 20, 1984, for a presentation on the ESD's use of microcomputers. The demonstration was conducted by Ben Jones (OTIS), Frank Landrum (Media Services), and Sam Miller (Instructional Services).

Following the presentation and a scheduled Boundary Board hearing, a regularly scheduled Lane ESD Board meeting was called to order at approximately 7:50 p.m., with the following present:

Board members attending:

Jeanne Armstrong, Chairperson	Cleve Dumdi
Beverly Ficek	Doug McKay
Frank Nearing	Hugh Peniston
Jim Swanson	

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Bob Taylor
Sallie Rainville	Wanda Vinson
Nicola Maxwell	Al Fedje
Jeff Foreman	

Others attending:

Joe Richards	Carol Mead
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- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF OCTOBER 16, 1984, AS PRESENTED.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Executive Session

2. Chairperson Armstrong recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(h) to meet with legal counsel.

Following the Executive Session, Chairperson Armstrong reconvened the Board in regular session at approximately 8:30 p.m. No action was taken concerning Executive Session topics.

3. Statements
3A Measure 2

3A. Director Swanson stated he was pleased Ballot Measure 2 had been defeated; he noted that many staff members had been involved in working on the campaign and said he felt it would be appropriate to thank them.

3B Christmas Party

3B. On behalf of the staff, Superintendent Mead extended an invitation to Board members to attend the ESD Christmas party on December 20. It will be a no-host dinner at Valley River Inn.

4. Correspondence

4. The following items were presented:

- A. Letter from Alice Carnes, WISTEC, congratulating Jeanne Armstrong on being elected Board chairperson.
- B. Letter from Jim Howard, Pleasant Hill Superintendent, complimenting Jeff Foreman on the first edition of "Inner Views."
- C. 1984-85 salary schedules and Memorandum of Agreement. (For Board members' files.)

5. Business Affairs
5A ESD and OTIS
Financial
Statements

5A. Superintendent Mead and Wanda Vinson presented financial statements for September, 1984, including reports on ad-valorem tax and non-tax revenue collections.

Invoice registers note payments for September as follows:

OTIS	\$ 52,690.26
ESD	\$171,237.08

5B Authorization to
Call for Bids,
Hydraulic Paper
Cutter

5B. Superintendent Mead recommended that authorization be given to call for bids for a hydraulic paper cutter. The amount budgeted for this purpose is \$13,000.

DIRECTOR SWANSON MOVED:

Resolution #84-26

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes a call for bids for hydraulic power paper cutting equipment, to be supplied in accordance with bid specifications prepared for that purpose.

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

5. Business Affairs

5C Authorization to
Transfer Funds

- 5C. Superintendent Mead said the district's insurance agent-of-record has advised that the ESD should be protected by a type of insurance not held in the past known as "boiler insurance." The coverage insures the entire heating, ventilating, and air conditioning system.

Since it has not been carried in the past, this insurance coverage was not included in the 1984-85 budget. Superintendent Mead recommended that an amount of \$1,071 be transferred from the contingency fund to a new line item account in the program 14 budget to provide the needed coverage. Action to appropriate the amount is not necessary, since the contingency fund has been appropriated.

DIRECTOR DUMDI MOVED:

Resolution #84-27

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes the transfer of \$1,071.00 from account #799-4800-100-11 (contingency reserve) to account #323-2544-100-14, newly created, for the purpose of purchasing boiler insurance.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

6. Action Items

6A Appointment of
Budget Committee
Members

- 6A. The Board reviewed letters from Eugene and Springfield school districts nominating district board members to vacancies on the ESD Budget Committee.

DIRECTOR DUMDI MOVED:

Resolution #84-28

BE IT RESOLVED by the Board of Directors of Lane ESD that the following individuals are hereby appointed to three-year terms on the Budget Committee of the ESD, representing the zones indicated:

Karen Hemmingsen, Zones 1-2 (Eugene 4J)

Alan Petersen, Zone 3 (Springfield 19)

The appointments will commence July 1, 1984, and end June 30, 1987.

6. Action Items

- 6A Appointment of
Budget Committee
Members

Resolution #84-28

- 6B Expression of
Appreciation

Resolution #84-29

6A. (continued)

BE IT FURTHER RESOLVED that the Board expresses its gratitude to these local district board members for their willingness to serve.

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

6B. DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Lane ESD Board of Directors expresses its appreciation to ESD staff members and other educators who exercised their civic responsibility by participating in the November 6 election and campaign process.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES. Director Dumdi abstained, stating he did not feel formal action was necessary at this time.

7. Discussion Items

- 7A Classified
Termination Report

- 7B Name Change -
Cooperative Museum
Commission

- 7C NSBA Convention

7A. Board members reviewed a memo outlining a proposed report format for information on terminated classified employees. An annual summary report will be developed to be included on the December 18 Board agenda. In future years, this information will be presented in August or September.

7B. Superintendent Mead presented background regarding the new name of the museum complex--The Oregon Museum Park--and the change of name of its governing body from Cooperative Museum Commission to Oregon Museum Park Commission. This action did not alter the intergovernmental agreement governing the commission in any way except to change the name.

7C. Superintendent Mead asked Board members to indicate their plans for attendance at the NSBA Convention as soon as possible. Hotel reservations become a problem if registration is not completed early.

8. Reports

8A OTIS Advisory
Committee

8A. Director McKay briefly reviewed the November OTIS Advisory Committee meeting. He said the Committee agreed to recommend several changes to the ESD Board including lease/purchase of a new teleprocessing system; a new software package; additions to the regional remote job entry programs; and transfer of funds from OTIS to Lane ESD as a first payment on the loan included in the 1984-85 budget.

Director McKay said that these recommendations will require a substantial increase in per pupil user fees; a recommendation for a fee increase will also be forthcoming.

8B OSBA

8B. Directors Armstrong, McKay, and Nearing shared information and highlights from sessions they attended at the OSBA Fall Convention. They said the conference was well-run and worthwhile.

8C Enrollment Data

8C. Data on enrollment figures for Lane County schools and TMR classrooms were furnished to the Board.

8D Advisory Council
for Handicapped
Children

8D. Minutes of the October meeting of the Advisory Council for Handicapped Children and an agenda for the November meeting were distributed. Director Swanson said he will be unable to attend future meetings of the Council, due to work responsibilities; he asked if another Board member could be appointed to this liaison position. Director Ficek said she would try to attend the next meeting. The Council meets at 11:30 a.m., on the second Tuesday of the month.

8E Lane Council of
Governments

8E. Director Dumdi gave a brief summary of discussions and actions at the October 25 L-COG meeting, which was held in Veneta.

8F Oregon Museum Park
Commission

8F. Director McKay reported that he was elected Chairman of the Oregon Museum Park Commission at its annual meeting held November 1. He briefly reported on some of the Commission's concerns for the coming year.

9. Future Agenda Items

9. Future agenda items include:

A. Board Bylaws and Policies--continuation of review process and proposed new policy (search and seizure).

10. Additional Action Items

10A Resignation--
Director Peniston

Resolution #84-30

- 10A. Director Peniston announced his resignation from the ESD Board, effective immediately. He told the Board the California church where he has been serving as interim pastor had extended his contract to May, 1985. Peniston added that he was sorry he had been unable to attend ESD Board meetings regularly during the past few months; when first appointed to the interim position, he had thought he would be able to return to this area during the weeks the ESD Board met; however, that had not proved to be the case.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Lane ESD Board of Directors accepts with regret the resignation of Director Hugh Peniston from ESD Board Position 6 (at-large).

BE IT FURTHER RESOLVED that the Board expresses its gratitude to Director Peniston for his thirteen years of service to the ESD.

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

10B Resignation and
Appointment--
Director Ficek

Resolution 84-31

- 10B. Director Ficek submitted her resignation from the Zone 5 (east Lane County) Board position. She said she had recently moved out of that zone and, according to statute, will be able to serve in the position only until June. She said she would like to continue to serve the ESD and asked the Board to consider appointing her to the vacancy created by the resignation of Director Peniston from the at-large position.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the resignation of Director Beverly Ficek from ESD Board Position #5 (east Lane County).

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, MCKAY, NEARING, AND SWANSON VOTING YES.

10. Additional Action Items

10B Resignation and
Appointment--
Director Ficek
Resolution 84-32

10B. (continued)

DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD appoints Beverly Ficek to ESD Board Position 6 (at-large).

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, MCKAY, NEARING, AND SWANSON VOTING YES.

There was brief discussion about methods to be used in filling the vacant Zone 5 position. Applicants will be sought through public announcements and information sent to the school districts. Districts included in Zone 5 are Pleasant Hill, Creswell, South Lane, Crow-Applegate-Lorane, McKenzie, Lowell, Oakridge, and Marcola. Procedures and timelines for filling the vacancy will be reviewed at the next meeting. Superintendent Mead said the person who is appointed will be required to file for election to the position for the remaining year of the current term, 1985-86.

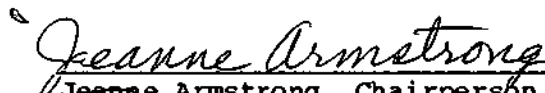
11. Next Meeting

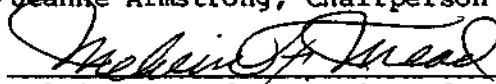
11. A special meeting of the ESD Board will be held Tuesday, November 27, 1984, 7:45 p.m., to review long-range facility needs.

The next regular meeting of the Lane ESD Board will be Tuesday, December 18, 1984, 7:45 p.m., Lane ESD Center, 1200 Highway 99 North, Eugene. The meeting will be preceded by a 7:00 p.m. presentation on the curriculum/staff development program.

12. Adjournment

12. The meeting was adjourned.



Jeanne Armstrong, Chairperson


Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, October 16, 1984

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, October 16, 1984

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. The Lane ESD Board met Tuesday, October 16, 1984, at 7:00 p.m., for a presentation on the ESD's typesetting equipment. Jim Maxwell, Media Services Director, provided background and history of the typesetting service. Alan Livingston and June Heisler demonstrated the equipment and explained its capabilities.

Chairperson Armstrong thanked the staff for the demonstration. Following the presentation, a regularly scheduled meeting of the Lane ESD Board was called to order at 7:45 p.m., with the following present:

Board members attending:

Jeanne Armstrong, Chairperson	Beverly Ficek
Doug McKay	Frank Nearing
Jim Swanson	

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Bob Taylor
Sallie Rainville	Nicola Maxwell
Marv Wilkerson	Marty Sheehan
Wanda Vinson	Jeff Foreman
Al Fedje	Alan Livingston

Others attending:

Carol Mead	Carol Maas
Warren Fichner	Dick Zeller

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF SEPTEMBER 11, 1984, AS PRESENTED.

Director McKay seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Annual Report

- 2A. Superintendent Mead complimented Jeff Foreman and the Production Department on the 1983-84 Annual Report just off the press. (Copies had been distributed during the typesetting demonstration.)

2. Statements

2B United Way Campaign

2B. Nicola Maxwell told the Board that the ESD had just completed a very successful United Way Campaign week. Staff members pledged approximately \$5,700, exceeding the established goal by five percent.

3. Correspondence

3. The following items were presented:

- A. Letter from Bill Bain to Lane County Commissioners regarding status of local government property tax administration at Lane County.
- B. Announcement of Lane County School Boards Association meeting Thursday, October 25.
- C. Chairperson's Board liaison/committee appointments for 1984-85.
- D. Board visitation calendar.
- E. Letter from Lee Baggett, President OAESD Board member section, stating the OAESD executive committee's opposition to the passage of Ballot Measure 2.
- F. Reprint from The Oregonian on Ballot Measure 2.

4. Business Affairs

4. The agenda included no business affairs.

5. Action Items

5A. DIRECTOR MCKAY MOVED:

5A Endorsement of
Chairperson's
Appointment

BE IT RESOLVED that the Lane ESD Board of Directors endorses the Chairperson's Board liaison and committee appointments as presented.

Resolution 84-21

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

5B Resolution Opposing
Ballot Measure 2

5B. The Board had previously received information on Ballot Measure 2, the property tax limitation initiative.

Superintendent Mead told the Board that data provided by the Legislative Revenue Office indicates the dollar impact in Lane County will be severe if the measure passes.

He said that if the limitation had been in place for the 1983-84 fiscal year just past, the loss of tax dollars to the ESD

5. Action Items
5B Resolution Opposing
Ballot Measure 2

5B. (continued)

would have been \$1,859,661 or 44.5%. Since property taxes constitute 69.6% of the general fund, reduction in the general fund budget (and in ESD services except OTIS) would have been 31.7%. The Superintendent added that other non-tax sources of revenue would probably not have remained at their budgeted levels since the sources from which they came would also have been impacted by the measure and would have been in a cut-back mode. The paper impact of 31.7% would therefore have been even deeper. The Superintendent also presented tables showing the difficulty local governments and the Legislature would have getting the 50% voter turnouts which would be required to validate an over-ride election.

Board members reviewed a suggested Resolution in opposition to Ballot Measure 2.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane Education Service District declares its opposition to the passage and adoption of Ballot Measure 2 and adopts the Resolution opposing its passage as presented.

In discussion following the motion, several suggestions for changes in the wording of the Resolution were made. Superintendent Mead briefly summarized the changes and said he would incorporate them into the final draft of the Resolution.

DIRECTOR MCKAY MOVED TO AMEND THE MOTION to incorporate suggested changes into the Resolution in opposition to Ballot Measure 2.

Director Nearing seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

Chairperson Armstrong restated the main motion:

BE IT RESOLVED that the Board of Directors of Lane Education Service District declares its opposition to the passage and adoption of Ballot Measure 2 and adopts the resolution opposing its passage as amended.

Resolution 84-22

5. Action Items

- 5B Resolution Opposing
Ballot Measure 2

5B. (continued)

THE MOTION CARRIED WITH DIRECTORS ARMSTRONG,
FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

A copy of the Resolution is attached to these
minutes

The Superintendent said the Resolution would be
released to the media with copies sent to the
Oregon Committee and other school districts.

- 5C Boundary Change
Petition

- 5C. A petition has been properly filed requesting
the transfer of a single homestead from the
Eugene School District to the Crow-Applegate-
Lorane School District. The parcel of property
involved is situated on Crow Road and is on the
boundary between the two districts. It is about
3.5 acres in size. The Superintendent recom-
mended that the Board set its regular
November 20 meeting as the date for a District
Boundary Board hearing on the petition.

DIRECTOR NEARING MOVED:

Resolution 84-23

BE IT RESOLVED by the Board of Directors of Lane
Education Service District that a hearing be set
November 20, 1984, for the review of the school
district boundary change petition submitted by
Kerry L. Byerly. Time and place of the hearing
shall be announced as required by law. At such
time and place, the Board will convene as the
Lane County District Boundary Board.

Director Swanson seconded and the MOTION CARRIED
WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING,
AND SWANSON VOTING YES.

Superintendent Mead said that copies of the
petition and background information on boundary
board responsibilities will be sent prior to the
meeting.

6. Discussion Items

- 6A Resignation/
Contract
Termination
Provisions and
Procedures

- 6A. As a follow-up to Board discussion at the
August 14 Board meeting, Superintendent Mead
provided a review of the legal aspects of staff
member requests to be released from personal
services contracts.

6. Discussion Items

6B Budget Committee
Vacancies, 1984-85

6B. Superintendent Mead said the Bethel School Board has appointed Wayne Watkins to fill a vacancy; he therefore will be able to continue his term as an ESD Budget Committee member. The two vacancies which do exist are from Eugene 4J (Zones 1 and 2) and Springfield District 19 (Zone 3). Letters have been sent to Superintendent and Board chairs of those districts requesting that a Board member be appointed to serve as an ESD Budget Committee member.

6C NSBA Clinics

6C. Information on programs for the 1985 NSBA convention clinics was distributed.

6D OSBA Annual
Conference

6D. Directors Armstrong, McKay, and Nearing indicated they planned to attend the OSBA Annual Conference in Portland, November 9, 10, and 11. Director McKay said he would also attend OTIS Advisory Committee and OSBA Legislative Committee meetings on November 8 in the same location.

6E School Bus Safety
and Seat Belts

6E. In response to concerns mentioned at an earlier meeting, Superintendent Mead provided Board members with copies of Pleasant Hill School District's pupil transportation safety task force report.

7. Report

7A Direction Service

7A. A report of funds expended and services provided by Direction Service was presented to the Board.

Dick Zeller, who was involved in the creation of Direction Service and now works for it as a volunteer, was present to amplify on the written report and to answer Board member questions.

Mr. Zeller said that Direction Service provides assistance and counseling services to handicapped students and their families. The assistance covers the entire spectrum of services with school planning being a major part.

Under the contract with ESD, Direction Service is required to update annually a data/information base of services available to meet the needs of handicapped children. This data base now consists of over 300 program listings. Direction Service provides inservice to local district personnel on its use. It also develops

7. Reports

7A Direction Service

7A. (continued)

and supports cooperation among service providers and furnished information on appropriate resources to students who have been referred by local school districts.

Mr. Zeller reported that Direction Service worked with 15 of the 16 Lane County school districts during the report period. Two hundred eighty-five clients were served, 164 of which were new referrals. He indicated that a higher percentage this year were from rural areas.

In answer to Board questions, Mr. Zeller said the staff at Direction Service is familiar with all agencies which are listed in the information base; they have background files and materials on each service. He said the Service provides clients with information on available options and allows them to make their own choices. Zeller also said that Direction Service follows up after each referral, both with the client and with the service provider.

7B Five-Year
Projection, TMR
Program

7B. Marty Sheehan, TMR specialist, reviewed a five-year projection for the ESD TMR program.

Sheehan said 190 handicapped children are presently being served by Lane ESD. Most of the enrollment is in the urban program with 138 pupils. Twenty-three are enrolled in Pearl Buck Center (nearly all secondary age) and 29 are in rural model classrooms. Sheehan pointed out that even through there were decreases in general school-age population over the past five years, enrollment in the TMR program has shown steady growth.

He felt these enrollment increases could be attributed to the movement toward community based care and deinstitutionalization. Because of better school services, the trend is for parents to keep even the most severely handicapped children at home.

Using past growth figures, Dr. Sheehan predicted that the urban program would continue to grow by about 6% a year, with Pearl Buck's enrollment remaining constant. He said the rural program

7. Reports

7B Five-Year
Projection, TMR
Program

7B. (continued)

showed a growth of 37% last year, but there is not enough data to predict if that tremendous growth rate will continue.

Other factors to be considered, Dr. Sheehan said, are that deinstitutionalization at Fairview may have an impact on growth in secondary programs. In addition, general school populations in the state and county seem to have leveled off and it is predicted they will again begin to rise. General population growth will probably also mean an increase in the TMR population.

Sheehan estimated the program will show a 5 to 10% growth rate per year. He said 5% increase would translate to the need for a new secondary classroom in the 1986-87 year.

Dr. Sheehan recommended that the Board explore the possibility of adding an alternative community-based site for 18-21 year olds, rather than trying to develop yet another high school classroom. The purpose of the site would be to help these pupils to develop good work and independent living skills.

7C OTIS Advisory
Committee

7C. Director McKay reported on the October 4 all-day session of the OTIS Advisory Committee, which culminated with the joint ESD Board-Advisory Committee dinner. He said the Committee heard future projections for OTIS, with special emphasis on the testing program, need for additional software, and telecommunications programs. The staff has recommended purchase of OTIS' own communications system. Director McKay told the Board that a user rate increase will be necessary to implement needed additions and changes. At its November 8 meeting, the Advisory Committee will make final decisions regarding recommendations to be made to the ESD Board.

7D Other Reports

7D. Director Ficek reported she had attended the September 24 Bethel District board meeting. She also attended a Negotiations workshop in Portland.

7. Reports

7D Other Reports

7D. (continued)

Minutes of the September 18 meeting of the ESD Advisory Council for Handicapped Children were distributed. Director Swanson reported the main agenda item on the Council's October agenda was an update on Lane School Programs.

Director McKay gave a brief summary of recommendations made by the OSBA Legislative Committee. OSBA has mailed copies of the report to all Board members.

8. Future Agenda Items

8. Future agenda items include:

- A. Boundary Board hearing
- B. Budget Committee appointments
- C. Review of long-range facility needs.

9. Next Meeting

9. The next regular meeting of the Lane ESD Board will be 7:45 p.m., Tuesday, November 20, 1984, at the Lane ESD Center, 1200 Highway 99 North, Eugene.

10. Executive Session

10. Chairperson Armstrong recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to consider employment of staff.

11. Reconvene in Regular Session

11. Following the Executive Session, Chairperson Armstrong reconvened the Board in regular session. The following action was taken:

DIRECTOR MCKAY MOVED:

Resolution 84-24

BE IT RESOLVED that the Board of Directors of Lane ESD elects the following individuals to contracts as indicated:

Leta M. Y. Jen, Speech/Language Therapist,
1984-85 year

Gregoria N. Halley, School Psychologist,
temporary

Cynthia Ann Lee-Holloway, Speech-Langauge
Therapist, .5 FTE, 1984-85.

Placements shall be in accordance with education and experience as indicated.

11. Reconvene in Regular Session

Resolution 84-25

11. (continued)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD respectfully requests Teacher Standard and Practices Commission (TSPC) to issue an Emergency Personnel Services Certificate to Carol A. Abbott. The issuance of this certificate is requested to permit Mrs. Abbott to serve as supervisor of the ESD Media Library.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING AND SWANSON VOTING YES.

12. Adjourn

12. DIRECTOR NEARING MOVED TO ADJOURN.

Director McKay seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

Jeanne Armstrong
Jeanne Armstrong, Chairperson
Melvin F. Mead
Melvin F. Mead, Superintendent-Clerk

Attached to these minutes:

Resolution in Opposition
to Ballot Measure 2

SR/jv 10/84 minutes!

ACTION ITEMS

(ESD Board Resolution #84-22)

WHEREAS the voters of Oregon will vote at the November 6, 1984, General Election on the question of amending the Constitution of the State in a manner to impose a 1½% limitation statewide on ad valorem property taxes; and

WHEREAS the proposed constitutional amendment generally referred to as Ballot Measure #2 would have substantial critical impact on this Education Service District in that:

1. It would necessitate major curtailments in the services rendered to constituent school districts by this Education Service District.
2. It would create a major dilemma in that the demand for ESD services would be increased by the impact of the tax limitation on constituent school districts, while the ESD's ability to provide services would be reduced.
3. It would reduce ad valorem property tax revenues in the 1985-86 budget year by an estimated minimum of \$1,860,000.
4. It would result in reduced ESD programs and staffing levels; and would diminish the ESD's efforts to encourage and assist constituent districts in providing equal educational opportunities for all Lane County school children.
5. It would cause and require reductions of services to handicapped children, the rights to which services are guaranteed by Public Law 94-142.
6. It would reduce Oregon's attractiveness to new businesses, due to a more limited educational program.

THEREFORE BE IT RESOLVED that the Board of Directors of Lane Education Service District declares its opposition to the passage and adoption of Ballot Measure #2.

Jeanne Armstrong, Chairperson

Cleve Dumdi, Vice-chairperson

Beverly Ficek, Director

J. Douglas McKay, Director

Frank Nearing, Director

D. Hugh Peniston, Director

Jim Swanson, Director

Attachment: 10/16/84

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, September 11, 1984

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, September 11, 1984

Agenda Topics

1. Call to Order
1A Roll Call

- 1A. The Lane ESD Board met at Lane School Tuesday, September 11, 1984, at 7:00 p.m., for a presentation on the ESD's Adolescent Treatment Program. Dr. Sue McCullough, program supervisor, welcomed the Board and introduced staff members. The presentation consisted of a slide-tape overview, brief summaries of various facets of the program, and a tour of the facilities.

Chairperson Armstrong thanked Dr. McCullough and the staff for their attendance and the presentation.

Following the program presentation, a regularly scheduled meeting of the Lane ESD Board was called to order at 7:45 p.m., with the following present:

Board members attending:

Jeanne Armstrong, Chairperson	Cleve Dumdi
Beverly Ficek	Doug McKay
Frank Nearing	Jim Swanson

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Bob Taylor
Sallie Rainville	Jeff Foreman
Al Fedje	Nicola Maxwell

Others attending:

Carol Mead	Carol Maas
Warren Fichner	
Representatives of five legal firms	

- 1B Approval of Minutes

- 1B. DIRECTOR DUMDI MOVED TO APPROVE THE MINUTES OF AUGUST 16, 1984, AS PRESENTED.

Director McKay seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
2A Statements from Board Members

- 2A. Chairperson Armstrong thanked the Board for electing her as chairperson. She complimented the ESD Board and staff for their work, stating they have always operated on a basis of integrity and mutual trust. She said she hoped and expected that 1984-85 would be a good year for Lane ESD.

2. Statements

2A. Statements from
Board Members

2A. (continued)

Director Nearing commented that he had just produced a story on small school districts which would be aired on KLCC Wednesday. He thanked the ESD staff for assistance in furnishing some background information.

Chairperson Armstrong announced the fall OSBA collective bargaining conference October 5 and 6 in Beaverton. She also said she had received background information on Ballot Measure 2 which Board members might wish to review.

2B. Statements from
Staff

2B. Jeff Foreman told the Board that the first issue of the quarterly ESD newsletter Innerviews would be published the first week in October.

Wyatt Rosenbaum briefly reviewed a meeting held to acquaint new members of the OTIS Advisory Committee with the functions of the Committee and thanked Director McKay for his assistance in orienting the new members.

3. Correspondence

3. The following correspondence was presented:

- A. Letter from Bob Siewart, State Department of Education, thanking Bob Taylor for hosting a workshop on severely emotionally disturbed children.
- B. A letter from Matt Pompel, secretary of a committee that is considering a reorganization of Lincoln County's county-wide school district into smaller school districts.

4. Business Affairs

4A. Proposals, Legal
Counsel

4A. Representatives of five firms which proposed to serve as the ESD's legal counsel were present. They were as follows:

Clement and Wheeler:

Andy Clement (Randy Kirk, Assistant)

Diment and Billings:

Jack Billings

Robinette, Cleveland, Williams, and Gebhardt:

Kaye Robinette and Dave Williams

4. Business Affairs

4A Proposals, Legal
Counsel

4A. (continued)

Luvaas, Cobb, Richards and Fraser:
Joe Richards

Hershner, Hunter, Miller, Moulton and Andrews:
Dick Miller

A fifteen-minute presentation was scheduled for each firm. Each presenter provided background information and briefly summarized their previously submitted written proposal. Chairperson Armstrong asked each attorney the following questions:

- a. What are the most likely areas where you see the ESD Board needing legal assistance?
- b. How have you and members of your firm made yourselves familiar with education and legislation having to do with schools?
- c. Why is your firm qualified to be the ESD's attorney?
- d. Do you have other municipal or educational client experience?

Board members were also given time to cover specific concerns with each attorney.

Following the interviews, the Board reviewed the five proposals and presentations.

Director Dumdi stated his choice was between Richards and Robinette. He ruled out the other firms based either on lack of experience, potential for conflict of interest because of service on another board, or cost.

Director Ficek's choice was Robinette, based on considerations of knowledge of education, rapport with the Board, and cost. She felt it would be a disadvantage if the attorney had served on the ESD Board. She also ruled out firms that had several other educational clients, stating she felt that the ESD would not have first call on their time.

4. Business Affairs

4A Proposals, Legal
Counsel

4A. (continued)

Director Swanson said his choice was Billings, based on knowledge of the ESD, cost and experience. He was concerned about the potential for conflict of interest if an attorney represented other Lane County school boards. He said Robinette had also made a good presentation.

Director Nearing stated his choice would be either Richards or Miller, on the basis of their records in Lane County and the state. He said it was very important that the Board's attorney be highly experienced in education law.

Director McKay said he was most concerned with cost and experience. His choice was between Robinette and Richards.

Director Armstrong said Billings was her first choice, based on knowledge of the ESD and the Board's knowledge of his integrity and skill. Her choice after Billings was Richards, based on experience and knowledge.

Discussion centered on the need to balance the factors for which the Board had expressed greatest concern--experience in education law, potential for conflict of interest, and cost.

DIRECTOR MCKAY MOVED:

Resolution 84-20

BE IT RESOLVED that the Board of Directors of Lane Education Service District designates the firm of Luvaas, Cobb, Richards, and Fraser (Joe B. Richards, principal) as its legal counsel at the quoted rate as follows: monthly retainer \$285 (3 hours); hourly rate for principal attorney \$95; hourly rate for associates \$60 to \$80. The Board has considered experience, size of firm, and rate in making this designation.

Director Dumdi seconded the motion. DIRECTOR ARMSTRONG, DUMDI, MCKAY, AND NEARING VOTED YES. DIRECTORS FICEK AND SWANSON VOTED NO. THE MOTION CARRIED.

5. Action Items

- 5A Appointments to
Committee and
Liaison Assignments

- 5A. Chairperson Armstrong named the following
committee and liaison assignments:

L-COG Board:

Cleve Dumdi; Frank Nearing, alternate

CMC:

Doug McKay

Advisory Council for Handicapped Children:
Jim Swanson

Grievance Committee:

Frank Nearing and Bev Ficek

Negotiations Committee:

Bev Ficek and Frank Nearing

Input Committee:

Jeanne Armstrong

OTIS Advisory Committee:

Doug McKay

Georgia-Pacific Scholarship Committee

Left open for present

6. Discussion Items and
7. Reports

- 6&7. The Board agreed by consensus to postpone the
remainder of the agenda to the next regular
meeting.

8. Future Agenda Items

8. In addition to items continued from this agenda,
future agenda items include a review of long-
range plans and facility needs and budget
committee appointments.

9. Next Meeting

9. The next regular meeting of the Lane ESD Board
will be Tuesday, October 16, 1984, 7:45 p.m.,
Lane ESD Center. The meeting will be preceded
by a 7:00 p.m. program presentation on new
typesetting equipment and related Production
Department services.

- 10.& Executive Session

- 10.& No Executive Session was held.

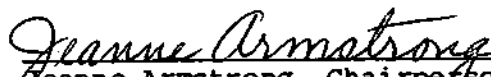
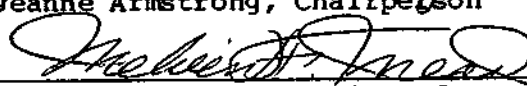
11.

11. ~~REMOVED FROM AGENDA~~

12. Adjourn

12. DIRECTOR NEARING MOVED TO ADJOURN.

Director Dumdi seconded and the MOTION CARRIED
WITH ALL PRESENT VOTING YES.


Jeanne Armstrong, Chairperson

Melvin F. Mead, Superintendent-Clerk

SR/jv 9/84 minutes!

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, August 16, 1984

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, August 14, 1984

Agenda Topics

1. Call to Order
1A Roll Call

- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, August 14, 1984, with the following present:

Board members attending:

Cleve Dumdi, Vice-Chairman
Doug McKay
Jim Swanson

Beverly Picek
Frank Nearing

ESD staff attending:

Mel Mead, Superintendent
Wyatt Rosenbaum
Sallie Rainville
Sue McCullough

Jim Maxwell
Bob Taylor
Jeff Foreman
Marv Wilkerson

Others attending:

Carol Maas

- 1B Approval of Minutes

- 1B. DIRECTOR MCKAY MOVED TO APPROVE THE MINUTES OF JULY 17, 1984, AS PRESENTED.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
2A L-COG

- 2A. Director Dumdi commented that he had attended a recent goal-setting meeting of the Lane Council of Governments in Junction City. He said he would report in more depth at the next Board meeting.

3. Correspondence

3. No correspondence was presented.

4. Executive Session

4. Vice-chairman Dumdi recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to consider appointment of staff; administrative and confidential salaries; and evaluation of the Superintendent.

5. Reconvene in Regular Session

5. Following the Executive Session, Vice-chairman Dumdi reconvened the Board in regular session.

The following action was taken:

5A Maternity Leave

5A. DIRECTOR MCKAY MOVED:

Resolution 84-13

BE IT RESOLVED that the Board of Directors of Lane ESD grants maternity leave to Frances Steinzeig from October 8, 1984, through January 7, 1985. Leave beyond that covered by sick leave entitlement shall be without pay.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

5B Resignation

5B. DIRECTOR SWANSON MOVED:

Resolution 84-14

BE IT RESOLVED that the Board of Directors of Lane ESD accepts the resignation of Anne W. Todd and releases her from her contract, contingent upon her acceptance and execution of the Agreement and Release attached as a part of these minutes.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

5C Staff Elections

5C. DIRECTOR SWANSON MOVED:

Resolution 84-15

BE IT RESOLVED that the Board of Directors of Lane ESD elects the following individuals to contracts to serve during the 1984-85 school year in the positions indicated:

Marietta van Ekeren, Teacher, TMR

Scott Thames, Teacher, TMR

Berry Broadbent, Teacher, TMR

Elizabeth Fernandez, Teacher, Emotionally Handicapped

Verna Joan Herburger, Teacher, Emotionally Handicapped

Ronald Sherman, Therapist, Emotionally Handicapped

Placement shall in each instance be in accordance with education and experience.

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

5. Reconvene in Regular Session
5C Staff Elections

Resolution 84-16

5C. (continued)

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD elects Darrell William Snyder to a position as family therapist, emotionally handicapped, contingent upon his receipt of the Certificate of Accomplishment issued by the Teacher Standards and Practices Commission.

BE IT FURTHER RESOLVED that the Board request of TSPC that such Certificate of Accomplishment be granted Darrell William Snyder.

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

5D Administrative and Confidential Salary Adjustments
Resolution 84-17

5D. DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves the recommended salary adjustment for administrators and confidential employees as listed in the Superintendent's memo of July 17, 1984, which is attached and made a part of these minutes.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, MCKAY AND NEARING VOTING YES. DIRECTOR SWANSON VOTED NO.

6. Business Affairs
6A Revised Administrative Rules: Public Contract Review Board

Resolution 84-18

6A. Revised rules adopted by State General Services as the bidding and contracting rules for state agencies were distributed to Board members prior to the meeting. These rules were developed by an ad hoc committee of purchasing agents, vendors, and other representatives.

Superintendent Mead recommended that the Board adopt these revised rules as its administrative regulations governing bidding and contracts. The Board serves as the contract review board for the ESD and for six local districts which have requested that service.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors adopts as its administrative regulations governing competitive bidding and procurement, public contracts, and contract review, the revised administrative rules of the Department of General Services, State of Oregon, as adopted July 1, 1984. These administrative regulations supplant those adopted September 6, 1983.

6. Business Affairs

6A Revised
Administrative
Rules: Public
Contract Review
Board

6B Audiological
Screening Bid

Resolution 84-19

7. Discussion Items

7A OSBA-Sponsored
Curriculum
Conference

7B District Board
Meeting Calendars

8. Reports

8A CMC

6A. (continued)

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, PICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

6B. Three bids to provide audiological screening services to entering first graders and kindergartners in Lane County school districts were received. A table showing the firms and their bids was distributed. The Superintendent said that all three firms were reputable, local service providers, properly licensed and certified. Eugene Hearing and Speech Center was the low bidder. The Superintendent said a contract will be developed with the service provider when the bid is accepted.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD awards a contract in an amount not to exceed \$7,538.76 to Eugene Hearing and Speech Center for provisions of audiological screening services. Services shall be provided in accordance with procedures and standards specified in the bid.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, PICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

7A. Superintendent Mead encouraged Board members to attend the August 23-24 OSBA-COSA curriculum conference "Directions for Excellence," which is being held in Portland.

7B. Local district board meeting calendars and background information were distributed. Superintendent Mead asked Board members to review the information and their own calendars and indicate those local district meetings which they would like to attend. He said that the Board's plan to visit local meetings will be discussed with district superintendents; superintendents and board chairpersons will be reminded a few days in advance of each meeting an ESD Board member will visit.

8A. Director McKay reported on preparations for the Smithsonian Exhibit "Yesterday's Tomorrows" which the Cooperative Museum Commission will co-sponsor.

9. Future Agenda Items

9. Future agenda items include:

- A. Board liaison and committee appointments.
- B. Review of long-range property needs.
- C. Request for proposals, legal counsel.
- D. Lane Council of Governments report - Director Dumdi.


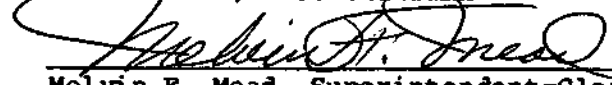
10. Next Meeting

10. The next regular meeting of the Lane ESD Board will be 7:45 p.m., Tuesday, September 11, 1984, Lane ESD Center, Silver Lea School building, 250 Silver Lane, Eugene. There will be a pre-meeting presentation by the Lane ESD Adolescent Treatment Program staff at 7:00 p.m.

11. Adjourn

11. DIRECTOR FICEK MOVED TO ADJOURN.

Director Nearing seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


Cleve Dumdi, Vice-Chairman

Melvin F. Mead, Superintendent-Clerk

Attached to official
minutes:

Agreement and Release
form, Anne W. Todd

Salary Adjustment
Information

SR/jv 8/84 minutes!

RECOMMENDED SALARY ADJUSTMENTS, 1984-85
Administrative and Confidential Employees

<u>EMPLOYEE</u>	<u>83-84 salary</u>	<u>84-85 salary</u>
<u>Administrative Services:</u>		
Al Fedje (Admin. Services Coord.)	\$33,708	\$35,865
Nicola Laird (Adm. Asst.)	29,064	30,924
Wanda Vinson (Internal Auditor)	30,636	32,628
<u>Instructional Services:</u>		
Ellen Adler (TMR Coordinator)	29,676	31,572
Sue McCullough (SED Supervisor)	31,200	33,192
Bill Suggs (Planetarium Director)	31,980	34,032
Bob Taylor (Inst. Services Div. Dir.)	37,908	40,332
Marv Wilkerson (Spec. Ed. Supv.)	36,036	38,340
<u>Media Services:</u>		
Carol Abbott (Media Lib. Supv.)	26,412	28,104
Frank Landrum (TRC/Field Serv. Supv.)	26,352	28,044
Alan Livingston (Production Supv.)	26,616	28,320
Jim Maxwell (Media Services Dir.)	37,908	40,332
<u>OTIS:</u>		
Ron Babjar (Lead Data Proc.)	30,900	32,868
Jim Ekstrom (Asst. Dir.)	40,704	43,308
Bill Ford (Operations Supv.)	36,948	39,312
Ben Jones (Inst. Serv. Supv.)	36,948	39,312
Bill Land (Systems Supv.)	37,404	39,792
Ted Murray (Field Services Mgr.)	32,556	34,632
Wyatt Rosenbaum (Director)	45,972	48,912
Judy Steele (Prog./Analyst Coord.)	31,356	33,360
<u>Confidential:</u>		
Jeff Foreman (Information Asst.)	15,504	16,944
Michelle Mantel (Pers. Secy.)	12,996	14,208
Shirley Oliver (Supt. Secy.)	10,908	11,904
Sallie Rainville (Supt. Secy.)	18,672	19,872

MM:sr

7/84

Attachment 8/14/84

AGREEMENT AND RELEASE

THIS AGREEMENT AND RELEASE, made by and between LANE EDUCATION SERVICE DISTRICT, a political subdivision of the State of Oregon, hereafter Employer, and Anne Todd hereafter Employee.

WHEREAS Employer and Employee have entered into a contract whereby Employee has agreed to perform personal services for Employer, a copy of the agreement being attached hereto as Exhibit A and by this reference incorporated herein; and

WHEREAS Employee wishes to be relieved of the duties required under the terms of Exhibit A.

IT IS HEREBY AGREED as follows:

1. In consideration of the payment of ~~\$254.45~~ ^{\$253.42}, Employer releases Employee from all obligations of ~~Employer~~ under the terms of Exhibit A, and Employee is free to seek or accept employment elsewhere.

2. This contract is subject to the laws of the State of Oregon, the duly adopted rules of the District and the State Board of Education.

3. This contract is also subject to the limitations imposed by the provisions of the local budget law and the conditions of the currently effective collective bargaining agreement between employees and the District Board.

Wanda Vinson notified me that ESD pays \$126.71/mo. ~~Thereby~~ That makes the total \$253.42 rather than \$254.45

August 6, 1984
Date

Anne Winchell Todd
Employee Signature

BOARD ACTION:

This contract was authorized by the Lane ESD Board of Directors at its _____, 19____ meeting and shall be effective from the date of employment to _____, 19____

Chairman's Signature

Date

[Signature]
Superintendent Signature

Date

This document is a mere offer to contract until accepted. This offer will expire unless unequivocally accepted by the employee by signing and returning this document to the Lane ESD Superintendent within 10 days from August 14, 1984.

Attachment: 8/14/84

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, July 17, 1984

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, July 17, 1984

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, July 17, 1984, with the following present:

Board members attending:

Doug McKay, Chairman	Cleve Dumdi
Beverly Picek	Frank Nearing
Jim Swanson	

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Bob Taylor
Sallie Rainville	Al Pedje
Jeff Foreman	Nicola Laird
Marv Wilkerson	

Others attending:

Carol Mead	Carol Maas
------------	------------

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF JUNE 19, 1984, AS PRESENTED.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Statements From the Audience

- 2A. Carol Maas thanked Chairman McKay and Superintendent Mead for their letter replying to the complaint she presented at the June 19 meeting. She briefly reiterated some items about which she remained concerned and expressed her intent to continue critical observation of ESD activities.

3. Correspondence

3. The following correspondence was presented:
 - A. Copies of Advance, a periodical published by the Center for Advanced Technology in Education (CATE).
 - B. Letters regarding the timber sale injunction in the Mapleton Ranger District and its potential impact on federal forest offsets for school districts.
 - C. Lane Council of Governments (L-COG) 1984-85 program of work.
 - D. Memo regarding special education staff awards, honors, and projects.

3. Correspondence

3. (continued)

E. Copy of letter from Chairman McKay and Superintendent Mead to Carol Maas.

4. Business Affairs

4A Direction Service Contract

4A. Superintendent Mead recommended approval of the 1984-85 contract with Direction Service. This contractual service is requested by local districts through the resolution process. The contract and funding levels are unchanged from 1983-84.

DIRECTOR NEARING MOVED:

Resolution 84-1

BE IT RESOLVED that the Board of Directors of Lane ESD approves a contract for the provision of information and referral services for handicapped school-aged children during the 1984-85 school year; the service provider being Lane County Direction Service, Inc., and the contract amount not to exceed \$63,600. A copy of the approved contract is attached as a part of this resolution and these minutes.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, PICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4B Pearl Buck Center Contract

4B. Superintendent Mead recommended approval of a contract with Pearl Buck Center for the 1984-85 school year. He reviewed the contract briefly, stating that it is very similar to the current year's contract; a few accountability and management aspects have been tightened somewhat.

Superintendent Mead explained that the per pupil amount paid is the same amount established as per pupil cost for all TMR students. The total amount of the contract will be based on the October 1 PBC enrollment as recorded in the annual handicapped child census.

Bob Taylor and Marv Wilkerson answered Board members questions about the placement option Pearl Buck Center provides for TMR students.

DIRECTOR SWANSON MOVED:

Resolution 84-2

BE IT RESOLVED that the Board of Directors of Lane ESD approves a contract for the provision of instruction of TMR children during the 1984-85 school year; the service provider being Pearl Buck Center, a not-for-profit corporation.

Service delivery shall be in accordance with the provisions of said contract, a copy of which is attached as a part of this resolution and these minutes.

4. Business Affairs

4B Pearl Buck Center
Contract

4B. (continued)

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, PICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4C Technical Skills
Upgrade Grant

4C. Superintendent Mead recommended that the Board approve a grant proposal for vocational education technical skills upgrade. This grant has been administered by the ESD for the past several years. The funds are used to assist vocational education teachers in updating and broadening skills in the vocational areas they teach.

The final report on use of the 1983-84 grant funds was distributed for the Board's information.

DIRECTOR NEARING MOVED:

Resolution 84-3

BE IT RESOLVED by the Board of Directors of Lane ESD that approval is hereby given to apply for grant funds in the amount of \$5,329 for the purpose of enabling technical skills upgrades in vocational education during the 1984-85 year. BE IT FURTHER RESOLVED that the ESD Board appropriates the funds contingent upon project approval and receipt of funds.

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, PICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4D Call for Bids,
Auditory Screening

4D. Superintendent Mead and Bob Taylor reviewed background on the county-wide auditory screening program to be offered for the first time by Lane ESD in 1984-85. The service was requested by local districts through the resolution process after it was discontinued by the State.

Bid specifications have been developed by Bob Taylor and Marv Wilkerson in consultation with University of Oregon Health Sciences Center staff members. The Board will be asked to act to award bids at its August meeting.

DIRECTOR NEARING MOVED:

Resolution 84-4

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes a call for bids for auditory screening for kindergarten or first grade pupils in Lane County public schools during the 1984-85 school year.

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, PICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

5. Action Items

5A Board Meeting
Calendar, 1984-85

5A. Superintendent Mead proposed that the Board adopt a calendar of one official Board meeting per month for the 1984-85 year. He said he believed that one meeting would be adequate to handle regular district business. Special one-topic meetings could be called if necessary to deal at more length with specific issues.

The Superintendent also stated that the one meeting per month schedule would allow the Board time to arrange special joint meetings with other school boards and agencies. It would also allow Board members to attend occasional meetings of local school district boards.

DIRECTOR NEARING MOVED:

Resolution 84-5

BE IT RESOLVED by the Board of Directors of Lane ESD that the calendar of dates attached as part of this resolution and these minutes is hereby adopted as the calendar of meetings of this Board for the 1984-85 school year.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

5B. Organization of the
Board for 1984-85

5B. Chairman McKay declared nominations open for the position of Chairperson.

Director Dumdi nominated Jeanne Armstrong as Chairperson of the Lane ESD Board for 1984-85.

DIRECTOR NEARING MOVED THAT NOMINATIONS CEASE AND A UNANIMOUS BALLOT BE CAST FOR JEANNE ARMSTRONG AS CHAIRPERSON OF THE LANE ESD BOARD FOR 1984-85.

Resolution 84-6

ALL PRESENT VOTED YES. DIRECTOR ARMSTRONG WAS DECLARED ELECTED CHAIRPERSON.

Chairman McKay declared nominations open for position of Vice-Chairperson.

DIRECTOR SWANSON NOMINATED CLEVE DUMDI AS VICE-CHAIRPERSON OF THE LANE ESD BOARD FOR 1984-85.

DIRECTOR NEARING MOVED THAT NOMINATIONS CEASE AND A UNANIMOUS BALLOT BE CAST FOR CLEVE DUMDI AS VICE-CHAIRPERSON OF THE LANE ESD BOARD FOR 1984-85.

Resolution 84-7

ALL PRESENT VOTED YES. DIRECTOR DUMDI WAS DECLARED ELECTED VICE-CHAIRPERSON.

5. Action Items

5C Vocational
Education
Consortium
Resolution

Resolution 84-8

5D Legal Counsel

Resolution 84-9

5C. Superintendent Mead briefly reviewed background information on the Vocational Education Consortium presented by Marv Clemons at the June 19 meeting.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD endorses the joint resolution creating the Lane County Vocational Education Consortium. A copy of the resolution is attached to these minutes.

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

5D. The Board reviewed background information on the provision of ESD legal services. Discussion centered on changes that have taken place in the firm providing these services. Gordon Hanna, who was the ESD's direct contact since William Frye's election to the Oregon Senate, is no longer with the firm. Superintendent Mead said it is his understanding that Bill Frye will now provide legal services himself as much as possible. When the Senate is in session, Greg Veralrud will be the ESD contact.

The Superintendent said he feels Frye and Veralrud would continue to do a good job. He added, however, that discussion with Senator Frye leads him to feel Frye would understand if the ESD wished to consider a change. The Superintendent recommended that the Board designate Frye and Veralrud as legal counsel for 1984-85 and modify that proposal at a later time if they desire to do so.

Director Dumdi said he would like to consider proposals from legal firms at this time. After discussion, Board members agreed it would be an advantage to implement review procedures for the ESD's legal counsel.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD determines to solicit proposals from legal firms to serve as Lane ESD's legal counsel. The Board directs the administration to implement the process for issuing a request for proposals. BE IT FURTHER RESOLVED that the Board will continue to contract with the firm of Frye and Veralrud as legal counsel until such time as the process is complete and a decision has been reached.

5. Action Items
5D Legal Counsel

5D. (continued)

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

6. Discussion Items
6A Proposed Revision
to ESD Standards

6A. Copies of proposed revisions to Oregon standards for education service districts were distributed and reviewed.

As background information, Superintendent Mead explained that standards for ESDs have existed as State Board of Education administrative rules since 1978. Lane ESD has been evaluated twice under those standards. The Superintendent said that the results have been very positive. While there is definite value in the evaluation process, he said he and a number of other ESD superintendents and board members have felt the standards were too lax.

Superintendent Mead said that the revised standards are more rigorous than the 1978 version, but are still not sufficiently demanding in all cases. He recommended, however, that the Board support the adoption of the revised standards by the Oregon Board of Education.

DIRECTOR NEARING MOVED:

Resolution 84-10

BE IT RESOLVED that the Board of Directors of Lane ESD supports the proposed revisions of ESD standards. The Board requests the Superintendent to convey to the Oregon Board of Education its belief that the revised standards are still not sufficient to insure adequate quality and scope for all ESD programs.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

6B TMR Classrooms

6B. The Special Education Department budget for 1984-85 includes funds for establishment of one additional high-school TMR classroom. In addition, Bob Taylor told the Board that one of the two classrooms formerly housed at South Eugene High School will be displaced in 1984-85. The South Eugene classroom will be moved to Sheldon High School.

It is proposed and recommended that the new high school class be established at Willamette High School in the Bethel District. This class will, for the most part, enroll students from Bethel, Junction City, and Fern Ridge. Advantages include savings in transportation costs for districts and ESD and less pupil bus time.

6. Discussion Items
6B TMR Classrooms

6B. (continued)

Mr. Taylor said that the Bethel district administration and board are very supportive of having the classroom in their district.

Mr. Taylor requested that the Board also approve the establishment of an additional elementary TMR classroom in Springfield. He explained that several factors had contributed to the need for this classroom, some of which were not known at the time of the preliminary budget recommendation.

A primary reason for the need is that Springfield will have five additional six year olds coming into the program this fall. Last year, three Springfield students were bussed to Eugene Schools. In addition, Mr. Taylor said, the elementary TMR class at Guy Lee Elementary is already at the maximum recommended enrollment; several of these children are low functioning and in wheelchairs.

If an additional classroom were to be established in Springfield, Mr. Taylor said, it would absorb the overload from the Guy Lee classroom as well as allow all of Springfield's students to attend schools in their home district. Mr. Taylor said that the three spaces vacated in the Eugene district would be filled by Eugene children coming from District 4J's pre-school handicapped program.

Mr. Taylor estimated the cost to establish a new classroom at \$50,000. This includes a teacher, two aides, classroom supplies, and room rental. He said that some of the funds could come from savings on transportation, aides, and other budgeted items. He requested that the Board authorize use of contingency funds if necessary.

Director McKay asked if it would be possible to request Springfield not to charge classroom rental for this year, since their information and request for the additional classroom was made after the ESD budgeting process. He pointed out that the Springfield district would also save budgeted transportation costs if the new classroom is established.

Board members questioned Mr. Taylor and Marv Wilkerson about the TMR program enrollment. Following the discussion, they requested that Mr. Taylor report to the Board at a future meeting on present and projected TMR enrollment and classroom costs. They also requested more

6. Discussion Items
6B TMR Classroom

Resolution 84-11

6B. (continued)

detailed information on how classroom attendance lists are drawn up and on how pupil transfers are facilitated.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes the establishment of an additional elementary TMR classroom in the Springfield School District. BE IT FURTHER RESOLVED that the Board authorizes the use of up to \$30,000 in contingency funds for this purpose if budgeted special education funds are not sufficient.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

7. Reports

7. The agenda included no reports.

8. Future Agenda Items

8. Future agenda items include:

A. Board liaison and committee appointments.

B. Special education enrollment report.

9. Next Meeting

9. The next regular meeting of the Lane ESD Board will be Tuesday, August 14, 1984, 7:45 p.m., Lane ESD Center.

10. Executive Session

10. Chairman McKay recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to consider the employment of staff.

11. Reconvene in Regular Session

11. Following the Executive Session, Chairman McKay reconvened the Board in regular session.

The following action was taken:

DIRECTOR SWANSON MOVED:

Resolution 84-12

BE IT RESOLVED that the Board of Directors of Lane ESD elects the following individuals to contracts as certificated staff members for the 1984-85 school year, subject to conditions indicated:

Joanne H. Singer, Teacher, TMR program.
Salary schedule placement at MA-1, subject to certification of completion of the Masters Degree by August 20, 1984.

Carol A. Knobbe, Teacher, TMR program.
Salary schedule placement at BA-0.

11. Reconvene in Regular Session

11. (continued)

Anne G. Moffett, School Psychologist.
Salary schedule placement at MA-9.

Samuel K. Miller, Curriculum/Staff
Development Specialist. Salary schedule
placement at DR-10, subject to
certification of completion of Doctor's
degree.

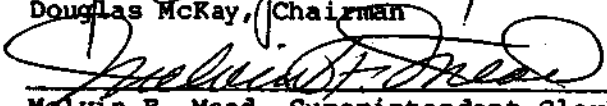
Director Ficek seconded and the MOTION CARRIED
WITH DIRECTORS DUMDI, FICEK, MCKAY, NEARING, AND
SWANSON VOTING YES.

12. Adjourn

12. DIRECTOR SWANSON MOVED TO ADJOURN.

Director Ficek seconded and the MOTION CARRIED
WITH ALL PRESENT VOTING YES.


Douglas McKay, Chairman


Melvin P. Mead, Superintendent-Clerk

Attached to official
minutes:

Direction Service Contract
Pearl Buck Center Contract
1984-85 Board Meeting
Calendar
Vocational Education
Consortium Joint
Resolution

SR/jv 7/84 minutes1

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

RE: ESD Resolution - Direction Service
1984-85 School Year

A G R E E M E N T

This agreement is made and entered into this seventeenth day of July, 1984, by and between the Directors of Lane Education Service District and Lane County Direction Service, Inc., a non-profit corporation (hereafter referred to as "Direction Service").

W I T N E S S E T H

For and in consideration of mutual promises hereinafter contained, the parties agree as follows:

1. Lane ESD shall provide to Direction Service during the 1984-85 school year the sum of \$63,600 for services to local school districts as herein specified. One-fourth of the total funds shall be provided quarterly on July 1, 1984; October 1, 1984; January 1, 1985; and March 1, 1985.
2. Lane ESD shall designate persons to fill three positions on the Board of Directors of Direction Service. These shall include the Lane ESD Superintendent and the Superintendent of each of two local school districts in the county.
3. Direction Service shall:
 - a. Provide by September 1, 1984, an up-to-date "Information Base; of services to meet the needs of handicapped children.
 - b. Provide inservice to appropriate local district personnel relating to the "Information Base" and its use.
 - c. Develop and support cooperative relationships among agencies which provide services to handicapped children.
4. Report of services provided by Direction Services to local school districts under this agreement shall be made not later than July 1, 1985.
5. There shall be attached to this agreement an itemized budget for the operation of Direction Service. ESD funds may not be used for purposes other than those for which budgeted, except by express written approval from the Lane ESD Superintendent. A report of receipts and expenditures shall be furnished twice a year, on December 30, 1984, and June 30, 1985.

4A(1)

7/17/84

This contract shall be subject to cancellation for failure to perform upon thirty (30) days notice by either party.

In witness whereof the parties have executed this agreement in duplicate on the date first above written.

LANE EDUCATION SERVICE DISTRICT

DIRECTION SERVICE

By _____
Board Chairman

By _____
Board Chairman

By _____
Superintendent

By _____
Director

67/044

4A(2)

7/17/84

AGREEMENT

THIS AGREEMENT, made and entered into this seventeenth day of July, 1984, by and between the BOARD OF DIRECTORS of the LANE EDUCATION SERVICE DISTRICT, hereinafter called 'The District' and PEARL BUCK CENTER, Eugene, Oregon, hereinafter called 'The Center.'

WITNESSETH

For and in consideration of the mutual promises hereinafter contained the parties agree as follows:

1. The District shall provide to The Center during the 1984-85 school year pursuant and subject to the provisions of ORS 334.175, the following services and money:
 - a. Continuing review of fiscal records and transactions.
 - b. Monitoring for compliance with the rules and regulations of Mental Health Division and the ESD policies for the Lane County TMR program.
 - c. Monitoring (curriculum) of TMR Curriculum to insure students (are on) are involved in a developmental program.
 - d. Monitoring compliance with PL 94-142 in terms of required records and reports.
 - e. The sum of \$9,154 per student. This includes transportation.
2. The Center shall furnish, maintain and operate facilities which meet Oregon school standards for the education of school children.
3. The Center shall provide a developmental education designed to meet individual needs of trainable mentally retarded students enrolled in the program. Written curriculum goals and objectives shall provide both program continuity and individualization. The instructional program plan shall include:
 - a. Implementation of data base among The District TMR programs and evidence of data consistently implemented and reported through the IEP.
 - b. Measurable student performance objectives for the off-campus (community activity) component of the program.
 - c. Written, prescriptive behavioral programs for students showing serious deviant behavior.
4. Programs will be evaluated through Student Progress Reports provided by Mental Health Division.

4B(2)

7/17/84

5. The Center shall provide transportation which fully complies with Public Utility Commission requirements. The Center shall provide to The District proof of adequate insurance coverage by September 1, 1984.
6. There will be attached to this contract an itemized budget for the 1984-85 school year. Documentation of expenditures shall be furnished twice a year, January 30, 1985, and June 30, 1985, to The District. A copy of a third-party annual audit of these funds shall be provided The District.
7. The Center shall provide documentation of teacher certification status for all Pearl Buck Center teaching personnel not later than September 1, 1984. Certification must be appropriate to each teacher's specific program assignment.
8. All substitute teachers shall be properly certificated.
9. The status of Pearl Buck Center students as to eligibility of placement shall be reviewed annually through the IEP conference and a reevaluation conducted when appropriate.
10. The Center shall comply with all applicable state and federal statutes and rules.
11. Payment will be based on the Unit Cost concept put forth by the Mental Health Division, with District-verified Center enrollment on October 1, 1984, establishing the number by which the unit cost is multiplied to determine the total amount to be paid The Center for the year. The Center will provide The District by October 10, 1984, with a roster which includes the students' names, dates of birth, legal guardians' names, addresses of both students and legal guardians, and names of school districts in which they reside and are enrolled. All new students to The Center must enroll in the appropriate school district prior to placement at The Center in order to allow district opportunities to fulfill their legal requirement of convening IEP meetings prior to placement. The September and October payments will be determined on the estimated enrollment of 22 students. The balance (based on verified October 1 Center enrollment) will be divided in eight equal payments, November, 1984, through June, 1985.
12. It is further agreed that this Agreement may be terminated for non-performance or loss of available funding, or amended by mutual consent of the parties, by the serving of written notice by the other part at their official address thirty (30) days prior to the date of termination or amendment action, giving in full the reasons for said action.

IN WITNESS WHEREOF, the parties have caused two counterparts hereof to be signed.

LANE EDUCATION SERVICE DISTRICT

PEARL RUCK CENTER

By _____
Board Chairman

By _____
Director

By _____
Superintendent-Clerk

By _____

Date _____

Date _____

67/042

4B(4)

7/17/84

Corrected Version

July 16, 1984

TO: Board members
FROM: Mel Mead
SUBJECT: 1984-85 Board meeting calendar

The following dates are recommended for adoption:

Board meeting	Tuesday, September 11, 1984 (shifted to second week because of calendar conflicts)
Board meeting	Tuesday, October 16, 1984
Board meeting	Tuesday, November 20, 1984
Board meeting	Tuesday, December 18, 1984
Board meeting	Tuesday, January 15, 1985
Board meeting	Tuesday, February 19, 1985
Budget Committee meeting	Tuesday, March 5, 1985
Budget Committee meeting	Tuesday, March 12, 1985
Budget Committee meeting	Tuesday, March 19, 1985
Budget Committee meeting	Tuesday, March 26, 1985
Board meeting	Tuesday, April 16, 1985
Board meeting	Tuesday, May 21, 1985
Budget hearing and Board meeting	Tuesday, June 4, 1985
Board meeting	Tuesday, June 18, 1985

MM:sr

5A. BE IT RESOLVED by the Board of Directors of Lane ESD that the calendar of dates attached as part of this resolution and these minutes is hereby adopted as the calendar of meetings of this Board for the 1984-85 school year.

MOTION: _____

SECOND: _____

Armstrong _____

Dumdi _____

Ficek _____

McKay _____

Nearing _____

Peniston _____

Swanson _____

- 5A -

attach. 7/17/84

JOINT RESOLUTION

WHEREAS, school districts in Lane County and Lane Community College have long recognized the need for improved cooperation and articulation in vocational education, and

WHEREAS, some joint programs and joint agreements presently exist, and

WHEREAS, cooperative efforts and joint agreements between the school districts and Lane Community College will improve vocational education, and

WHEREAS, such joint efforts will unquestionably also be welcomed by our voting constituency, and

WHEREAS, such efforts will unquestionably improve our ability to serve students, and

WHEREAS, such improvement will also serve the best interests of economic development in Lane County, and

WHEREAS, all the participating schools recognize the importance of emphasizing vocational education, and

WHEREAS, currently, and within the near future, an area vocational high school is not economically viable, and

WHEREAS, advanced placement procedures will be considered one of the objectives,

THEREFORE, BE IT RESOLVED that the Chief Executive Officer of each school participating take whatever action necessary to involve institutions in what will be called the **LANE COUNTY VOCATIONAL EDUCATION CONSORTIUM** (hereafter to be called the Vocational Education Consortium).

BE IT FURTHER RESOLVED, that Lane Community College be charged with the responsibility of leadership for the Vocational Education Consortium.

BE IT ALSO RESOLVED THAT THE Lane County Vocational Education Consortium will have as its major goal the improvement and coordination of vocational education between secondary schools and Lane Community College.

BE IT ALSO RESOLVED that the Vocational Education Consortium take steps toward coordinated and joint vocational curriculum, including joint use of facilities, instructors, and the exchange of students where it serves the interests of all concerned.

BE IT FINALLY RESOLVED that the schools party to this resolution support the Vocational Education Consortium in its leadership through regular attendance by designated staff at meetings, sincere and open approaches to problem solving, and the desire to seek compromise solutions where necessary.

50(1)

7/17/84

1983 - 1984

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, June 19, 1984

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, June 19, 1984

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, June 19, 1984, with the following present:

Board members attending:

Doug McKay, Chairman
Frank Nearing

Jeanne Armstrong
Jim Swanson

ESD staff attending:

Mel Mead, Superintendent
Sallie Rainville
Nicki Laird
Carol Abbott
Jack Harris

Jim Maxwell
Jeff Foreman
Wyatt Rosenbaum
Warren Fichtner

Others attending:

Carol Maas
Jack Gossard

Jeff Matthews
Bill Frye

- 1B Approval of Minutes

- 1B. DIRECTOR ARMSTRONG MOVED TO APPROVE THE MINUTES OF JUNE 5, 1984, AS PRESENTED.

Director Nearing seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Procedural Rules

2. The Superintendent and Board members reviewed information regarding proposed procedural rules for conducting review of public complaints.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD hereby adopts the procedural rules for Lane ESD Board review of public complaints as presented. A copy of the adopted rules is attached as a part of this resolution and these minutes.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, AND SWANSON VOTING YES.

- 2A Executive Session

- 2A. Chairman McKay then recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(b) to hear complaints brought against employees and ORS 192.660(1)(a) to consider the employment of staff.

3. Reconvene in Regular Session

3. Following the Executive Session, Chairman McKay reconvened the Board in open session, with the following present:

Board members attending:

Doug McKay, Chairman
Frank Nearing

Jeanne Armstrong
Jim Swanson

ESD staff attending:

Mel Mead, Superintendent
Bob Taylor
Sallie Rainville
Jeff Foreman
Marv Clemons

Jim Maxwell
Wanda Vinson
Nicola Laird
Al Pedje

4. Statements

4A TMR Staff Member
Honors

- 4A. Director Swanson called attention to awards recently presented to three special education staff members. Jeff Sprague, TMR teacher at North Eugene High School, has been named Oregon Teacher of the Year by the Oregon Association for Retarded Citizens (OARC). Cheryl Stroll, TMR teacher at Cal Young Middle School, has been named Lane County Teacher of the Year by the Lane County Association for Retarded Citizens. Gary Gillespie, aide at Cal Young Middle School, was named service provider of the year by the OARC.

Bob Taylor distributed reprints of the June 13 Register Guard article regarding a project to furnish an electronic language board to a non-verbal student. The project was initiated by ESD employees Linda Hall, TMR teacher, and Mary Simon, speech and language therapist.

5. Correspondence

6A Financial
Statements

5. The following correspondence was presented:
- A. AAESA Perspective on Service, May, 1984.
 - B. Reprint from the June 11 issue of U.S. News and World Report which refers to Lane ESD's program for retarded students.
 - C. 1980 Roper Survey reprint (Life Magazine).
- 6A. Superintendent Mead presented financial statements and revenue information for May, 1984.

Invoice registers note payments for May as follows:

ESD	\$215,145.98
OTIS	\$ 82,130.85

6. Business Affairs

6B Designation of
Authorized
Depositories,
1984-85

6B. DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD designates the following financial institutions as official depositories for ESD funds during the fiscal year 1984-85:

First Interstate Bank of Oregon
United States National Bank of Oregon
Pacific Western Bank
SELCO (Service Employees of Lane County
Credit Union)
Benjamin Franklin Federal Savings and Loan
Association

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, AND SWANSON VOTING YES.

6C Designation of
District Clerk

6C. DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD, in accordance with ORS 332.515, appoints Melvin P. Mead as Clerk of the District and Custodian of Funds for fiscal year 1984-85.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, AND SWANSON VOTING YES.

6D Designation of
Budget Officer

6D. DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD, in accordance with ORS 294.331, appoints Melvin P. Mead as Budget Officer for fiscal year 1984-85.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, AND SWANSON VOTING YES.

6E Designation of
Signatories

6E. DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD designates Melvin P. Mead and Wanda J. Vinson as signatories for all district financial accounts for the fiscal year 1984-85.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, AND SWANSON VOTING YES.

6. Business Affairs

6F. Authorization of
Clerk's Bond

6F. DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes renewal of the Clerk's Bond for the face amount of \$50,000, for fiscal year 1984-85.

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, AND SWANSON VOTING YES.

6G. Designation of
Insurance Agent-of-
Record

6G. Superintendent Mead presented a staff recommendation to designate the firm of Rollins Burdick Hunter as Lane ESD's insurance agent-of-record for property and casualty insurance.

He stated that a staff committee interviewed four applicants; Rollins Burdick Hunter was the unanimous first choice.

The Superintendent said that Rollins Burdick Hunter is a large national company with staff readily available to solve any problems that may arise; at the same time the company has a well-staffed and readily available local office. The company represents several local public agencies, including Lane Community College and Springfield District 19. References contacted were very positive.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD designates the firm of Rollins Burdick Hunter as the District's Insurance Agent-of-Record for the period July 1, 1984, through June 30, 1987, for casualty and property insurance.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, AND SWANSON VOTING YES.

6H. Designation of
Auditing Firm

6H. DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD designates the firm of Babcock & Solin P.C. as its auditor for the conduct of the 1983-84 fiscal audit.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, AND SWANSON VOTING YES.

6. Business Affairs

6I. Modification of
Resolution, SOAP-C
Purchasing
Contracts

- 6I. Superintendent Mead and Jim Maxwell requested that the Board modify its June 5, 1984, resolution awarding purchasing contracts for audio-visual equipment and supplies for the Southern Oregon Purchasing Consortium (SOAP-C). The requested modification would rescind the approval of four bid awards for one-half inch video tape and video cassettes.

The Superintendent distributed copies of a letter from J. A. Clark, president of Equipment Solutions N.W., protesting bid awards on these items. Mr. Maxwell said that he had reviewed Clark's letter and had found that an ESD employee did inadvertently provide verbal information that could have been construed to amend the written bid specifications.

Mr. Maxwell said that all members of SOAP-C have been contacted; they have decided they wish to reject the existing bids and rebid the items. The apparent successful bidders have also be notified; they are amendable to rebidding.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD hereby modifies ESD Board Resolution 83-76 of June 5, 1984, to rescind the approval of the following items from the Southern Oregon Audiovisual Purchasing Consortium bid:

- | | |
|--------|---|
| 784.61 | Video cassette, Beta L500 (Proline Company) |
| 784.62 | Video cassette, 1/2"x120 (New Sound Tapes) |
| 784.63 | Video cassette, 1/2"x60 (New Sound Tapes) |
| 784.64 | Video tape, 1/2"x30 (Imperial Tape) |

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, AND SWANSON VOTING YES.

6J. Transfer of Funds,
1983-84 Budget

- 6J. Superintendent Mead presented a tabulation of fund transfers necessary to accommodate 1983-84 salary and fringe benefit adjustments and to provide for unusual costs for purchased services. He recommended that the transfers be authorized.

6. Business Affairs

6J Transfer of Funds,
1983-84 Budget

6J. (continued)

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD orders transfers of funds from the contingency fund to the accounts indicated in the 1983-84 budget, the sum of such transfers being \$258,135. A listing of the amounts by account number is attached as part of this resolution and these minutes.

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, AND SWANSON VOTING YES.

6K Appropriation of
the Budget

6K. Superintendent Mead explained that the June 5 resolution appropriating the 1984-85 budget was correct in totals for all funds and for the total appropriation. However, a typographical error resulted in one line item being omitted from the general fund appropriation.

He recommended that the Board appropriate the budget again using the correct figures.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD hereby appropriates for the fiscal year beginning July 1, 1984, the amounts shown below for the purposes indicated within the funds listed:

General Fund

Instruction	2,222,173
Support Services	3,393,716
Interagency Fund Transfers	804,130
Debt Service	10
Contingency	297,409
Total General Fund Approp.	6,717,438

OTIS Fund

Support Services	2,835,113
------------------	-----------

Title I Skipworth

Instruction	15,000
-------------	--------

Equipment Reserve Fund

Requirements	110,271
--------------	---------

6. Business Affairs

6K Appropriation of
the Budget

6K. (continued)

<u>OTIS Equipment Reserve Fund</u> Requirements	91,000
<u>Cooperative Purchasing Fund</u> Support Services	400,000
<u>Working Capital Fund</u> Requirements	50,000
TOTAL APPROPRIATION	10,218,822

Director Nearing seconded and the MOTION CARRIED
WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, AND
SWANSON VOTING YES.

7. Action Items

7A Administration of
Oath of Office

7A. Chairman McKay relinquished the chair to vice-
chairman Nearing. The oath of office was
administered as follows to Director McKay, who
was reelected to his Board position on March 27.

I, J. DOUGLAS MCKAY, do solemnly swear or
affirm that I will support the laws and the
Constitutions of the United States of
America and of the State of Oregon, and
that I will faithfully discharge the duties
of my office as a member of the Board of
Directors of the Lane Education Service
District to the best of my ability through-
out the four-year term commencing July 1,
1984, and ending June 30, 1988, represent-
ing Zone 1 (Position 1).

Vice-chairman Nearing returned the chair to
Director McKay.

7B Readoption of
Bylaws and Policies

7B. Annual reaffirmation of the adoption of the
Board Bylaws and Policies has been recommended.
Superintendent Mead proposed that this step,
signifying recognition of the importance of this
most basic document, become a part of the
Board's beginning-of-the-year procedure.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of
Lane ESD adopts and affirms as its official
statement of policy the Bylaws and Policies of
the Lane Education Service District, as adopted
May 20, 1980, and as amended to date.

Director Armstrong seconded and the MOTION
CARRIED WITH DIRECTORS ARMSTRONG, MCKAY,
NEARING, AND SWANSON VOTING YES.

7. Action Items

7C Approval of 1984-85
School Calendar

7C. DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD adopts the calendar for the 1984-85 school year as indicated in the attachment 7C(1) to these minutes.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, AND SWANSON VOTING YES.

7D Designation of
Legal Council,
1984-85

7D. Since he wished to abstain from voting on this matter, Director Swanson requested that this agenda item be postponed to a meeting when more Board members were in attendance.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that action on ESD Resolution 83-98, Designation of Legal Counsel, be postponed until the July 17 ESD Board meeting.

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, AND SWANSON VOTING YES.

8. Discussion Items

8A Pre-meeting Program
Presentations

8A. Superintendent Mead reminded the Board of earlier discussion concerning methods of increasing the Board's knowledge of ESD programs and what staff members do in their jobs. He said that staff planning has proceeded for implementation of a series of 45-minute program presentations. These would precede regular Board meetings. It is hoped that staff members involved will then remain for the Board meeting.

The Superintendent distributed a schedule of the proposed series of presentations and invited Board comment. Board members present indicated their approval of the schedule.

Director Armstrong said she hoped that all staff members from the featured program would be invited to attend, not just those making presentations.

Director Nearing requested that a presentation on the ESD's public relations program be added.

8. Discussion Items

- 8B Proposed Lane
County Vocational
Education
Consortium

8B. Marv Clemons presented information regarding a proposed consortium of vocational education programs in Lane County schools and at LCC. The intent would be to improve coordination of vocational education efforts throughout the county by improving articulation between and among member institutions and achieving maximum cooperation in the use of resources and information sharing.

The proposed resolution to establish the consortium and its proposed bylaws were presented for the Board to review. Governing boards are being requested to approve the formation of the consortium.

Mr. Clemons answered Board members' questions about the status of vocational education in general and about the proposed consortium. Board members also made some suggestions for minor revisions in the documents presented.

9. Reports

- 9A Advisory Council
for Handicapped
Children

9A. Director Swanson reported briefly on the June 12 meeting of the Advisory Council for Handicapped Children. This last meeting of the year was an informal lunch held at McNair House. New members were welcomed and awards presented to outgoing members.

- 9B Annual Conference,
OAESD

9B. Director Nearing and Superintendent Mead reported on the annual meeting of the Oregon Association of Education Service Districts held June 10-12 in Bend. Both said that program presenters were interesting and helpful.

10. Future Agenda Items

10. Future agenda items include:

- A. Organization of Board for 1984-85
- B. Adoption of Board meeting calendar, 1984-85
- C. Action on Vocational Education Consortium resolution

11. Next Meeting

11. The next regular meeting of the Lane ESD Board will be Tuesday, July 17, 1984, 7:45 p.m., Lane ESD Center, 1200 Highway 99 North, Eugene.

12. Action Following
Executive Session

12. DIRECTOR ARMSTRONG MOVED:

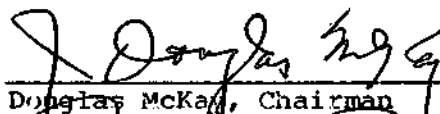
BE IT RESOLVED that the Board of Directors of Lane ESD accepts the resignation of Sally L. Pittman, Speech/Language Therapist, and Steven S. Hill, Psychologist.

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, AND SWANSON VOTING YES.

13. Adjourn

13. DIRECTOR ARMSTRONG MOVED TO ADJOURN.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

Attached to official
minutes: Procedural rules for
review of public
complaints
Contingency fund
transfer listing
1984-85 school year
calendar

MM/SR:jv 6/84

La Education Service District



1200 Hwy. 99N

P.O. Box 2680

Eugene, Oregon 97402

TELEPHONE: (503) 689-6500

**PROCEDURAL RULES
LANE ESD BOARD REVIEW OF PUBLIC COMPLAINTS**

1. As directed by ESD Board Policy No. 903, any public complaint about District personnel, programs, operations, or instructional materials which is to be reviewed by the Board must be made in writing and directed to the Superintendent and Board Chairperson.
2. The Board will, except when extenuating circumstances dictate otherwise, require that the complainant appear personally before the Board at the time of review. If the complaint is lodged against an employee or employees, the employee(s) shall have the right to be present at the time of review.
3. The purpose of the Board's public complaint review policy and procedure is to allow citizens to communicate concerns to the Board and to assure awareness on the part of the Board. It is not the purpose to create an adversarial or adjudicative setting. The Board, therefore, will take no action directly during and as a part of any complaint review unless immediate action is necessary because the safety of students and/or staff is involved.
4. The Board's conduct of the review will be held in accordance with the provisions of ORS 192.610 to 192.690 (The Open Meetings Law).
5. The Board chairperson shall establish at the outset the time-limit, if any, to be placed on the complainant's presentation and the Board's review.
6. The complainant's presentation shall be limited to specific actions and/or effects which have directly caused injury or disadvantage to the complainant, or which will cause such injury or disadvantage. Any presentation or representation directed at an injury or disadvantage which is alleged to have happened to a third party (other than the complainant's dependent or ward) will be ruled irrelevant.

J. Douglas McKay
Board Chairman

Melvin F. Mead
Superintendent-Clerk

2-A-2

Attachment 6/19/84



Education Service District

1200 Hwy. 99N

P.O. Box 2680

Eugene, Oregon 97402

TELEPHONE: (503) 689-6500

June 19, 1984

TO: Board members

FROM: Mel Mead

SUBJECT: Contingency fund transfers, 1983-84 budget

The following transfers from contingency to the accounts indicated are needed to account for salary increases paid to reflect the final negotiated settlement:

<u>To Account #:</u>	<u>Amount:</u>
111-2321-100-11 (certificated salaries)	\$ 6,530
112-2321-100-11 (classified salaries)	4,525
111-1290-100-12 (certificated salaries)	6,505
111-2510-100-12 (certificated salaries)	2,090
112-2520-100-13 (classified salaries)	6,600
112-2542-100-14 (classified salaries)	2,675
111-2221-300-30 (certificated salaries)	2,810
112-2223-300-30 (classified salaries)	3,275
111-2223-300-31 (certificated salaries)	2,405
112-2223-300-31 (classified salaries)	7,210
111-2223-300-32 (certificated salaries)	1,860
112-2223-300-32 (classified salaries)	7,670
111-2222-300-33 (certificated salaries)	1,850
112-2223-300-34 (classified salaries)	5,940
111-2211-200-80 (certificated salaries)	2,810
112-2211-200-80 (classified salaries)	3,785
111-2212-200-81 (certificated salaries)	3,095
112-2212-200-81 (classified salaries)	200
111-2212-200-82 (certificated salaries)	3,060
112-2212-200-82 (classified salaries)	1,205
111-2212-200-83 (certificated salaries)	3,885
112-2212-200-83 (classified salaries)	1,445
120-2212-200-83 (temporary salaries)	3,500
111-2212-200-88 (certificated salaries)	2,225
112-2212-200-88 (classified salaries)	1,320
111-1222-200-89 (certificated salaries)	36,200
112-1222-200-89 (classified salaries)	67,500
121-1222-200-89 (substitute salaries)	7,900
111-2140-200-89 (certificates salaries)	16,950
111-2211-200-89 (certificated salaries)	2,500
111-2212-200-89 (certificated salaries)	7,300
111-2212-200-94 (certificated salaries)	3,500
112-2212-200-94 (classified salaries)	110
	<u>\$230,435</u>

June 19, 1984
page 2

Contingency fund transfers, 1983-84 budget

The following transfers from contingency to the accounts indicated are needed to provide for unusual costs for purchased services:

351-2690-100-12 (telephone service)	\$10,000
311-1222-100-89 (Pearl Buck contract)	17,700

I recommend that the transfers be authorized.

MM:sr

6B. BE IT RESOLVED that the Board of Directors of Lane ESD orders transfers of funds from the contingency fund to the accounts indicated in the 1983-84 budget, the sum of such transfers being \$258,135. A listing of the amounts by account number is attached as a part of this resolution and these minutes.

MOTION: _____

SECOND: _____

Armstrong	_____
Dumdi	_____
Ficek	_____
McKay	_____
Nearing	_____
Peniston	_____
Swanson	_____

INSTRUCTIONAL SERVICES DIVISION
Lane Education Service District

CALENDAR
1984-85

Basic Calendar - 192 days

	<u>Number of Workdays</u>	<u>Comments</u>
July	0	
August	0	
September	19	Paid holiday September 3. Teachers report September 4.
October	23	October 14 is a contract day for ESD staff (state inservice day)
November	19	Includes paid holidays November 12 and November 22-23.
December	15	Holiday break December 24-January 1.
January	22	Work resumes January 2.
February	20	February 18 (Presidents' Day) is a contract day.
March	16	Spring break March 18-22.
April	22	
May	22	Includes paid holiday May 27.
June	9	Last day of work June 14.
<hr/> 192 days		

Eugene teachers -- follows Basic 192 day calendar except:

December 21 is a non-contract day
Last day of work is June 14

Specialists - 207 days including 5 paid holidays

follow Basic 192 day calendar except:
First day of work is August 20
December 21 is a non-contract day
Last day of work is June 21

Classified - 210 days including 5 paid holidays (10-month)

follows Basic 192 day calendar except:
First day of work is August 15
December 21 is a non-contract day
Last day of work is June 21

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, June 5, 1984

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, June 5, 1984

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, June 5, 1984, with the following present:

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Cleve Dumdi	Beverly Ficek
Frank Nearing	Jim Swanson

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Bob Taylor
Sallie Rainville	Al Fedje
Jeff Foreman	Nicki Laird

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF MAY 15, 1984, AS PRESENTED.

Director Armstrong seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
3. Correspondence

- 2A. No statements were presented at this time.

3. Copies of "Every One a Winner" were distributed. This publication is the draft version of the Oregon Action Plan for Excellence which was accepted by the State Board of Education for first reading on May 22. It is being submitted by Superintendent Verne Duncan for public review at sixteen regional hearings.

4. Business Affairs
 - 4A Budget Hearing

4. Chairman McKay declared the 1984-85 ESD Budget Hearing open. He stated that the ESD operating budget, as outlined below, is within the tax base. Notice of the Budget Hearing was published, as required by law, in two issues of the Register-Guard (on May 17 and May 25).

4. Business Affairs
4A Budget Hearing

4. (continued)

The Budget Summary is as follows:

<u>Fund</u>	<u>EST EXP</u>	<u>EST RECPTS</u>	<u>LEVY</u>
General	7,317,438	2,961,553	\$4,355,885
OTIS	2,835,113	2,835,113	-0-
Title I, Skipworth	15,000	15,000	-0-
Equipment Reserve	110,271	110,271	-0-
Equipment Reserve			
OTIS	91,000	91,000	-0-
Cooperative Purchasing	400,000	400,000	-0-
Working Capital	50,000	50,000	-0-
TOTAL	10,818,822	6,462,937	\$4,355,885

Estimated taxes not to be received 500,926

TOTAL ESD LEVY, WITHIN TAX BASE \$4,856,811

There being no comments, Chairman McKay declared the Budget Hearing closed.

4B Adoption of Budget
(Resolution #83-72)

4. DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD adopts the budget for 1984-85 in the total sum of \$10,818,822, as now on file in the office of the Superintendent.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4C Levy of Ad Valorem
Taxes: Certifica-
tion of Levy
(Resolution #83-73)

4C. DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD determines the required tax levy for 1984-85 to be the aggregate amount of \$4,856,811; that these taxes are hereby levied upon all taxable property within said district as of 1:00 a.m., January 1, 1984; and that the District Clerk is hereby directed to certify the levy to the County Assessors of Lane, Linn, and Douglas Counties.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4. Business Affairs

4D Appropriation of
Budget (Resolution
#84-74)

4D. DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD hereby appropriates for the fiscal year beginning July 1, 1984, the amounts shown below for the purposes indicated within the funds listed:

<u>General Fund</u>	
Instruction	2,222,173
Support Services	3,393,716
Interagency/Fund Transfers	804,130
Debt Service	10
Total General Fund	
Appropriation	6,717,438
<u>OTIS Fund</u>	
Support Service	2,835,113
<u>Title I Skipworth</u>	
Instruction	15,000
<u>Equipment Reserve Fund</u>	
Requirements	110,271
<u>OTIS Equipment Reserve Fund</u>	
Requirements	91,000
<u>Cooperative Purchasing Fund</u>	
Support Services	400,000
<u>Working Capital Fund</u>	
Requirements	50,000
TOTAL APPROPRIATION	10,218,822

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4E Bid Award,
Foodstuffs and Dry
Goods

4E. Superintendent Mead presented a tabulation of recommended Cooperative Purchasing bid awards for food and dry goods. Personnel from participating school districts have met to review the bids reviewed.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD awards contracts for the provision of foodstuffs and dry goods to listed vendors for the amounts indicated, the total of such contracts being for the amount of \$24,106.74. The listing of vendors and amounts is attached as part of the official minutes of this meeting.

4. Business Affairs

4E Bid Award,
Foodstuffs and Dry
Goods

4E. (continued)

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4F Purchasing
Contracts, SOAP-C

4F. Jim Maxwell presented a bid award summary for audiovisual equipment and supplies for the Southern Oregon Audiovisual Purchasing Consortium (SOAP-C).

Superintendent Mead recommended that contracts be awarded as indicated.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD awards purchasing contracts for audio-visual equipment and supplies to the recommended vendors as indicated. Contracts shall in each instance be for the equipment and/or supply item(s) indicated and at the unit prices indicated. Contracts shall be in effect for the period(s) of time indicated and shall be honored for all member agencies of the Southern Oregon Audiovisual Purchasing Consortium. The listing of vendors, items, and unit prices is attached as a part of this resolution and of the official minutes of this meeting.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4G Purchasing
Contract/Agreement,
Period-by-Period
Attendance System

4G. Superintendent Mead presented a proposed purchase agreement between Lane ESD and National Computer Systems. If approved, this agreement would permit OTIS users to acquire period-by-period attendance systems at a discount from NCS under a group purchase agreement. The Superintendent explained the need for such a system in secondary schools.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD hereby grants a purchasing contract to National Computer Systems for the supplying of hardware and software requirements associated with that vendor's period-by-period attendance recordkeeping/accounting system. The said contract shall be in effect for the period June 5, 1984, to July 31, 1985, and shall entitle the OTIS Division, its user school

4. Business Affairs

4G Purchasing
Contract/Agreement,
Period-by-Period
Attendance System

4G. (continued)

districts, and such other schools and school districts as are authorized by OTIS to purchase systems and/or components of the system at indicated unit prices during the life of the said contract. A copy of the purchasing contract is attached hereto as a part of this resolution and the minutes of this meeting.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4H Vision Insurance
Coverage

4H. Superintendent Mead presented a review of vision insurance quotations and additional information compiled by the Employee Benefits Committee and Gene Manley, insurance agent-of-record.

The Superintendent concurred with the Committee's recommendation that the coverage be provided by Blue Cross-Blue Shield. That company's proposal provides the lowest premium for the level of protection required and offers greater flexibility of use than is contained in other proposals. The quoted rate of \$8.45 is guaranteed for a two-year period.

He reminded the Board that during the last round of negotiations vision insurance was included as a benefit beginning with the 1984-85 year.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves the proposed contract between the District and Blue Cross-Blue Shield of Oregon for vision care insurance for the 1984-85 year. It is the Board's understanding that the contract further guarantees coverage at no increase in rates for the 1985-86 year if the District elects continuation.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4I Insurance Agent-of-
Record Proposals
Timeline

4I. Superintendent Mead explained that statutes require proposals for insurance agent-of-record to be formally solicited every three years. He presented a calendar outlining the timeline being followed for this process.

4. Business Affairs

4I Insurance Agent-of-Record Proposals Timeline

4I. (continued)

Proposals for the period July 1, 1984, to June 30, 1987, are being solicited. A recommendation to the Board will be made at the June 19 meeting.

4J Financial Statements, April, 1984

4J. Financial statements for April, 1984, were presented. Invoice registers note payments for April as follows:

ESD	170,112.38
OTIS	75,959.22

5. Action Items

5A Appointments: Lane ESD Advisory Council for Handicapped Children

5A. The Board reviewed a recommendation for new members from the Advisory Council for Handicapped Children.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD hereby appoints AGNES LINE, LANA COLEMAN, and RUSS HARRIS to positions on the Lane ESD Advisory Council for Handicapped Children. The terms of appointment are through June 30, 1986.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

5B Summer Calendar of Board Meetings

5B. DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves the following summer calendar of Board meeting dates: June 19, 1984; July 17, 1984; August 14, 1984.

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

5C Policy Revisions - Chapter 700

5C. Superintendent Mead presented proposed amendments for policies contained in Chapter 700. He said that most of the suggested changes were in the nature of "housekeeping" or language clarification.

5. Action Items

5C Policy Revisions -
Chapter 700

5C. (continued)

Following is a brief summary of the suggested changes:

Policy 701: Clarification of language regarding application for use of meeting rooms; change of position title to be in line with current organizational structure; clarification of language regarding availability and cost of meeting rooms.

Policy 702: This policy has been rewritten to clarify policy regarding use of the equipment at locations other than at the ESD and lending of district-owned equipment.

Policy 704: Clarification of language and addition of statement regarding safety inservice for staff members.

Policy 705: Clarification of language; addition of language to cover equipment and properties located at ESD program sites other than the ESD Center; reduction of purchase value for items to be inventoried.

Policy 707: This is a new proposed policy, which covers disposal of surplus equipment and properties.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD hereby amends Policies 701, 702, 704, and 705 as proposed. The texts of the revised policies are attached as an official part of the minutes of this meeting.

BE IT FURTHER RESOLVED that the Board of Directors of Lane ESD hereby adopts Board Policy 707, "Disposal of Surplus District Equipment and Properties," as a part of its official Bylaws and Policies. The text of this policy is attached as an official part of the minutes of this meeting.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

6. Discussion Items
 - 6A Constitution Change, OAESD
 - 6B "Son-of-Three" Initiative
- 6A. Board members reviewed samples of ballots to be voted on at the June 11 Oregon Association of Education Service Districts (OAESD) meeting. By consensus, Board members agreed that those attending the meeting (Director Nearing and Superintendent Mead) were authorized to act on behalf of the Board in this matter.
- 6B. Superintendent Mead presented preliminary background information on the 1-1/2 percent property tax-limitation constitutional amendment. The sponsors of the initiative have now obtained enough signatures to place the measure on the November 6 general election ballot.

Superintendent Mead distributed copies of the Ballot Measure 3 amendment and urged Board members to study it carefully. He also distributed a chart showing estimates of the impact on the ESD and local school districts if the measure should pass.

The Superintendent said that a coalition is now forming to conduct a coordinated campaign in opposition to the initiative. He said he would keep the Board informed as organization progresses.
7. Reports
7. The agenda included no reports.
8. Future Agenda Items
8. Future agenda items include:
 - A. Designation of insurance agent-of-record
 - B. End-of-year and beginning-of-year designations and actions.
9. Next Meeting
9. The next regular meeting of the ESD Board will be Tuesday, June 19, 1984, 7:45 p.m., Lane ESD Center, 1200 Highway 99 North, Eugene.
10. Executive Session
10. Chairman McKay recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff and 192.660(1)(b) to discuss a complaint.

11. Reconvene in Regular Session

11. Following the Executive Session, Chairman McKay reconvened the Board in open session.

The following action was taken:

11A Election to Contracts

11A. DIRECTOR DUMDI MOVED:

BE IT RESOLVED by the Board of Directors of Lane ESD that the following staff members are elected to contracts for the 1984-85 school year, at the placements indicated:

Alan D. Pierce, Skipworth Program	BA+45-6
Risa Stout, Therapist, ATP	MA-0
Debra McGee, Therapist, ATP	MA-7

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

11B Leave of Absence

11B. DIRECTOR NEARING MOVED:

BE IT RESOLVED by the Board of Directors of Lane ESD that the leave request of Marianne Griffe is granted for the 1984-85 school year.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

11C Resignations

11C. DIRECTOR ARMSTRONG MOVED:

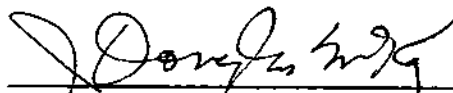
BE IT RESOLVED by the Board of Directors of Lane ESD that the resignations of Barbara L. Herman and Robert Huffman are accepted and that they are commended for their service to the ESD.

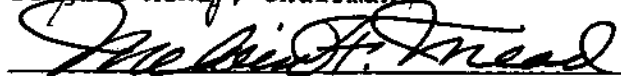
Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

12. Adjourn

12. DIRECTOR NEARING MOVED TO ADJOURN.

Director Armstrong seconded and the MOTION
CARRIED WITH ALL PRESENT VOTING YES.



Douglas McKay, Chairman

Melvin F. Mead, Superintendent-Clerk

Attached to official
minutes:

Listing of vendors and
amounts, Cooperative
Purchasing contract
awards; listing of
vendors, items, unit
price, SOAP-C contract
awards; NCS Purchasing
contract, period-by-
period attendance
system; Revised Policies
701, 702, 704, 705; and
new Policy 707.

MM/SR:jv 6/84 minutes1

COOPERATIVE PURCHASING
FOOD/DRY GOODS
BID AWARD SUMMARY 1984-85

FOOD/DRY GOOD SUPPLIES:
Section #90

Chase Selective Sales Service	\$ 8,059.32
CFS Continental/Portland	4,083.12
Cooperative Managers Association	4,345.13
Fresh Foods	1,479.78
McDonald Wholesale Company	<u>6,139.39</u>
<u>TOTAL</u>	\$ 24,106.74

4/E(2)

Attachment 6/5/84

AV SUCCESSFUL BIDDERS 1984-85

ITEM	DESCRIPTION	BRAND	BID PRICE	Proj. #
<u>A&G Associates, 4815 S.W. Macadam Ave. Portland, OR 97225 (\$39,394.71)</u>				
784.10	Opaque Projector,	Buhl Mark IV	495.00/each	1
784.17	Slide Projector,	Kodak Ektagraphic IIIA	300.43/each	4
784.18	Slide Projector/viewer,	Kodak 260	486.00/each	0
784.35	Video Cassette Recorder 1/2"	JVC-BR7110U	543.00/each	8
784.36	Video Cassette Recorder 1/2"	Kenwood KV905	735.00/each	5
784.59	Video Tape, 3/4 X 30	Maxell	11.08/each	65
784.60	Video Tape, 3/4 X 60	Maxell	15.98/each	203
784.66	Cassette tape boxes	Norelco Style	.095/each	3230
784.84	Floppy Disk, SS/DD(box of 10)	TDK	16.00/each	1585
784.85	Floppy Disk, SS/SD(box of 10)	TDK	16.00/each	3
<u>A/V Supply, 2422 S.E. Hawthorne, Portland, OR 97214 (\$71.00)</u>				
784.54a	Laminating Film, Matte 11 1/8 X 200	Seal	35.50/each	2
<u>Business Equipment Center, P.O. Box 169, Springfield, OR 97477 (\$14,299.89)</u>				
784.12	Overhead Proj,non glare	3M213BAA	277.25/each	20
784.23	Cassette recorder,classroom	Califone 3670	191.64/each	28
784.24	Tripod screen,	Knox 375	63.79/each	10
784.25	Wall mount screen,	Knox 65	34.11/each	57
784.50	Drymount Tissue	Seal	67.20/each	12
<u>Educational Systems, Inc, 17175 S.W. Tualatin Valley Highway, Beaverton, OR 97006 (\$17,668.54)</u>				
784.1	Headsets, standard	Califone 2924C	5.74/each	45
784.4	Listening Post w/headphones	ES8VC w/Telex headphones	74.68/each	15
784.14	16mm Projector, Auto stop	Eiki NT-O	609.00/each	18
784.20	Cassette recorder/student	Hitachi AVA 150	29.08/each	40
784.21	Cassette recorder/High quality	Califone 3430	45.27/each	92
<u>Equipment Solutions, 18270 S.W. Boones Ferry Rd., Su 3, Durham, OR 97223 (\$4,370.40)</u>				
784.30	Projection stand, 26"	Bretford	45.44/each	26
784.31	Projection stand, 34"	Bretford	52.36/each	25
784.32	Projection stand, 42"	Bretford	53.70/each	25
784.33	Projection stand, 54"	Bretford	76.78/each	7
<u>General Binding Coproration, 2217, S.W. 40th, Albany, OR 97321 (\$8,614.20)</u>				
784.51	Laminating film,Gloss 12"	Seal	9.13/each	51
784.52	Laminating film,Gloss 18"	GBC	13.60/each	153
784.53	Laminating film,Gloss 25"	GBC	18.91/each	219
784.54	Laminating film,Matte 12"	GBC	14.92/each	9
784.55	Laminating film,Matte 18"	GBC	21.54/each	14
784.56	Laminating film,Matte 25"	GBC	29.91/each	23
784.51a	Laminating film,Gloss 11 1/8"	GBC	3.85/each	15
784.52a	Laminating film,Gloss 22"	GBC	7.60/each	95
784.53a	Laminating film,Matte 22"	GBC	11.48/each	2

4F(2)

attach. 6/5/84

Imperial Tape, 821 9th St. Su 5, Santa Monica, CA 90403 (\$5,744.04)

784.64	Video Tape 1/2" X 30	Memorex	4.95/each	175
784.67	Audio Cassette C-10	Basf	.31/each	1212
784.68	Audio Cassette C-20	Basf	.34/each	620
784.69	Audio Cassette C-30	Basf	.36/each	3135
784.70	Audio Cassette C-45	Basf	.41/each	872
784.71	Audio Cassette C-60	Basf	.45/each	2665
784.72	Audio Cassette C-90	Basf	.54/each	2425
784.73	Audio Cassette C-120	Basf	1.28/each	255

Moore's Audio Visual Supply, 234 S.E. 12th Ave., Portland, OR 97214 (\$22,606.96)

784.9	Filmstrip Projector	DuKane 28A56A	167.40/each	7
784.11	Overhead Proj.Regular	Bell & Howell 3860	138.60/each	53
784.13	16mm projector, Automatic	Bell & Howell 2585B	567.00/each	19
784.15	16mm Projector,Slotload	Bell & Howell 2580A	561.00/each	4
784.74	Acetate rolls,	Avcom	3.32/each	323

New Sound Tapes, 5050 S.E. Columbus, Albany, OR 97321 (\$10,430.44)

784.62	Video Cassette 1/2 X120	Ampex	5.30/each	1246
784.63	Video Cassette 1/2 X 60	Ampex	4.24/each	751
784.88	Floppy Disk, SS/DD(box of 10)	Basf	15.40/each	7
784.89	Floppy Disk, DS/DD(box of 10)	Basf	19.80/each	27

NWI Photo & Sound, 820 N.W. 18th, Portland, OR 97209 (\$19,016.11)

784.2	Mini-Jack headset	Telex 610-1	5.88/each	73
784.3	Junction Box	Avid	11.24/each	11
784.8	Filmstrip Projector	DuKane 28A55	126.71/each	2
784.19	Cassette player, portable	Sharp RD650AV1	32.32/each	23
784.22	Cassette player, Multi-outlet	Bell & Howell 3191A	71.94/each	34
784.26	Filmstrip Viewer	Telex 8875-1	39.21/each	0
784.27	Sound F/S Viewer	DuKane 28A1C	266.89/each	9
784.28	Sound F/S Projector	DuKane 28A81	314.80/each	21
784.29	Sound F/S Viewer/Projector	DuKane VPmatic 28A60	333.76/each	18
784.34	Drymount Press	Seal 160M	497.00/each	0

Proline, 13241 Northup Way, Bellevue, WA 98005 (\$9,520.50)

784.5	Record player, manual	Claifone 1450K	107.00/each	7
784.6	Record player, Variable speed	Califone 1455K	115.00/each	27
784.7	Record Player,Stereo	Califone 1130K	178.00/each	10
784.16	Slide Projector/automatic	Kodak Ektgrphc IIIA	267.00/each	2
784.61	Video Cassettes, Beta L500	3M	5.50/each	184
784.83	Floppy Disk SS/SD (box of 10)	Elephant	15.50/each	151

Total combined bids: \$151,695.79

attach. 6/5/84

PURCHASE AGREEMENT

LANE ESD
and
NATIONAL COMPUTER SYSTEMS

Purpose:

To permit OTIS, a division of the Lane Education Service District, its users and OTIS-designated schools to acquire a period-by-period attendance system (hardware and software) at a discount from National Computer Systems (NCS) under a group purchase arrangement.

Conditions and terms:

- a. Prices will be firm for the duration of the agreement. Units may be ordered any time from June 1984 to July 1985.
- b. OTIS agrees to provide first level support to participating OTIS users that acquire systems through this agreement. First level support is defined as providing user training, defining user access to data base, and troubleshooting problems.
- c. Acquisition arrangements will include outright purchase and lease-purchase. NCS agrees to bill and accept payment directly from receiving school districts as directed. For those districts who prefer lease-purchase, NCS will accept one-third down and the unpaid balance in 36 equal payments over three years at 15% interest. Receiving districts will be able to pay off the balance at any time without penalty. OTIS agrees to specify the terms of billing on each purchase order.
- d. If less than 25 bundled systems have been ordered by February 28, 1985, NCS has the right to terminate and renegotiate the terms of this agreement concerning future purchases. Items installed or ordered by this date will not be subject to renegotiation.
- e. Lane ESD is not responsible for payment of software or equipment received by school districts through the terms of the agreement.
- f. OTIS agrees to coordinate all equipment and software orders on behalf of its users; NCS agrees to accept orders directly from OTIS-designated agencies.
- g. OTIS takes no responsibility for misuse of equipment or software provided through this agreement.

Loss of funding:

In the event that funding for this project is not continued, NCS agrees to void any obligations the Lane ESD incurs through this agreement.

Hardware and software:**a. Bundled system consisting of:**

Sentry 3000 Scanner
IBM P/C w/256 RAM &
1-360k diskette drive &
1-10MB fixed disk drive
Monochrome display
Asynch communications card
Scanner & printer cables
DOS 2.0
Scanner commands software
Centronics 351 NLQ printer - 132 column
200 cps
Columbia School System Attendance software

unit cost: \$10,200

b. Unbundled hardware components will consist of:

<u>description</u>	<u>unit cost</u>
Auto feeder	\$ 500
Transport printer	\$ 670
Sentry 3000 scanner	\$1,995
Centronics 351 printer	\$1,995

c. Unbundled software components will consist of:

<u>description</u>	<u>unit cost</u>
Attendance	\$1,200
Scheduling	\$1,200
Scanner commands	\$ 60

d. Optional warranties, installation, additional training, maintenance, freight and repair will be priced in accordance with service quotes in the letter from NCS dated February 29, 1984.

representing Lane ESD

representing NCS

date

date

Attach. 6/5/84

POLICY

No. 701

Lane Education Service District

PROPERTY

USE OF ESD FACILITIES

The Board believes that the facilities of this District should be made available for community purposes when under the supervision of responsible persons, providing that such use does not interfere with the educational program of the schools.

Application for the use of a meeting room for any meeting not sponsored by the Superintendent and staff of the Education Service District shall be made in writing to the Administrative Services Coordinator. The request shall state the time, space needed, the name of the organization desiring its use, the purposes for which it is to be used, and the name of the individual who will be responsible for the care of the building and equipment requested. To assure proper reservations, all applications shall be received not later than five days before the date of use. Permission shall be granted in writing.

Preference to competing requests will be granted according to the following order of descending preference:

1. Lane ESD program and activities.
2. Public schools.
3. Adult Education classes sponsored by Lane Community College or Division of Continuing Education.
4. College and university related groups and organizations.
5. Other non-profit, civic and service and private interest groups.

The use of District facilities shall not be granted for private social functions or any purpose which is prohibited by law.

page 1/2

700-2

Attach. 6/5/84

PROPERTY

Facilities - Page 2

The Board shall require that all users of facilities comply with policies of this Board and the rules and regulations of this District.

ESD meeting rooms and other public areas of the ESD Center shall be available for the use of constituent school districts without charge for purposes which relate directly to the educational program and district operation of the constituent school district.

Organizations which do not qualify for free use of facilities shall be requested to pay the costs related to their use of ESD meeting rooms and other public areas, according to the schedule of fees established. The schedule of fees shall be established by the Administration, shall be reviewed annually and shall be revised annually as needed.

Permission to use the building does not imply sponsorship by the ESD or responsibility on its part for the content and quality of the program presented. In most cases, permission to use the facilities will be granted by the Superintendent or the person to whom he delegates this authority. Where there is a question about the appropriateness of facility use, the Superintendent is expected to consult with the chairperson of the Board before granting such permission. The Board chairperson may request that the matter be brought to the complete Board for a decision at its next meeting.

The Lane ESD reserves the right to cancel at any time any and all permits issued for use of the building or its facilities when such action is necessary for the best interests of the Education Service District.

Evening and Weekend Use:

Use of Lane Education Service District facilities during the evening or weekend shall be in accordance with this policy and the pertinent administrative regulations.

Date Adopted: May 20, 1980
Date Revised: June 5, 1984

page 2/2

POLICY

No. 702

Lane Education Service District

PROPERTY

LENDING OF DISTRICT-OWNED EQUIPMENT

It shall be the policy of the Board that Education Service District equipment and properties shall not be used outside the ESD Center or other ESD program sites except in accordance with this policy and the administrative regulations developed to implement this policy.

The District's equipment and properties are intended for use by employees of the District in carrying out the responsibilities of their assignments. In certain instances (for example, equipment and properties which are included in the Media Library), such use will extend to the loaning of such ESD equipment or properties to authorized staff members of the ESD's constituent school districts for their use.

When fulfillment of an employee's responsibilities can be assisted by the use of certain items of ESD equipment or property at a location away from the normal workplace, such item(s) may be checked out for such off-premises use. The employee will be expected to use prescribed check-out procedures and to be responsible for safeguarding the equipment or properties during such period of use.

ESD equipment and properties which are deemed appropriate for off-premises use by ESD staff or by authorized constituent district employees may be loaned or rented to other non-school governmental agencies if a current intergovernmental agreement exists between the ESD and the agency in question.

Date Adopted: May 20, 1980
Date Revised: June 5, 1984

page 1/1

Attach. 6/5/84

POLICY

No. 704

Lane Education Service District

PROPERTY

SAFETY

The Board recognizes its responsibility for the safety of students and District employees while they are on and in the facilities of the District.

The Board shall provide, publish and post rules for safety and the prevention of accidents, shall instruct students, teachers and other staff members, in safety and accident prevention, shall provide protective devices where they are required for the safety of students and employees, and shall provide suitable and safe equipment for the conduct of the program and the operation of the District. It shall be the policy of the Board to carry out the intent of the Oregon Safe Employment Act.

The Superintendent shall prepare rules governing safety and the prevention of accidents and fire which shall include as a minimum the requirements of law and the applicable rules and regulations of various departments of State government. He/she shall appoint a staff member as Safety Officer, charged with responsibility for implementing the safety program.

ORS 654.001 et seq
OAR 581-22-380 et seq

Date Adopted: May 20, 1980
Date Revised: June 5, 1984

page 1/1

700-6

Attach 6/5/84

POLICY

No. 705

Lane Education Service District

PROPERTY

PROPERTY RECORDS AND INVENTORY

As steward of this District's property, the Board recognizes that efficient management and effective provision for full replacement upon loss requires accurate inventories and properly maintained records of all equipment and properties, whether located in the ESD Center or at other ESD program sites.

"Equipment and properties" means (for purposes of this policy) supplies, equipment, and furnishings that neither constitute an integral part of any building(s) nor are permanently attached to such building(s).

The Superintendent shall annually cause to be conducted a complete inventory by physical count of all district-owned equipment and properties having a current replacement value of \$100 or more. Items which may be defined as either equipment and properties or as an integral part of a building may be defined in such manner as to minimize the cost of insurance coverage.

The Superintendent shall maintain a system of property records which shall include all descriptive matter required by law.

ORS 334.125

Date Adopted: May 20, 1980

Date Revised: June 5, 1984

page 1/1

700-7

Attachm. 6/5/84

POLICY

No. 707

Lane Education Service District

PROPERTY

DISPOSAL OF SURPLUS DISTRICT EQUIPMENT AND PROPERTIES

It is the intention of the Board that equipment and properties no longer needed, used, or wanted by the District be disposed of in a manner which will benefit the District. All disposal procedures shall be conducted in accordance with law.

The Superintendent is authorized to conduct periodically a sale of all outmoded, obsolete, damaged, or otherwise unneeded and surplus equipment and properties. Sales may be by public sale, by sealed bid; or by auction, as deemed in the best interest of the District.

Surplus equipment and properties may also be donated to constituent school districts or to other appropriate educational or charitable organizations when such donations will benefit the programs of those agencies or organizations. District funds will not be expended in donating such equipment and properties beyond amounts which would otherwise be expended in disposing of those items.

Equipment and properties which fail to produce any interested buyers or bidders or which cannot be appropriately donated may then, at the discretion of the Superintendent, be disposed of as scrap and junk.

In the disposal of surplus District equipment and properties, the Superintendent shall insure that procedures are established whereby District property records and inventories properly record and reflect such disposal.

Date Adopted: June 5, 1984

page 1/1

700-9

Attached 6/5/84

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, May 15, 1984

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, May 15, 1984

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, May 15, 1984, with the following present:

Board members attending:

Doug McKay, Chairman
Cleve Dumdi
Jim Swanson

Jeanne Armstrong
Frank Nearing

ESD staff attending:

Mel Mead, Superintendent
Wyatt Rosenbaum
Sallie Rainville
Jeff Foreman

Jim Maxwell
Bob Taylor
Al Fedje

Others attending:

Shawn Larson and Kyle Mueller, Sheldon High School Students

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF MAY 1, 1984, AS PRESENTED.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Board Members

- 2A. Superintendent Mead announced that Director Ficek was absent because her husband, Gene, had undergone back surgery. He also announced the recent death of Director Peniston's mother.

- 2B Staff

- 2B. Superintendent Mead announced that administrative staff members Jim Maxwell and Nicki Laird will be married in July.

3. Correspondence

3. The following correspondence was presented:

- A. OEMA Committee Report "Censorship in Oregon Schools."
- B. Memo from Congressman Weaver asking for support for the County Revenue Enhancement Act, which he is co-sponsoring.

4. Business Affairs
4A Skipworth Grant
Application

4. The Board reviewed the application for a Chapter I grant. If the grant is approved, it will partially fund a second certificated teacher for the educational program at Skipworth Juvenile Detention Home.

Superintendent Mead said the federal allocation for this grant has been substantially reduced for 1984-85--from \$13,527 to \$10,131 (a portion of the \$13,527 available in the current year is in fact carried-over funds from the 1982-83 allocation). Local districts have agreed to match the program's expenditures.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED by the Board of Directors of Lane ESD that authorization is hereby given to apply for Chapter I grant funds in the amount of \$10,131 for the 1984-85 budget year.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, MCKAY, NEARING, AND SWANSON VOTING YES.

5. Action Items
5A Amendments to
Bylaws and Policy

- 5A. Superintendent Mead reviewed the reasons for the proposed "housekeeping" changes to Article VI and Policy 201, as discussed at the May 1 Board meeting.

DIRECTOR ARMSTRONG MOVED:

Article VI

BE IT RESOLVED that the Board of Directors of Lane ESD hereby amends Article VI of its Bylaws and Policy by inserting "Business Affairs" as No. 4 in the list of the order of business and renumbering the succeeding agenda items and by substituting the following language for the existing Section 4 Regular Meetings: "Regular meetings of the Board shall be public except as provided by law; and shall conform to the requirements of ORS 192.610-192.690. They shall take place at the time(s) and place(s) set annually by the Board. Any scheduled regular meeting may be waived by Board action or may be cancelled if necessary or appropriate."

The text of the revised policy is adopted as an official part of the minutes of this meeting.

5. Action Items

Policy 201

5A. (continued)

BE IT FURTHER RESOLVED that the Board of Directors of Lane ESD hereby amends Policy No. 201 of its Bylaws and Policy by changing paragraph 2 of said policy to read as follows: "In administering the District and the Policies of the Board, the positions of Director of Instructional Services, Director of OTIS, and Director of Media Services are the designees of the Superintendent and may act in place of or on behalf of the Superintendent. In addition, for special circumstances, the Superintendent may specify other positions as designees."

The text of the revised policy is adopted as an official part of the minutes of this meeting.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, MCKAY, NEARING, AND SWANSON VOTING YES.

Policy 202

Superintendent Mead recommended that Board Policy 202 (Organization Chart) be deleted as a Board policy. Although an up-to-date organizational chart is necessary, he said, it is inappropriate to include it as policy since it states no policy. It would be more appropriate to include it as a plate or figure, simply as a matter of information wherever that might prove useful. As such, it can be updated without formal Board action.

In response to questions, the Superintendent said that the Board would always be kept aware of substantive changes in the organizational pattern. Deleting the chart as a policy would simply eliminate the necessity to bring the updated chart to the Board for approval each time changes were made.

DIRECTOR ARMSTRONG MOVED TO DELETE THE ORGANIZATIONAL CHART (POLICY 202) FROM THE BOARD BYLAWS AND POLICY AND TO RE-NUMBER THE SUCCEEDING POLICES IN CHAPTER 200.

Director Nearing seconded and THE MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, MCKAY, NEARING, AND SWANSON VOTING YES.

6. Work Session

6A Review of Chapter 700, Lane ESD Policies

6A. Chapter 700 (Property) of the ESD Bylaws and Policies was read and reviewed. Superintendent Mead will draft suggested revisions for the Board's consideration at a future meeting.

6. Work Session

6B Real Estate Offer

- 6B. A fact sheet relating to a real estate offer made by Homer and Paul Hansen and a letter from the Hansens' representative were distributed. The Hansens are offering to sell a parcel of land immediately west of the ESD. Superintendent Mead asked the Board to consider whether further exploration and negotiation should take place, or whether the matter should be dropped or tabled.

After discussing the information presented, consensus was that further exploration of the offer should take place. Board members asked that the Chairman and Superintendent take steps to secure first right of refusal until October, 1984. They further asked the Superintendent to develop information indicating long-range plans in which the property might play a role.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the ESD Board authorizes the Superintendent to conduct further exploration into the possible purchase by the ESD of a parcel of land immediately west of the ESD Center. This resolution includes the authorization to obtain an independent appraisal of the property and to sign an earnest money agreement if necessary during the period of exploration.

Director Nearing seconded and THE MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, MCKAY, NEARING, AND SWANSON VOTING YES.

7. Reports

7A Input Committee

- 7A. The Board reviewed a summary of items considered by the Input Committee since its reactivation last April.

7B Child Welfare
League Regional
Conference

- 7B. Director Armstrong distributed summary notes from the Child Welfare League Regional Conference, held May 5 through 9 in Helena. She reviewed highlights from one of the sessions, "Maximizing Your Organization," and gave a brief summary of key points from other speakers and sessions.

7C Oregon Action Plan
for Excellence
Forum

- 7C. Superintendent Mead and Director McKay reported briefly on the May 14 forum held by the State Department of Education. The purpose of the forum was to secure public understanding of the Oregon Action Plan for Excellence in Education and to obtain reaction to the recommendations.

7. Reports

7C Oregon Action Plan
for Excellence
Forum

7C. (continued)

The State Department of Education staff will use feedback from forums held throughout the state to develop specific elements of the recommendations, which will become state administrative rules if approved. Hearings on proposed administrative rules will be held state-wide on June 4 and 5.

8. Future Agenda Items

8. Future agenda items include:

- A. Budget Hearing, June 5, 1984
- B. Recommendations for Appointments: Advisory Council on Handicapped Children
- C. Recommendation to approve purchase agreement for period-by-period attendance systems
- D. Summer Board calendar

9. Next Meeting

9. The next regular meeting of the ESD Board will be Tuesday, June 5, 1984, 7:45 p.m., Lane ESD Center, 1200 Highway 99 North, Eugene.

10.&

10.&

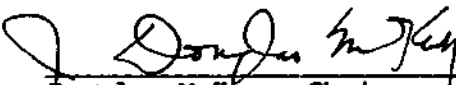
11. Executive Session

11. No Executive Session was held.

12. Adjourn

12. DIRECTOR NEARING MOVED TO ADJOURN.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

Attached to minutes:
Revised Policy 201 and
Article VI

MM/SR:jv 5/84

POLICY

No. 201

Lane Education Service District

ADMINISTRATION

CONTROL RESPONSIBILITY

As chief school officer, designated by the Board, the Superintendent shall have the authority and responsibility to administer the Education Service District except where the law designates that responsibility to others. The Superintendent may issue regulations, consistent with state statute and policies of the Board, which shall be binding on the employees and on students enrolled in programs of the District.

In administering the District and the policies of the Board, the positions of Director of Instructional Services, Director of OTIS, and Director of Media Services are the designees of the Superintendent and may act in place of or on behalf of the Superintendent. In addition, for special circumstances, the Superintendent may specify other positions as designees.

Each employee of the District shall be under the general direction of the Superintendent. Staff members shall be immediately responsible to the administrator(s) or supervisor(s) under whom they work as indicated on the organization chart.

In ordinary absences or illness of the Superintendent, the Superintendent shall delegate to one of the designees general supervisory responsibility and the authority to act in the Superintendent's stead. In any absence or illness of extraordinary nature or indefinite length, the Board and Chairperson shall act to designate and appoint an Acting Superintendent.

Date Adopted: May 20, 1980
Date Revised: February 3, 1981
Date Revised: January 24, 1984
Date Revised: May 15, 1984

page 1/1

BYLAWS

No. 060

Lane Education Service District

ARTICLE VI

MEETINGS

Section 1. Parliamentary Authority. Robert's Rules of Order, Newly Revised, shall govern the Board in its deliberations in all cases in which it is not inconsistent with statute, the administrative code or these bylaws; except that rules of order may be amended or set aside at any meeting by a majority of those present and voting.

Section 2. Quorum. A majority of the number of members constituting the Board shall constitute the quorum of the Board. Less than a quorum may meet and adjourn from time to time, and compel the attendance of absent members.

Section 3. Presiding Officer. The Chairperson shall preside at all meetings of the Board. In his/her absence, disability, or disqualification, the Vice-Chairperson and then any member so designated by the Board shall preside. The act of any duly designated presiding officer shall be legal and binding.

Section 4. Regular Meetings. Regular meetings of the Board shall be public except as provided by law; and shall conform to the requirements of ORS 192.610-192.690. They shall take place at the time(s) and place(s) set annually by the Board. Any scheduled regular meeting may be waived by Board action or may be cancelled if necessary or appropriate.

The order of business for each regular meeting shall be as follows unless altered by the presiding officer or a majority of those present and voting:

1. Call to Order
2. Statements
3. Communications
4. Business Affairs
5. Action Items
6. Discussion Items

ARTICLE VI

Meetings - page 2

7. Reports
8. Future Agenda Items
9. Date and Place of Next Meeting
10. Executive Session
11. Reconvene to Regular Session
12. Adjournment

Section 5. Special Meetings Special meetings shall be public (ORS 192.620) except as provided by law and shall be called by the presiding officer or by a majority of the members of the Board. The Superintendent shall notify each member and such newspaper and radio or television stations as have requested notice, of the date, time, and place of each special meeting and the purpose for which it is called at least 24 hours prior to the meeting. (ORS 192.640) Waiver of such notice may be given by any member at or prior to the time of the meeting and the presence of any member at the meeting shall constitute waiver of notice. The order of business shall be as follows unless altered by the Chairperson or a majority of those present and voting:

1. Call to Order
2. Roll Call
3. Reading of Notice of Meeting
4. Transaction of Business for Which Meeting Was Called
5. Adjournment

Section 6. Agenda. It shall be the responsibility of the Superintendent to prepare an agenda of the items of business to come before the Board at each regular and special meeting. The agenda shall be posted in accordance with the law. The Board, except in any emergency, may act only on posted agenda items and shall not ordinarily deliberate items except those appearing on the posted agenda or those publicly announced and added thereto.

Section 7. Hearing of Citizens. A member of the public present at a meeting of the Board may address the Board during the meeting provided that he/she is first recognized by the Chairman and has identified himself/herself by name,

page 2/4

000-13

Attachment 5/15/84

ARTICLE VI

Meetings - page 3

address and/or affiliation. Each person so recognized and identified may address the Board only on matters properly before that body and shall do so as briefly as the subject allows.

The presiding officer is responsible for the orderly conduct of the meeting and shall rule on such matters as the speaker's right to address the Board, the time to be allowed for public discussion, the appropriateness of the subject being presented and the suitability of the time for such a presentation.

Where citizens wishing to impress the Board create such a disturbance as to render the orderly conduct of the meeting unfeasible, the Board may cause the removal of the offending individuals and, if that does not restore order, may clear the room except for orderly members of the press. Continued disturbances may result in arrest or misdemeanor charges under ORS 166.025, 166.045 or 166.065.

Section 8. Voting. All votes by which the Board acts shall require a majority affirmative vote of the entire Board. A member may abstain from voting without giving a reason. The result of all votes and the vote of each member shall be recorded. (ORS 192.650)

Section 9. Minutes. Minutes shall be kept of all public meetings of the Board and shall be maintained in a suitable journal of proceedings. (ORS 192.650, 332.065) Such minutes shall record every official act of the Board and be kept in sufficient detail to show compliance with the law. The minutes shall be part of the public record of this Board and shall be available for public inspection. (ORS 192.420)

Minutes shall be kept of all executive sessions of the Board. (ORS 192.650) Such minutes shall not be public. The contents of such minutes shall be limited to material the disclosure of which is not inconsistent with ORS 192.660.

page 3/4

000-14

Attachment: 5/15/84

ARTICLE VI

Meetings - page 4

Section 10. Executive Session. The Board shall meet as a committee of the whole during a regular or special meeting only to consider the appointment, employment, or dismissal of a public employee; hear complaints or charges brought against a public employee, unless such employee requests a public hearing; discuss among the Board's members or with the Board's representatives, its position regarding any matter within the scope of labor negotiations and instruct its designated representatives; consider the expulsion, suspension or discipline of any pupil where such disclosure may violate ORS 332.061; consider legal matters which come within the attorney-client privilege; discuss labor disputes with the State Conciliator when he/she has intervened as authorized by law; discuss matters of school security with law enforcement agents or agencies; and/or consider records which are exempt by law from public inspection. (ORS 192.500, 192.660)

No executive session may be held for the purpose of taking any final action or making any final decision. (ORS 192.660(4))

Date Adopted: May 20, 1980
Date Revised: September 1, 1981
Date Revised: May 15, 1984

page 4/4

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, May 1, 1984

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, May 1, 1984

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, May 1, 1984, with the following present:

Board members attending:

Doug McKay, Chairman
Beverly Ficek
Jim Swanson

Jeanne Armstrong
Frank Nearing

ESD staff attending:

Mel Mead, Superintendent
Bob Taylor
Al Fedje
Nicki Laird
Wanda Vinson

Jim Maxwell
Sallie Rainville
Jeff Foreman
Shirley Oliver

Others attending:

Carole Daly

Dave Swaggerty

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE BUDGET COMMITTEE MINUTES OF MARCH 27, 1984, AND THE BOARD MEETING MINUTES OF APRIL 3, 1984, AS PRESENTED.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Agenda Modification

- 2A. Chairman McKay suggested that Carole Daly's report on the Cooperative Museum Commission be moved to an earlier point on the agenda.

- 2B Introductions

- 2B. Two staff members were introduced to the Board by Superintendent Mead. Jeff Foreman is newly employed as Information Assistant. He will attend Board meetings for the purpose of reporting to media and staff. Shirley Oliver has taken a position as secretary in the Administrative Services Division. Her job duties include serving as back-up Board secretary in Sallie Rainville's absence.

3. Correspondence

3. The following correspondence was presented:

- A. Letter from Bob Burns, OSBA, thanking Norm Constantine and Wyatt Rosenbaum, for their assistance with a research project.
- B. Letter from Tom Wogaman, Corvallis superintendent, thanking Al Fedje for the use of Lane ESD facilities for a class.
- C. Lane County Direction Service Reports, April, 1984, issue.
- D. Copy of letter sent to ESD Budget Committee members.

4. Business Affairs

4A ESD and OTIS
Financial
Statements

- 4A. Superintendent Mead and Wanda Vinson presented financial statements for March, 1984, including reports on ad-valorem tax and non-tax revenue collections.

Invoice registers note payments for March as follows:

ESD:	219,589.86
OTIS:	63,432.49

4B Board Liability
Insurance Policy

- 4B. Dave Swaggerty of Smith & Crakes, Lane ESD's insurance agent-of-record, presented a review of the ESD's liability insurance coverages. He distributed copies of a summary of the policies carried and answered Board members' questions.

4C School Bus Bids

- 4C. The ESD Cooperative Purchasing Department has coordinated bidding of twelve school busses for five local school districts. A summary of bids received was presented by Al Fedje, Administrative Services Coordinator. The Superintendent recommended that bids be approved by the ESD Board allowing participating districts flexibility in awarding contracts.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves the bids of FARWEST TRUCK CENTER and WESTERN BUS SALES for school bus bodies and the bids of FARWEST TRUCK CENTER, CHUCK'S TRUCK REPAIR, and STALICK INTERNATIONAL, INC., for school bus chassis, each being the low bid for one or more of the bid specification alternatives. Contracts will be awarded in each instance by the participating local school district in accordance with its requirements.

4. Business Affairs
4C School Bus Bids

4C. (continued)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4D Cooperative
Purchasing Bid
Contracts

4D. Superintendent Mead presented a tabulation of recommended Cooperative Purchasing bid awards.

He said that committees representing user participants have met and reviewed the bids received. The recommended products and vendors are each the lowest bid which meets specifications.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD awards contracts for the provision of supplies and equipment to listed vendors for the amounts indicated, the total of such contracts being for the amount of \$248,543.36. The listing of vendors and amounts is attached as part of the official minutes of this meeting.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

Superintendent Mead said that additional Cooperative Purchasing bids will be brought to the Board for approval when product selections are made.

7. Reports
7A Cooperative Museum
Commission Status
Report

7A. Carole Daly, Cooperative Museum Director, showed the Board a slide-tape presentation prepared as a means of increasing community awareness of the museum complex. She also reported on several other steps the Commission is taking to increase public awareness and involvement.

Mrs. Daly said that Eugene will be one of only three cities nationwide to show the prestigious Smithsonian Exhibit "Yesterdays and Tomorrows-- Past Visions of the Future" which will be at WISTEC February 2 through April 10, 1985. It is expected that the exhibit will draw many visitors to the Eugene-Springfield area.

Mrs. Daly also distributed copies of an organizational chart and a brief summary of the functions of the various components of the Museum Commission.

5. Action Items

5A Canvass of Vote;
Certification of
Election Results

5A. Board members reviewed the abstract of votes cast in the ESD Board election on March 27.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane Education Service District, acting as the district election authority, has this day canvassed the abstract of votes cast in the election held March 27, 1984.

BE IT FURTHER RESOLVED that the Board of Directors declares J. DOUGLAS MCKAY to have been re-elected to a position as Director representing Zone 1. Director McKay's term of office will commence July 1, 1984, and end June 30, 1988.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

5B Authorization of
Superintendent to
Act as District
Election Authority

5B. Superintendent Mead reviewed Oregon statutes relating to district elections. He said that authorization of the Superintendent to act as election authority on the Board's behalf would enable the district to meet legal time constraints without scheduling of a special meeting.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED by the Board of Directors of Lane Education Service District that the Superintendent of the District is hereafter authorized to act on the Board's behalf as the district election authority. In this capacity, the Superintendent may canvass the abstract of votes cast in elections for Directors and certify the results of such elections to the Lane County elections officer. The Board shall subsequently affirm the canvass so certified.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

6. Discussion Items

6A Lane County School
Boards Association

6A. The Spring meeting of the Lane County School Boards Association will be held Thursday, May 24, at South Eugene High School. A tentative count of those planning to attend was taken.

6. Discussion Items

6B OAESD Summer
Conference

- 6B. The Oregon Association of Education Service Districts annual conference will be held June 10 through 12 at the Inn of the Seventh Mountain.

Superintendent Mead asked those interested in attending to make their plans known as soon as possible. A block of rooms is reserved until May 25. Conference registrations are due by June 1.

6C Board Policies

- 6C. Superintendent Mead presented proposed "housekeeping" amendments to Bylaws Article VI and Policy No. 201. The suggested change in Article VI (Meetings) would correct the list of the order of business for regular Board meetings. ("Business Affairs" had been inadvertently omitted.)

It was suggested that Policy 201 (Control Responsibility) be amended by revising position titles to be in line with current organizational structure.

A revised version of Bylaws Article 202 (Organizational Chart) was also presented; however, Superintendent Mead stated he would probably propose that the Organizational Chart be eliminated from the Bylaws and Policy.

Director Armstrong pointed out the possible need for a revision to Section 4 of Article VI. The current wording states that regularly scheduled Board meetings may only be cancelled at a regular meeting previous to the waived meeting. Superintendent Mead said this wording is more restrictive than necessary by statute. He will write a proposed revision.

Superintendent Mead also proposed that the Board resume its review of the Bylaws and Policy document. Since Chapter 600 was the last completed, he suggested that the Board begin again at the June 5 meeting by reviewing Chapter 700.

6D Instructional
Services Division
Reorganization

- 6D. Bob Taylor distributed and reviewed a letter that has been sent to all local district superintendents to provide them with information on implementation of the new Curriculum and Instructional Development Services Resolution. Copies of the first of a series of question-and-answer pamphlets were also distributed. The pamphlets will be distributed to curriculum coordinators, principals, teachers, and other interested persons.

6. Discussion Items

6D Instructional
Services Division
Reorganization

6D. (continued)

Mr. Taylor said that the district curriculum coordinators group has been eager and cooperative in working with staff to plan for next fall's implementation. He said he has received some expressions of concern about the changes in the division. At this time, the particular concern appears to be with the perceived loss of forest environmental education. Mr. Taylor said that districts where this program is a priority are planning methods of continuing it on their own. He said he feels that his personal replies to the letter writers and dissemination of the question-and-answer pamphlets will help to alleviate concerns.

7. Reports

7B OTIS Advisory
Committee

7B. Doug McKay gave a brief summary of the April 29 OTIS Advisory Committee meeting. The Committee received and reviewed a six-year projection of OTIS revenue and expenditures.

The Committee also approved a proposal for a restructuring of the Advisory Committee. It will include seven permanent members: Lane ESD Superintendent and a Board member, Superintendents of the three other major OTIS "resolution" counties (Douglas, Washington, and Umatilla), and Superintendents of the two largest user districts (Eugene and Beaverton).

Eight additional members will be elected on a rotating basis--two each from each quarter of the state. In each area, one of the two will be from a small district (under 2,000 ADM) and the other from a large district.

7C Advisory Council
for the Handicapped

7C. Copies of the April 3 minutes of the Advisory Council for the Handicapped Children were distributed. Jim Swanson also reviewed the agenda of the May 1 meeting. Director Swanson distributed the Council's position statement on ESD Resolution No. 8 (Hearing-Impaired and Audiological Service). The Council wishes the ESD to take every precaution to ensure quality control in audiological screening and hopes that adequate funds will remain available for the regular school year hearing impaired and speech program.

7. Reports

7C Advisory Council
for the Handicapped

7C. (continued)

Superintendent Mead and Bob Taylor said that meetings to formulate recommendations and procedures have been scheduled with superintendents and special education coordinators. They wished to assure the Council that criteria and specifications for audiological services will be drawn in accordance with statutes, which require that audiologists be properly qualified.

7D Input Committee

7D. Jeanne Armstrong said that the Input Committee has been meeting regularly and has dealt with several important issues. She said that a summary of the Committee's work will be included in the next agenda mailing.

8. Future Agenda Items

8. Future agenda items:

- A. Action on Bylaws and Policy amendments
- B. Review of Bylaws and Policy
- C. NSBA Convention report - Beverly Ficek

9. Next Meeting

9. The next regular meetings of the ESD Board will be Tuesday, May 15, 1984, 7:45 p.m., and Tuesday, June 5, 1984, 7:45 p.m., at the ESD Center, 1200 Highway 99 North, Eugene.

10.&

10.&

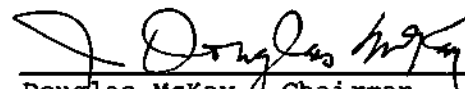
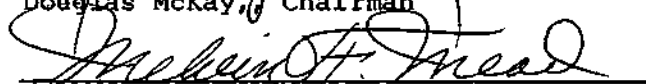
11. Executive Session

11. No Executive Session was held.

12. Adjourn

12. DIRECTOR SWANSON MOVED TO ADJOURN.

Director Nearing seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


Douglas McKay, Chairman

Melvin F. Mead, Superintendent-Clerk

Attached to minutes: Listing
of vendors and amounts bid

MM/SR:jv 5/84
minutes1



Education Service District

1200 Hwy. 99N

P.O. Box 2680

Eugene, Oregon 97402

TELEPHONE: (503) 689-6500

April 27, 1984

TO: BOARD MEMBERS
FROM: MEL MEAD
SUBJECT: COOPERATIVE PURCHASING BID AWARDS

Attached is the tabulation of bid awards recommended to be awarded. The process for developing these recommendations has been the same as that used in the past. Committees representing the participants who ultimately use the products have met and reviewed the bids received. The recommended product and vendor is, in most cases, the lowest bid for a product which meets specifications, taking into account item group bids or minimum dollar orders. Some brands are not chosen because of past performance problems even though they may be at a lower cost.

This tabulation does not include items where we are waiting for samples before making a product selection. It also does not include a large quantity of Cut Paper because we are waiting for test results from some of the school districts. In some cases, where we had only one vendor, we are trying to obtain more price quotes.

The Board is requested to award contracts as indicated.

MM/lb
Attachments

4D

attachment 5/1/84 (1)

April 27, 1984
(Revised)

COOPERATIVE PURCHASING

BID AWARD RECAP

1984-85

<u>SECTION #10</u> - AUDIO VISUAL SUPPLIES	\$ 6,703.57
<u>SECTION #20</u> - LIBRARY SUPPLIES	1,813.73
<u>SECTION #30</u> - INSTRUCTIONAL/OFFICE SUPPLIES	63,638.55
<u>SECTION #35</u> - FILING CABINETS/FURNITURE	1,571.93
<u>SECTION #40</u> - CUT PAPER	81,283.18
<u>SECTION #50</u> - ART SUPPLIES	34,541.96
<u>SECTION #60</u> - CUSTODIAL SUPPLIES	53,157.95
<u>SECTION #70</u> - FIRST AID SUPPLIES	1,491.60
<u>SECTION #80</u> - PLAYGROUND/ATHLETIC SUPPLIES	<u>4,340.89</u>
*TOTAL	\$ 248,543.36

* THIS TOTAL DOES NOT INCLUDE THOSE ITEMS WHICH HAVE NOT YET BEEN
AWARDED PENDING TESTING OF SAMPLES.

* FOOD AND DRY GOODS SUPPLIES WERE BID AT A LATER DATE AND BIDS
ARE DUE TO THE ESD ON FRIDAY, APRIL 27, 1984.

* AUDIO-VISUAL EQUIPMENT IS PURCHASED THROUGH SOAVPC.

COOPERATIVE PURCHASING
BID AWARD SUMMARY 1984-85 SUPPLIES

AUDIO VISUAL SUPPLIES:

Section #10

Audio Visual Educational Systems	\$ 1,156.61
Boise Cascade Office Products	581.16
Business Equipment Center	2,876.16
Elgin School Supply, Inc.	15.30
Media Services Division-ESD	43.70
Metz Supply, Inc.	284.16
Tersch Products, Inc.	1,674.70
USI, Inc.	22.50
VWR Scientific, Inc.	<u>49.28</u>

TOTAL

\$ 6,703.57

LIBRARY SUPPLIES:

Section #20

Broadart, Inc.	1,043.80
Gaylord Bros, Inc.	<u>769.93</u>

TOTAL

\$ 1,813.73

INSTRUCTIONAL/OFFICE SUPPLIES:

Section #30

Blake, Moffitt & Towne	593.52
Boise Cascade Office Products	26,555.54
Chapman Brothers	342.01
Creative Cache	322.00
Ditto-ATF Davidson	5,214.22
Elan Publishing Co., Inc.	841.85
Elgin School Supply Co., Inc.	3,134.57
Hammond & Stephens	178.24
Kenneth Lee James & Associates	609.00
Metz Supply, Inc.	2,448.95
Myron Manufacturing Co.	401.65
Pacific Stationery	6,290.34
Simmons Supply Co.	278.76
Snyder-Crecelius Paper Co.	1,846.10
Standard Stationery Supply Co.	3,367.86
Tru Art Distributing Co.	2,238.26
Western Paper Company	2,592.79
Westvaco	4,024.94
Willamette Industries	422.50
Zellerbach Paper Company	<u>1,935.45</u>

TOTAL

\$ 63,638.55

5/1/84 (2)

FILING CABINETS:

Section #35

Boise Cascade Office Products	\$ 200.89
Liska School Equipment	1,144.04
Virco Manufacturing	<u>227.00</u>
TOTAL	\$ 1,571.93

CUT PAPER:

Section #40

Blake, Moffitt & Towne	19,249.30
Boise Cascade Office Products	926.90
Kaplan Paper Company	1,204.80
Supplyways, Inc.	57,937.70
Western Paper Company	1,755.06
Zellerbach Paper Company	<u>209.42</u>
TOTAL	\$ 81,283.18

ART SUPPLIES:

Section #50

Dick Blick West	3,117.26
Boise Cascade Office Products	261.95
Chaselle Arts & Crafts, Inc.	734.78
Creative Cache	1,996.22
Elgin School Supply Co., Inc.	228.60
Georgie's	380.81
Nasco West	480.05
Pacific Stationery	1,309.81
S & S Arts & Crafts	667.90
Snyder-Crecelius Paper Co.	11,449.99
Southern Oregon Pottery	1,150.72
Tru Art Distributing Co.	694.64
Western Paper Company	808.82
Zellerbach Paper Company	<u>11,260.41</u>
TOTAL	\$ 34,541.96

CUSTODIAL SUPPLIES:Section #60

Adams Feed & Seed	\$ 613.80
American Brush Company	4,503.61
Blake, Moffitt & Towne	2,049.60
Boise Cascade Office Products	18.72
Chown, Inc.	1,415.86
Chemzone Wholesale Distributors	727.07
Fernridge School District #28J	21.20
Industrial Chemical Lab	2,132.05
McDonald Wholesale Company	1,005.05
Metz Supply, Inc.	2,256.88
Packer Scott	7,032.97
Sanderson Safety	107.22
Scot Supply Co., Inc.	11,062.21
Steiner Corporation	528.38
Valley Welding Company	694.23
Western Paper Company	322.22
World Wide Industrial Supply	605.05
Zellerbach Paper Company	<u>18,061.83</u>
 TOTAL	 \$ 53,157.95

FIRST AID SUPPLIES:Section #70

Coast First Aid Supply	191.25
Micro-Biomedics, Inc.	723.43
Norwest Safety	24.05
Portland Athletic Supply	185.91
Sanderson Safety	111.40
Surgical Sales	<u>255.55</u>
 TOTAL	 \$ 1,491.60

PLAYGROUND AND ATHLETIC SUPPLIES:Section #80

BSN Corporation	915.41
Frank Bashor Supplies, Inc.	385.40
Mohinder Sports, Inc.	1,384.82
Portland Athletic Supply	774.35
Sanderson Safety	78.26
Sportmaster	71.75
Steiner Corporation	630.00
Val's Sports, Inc.	<u>100.90</u>
 TOTAL	 \$ 4,340.89

GRAND TOTAL ALL SECTIONS

\$ 248,543.36

5/1/84(3)

The following figures show the approximate cost by section of products that have not yet been awarded to a vendor.

Section #20 - LIBRARY SUPPLIES	\$ 785.00
Section #30 - INSTRUCTIONAL/OFFICE SUPPLIES	4,416.00
Section #40 - CUT PAPER	73,453.00
Section #50 - ART SUPPLIES	1,780.00
Section #60 - CUSTODIAL SUPPLIES	793.00
Section #70 - FIRST AID SUPPLIES	147.00
Section #80 - PLAYGROUND/ATHLETIC SUPPLIES	<u>427.00</u>
TOTAL	\$ 81,801.00

Section #90 - FOOD/DRY GOODS SUPPLIES	25,000.00
We are expecting our costs for this section to be approximately as shown here...	

Section #784- SOAP-C - AUDIO VISUAL EQUIPMENT	<u>25,000.00</u>
Based on last years costs..no vendor prices available yet.	

TOTAL COSTS for 1984-85 (Approximate)	\$ <u><u>380,344.36</u></u>
---------------------------------------	-----------------------------

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, April 3, 1984

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, April 3, 1984

Agenda Topics

1. Call To Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, April 3, 1984, with the following present:

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Cleve Dumdi	Frank Nearing
Hugh Peniston	Jim Swanson

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Sallie Rainville
Wanda Vinson	Ted Murray
Sue McCullough	Shirley Oliver
Nicki Laird	

Others attending:

Jeff Budd	Michael Duhon
Carol Mead	Gerald Walker

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE BOARD MEETING MINUTES OF MARCH 27 AS PRESENTED.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Statements from Audience

- 2A. There were no statements at this time. Michael Duhon indicated he wished to speak regarding the "Youth Health in Focus" pamphlet when that agenda item was discussed.

- 2B Statements from Staff

- 2B. Jim Maxwell called attention to the photography display in the hall. The photographs of the Oregon Mozart Players are by Lee Eide, an ESD film inspector, whose avocation is photography. His work was used on the cover of the February issue of On Stage.

3. Correspondence

3. The following correspondence was presented:

- A. Copy of letter nominating Joyce Benjamin as outstanding (former) ESD Board member.

3. Correspondence

3. (continued)

- B. AAESA report "Perspective on Service."
- C. Letter from Sharon Stirtz, Crow High School, regarding letter exchange program with Puerto Vallarta, Mexico schools.
- D. Letter from Verne Duncan giving information on teaching certificate revocation.
- E. Pamphlet: Fifty Governors' Thoughts on Education edited by Dr. Robert H. Williams, Superintendent, Albany, Oregon Public Schools.
- F. 1983-84 ESD salary schedules reflecting final base adjustments.

4. Business Affairs

4A Financial
Statements

- 4A. Superintendent Mead and Wanda Vinson presented ESD and OTIS financial statements for January and February, including reports on ad-valorem tax collections and non-tax revenues.

There were no questions.

Invoice registers note payments as follows:

	<u>January</u>	<u>February</u>
ESD:	\$156,944.35	\$203,589.92
OTIS:	92,805.40	73,345.51

4B OTIS Equipment -
Resolution to Lease

- 4B. At its October 18 meeting, the Board authorized a lease-purchase arrangement for National Computer Systems test scanning and scoring equipment. The expectation at that time was that OTIS would lease directly from the vendor. The Superintendent said it has turned out that a more advantageous financing arrangement can be transacted with First Interstate. Through First Interstate, the interest rate will be 10% as contrasted with NCS 14.45% and the monthly payment will be reduced more than \$200.

Superintendent Mead also asked the Board to grant authority to refinance the remaining balance on the main-frame computer system by adding a second schedule to the First Interstate lease and shifting the remaining obligation from IBM to First Interstate. Under this proposal, the payment schedule will be extended by 40 months. Refinancing would reduce the rate of interest and the amount of the monthly payment.

4. Business Affairs

4B OTIS Equipment -
Resolution to Lease

4B. (continued)

Superintendent Mead recommended that the Board reapprove the lease-purchase of the NCS test scoring equipment and authorize the refinancing of the IBM 4341 computer system.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves the RESOLUTION TO LEASE from First Interstate Bank, dated Tuesday, April 3, 1984, and attached to the official copy of these minutes.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

4C Approval of Call
for Bids for School
Buses

4C. Five districts have asked the ESD Cooperative Purchasing Department to coordinate and handle the bidding of twelve 65-passenger school buses to be delivered for the 1984-85 school year.

Superintendent Mead explained that bid specifications were developed by representatives of the five districts and were adapted from the specifications used by District 4J.

Board members inquired about whether seat belts were included in the specifications and about how the districts will use the buses. Superintendent Mead said he thought the specifications would include padded seats-backs, the current direction being recommended by safety experts. Each district will follow its own policy regarding use of the buses.

The Superintendent said that the ESD's role is as broker for a pooled bid which will result in a significant savings of tax dollars for the five districts. Purchase orders to the successful bidder will be issued directly by each individual district. The ESD's role will be complete when bids are opened and an award made.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD authorizes a call for bids for twelve (12) 65-passenger school buses, on behalf of five constituent school districts.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, PENISTON AND SWANSON VOTING YES.

4. Business Affairs

4D Grant Proposal:
Newspapers in
Education

4D. The Board received an abstract outlining a research need which exists in connection with the ESD's cooperative program with the Register-Guard to distribute classroom sets of the newspaper to teachers. The need is for secretarial assistance to organize and analyze data to ascertain who is using these newspapers and where. In addition, every teacher who has requested newspapers will be invited to complete a survey and be interviewed regarding use of the newspapers.

It is proposed that grant funding of \$1,000 be sought from the Register-Guard, the Oregon Newspaper Publishers Association, or a combination.

Superintendent Mead said it is not certain at this point how the project will be handled or whether the ESD will in fact be the grantee. He recommended that the Board give approval for the grant proposal, with determination on how to proceed to be made later.

DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD approves a grant proposal to the Register-Guard and the Oregon Newspaper Publishers Association in the amount of \$1,000 to analyze and organize data regarding use of the newspaper in the classroom.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

5. Action Items

5. The agenda included no action items.

6. Discussion Items

6A 'Youth Health in
Focus' Pamphlet

6A. Chairman McKay invited Michael Duhon to come forward to indicate his concerns about "Youth Health in Focus."

Mr. Duhon stated he had found some positive things in the publication, particularly its advice on how to deal with stress. He said, however, that he had concerns about the portion having to do with human sexuality.

Mr. Duhon read a prepared statement detailing his concerns and objections. In brief, he felt that portions of the booklet were contrary to standards some parents wish to set for their children. He thought that tax money should not have been used

6. Discussion Items

6A "Youth Health in
Focus" Pamphlet

6A. (continued)

to publish such material. A copy of Mr. Duhon's statement is on file in the ESD office.

Chairman McKay pointed out that the ESD's role in the publication has been strictly to serve as a dissemination channel. No ESD funds were involved in writing and publication of the pamphlet. No funds have been specifically expended beyond normal courier service, collection of an evaluation response form, and distribution of pamphlets requested by local district staff members.

Superintendent Mead said that no pamphlets have been distributed by the ESD directly to children. All have gone to local district staff members. In keeping with ESD policy, all decisions regarding use of the material have been made by local district personnel.

The Board agreed that use of curriculum materials is a matter of local district control and appropriate ESD procedures were followed.

(Director Dumdi entered the meeting at 8:45 p.m.)

6B Hearing-Impaired
and Audiological
Services Resolution

6B. The ESD Hearing-Impaired Resolution has been expanded to provide mandatory audiometric screening of primary-grade children and new enrollees. The State provided this service in the past, but has dropped it because of budget cuts. The responsibility remains for local districts and they have requested assistance from the ESD in providing the service.

The Superintendent and Board members have received calls from Ned Risbrough, Director of the Eugene Hearing and Speech Center. Mr. Risbrough has expressed concern because of this broadening of the scope of the resolution. He told them he is afraid that funds budgeted to support the resolution will be inadequate to provide both screening and diagnostic/therapy services.

Superintendent Mead explained that the resolution was created (in 1973-74) for the purpose of providing advanced diagnostic and therapy services for children with acute hearing and speech complications. The Eugene Hearing and Speech Center has provided nearly all of these services since then.

6. Discussion Items

6B Hearing-Impaired
and Audiological
Services Resolution

6B. (continued)

The Superintendent further explained that District 4J (which serves a large proportion of speech and hearing handicapped since they house the regional center) has decided to curtail their summer treatment program. He said he feels there will be adequate funds in the program to cover other advanced services required in the past, as well as to cover the audiological screening costs.

Director Nearing asked if parents had been informed of District 4J's shift in priorities and whether any concerns have been expressed. Superintendent Mead and Director Swanson (who represents the Board on the Advisory Council for Handicapped Children) were not aware that any such concerns had been voiced.

Director Nearing said that Mr. Risbrough had also mentioned concern that unqualified audiometrists might be used. Superintendent Mead said a plan is being developed to seek proposals to do the screening. Any fully-qualified audiometrist (including the Eugene Hearing and Speech Center) will be entitled to make a proposal.

Director Swanson stated that the Advisory Council for Handicapped Children would like to be involved in making recommendations for development of screening procedures.

Board members asked the Superintendent to inform Mr. Risbrough of the Board discussion and to report to them as the plan and procedures are developed.

7. Reports

7A American
Association of
Educational Service
Agencies

7A. The American Association of Educational Service Agencies annual report for 1983-84 was distributed.

7. Reports

7B ESD Adolescent
Treatment Program

7B. The ATP Report newsletter was distributed. Sue McCullough invited Board members to attend the Lane School open house on Friday, April 6.

Dr. McCullough reported that all sixteen Lane County districts are being served by the ATP program. Nine students from seven districts are currently enrolled in Lane School. It is

7. Reports

7B ESD Adolescent
Treatment Program

7B. (continued)

expected that four to six additional students will enroll in the next few weeks. Fourteen students are presently a part of the Outreach program.

7C Lane County
Direction Services

7C. The February issue of Lane County Direction Service Reports newsletter was distributed.

7D Lane Council of
Governments

7D. A summary of the L-COG goal setting session held February 23 was distributed.

7E Lane ESD Advisory
Council for
Handicapped
Children

7E. Director Swanson reported that terms of five Council members will expire this year. As mentioned earlier, the Council would like to be involved in audiological services planning.

7F Cooperative Museum
Commission

7F. Director McKay said the Museum visitation held April 1 was very successful. The CMC is presently in the process of choosing public relations and advertising firms to publicize the Museum complex. They are also selecting new members for the foundation board.

7G Input Committee

7G. Director Armstrong reported that one of the concerns brought to the Input Committee is that there is no clearly stated policy on job-sharing.

After a brief discussion of job-sharing situations, Director Armstrong asked the Superintendent to draft an explanatory statement for the Committee.

8. Future Agenda Items

8. No future agenda items were identified at this time.

9. Next Meeting

9. The next regular meeting of the Lane ESD Board will be Tuesday, May 1, 1984, at the ESD Center, 1200 Highway 99 North, Eugene.

10&

10&

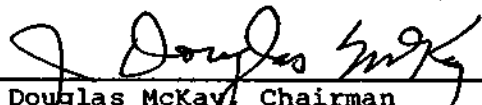
11. Executive Session

11. No Executive Session was held.

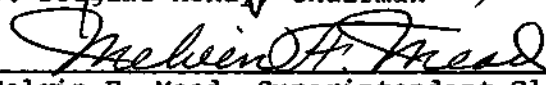
12. Adjourn

12. DIRECTOR NEARING MOVED TO ADJOURN.

Director Armstrong seconded and the MOTION
CARRIED WITH ALL PRESENT VOTING YES.



J. Douglas McKay, Chairman



Melvin F. Mead, Superintendent-Clerk

SR:jv 3/minutes2

Attached to official minutes:

Resolution to Lease

**First
Interstate
Bank**

First Interstate Bank
of Oregon, N.A.
Headquarters
1300 S.W. Fifth Avenue
P.O. Box 3131
Portland, OR 97208

March 19, 1984

Mr. Ted Murray
Oregon Total Information System
Lane Education Service District
P. O. Box 2680
Eugene, OR 97402

Dear Mr. Murray:

First Interstate Bank of Oregon is pleased to submit the following lease proposal to the Lane Education Service District. The proposal is subject to the terms and conditions contained herein.

Equipment: Various used pieces of IBM computer hardware
Cost: Approximately \$229,534
Term: Five years
Interest Rate: 10.0%
Payments: Monthly payments beginning on the date payment is made to purchase the equipment as follows:
Payments No. 1-59: \$4,837.21
Payment No. 60 4,836.45

At the end of the lease the District may elect to purchase the asset at a nominal purchase option of \$200.00 which reimburses the Bank for servicing and out-of-pocket costs at the time of termination. Also, at any time throughout the lease, if the municipality so desires, the asset can be purchased at the amount still owing plus interest accrued to date and the purchase option calculated at 4.0% of the unrecovered investment.

(Should the ESD accept this proposal, the lease agreement for the Sentry Computer System will be revised to reflect the reduction in the purchase option in the event of early termination of the contract.)

The proposal expires April 20, 1984 unless accepted prior thereto by the District or extended in writing by the Bank.

Funds to purchase the above-described equipment must be expended on or before May 20, 1984.

HB

Attachment 4/3/84

Mr. Ted Murray
Oregon Total Information System
Eugene, OR 97402

Page Two
March 19, 1984

We hope our proposal is attractive to the District in fulfilling your needs. Should you have any questions or need additional information, please contact me at 225-4600.

Sincerely,



Ellen Meeuwsen
Equipment Leasing Officer

EM:pm

cc: ☒ Melvin F. Mead, Superintendent
Lane Education Service District



First Interstate Bank
of Oregon, N.A.
Headquarters
1300 S.W. Fifth Avenue
P.O. Box 3131
Portland, OR 97208

RECEIVED

MAR 21 1984

LANE E S D

March 19, 1984

BY _____

Mr. Melvin F. Mead, Superintendent
Lane Education Service District
P. O. Box 2680
Eugene OR 97402

Dear Mr. Mead:

Discussions have been held with Ted Murray of OTIS in regards to adding additional equipment to the District's lease agreement. The equipment, IBM computer hardware, is currently on contract and would be refinanced according to the terms and conditions in the enclosed letter.

Should the District decide to accept our proposal to finance the additional equipment, required documentation would include:

- 1) Personal Property Lease Schedule B
- 2) Bill of Sale
- 3) Acceptance Letter and Payment Authorization
- 4) UCC 1-B
- 5) Lessor's Endorsements to be completed by the District's insurance agent
- 6) Tax exemption claim form, and
- 7) Lane ESD Board of Directors meeting minutes evidencing approved resolution to lease

As indicated in my letter to Mr. Murray, the "early termination" purchase option will be revised in both Equipment Lease Schedules A & B should the District decide to accept our proposal for the IBM computer hardware equipment. The language in Equipment Lease Schedule A-B, Section D, 2nd paragraph, would then read:

"Lessee is hereby given further option to purchase the equipment at any time during the term of the lease for an amount equivalent to Lessor's unrecovered investment plus interest thereon at 10.0% per annum plus 4% of the unrecovered investment."

Section E, Stipulated Loss Value, paragraph 2, would be revised accordingly.

4B

attachm: 4/3/84

Mr. Melvin F. Mead, Superintendent
Lane Education Service District
Eugene, OR 97402

Page Two
March 19, 1984

We appreciate the opportunity to provide a proposal for the additional equipment, and look forward to hearing from you after a decision has been reached.

Sincerely,



Ellen Meeuwsen
Equipment Leasing Officer

EM:pm
Enclosure

cc: Ted Murray, OTIS

March 29, 1984

TO: Board members
FROM: Mel Mead
SUBJECT: OTIS equipment lease

At the October 18, 1983, meeting, the Board authorized purchase of National Computer Systems (NCS) equipment for scanning and scoring standardized and other forms of tests. The expectation at that time was that the purchase would occur through a lease-purchase arrangement directly with the vendor, NCS.

As it has turned out, a more advantageous financing arrangement could be transacted with the ESD's bank, First Interstate, than was possible through NCS. The most obvious advantage is a 10% interest rate as contrasted with 14.45%, and a monthly payment that will be more than \$200 less. There are other significant advantages to the First Interstate arrangement.

Although it is my perception that the Board's earlier authorization conveyed the approval for lease-purchase and that the lessor was of secondary importance, we are asking the Board as a house-keeping detail to approve (or reapprove) the purchase, using the specific language proposed by First Interstate.

There is a second important part to this proposal, however, which goes beyond the earlier action and amounts to a new authorization to borrow. We are asking the Board to grant authority to refinance the remaining balance on the IBM 4341 computer system, by adding a Schedule B to the First Interstate lease and shifting the remaining obligation from IBM to First Interstate.

Under this proposal, the term of payment will be extended by 40 months. The advantage sought is to reduce the rate of interest being paid and to reduce the amount of the monthly payment, thus helping to accommodate the budget/resource problem about which you have been hearing.

MM:sr

4B

attach: 4/3/84

RESOLUTION TO LEASE

BE IT RESOLVED that Lane Education Service District, an education service district in the County of Lane, State of Oregon, for and through its OTIS division, leases from First Interstate Bank of Oregon, N.A., such items of personal property shown the form of lease marked as Exhibits "A" and "B" and attached hereto and made a part hereof, upon the terms and conditions set forth therein.

RESOLVED FURTHER that Melvin F. Mead, the Superintendent-Clerk of the District be, and hereby is authorized, directed, and empowered, in the name of this Education Service District and on its behalf, to do or cause to be done all such further acts and things as he shall deem necessary, advisable, convenient, or proper in connection with or incidental to the carrying of the same into effect, including without limitation on the scope of the foregoing, the execution, acknowledgement, and delivery of any and all instruments and documents which may reasonably be required under or in connection with such lease.

MOTION: _____

SECOND: _____

Armstrong
Dumdi
Ficek
McKay
Nearing
Peniston
Swanson

I, J. DOUGLAS MCKAY, Board Chairman of Lane Education Service District, an education service district organized under the laws of the State of Oregon, do hereby certify that the foregoing is a full, true and correct copy of resolutions of the Education Service District Board, duly and regularly passed and adopted at a meeting of said Board which was duly and regularly called and held in all respects as required by law on the 3rd day of April, 1984, at which meeting a majority of the Board of said Education Service District was present and voted in favor of said resolutions.

IN WITNESS WHEREOF, I have hereunto set my hand as such Board Chairman of said Education Service District this 3rd day of April, 1984.

LANE EDUCATION SERVICE DISTRICT
an Oregon municipal corporation

BY: _____

Title: Chairman, Board of Directors

AUTHORIZED SIGNATURE

Melvin F. Mead, Superintendent-Clerk

4B

Attachment 4/3/84

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
Eugene OR 97402

Office of the Superintendent
Tuesday, March 27, 1984

Agenda Topics

1. Call to order
- 1A. Roll call

- 1A. A special meeting of the Lane ESD Board was called to order on Tuesday, March 27, 1984, following a meeting of the ESD Budget Committee.

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Cleve Dumdi	Beverly Ficek
Jim Swanson	

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Bob Taylor
Sallie Rainville	Wanda Vinson
Nicki Laird	

Others attending:

Carol Mead

- 1B. Minutes approved

- 1B. DIRECTOR DUMDI MOVED TO APPROVE THE MINUTES OF FEBRUARY 7, FEBRUARY 21, and MARCH 13 AS PRESENTED.

Director Ficek seconded and THE MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Work session

2. A short work session was held to discuss OSBA and OAESD legislative issues surveys.

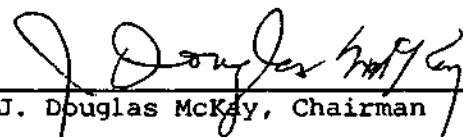
3. Next meeting

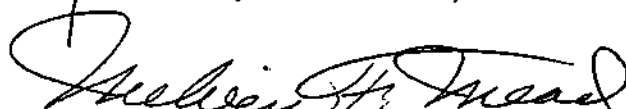
3. The next regular meeting of the Lane ESD Board will be Tuesday, April 3, 1984, 7:45 p.m., at the ESD Center.

4. Adjourn

4. DIRECTOR SWANSON MOVED TO ADJOURN.

Director Dumdi seconded and THE MOTION CARRIED WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, March 13, 1984

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, March 13, 1984

Agenda Topics

1. Call To Order
1A Roll Call

- 1A. A special meeting of the Lane ESD Board was called to order at 9:30 p.m., Tuesday, March 13, 1984, following a meeting of the Lane ESD Budget Committee. Those present were as follows:

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Cleve Dumdi	Beverly Ficek
Frank Nearing	Jim Swanson

ESD staff attending:

Mel Mead, Superintendent	Sallie Rainville
--------------------------	------------------

Others attending:

Gordon Hanna

2. Announcements

2. Gordon Hanna, ESD attorney, announced that he is leaving the firm of Frye, Hanna, and Veralrud. He is moving to Salem to begin an appellate practice. Mr. Hanna said he had enjoyed working with the Board. Board members wished Mr. Hanna well. He then left the meeting.

3. Executive Session

3. Chairman McKay called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff.

4. Action Items

4. Following the Executive Session, Chairman McKay reconvened the Board in open session.

The following action was taken:

- 4A Budget Committee
Appointments

- 4A. DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD hereby appoints PAUL HARRISON to the ESD Budget Committee, to fill an unexpired term representing Zone 1 and HARRY HANCE to the ESD Budget Committee to fill an unexpired term representing at-large position 6. Both terms of office expire June 30, 1985.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4. Action Items

4B Reelection of
Certificated Staff

4B. DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD hereby reelects the certificated staff members presented in accordance with the Superintendent's recommendations for the 1984-85 school year as attached to the official copy of these minutes.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4C Certificate of
Accomplishment

4C. DIRECTOR NEARING MOVED:

BE IT RESOLVED that the Board of Directors of Lane ESD requests issuance of a Certificate of Accomplishment to Risa Stout. The certificate is requested to enable Ms. Stout to serve as a therapist in the outreach program of the Severely Emotionally Handicapped Adolescent Program.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4D Personnel
Recommendation

4D. DIRECTOR DUMDI MOVED:

BE IT RESOLVED that the Lane ESD Board of Directors accepts the personnel recommendation to elect RISA STOUT and DEBRA MCGEE to certificated staff positions as therapists in the outreach program of the Adolescent Treatment Program.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4E Resignations

4E. DIRECTOR FICEK MOVED:

BE IT RESOLVED that the Board of Directors of the Lane ESD accepts the resignations of RICHARD BRANNAN and MARTA TURKSEL, with regret and commendation.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

Board members expressed appreciation for the quality of Mr. Brannan's and Mrs. Turksel's work. They requested that letters of thanks be sent on their behalf.

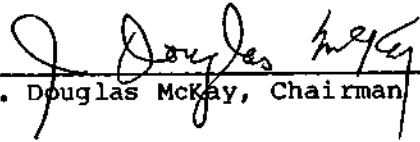
5. Future Agenda Items

6. Next Meeting

7. Adjourn

5. Director Dumdi reported briefly on the recent L-COG goal-setting session. The importance of education to the community was stressed. He suggested that a more in-depth report on L-COG goals be scheduled for a future agenda.
6. The next regular meeting of the Board is the Lane ESD Budget Committee meeting scheduled for 7:30 p.m., Tuesday, March 27, at the ESD Center.
7. DIRECTOR NEARING MOVED TO ADJOURN.

Director Dumdi seconded and the MOTION CARRIED
WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman

Melvin F. Mead, Superintendent-Clerk

Attached to Official Minutes:

Superintendent's
recommendation for
reelection of
certificated staff

Personal recommendations

SR:jv 3/minutes

CERTIFICATED STAFF MEMBERS
RECOMMENDED FOR RE-ELECTION

LANE ESD BOARD MEETING

TUESDAY, MARCH 13, 1984

Anderson, Joan	School Psychologist	Continued state and federal funding
Barron, Peter	Teacher	Continued state and federal funding
Broadbent, Berry	Speech/Language Therapist	Continued state and federal funding
Clemons, Marvin	Specialist	Continued Vocational Ed. Act funding
Finholt, Joan	Adaptive PE Teacher	Continued state and federal funding
Granzin, Alexander	School Psychologist	Continued state and federal funding
Griffe, Marianne	Teacher	Continued state and federal funding
Hall, Janet	Teacher	Continued state and federal funding
Hall, Linda	Teacher	Continued state and federal funding
Hess, Richard	School Psychologist	Continued state and federal funding
Hill, Stephen	School Psychologist	Continued state and federal funding
Holmes, Deborah	School Psychologist	Continued state and federal funding
Horn, Kermit	Specialist	None
Huffman, Robert	Adolescent/Family Therapist	Continued state and federal funding
Keim-Robinson, Kathlyn	School Psychologist	Continued state and federal funding
Lefton-Herman, Barbara	Family Consultant (.5 FTE)	Continued state and federal funding
Lennox, Richard	Specialist	None
Libs, Sally	Speech/Language Therapist (.5 FTE, job share)	Continued state and federal funding
Lucyshyn, Joe	Teacher	Continued state and federal funding
Mendenhall, Jean	Teacher	Continued state and federal funding
Meyer, James	School Psychologist	Continued state and federal funding
Lynch, James Michael	Teacher, Skipworth	Continued contractual co-funding from constituent districts.

Attach March 13, 1984

Name	Position	Contingencies
Olson, Marilyn	Specialist	None
Perlmeter, Stuart	Teacher	Continued state and federal funding
Peterson, Belinda	Adaptive PE Teacher	Continued state and federal funding
Red-Hunt, Pat	Teacher	Continued state and federal funding
Reid, Brian	Teacher	Continued state and federal funding
Reinker, Patricia	School Psychologist	Continued state and federal funding
Sheehan, Martin	Vocational/Community Specialist	Continued state and federal funding
Simon, Mary	Speech/Language Therapist (.5 FTE, job share)	Continued state and federal funding
Simpson, Robert	School Psychologist	Continued state and federal funding
Sprague, Jeffrey	Teacher	Continued state and federal funding
Stacey, John	Adolescent/Family Therapist	Continued state and federal funding
Steinzeig, Frances	School Psychologist	Continued state and federal funding
Stroll, Cheryl	Teacher	Continued state and federal funding
Styer, Candice	Teacher	Continued state and federal funding
Taylor, Carol	Adolescent/Family Therapist	Continued state and federal funding
Thames, Scott	Vocational Trainer (.5 FTE)	Continued state and federal funding
Todd, Anne	Teacher	Continued state and federal funding
Waggoner, Mickey	Teacher	Continued state and federal funding
Webb, Catherine	Teacher	Continued state and federal funding
Williams, Ronald	Consultant	Continued state and federal funding
Woods, Connie	Teacher	Continued state and federal funding

Not Recommended for Re-election:

Andrea McDonnell Teacher


Reason: Andrea McDonnell was hired for the 1983-84 school year only, as a replacement for Jean Mendenhall who was on leave.

Marta Turksel Field Assistant

Reason: The certified position of Field Assistant is no longer available.

cc: Personnel

3/18/84

Lane Education Service District
 1200 Hwy. 99N
P.O. Box 2680
Eugene, Oregon 97402
TELEPHONE: (503) 689-6500

☐ Reply Requested

☐ No Reply Necessary

To: Bob

Date: 2/28/84

From: Sue M.

Subject: Candidate for Mapleton-Siuslaw
Position

Message: I recommend Debra McGee for the Adolescent/Family Therapist position in
Mapleton and Siuslaw. She has 7½ years experience as a counselor in secondary schools
in Washington and Oregon. She has sought out especially troubled youth to work with,
for instance, incest victims, and emotionally handicapped adolescents. She holds
Oregon teaching and counseling certifications. She has completed a Masters degree
in Guidance and Counseling from the University of Idaho and has completed some post
Master's courses as well. She has worked in small rural communities also. Her
references are excellent.

Signed *Sue McCullough*

Reply: Recommended starting date is March 26, 1984. Recommended salary is
MA, level 7, \$20655.

Date _____ Signed _____

Attachm. 3/13/84

March 7, 1984

TO: Mel Mead

FROM: Bob Taylor

RE: Request that Lane ESD Board apply for a "Certificate of Accomplishment" for RISA STOUT, proposed student/family consultant

We have run ads and conducted two job searches for a person to fulfill outreach worker responsibilities half-time at McKenzie School District. The only acceptable candidate is RISA STOUT, who has much background to accomplish required tasks of an outreach worker but who does not hold a teaching certificate as required by the State of Oregon.

The candidate is well accepted and respected by the school administration and staff at McKenzie as well as by the McKenzie community. She also possesses a Master's degree in Social Work and has had many experiences which would be beneficial to our outreach program. Discussions with Dick Jones, Executive Director of Teacher Standards and Practices Commission for the State of Oregon, indicate that our program and needs are unique enough that there is a possibility that Risa might be certified under rules covering issuance of a "Certificate of Accomplishment." If approved, TSPC would allow her to work at the job we describe for Lane ESD. She could not transfer the certificate for use with another job or employer. It is my understanding that McKenzie School District will make a request to TSPC to hire her for the other half day.

I have attached her application and reference information. I have also attached a proposed job description which would accompany the application to TSPC.

I recommend:

1. the Board offer a half-time certificated contract to RISA STOUT, contingent upon her receiving appropriate certification from TSPC. Her salary level would be MA column, step 0. Her starting date would be April 2.
2. the Board apply to TSPC for a "Certificate of Accomplishment" for RISA STOUT as a student/family consultant for the SED outreach program.

cr

cc: Sue McCullough
file

attach. March 13 1984

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, February 21, 1984

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, February 21, 1984

Agenda Topics

1. Call To Order
1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, February 21, 1984, with the following present:

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Jim Swanson	

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Bob Taylor
Sallie Rainville	Al Fedje
Nicola Laird	

Others attending:

Jay Putnam	Carol Mead
------------	------------

2. Statements
3. Correspondence

2. Chairman McKay stated that since a quorum was not present, no action could be taken.

3. The following correspondence was presented:

- A. Letter from Senator Hatfield stating that implementation of a provision to tax PERS contributions has been delayed and will be reconsidered in this session of Congress.
- B. Letter from Marvin Jenkins, Polk ESD, seeking nominations for an award to be presented at the June OAESD Conference. The award will honor board members who have provided notable contributions to ESDs in Oregon.

Director Armstrong suggested nominating former ESD Board member Joyce Benjamin. Since her service on the Lane ESD Board, Mrs. Benjamin has continued to serve the cause of education in Oregon.

By consensus, Board members agreed and asked Superintendent Mead to draft a letter of nomination.

3. Correspondence

3. (continued)

- C. December, 1983, interim report from Lane County Direction Services.
- D. Letter to Chairman McKay from the Associated Oregon Industries stating their continuing interest in and support of education.

4. Business Affairs

- 4A ESD and OTIS Financial Statements, December, 1983

- 4A. Superintendent Mead reviewed ESD and OTIS financial statements for December, 1983, including reports on ad valorem tax collections and non-tax revenues.

Invoice registers noted payments for December as follows:

ESD:	\$273,138.69
OTIS:	89,076.30

5. Action Items

- 5. The agenda included no action items.

6. Discussion Items

- 6A Instructional Services Division Reorganization
- 6B ESD Resolution Services, 1984-85

- 6A. Bob Taylor, Director of Instructional Services, briefly reviewed the report on reorganization of the division as presented at the January 24 Board meeting and answered questions.

- 6B. Superintendent Mead reviewed the resolution services packet which has been distributed for consideration by local school boards.

Superintendent Mead highlighted changes from past years as follows:

Resolution #3 - Standardized test scoring. This resolution is being proposed in its current context for the first time. The resolution would authorize the funding of a foundation test scoring and data reporting program for Lane County schools. The cost of scoring and reporting of one standardized achievement test for each student for whom testing is required would be paid from ESD funds.

Resolution #8: - Hearing-impaired and audio-logical services. A new service added to this resolution is the provision of basic audiometric screening for students entering school. This service was formerly provided by the State, but funding has been withdrawn. Districts are still required to provide the testing and have requested the ESD incorporate the service into this resolution.

6. Discussion Items

6B ESD Resolution
Services, 1984-85

6B. (continued)

Resolution #10 - Severely emotionally handicapped services. The resolution will move this program into the second year of a planned three-year development. The budget would be increased to include the day-treatment center and outreach program on a fully developed basis.

Resolution #11 - Special Education contingent fund. This resolution is a new proposed service, which would support and assist local districts to meet the impacts of individual high-cost, extreme-case Special Education placements. Financial responsibility would be shared by local districts and the ESD, with the ESD bearing the major portion of the excess cost.

Superintendent Mead told Board members that up to this date 11 of the 16 district boards have voted on the resolutions and have approved all of them.

6C OAESD Executive
Committee

6C. A letter from the OAESD Executive Committee was received. The Committee plans to begin publication of a newsletter for Oregon ESD board members and requests information for inclusion.

Board members present agreed the newsletter would be helpful in increasing communication among ESD boards. Superintendent Mead will appoint a staff member as the contact person.

7. Reports

7A ERIC Search Usage
Summary

7A. A summary of the use of Lane ESD's ERIC search services over the past 11 years was distributed. Jim Maxwell, Media Services Director, answered questions about the report.

7B Advisory Council
for Handicapped
Children

7B. Director Swanson reported that recent meetings of the Council have centered on information-sharing and program reports. At the February 7 meeting, members had some questions about the changing focus of the Council. There will be additional discussion on this topic at the group's next meeting.

7. Reports

7C OTIS Advisory
Committee

7C. Wyatt Rosenbaum reviewed the agenda of the January 20 OTIS Advisory Committee meeting. Most of the meeting was spent reviewing policy statements and position papers dealing with decentralization proposals. Information on teleprocessing charges was also reviewed. It appears that reconfiguration of the teleprocessing network will not increase costs greatly.

7D Cooperative Museum
Commission

7D. Director McKay briefly reviewed the agenda of the January CMC work session. Topics of discussion included marketing efforts, establishment of boards for the Pioneer and Natural History Museums, and plans to make the Museum Foundation more functional and effective. The Commission also approved funds for a traveling exhibit which will appear at WISTEC later this year. Director McKay will have additional information on this exhibit after the next CMC meeting.

7E Input Committee

7E. Chairman McKay and Superintendent Mead reported that they had met with division directors to consider suggestions for implementing a process for Board-staff interaction. The group suggests that short, informal sharing sessions be held prior to Board meetings. Various ESD departments would be especially invited to discuss their programs and activities. Staff members attending would then be encouraged to remain for the official Board meeting. Director Armstrong said she would report the suggestion to the Input Committee at its next meeting.

8. Future Agenda Items

8. NO future agenda items were presented at this time.

9. Next Meeting

9. The next regular meeting of the Lane ESD Board will be the organizational meeting for the Lane ESD Budget Committee and presentation of the educational plan. The meeting will be held at the Lane ESD Center, 1200 Highway 99 North, Eugene, and will begin at 6.30 p.m.

10&


11. Executive Session


10&

11. No Executive Session was held.

12. Adjourn

12. The meeting was adjourned


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

SR:jv 3/minutes2

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, February 7, 1984

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, February 7, 1984

Agenda Topics

1. Call To Order
1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 6:15 p.m., Tuesday, February 7, 1984, with the following present:

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Cleve Dumdi	Beverly Ficek
Frank Nearing	Hugh Peniston
Jim Swanson	

ESD staff attending:

Mel Mead, Superintendent	Sallie Rainville
Nicola Laird	Wyatt Rosenbaum
Jim Maxwell	Bob Taylor

ESD staff and others attending as
representatives of LCEA:

Geoff Masters	Vergil Parker
Sue Motsinger	Mary Radmore
Joan Finholt	Pat Wilson
Gerry Miller	Kathy Allison

2. Executive Session

2. Chairman McKay called the Board to Executive Session under provisions of ORS 192.660(1)(b) to hear an alleged grievance.

3. Reconvene in Regular Session

Wilson Grievance

3. DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD DENIES THE RELIEF SOUGHT IN THE GRIEVANCE FILED ON SEPTEMBER 26, 1983, BY PAT WILSON, OTIS employee.

Director Dumdi seconded. DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTED YES. DIRECTOR SWANSON VOTED NO. THE MOTION CARRIED.

Director Nearing added that Board members wish it to be made known that they are mindful of Pat Wilson's contribution to the organization. They have shared their concerns about the issue in question with ESD and OTIS administration and expect that the concerns will be dealt with by future action of the administration.

4. Executive Session

5. Reconvene in Regular Session

Minutes Approved

Budget Calendar
Approved

4. Chairman McKay recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(b) to hear an alleged grievance.

5. Following the Executive Session, Chairman McKay reconvened the Board in open session. The following action was taken:

DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF JANUARY 24, 1984, AS PRESENTED.

Director Dumdi seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT APPROVES THE FOLLOWING BUDGET COMMITTEE CALENDAR:

TUESDAY, MARCH 6, 1984 6:30 P.M.
ORGANIZATION MEETING, EDUCATION PLAN

TUESDAY, MARCH 13, 1984 7:30 P.M.
BUDGET COMMITTEE MEETING/PRESENTATION OF BUDGET MESSAGE

TUESDAY, MARCH 27, 1984 7:30 P.M.
BUDGET COMMITTEE MEETING

TUESDAY, APRIL 3, 1984 7:30 P.M.
BUDGET COMMITTEE MEETING, APPROVAL OF BUDGET

TUESDAY, JUNE 5, 1984 7:45 P.M.
BUDGET HEARING, ADOPTION OF BUDGET

IF ADDITIONAL BUDGET COMMITTEE MEETINGS SHOULD BE NEEDED, THEY WILL BE HELD ON REGULAR BOARD MEETING DATES, WITH APPROVAL DEFERRED UNTIL THE REVIEW PROCESS IS COMPLETED.

LEGAL NOTICES OF THE FIRST BUDGET COMMITTEE MEETING, BUDGET SUMMARY AND NOTICE OF BUDGET HEARING WILL BE PUBLISHED ACCORDING TO LAW IN THE REGISTER-GUARD.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

5. Reconvene in Regular Session
Personal Leave
Grievance

5. DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD GRANTS THE RELIEF SOUGHT IN THE PERSONAL LEAVE GRIEVANCE FILED ON DECEMBER 27, 1983, BY LCEA ON BEHALF OF ITS MEMBERSHIP.

Director Armstrong seconded.

DIRECTORS ARMSTRONG, DUMDI, MCKAY, NEARING, AND SWANSON VOTED YES. DIRECTOR FICEK VOTED NO. DIRECTOR PENISTON ABSTAINED. THE MOTION CARRIED.

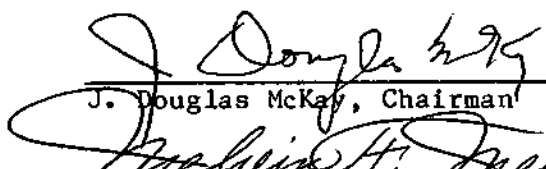
6. Next Meeting

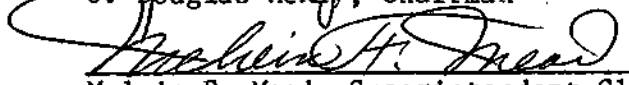
6. The next regular meeting of the Lane ESD Board will be Tuesday, February 21, 1984, 7:45 p.m., at the Lane ESD Center, 1200 Highway 99 North, Eugene.

7. Adjourn

7. DIRECTOR DUMDI MOVED TO ADJOURN THE MEETING.

Director Peniston seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

Attachment to official
minutes:

Personal Leave Grievance

SR:jv 3/minutes

GRIEVANCE

Grievant/Employee LCEA Group Grievance
Supervisor All
Division All
Director All

RECEIVED
DEC 28 1983
LANE ESD
BY

Date 12-27-83
Date of occurrence upon which grievance is based 12-15-83 & numerous others before this date.

I. Alleged violation, misapplication or misinterpretation of (Check those that apply)
xx Agreement between Lane ESD Board of Directors and LCEA ; Article x
Section C Part .

 Written district policy (Available from Director, Business Administration)
 Administration policy (Memos available from secretary to superintendent)

II. Comments pertinent to discussion of alleged violation, misapplication or misinterpretation: (Attach additional pages if necessary)
Division Directors are refusing to grant personal leave days on grounds
other than stated in the Agreement between LESD Board and LCEA.

III. Relief/Action sought (Desired Solution) The District cease and desist from
asking the nature of the business when employees schedule their personal
leave day/s with their Division Director.

Susan E. Motinger
Signature of Grievant

12-27-83
Date

Susan E. Motinger, LCEA Grievance Com. Chair
Signature of LCEA Representative, if any

Person filing grievance or administrator responding to grievance is responsible for distributing copies as follows: 1) Grievant/Employee 2) LCEA Grievance Committee 3) Administrator

Describe grievance settlement on the back of this page.

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, January 24, 1984

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, January 24, 1984

Agenda Topics

1. Call To Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., with the following present:

Board members attending:

Doug McKay, Chairman
Cleve Dumdi
Frank Nearing

Jeanne Armstrong
Beverly Ficek
Jim Swanson

ESD staff attending:

Mel Mead, Superintendent
Wyatt Rosenbaum
Sallie Rainville
Marv Clemons
Dick Lennox
Nicki Laird
Pat Wilson

Jim Maxwell
Bob Taylor
Wanda Vinson
Sue McCullough
Al Fedje
Sue Motsinger

Others attending:

Jay Putnam
Bruce Montgomery
Geoff Masters
Vergil Parker

June Ketel
Dennis Solin
Jack Gossard

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF JANUARY 3 AS PRESENTED.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Register-Guard

- 2A. Director Swanson pointed out that the Register-Guard had erred by putting the announcement of the Board meeting in the civic calendar for Wednesday.

- 2B Bank Deposits

- 2B. Director Swanson asked how the banks used for payroll deposits were determined. He was informed that the Board approves all depositories (including direct deposit payroll institutions) as required by law and as part of the pro forma action at the beginning of each fiscal year. Employee requests regarding direct deposit payroll are reviewed throughout the year.

2. Statements

2C Child Welfare
League Conference

2C. Director Armstrong said she has asked for information on the national Child Welfare League Conference, to be held this year in Montana. This Conference often includes topics germane to ESD programs, especially in the Special Education area. She asked if other Board members felt the Conference might be appropriate for her to consider attending in lieu of the National School Boards Conference. Consensus was that if the topics on the agenda prove to be applicable, attendance would be appropriate.

2D L-COG

2D. Director Dumdi said he would be unable to attend the Lane Council of Governments Board meeting on Thursday. Director Nearing, alternate representative for ESD, said he could attend.

2E Agenda Modification

2E. Superintendent Mead requested that consideration of a grant proposal for vocational technical skills upgrading be added to the agenda. Board members agreed by consensus.

2F Lane County School
Boards Association

2F. No Board members will be able to attend this meeting to be held Thursday, January 26.

3. Correspondence

3. The following correspondence was presented:

A. AAESA Report: Perspective on Service,
November-December issue.

B. Lane Community College President's Annual
Report.

C. The Oregon High School Project: Progress
report.

4. Business Affairs

4A Board's Role in
1984-85 Bidding
Procedures,
Southern Oregon
Audiovisual
Purchasing
Consortium

4A. During the Spring of 1984 and of 1985, the Board will be asked to approve the granting of bid awards for audiovisual equipment and supplies for the Southern Oregon Audiovisual Purchasing Consortium (SOAP-C). The Lane ESD Board has not had this responsibility since 1979.

Jim Maxwell presented a brief overview of the consortium, which was developed to share audiovisual equipment and materials and to seek the most favorable prices for them. Legal, fiscal, and operational responsibility rotates among participants on a biennial basis. During the 1984-86 biennium, coordination responsibility is assigned to Lane ESD and the Board will be requested to approve the bid awards.

4. Business Affairs
4B 1982-83 Audit
Report

- 4B. Bruce Montgomery and Dennis Solin were present to review the 1982-83 fiscal audit report and management letter.

Mr. Montgomery said ESD accounting functions and procedures are sound, and the business office is in very competent hands with Wanda Vinson and her staff. He said the ESD and OTIS are both in sound financial shape and there are no recommendations for change in basic accounting procedures.

Management recommendations, as detailed in a letter mailed to Board members, were reviewed by Mr. Montgomery and Dennis Solin.

4C Grant Proposal

- 4C. Marv Clemons reviewed a proposed grant application for a vocational-technical skills upgrade project. The grant would provide opportunities for vocational educators to work in industrial or business settings where skills they teach are used, with a goal of improving vocational education opportunities for Lane County students. Grant funds cover travel costs and substitute teacher time. This would be the fourth year for this project.

DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE ESD BOARD HEREBY APPROVES APPLICATION TO THE STATE DEPARTMENT OF EDUCATION FOR A GRANT IN THE AMOUNT OF \$4,500 FOR SKILLS UPGRADING FOR VOCATIONAL-TECHNICAL TEACHERS, AND APPROPRIATES THE FUNDS CONTINGENT UPON PROJECT APPROVAL AND RECEIPT OF FUNDS.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING AND SWANSON VOTING YES.

5. Action Items
5A Restricted
Administrative
Certificate

- 5A. When the Adolescent Treatment Program at Silver Lea School gets underway and pupils are enrolled, it will be necessary that the program supervisor be certified as a school administrator.

Sue McCullough has initiated procedures for obtaining a restricted certificate until such time as she completes coursework leading to her basic principal's certificate. Two classes which she needs are not offered until spring and summer terms.

The Teachers Standards and Practices Commission requires formal Board action in support of requests for restricted certification.

5. Action Items

5A Restricted
Administrative
Certification

5A. (continued)

Superintendent Mead recommended that the Board support the application.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT REQUESTS ISSUANCE OF A RESTRICTED ADMINISTRATIVE CERTIFICATE TO C. SUE MCCULLOUGH.

THIS CERTIFICATE IS REQUESTED TO ENABLE MS. MCCULLOUGH TO SERVE AS ADMINISTRATOR OF THE DAY TREATMENT CENTER OF THE ESD'S ADOLESCENT TREATMENT PROGRAM, A PROGRAM FOR ADOLESCENT EMOTIONALLY HANDICAPPED CHILDREN FROM THE ESD'S CONSTITUENT LOCAL SCHOOL DISTRICTS.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

5B Policy Amendments
Policy 201

5B. The Board reviewed a suggested amendment to Board Policy 201 (Administration, control responsibility).

Superintendent Mead said the recommended draft more accurately reflects real day-to-day supervisory relationships. He suggested the third paragraph of the policy be changed to read as follows:

Each employee of the District shall be under the general direction of the Superintendent. Staff members shall be immediately responsible to the administrator(s) or supervisor(s) under whom they work as indicated on the organization chart.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT HEREBY AMENDS POLICY 201 OF ITS BYLAWS AND POLICY AND ADOPTS THE TEXT ATTACHED HERETO AS AN OFFICIAL PART OF THE MINUTES OF THIS MEETING.

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

Chairman McKay briefly reviewed the Board's January 3 discussion on hiring relatives. As a result of this discussion, Superintendent Mead

5. Action Items
5B Policy Amendments

5B. (continued)

Policy 302

was asked to draft proposed changes in Board Policies 302 (Employment of Certified staff) and 402 (Employment of Classified staff).

Superintendent Mead suggested three alternatives for the Board's consideration. First, he said the Policy could be left as is.

Second, the third paragraph of the policies could be deleted. This paragraph, which states "The Board will not employ the (family member) of a Board member or employee" is more restrictive than Oregon statutes on employment of relatives. Its deletion would give the Board maximum flexibility. The Superintendent said administrative practice would remain as at present; the Board could expect not to receive a recommendation that a relative be hired within the same program, department or division except under very unusual circumstances.

Third, the Superintendent presented suggested language to substitute for the current third paragraph. This revised language would allow the Board flexibility while at the same time establishing a general policy framework and criteria for exceptions. The suggested third paragraph read as follows:

The Board will observe and adhere to the requirements of ORS 342.515 in hiring certificated staff members. The Board further will not ordinarily hire a member of the family or bona fide dependent of an employee of the District in a position in which there would be direct supervision, appointment or grievance adjustment authority by either employee relative to the other (under ORS 659.340(2)), except after due deliberation and consultation with staff and upon finding that:

- (1) The position is classified by the Teachers Standards and Practices Commission as one for which there are insufficient applications in the teaching endorsement or in the region, or
- (2) There is not a suitable number of qualified applicants, or

5. Action Items
5B Policy Amendments
Policy 302

5B. (continued)

- (3) The relative or dependent is exceptionally well-qualified when compared to other applicants, or
- (4) It is unlikely any other equally qualified or superior candidate can be located within a reasonable period of time by reasonable recruitment methods, or
- (5) Alternate means of evaluation and/or grievance adjustment which removes the relative or dependent from the process is available, feasible, and reasonably likely to work effectively.

As used in this policy, "member of the family" means the wife, husband, son, son-in-law, daughter, daughter-in-law, mother, mother-in-law, father, father-in-law, brother, brother-in-law, sister, sister-in-law, aunt, uncle, niece, nephew, stepparent or stepchild.

In discussion following, preference for the third option was indicated. Director Nearing dissented, saying he would like the Board to stay away from hiring of relatives and leave the policy as it is.

Director Armstrong stated she felt that deleting the third paragraph would mean that the Board would be less likely to carefully consider cases, but she could also see the benefit of flexibility. She felt the language of the third option could be used as a guideline, even if it were not included in the policy.

Director Swanson and Director Armstrong commented about the fact that the policy as currently written is more restrictive than the law requires it to be. Director Swanson said he preferred that the policy rely on the law.

Superintendent Mead read and explained Oregon statutes applicable to this Policy (ORS 659.340) and (ORS 342.515).

5. Action Items
5B Policy Amendments
Policy 302

5B. (continued)

Director Dumdi said he thought this was a very critical matter and that the policy should spell out the findings necessary for the hiring of relatives.

Director Armstrong stated she felt the second sentence in the proposed amendment might be considered discriminatory. Director Swanson suggested a change in language so that the policy had a more positive approach.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD HEREBY AMENDS POLICY 302 OF ITS BYLAWS AND POLICY BY DELETING THE THIRD PARAGRAPH AND SUBSTITUTING THE TEXT PRESENTED ABOVE (THIRD OPTION). THE REVISED POLICY IS ADOPTED AS AN OFFICIAL PART OF THE MINUTES OF THIS MEETING.

Director Swanson seconded.

DIRECTOR ARMSTRONG MOVED TO AMEND THE MAIN MOTION SO THAT THE SECOND SENTENCE OF THE TEXT PRESENTED ABOVE WOULD READ AS FOLLOWS: "THE BOARD MAY HIRE A MEMBER OF THE FAMILY OR BONA FIDE DEPENDENT OF AN EMPLOYEE OF THE DISTRICT IN A POSITION IN WHICH THERE WOULD BE DIRECT SUPERVISION, APPOINTMENT OR GRIEVANCE ADJUSTMENT AUTHORITY BY EITHER EMPLOYEE RELATIVE TO THE OTHER (UNDER ORS 659.340(2), AFTER DUE DELIBERATION AND CONSULTATION WITH STAFF AND UPON FINDING THAT...(REMAINDER OF POLICY WOULD REMAIN THE SAME.)

Director Swanson seconded the amended motion.

DIRECTOR ARMSTRONG, FICEK, MCKAY, AND SWANSON VOTED YES ON THE AMENDED MOTION.

DIRECTORS DUMDI AND NEARING VOTED NO. THE AMENDMENT TO THE MAIN MOTION CARRIED.

Director McKay called for discussion on the main motion.

Director Dumdi said he preferred the original suggested language and felt the amended motion changed its intent. Director Nearing said he would not promote nepotism; he also felt the timing for consideration of the amendment to the Policy had created undue pressure, since it was interconnected with a personnel matter to be considered on the same agenda.

5. Action Items

5B Policy Amendments
Policy 302

Policy 402

5B. (continued)

DIRECTORS ARMSTRONG, FICEK, MCKAY, AND SWANSON
VOTED YES ON THE MAIN MOTION.

DIRECTORS DUMDI AND NEARING VOTED NO. THE
MOTION CARRIED.

Policy 402 addresses employment of regular
classified staff. The wording of the proposed
revision is similar to Policy 302, omitting the
reference to the Teachers Standards and
Practices Commission, which is not applicable.

It was agreed that the word "may" should be
substituted for "will not ordinarily" and the
word "except" should be deleted, so that the
policy would be in conformance with Policy 302
as adopted above.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF
LANE ESD HEREBY AMENDS POLICY 402 OF ITS BYLAWS
AND POLICIES BY DELETING THE THIRD PARAGRAPH AND
SUBSTITUTING THE TEXT ATTACHED. THE REVISED
POLICY IS ADOPTED AS AN OFFICIAL PART OF THE
MINUTES OF THIS MEETING.

Director Swanson seconded.

DIRECTORS ARMSTRONG, FICEK, MCKAY, AND SWANSON
VOTED YES. DIRECTORS DUMDI AND NEARING VOTED
NO. THE MOTION CARRIED.

6. Discussion Items

7. Reports

7A Reorganization--
Instructional
Services Division

6. The agenda included no discussion items.

7A. Bob Taylor, Director of Instructional Services,
discussed research into characteristics of
successful, innovative business management
practices. He and his staff have used these
ideas to formulate a proposal to reorganize
instructional services and methods of
delivery. Mr. Taylor said he believed the
recommendations would lead to a more responsive
division which would better serve the curriculum
needs of Lane County educators and students.

The proposal is as follows:

A single Resolution would provide resources
for a four-member specialist team to
provide instructional and staff development
services which are designated to meet
individual needs and preferences of each
Lane County school district. The separate

7. Report

7A Reorganization--
Instructional
Services Division

7A. (continued)

resolutions for fine arts, environmental science/global education, special projects, and math would be discontinued.

Each of the four specialists would have assigned responsibilities to four school districts. Each specialist would be prepared to provide a number of services which are basics for instructional improvement. The four specialists would function as a team to provide opportunities for staff development on a county-wide scale.

Separate resolutions would continue for vocational-career education, science-planetarium program, special education, and the SED program.

Mr. Taylor showed slides which gave additional details about the proposal. These explained the responsibilities that the four specialists would have to their assigned school districts, general services each specialist would be trained to provide upon request, and major team responsibilities. Mr. Taylor also distributed written information about the reorganization.

Because of the length of the agenda for this meeting, Board members asked that additional discussion on this matter be scheduled for a future meeting.

Chairman McKay said that the remainder of the reports on the agenda would be postponed.

DIRECTOR ARMSTRONG MOVED TO EXTEND THE MEETING FOR 20 MINUTES PAST THE USUAL CLOSING TIME.

Director Ficek seconded. The MOTION CARRIED.

8. Future Agenda Items

8. No future agenda items were identified at this time.

9. Next Meeting

9. The next regular meeting of the Lane ESD Board will be Tuesday, February 7, 1984, 7:45 p.m., at the Lane ESD Center, 1200 Highway 99 North, Eugene.

Meeting
Extended

10. Executive Session

10. Chairman McKay recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff and 192.660(1)(b) to hear an alleged grievance.

11. Reconvene in Regular Session

11. Following the Executive Session, Chairman McKay reconvened the Board in open session. Director Armstrong left the meeting prior to the end of the Executive Session.

The following action was taken:

DIRECTOR SWANSON MOVED TO ACCEPT THE RESIGNATION OF JUDITH HERVEY.

Director Dumdi seconded the the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

DIRECTOR SWANSON MOVED TO ACCEPT THE PERSONNEL RECOMMENDATION TO ELECT SALLY L. LIBS AND PATRICIA D. RED-HUNT TO CERTIFICATED STAFF POSITIONS.



Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

DIRECTOR DUMDI MOVED TO ACCEPT THE PERSONNEL RECOMMENDATION TO ELECT CAROL Q. TAYLOR SUBJECT TO THE PROVISIONS OUTLINED IN THE SUPERINTENDENT'S RECOMMENDATION.

Director Ficek seconded. DIRECTORS DUMDI, FICEK, MCKAY, AND SWANSON VOTED YES. DIRECTOR NEARING VOTED NO. THE MOTION CARRIED.

12. Adjourn

12. DIRECTOR DUMDI MOVED TO ADJOURN. Director Nearing seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman

Melvin F. Mead, Superintendent-Clerk

Attachment to official minutes:

Revised Policies 201,
302, 402
Personnel
Recommendations

POLICY

No. 201

Lane Education Service District

ADMINISTRATION

CONTROL RESPONSIBILITY

As chief school officer, designated by the Board, the Superintendent shall have the authority and responsibility to administer the Education Service District except where the law designates that responsibility to others. The Superintendent may issue regulations, consistent with state statute and policies of the Board, which shall be binding on the employees and on students enrolled in programs of the District.

In administering the District and the policies of the Board, the positions of Director of ISAC, Director of OTIS, Director of IMC and Director of Business and Administration are the designees of the Superintendent and may act in place of or on behalf of the Superintendent. In addition, for special circumstances, the Superintendent may specify other positions as designees.

Each employee of the District shall be under the general direction of the Superintendent. Staff members shall be immediately responsible to the administrator(s) or supervisor(s) under whom they work as indicated on the organization chart.

In ordinary absences or illness of the Superintendent, the Superintendent shall delegate to one of the designees general supervisory responsibility and the authority to act in the Superintendent's stead. In any absence or illness of extraordinary nature or indefinite length, the Board and Chairperson shall act to designate and appoint an Acting Superintendent.

Date Adopted: May 20, 1980
Date Revised: February 3, 1981
Date Revised: January 24, 1984

page 1/1

POLICY

No. 302

Lane Education Service District

CERTIFICATED STAFF

EMPLOYMENT OF CERTIFICATED STAFF

The Board recognizes that it is vital to the successful operation of the District that positions created by the Board be filled with highly qualified and competent personnel.

The Board shall approve the employment, fix the compensation and establish the term of employment for each person filling a contractual position. Such approval shall be given only to those candidates for employment recommended by the Superintendent. The Superintendent or designee shall appoint all persons employed in the non-contractual positions.

The Board will observe and adhere to the requirements of ORS 342.515 in hiring certificated staff members. The Board may hire a member of the family or bona fide dependent of an employee of the District in a position in which there would be direct supervision, appointment or grievance adjustment authority exercised by either employee relative to the other (under ORS 659.340(2)) after due deliberation and consultation with staff and upon finding that:

1. The position is classified by the Teachers Standards and Practices Commission as one for which there are insufficient applications in the teaching endorsement or in the region, or
2. There is not a suitable number of qualified applicants, or
3. The relative or dependent is exceptionally well-qualified when compared to other applicants, or
4. It is unlikely any other equally qualified or superior candidate can be located within a reasonable period, or time by reasonable recruitment methods, or
5. Alternate means of evaluation and/or grievance adjustment which removes the relative or dependent from the process are available, feasible, and reasonably likely to work effectively.

Attachm. 1/24/84

CERTIFICATED STAFF

Staff - page 2

As used in this policy, "member of the family" means the wife, husband, son, son-in-law, daughter, daughter-in-law, mother, mother-in-law, father, father-in-law, brother, brother-in-law, sister, sister-in-law, aunt, uncle, niece, nephew, stepparent or stepchild.

Any candidate who is hired and who is subsequently determined to have misrepresented facts material to his/her qualifications for employment or material to the determination of salary shall be subject to dismissal. The Board shall consider such misrepresentation grounds for dismissal.

The employment of certificated employees prior to approval by the Board is authorized when their employment is required to maintain the educational program. Retroactive employment shall be recommended to the Board at the next regular meeting.

The Superintendent shall develop procedures for the recruitment, screening and recommendation of candidates for employment in accordance with the following guidelines:

1. Staff vacancies which represent opportunities for professional advancement or diversification shall be made known to district personnel so that they may apply for such positions.
2. The Superintendent may be aided in screening and interview activities by a committee of appropriate ESD staff members and representatives of constituent districts. The screening and interview committee shall not be the same for any one position.
3. The screening and interview committees shall not be composed of the same membership for any two different positions within any twelve-month period.
4. The screening and interview committees shall interview at least two (2) candidates for each position whenever possible. The interview committee shall recommend a minimum of two (2) whenever possible.

attachm. 1/24/84

CERTIFICATED STAFF

Staff - page 3

5. The Board shall be represented on screening and interview committees for vacancies at the division director level.
6. One candidate will be recommended by the Superintendent to the Board for election to the vacant position.

ORS 342.505, ORS 659.131

Date Adopted: May 20, 1980
Date Revised: April 21, 1981
Date Revised: January 24, 1984

page 3/3

attachm. 1/24/84

POLICY

No. 402

Lane Education Service District

CLASSIFIED STAFF

EMPLOYMENT OF REGULAR CLASSIFIED PERSONNEL

The Board recognizes that it is vital to the successful operation of the District that classified staff positions be filled with qualified and competent personnel.

The Superintendent shall approve the employment, fix the compensation, and establish the term of employment for each person employed by this District. Candidates for employment shall be recommended to the Superintendent by appropriate administrative staff members.

The District may hire a member of the family or bona fide dependent of an employee of the District in a position in which there would be direct supervision, appointment, or grievance adjustment authority exercised by either employee relative to the other (under ORS 659.340(2)) after due deliberation and consultation with staff and upon finding that:

1. There is not a suitable number of qualified applicants, or
2. The relative or dependent is exceptionally well-qualified when compared to other applicants, or
3. It is unlikely any other equally qualified or superior candidate can be located within a reasonable period of time by reasonable recruitment methods, or
4. Alternative means of evaluation and/or grievance adjustment are available, feasible, and reasonably likely to work effectively.

As used in this policy, "member of the family" means the wife, husband, daughter, daughter-in-law, son, son-in-law, mother, mother-in-law, father, father-in-law, brother, brother-in-law, sister, sister-in-law, aunt, uncle, niece, nephew, stepparent or stepchild.

STAFF - page 2

Any candidate who is hired and who is subsequently determined to have misrepresented facts material to his/her qualifications for employment or material to the determination of salary shall be subject to dismissal. The Board shall consider such misrepresentation grounds for dismissal.

Specific procedures for the recruitment, screening, and employment of candidates, and for the further application of this policy will be set forth in Administrative Regulations.

ORS 659.131

Date Adopted: May 20, 1980

Date Revised: April 21, 1981

Date Revised: January 24, 1984

page 1/2

attachm. 1/24/84

SUMMARY OF PERSONNEL RECOMMENDATIONS

- JUDITH HERVEY - Superintendent Mead recommended that her resignation be accepted and her release from contract granted.
- SALLY L. LIBS - Superintendent Mead recommended that she be elected to a contract as a speech/language therapist, .5 FTE, BA+45, step 5 - for the number of contract days remaining in the 1983-84 school year; annual salary to be pro-rated as appropriated.
- PATRICIA D. RED-HUNT - Superintendent Mead recommended that she be elected to a position of teacher in the Adolescent Treatment Program - BA:step 0. Elected for the number of contract days remaining in the 1983-84 school year; annual salary to be pro-rated as appropriated.
- CAROL Q. TAYLOR - Superintendent Mead recommended that she be elected to a position as Adolescent/Family Therapist for the period from December 12, 1983, to the end of the school year, June 14, 1984, with adjustment for any days not actually worked during the period of December 12 to the present. Recommendation with the understanding that all performance evaluations and other personnel issues be brought directly to Superintendent.

Attachment K/24/84

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, January 3, 1984

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, January 3, 1984

Agenda Topics

1. Call To Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, January 3, 1984, with the following present:

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Cleve Dumdi	Beverly Ficek
Frank Nearing	Hugh Peniston
Jim Swanson	

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Bob Taylor
Sallie Rainville	Wanda Vinson
Sue McCullough	Nicki Laird
Al Fedje	

Others attending:

Gordon Hanna	Jack Gossard
Carol Mead	

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF NOVEMBER 15 AND DECEMBER 6 AS PRESENTED.

Director Dumdi seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Planetarium

- 2A. Director Swanson mentioned that KVAL-TV'S local news had included an informative presentation on the ESD Planetarium program.

- 2B LCSBA

- 2B. Nicki Laird announced that the next meeting of the Lane County School Boards Association would be Thursday, January 26, at Willamette High School.

3. Correspondence

3. The following correspondence was presented:

- A. Lane County school district elections data (final 1983 report)
- B. Summary of recent academic excellence studies
- C. United Way Campaign newsletter

3. Correspondence

3. (continued)

D. Direction Service newsletter, November, 1983

E. International classroom visitors brochure

4. Business Affairs

4A Report on
Adolescent
Treatment Center

4A. Bob Taylor and Sue McCullough distributed and reviewed a summary of the initial service model for the Adolescent Treatment Program. The model was developed after discussion with special education coordinators, administrators, and teachers from throughout Lane County. Dr. McCullough answered Board members' questions about the program.

Approval of Lease

A major element of the program is the day-treatment center at which the most seriously handicapped students will be enrolled. Superintendent Mead said the staff has reviewed several possibilities and believes the most appropriate location is a portion of the vacant Silver Lea Elementary School which is adjacent to North Eugene High School in the River Road area off Beltline. He stated that District 4J personnel have been cooperative in working out the specifics of the proposed lease.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT HEREBY APPROVES THE LEASE WITH EUGENE SCHOOL DISTRICT 4J FOR CLASSROOM FACILITIES AT SILVER LEA ELEMENTARY FOR THE ADOLESCENT TREATMENT PROGRAM. A COPY OF THE LEASE IS ATTACHED TO THE OFFICIAL COPY OF THE MINUTES OF THIS MEETING.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

4B Approval of Grant
Application--Staff
Development,
Adolescent
Treatment Program

4B. A major goal of the Adolescent Treatment Program is to train teachers from Lane County school districts who will use the program. Superintendent Mead presented a grant proposal to fund the training of a cadre of teachers and counselors. The training, provided by the ESD staff, would present techniques for teaching and managing emotionally-disturbed students as they progress back into the regular classroom setting after being enrolled in the Treatment Program. Funds, if granted, would cover substitute time and transportation costs.

4. Business Affairs

4B Approval of Grant
Application

4B. (continued)

DIRECTOR DUMDI MOVED:

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT THAT A GRANT PROPOSAL, "MANAGING BEHAVIOR OF SED ADOLESCENTS: A STAFF DEVELOPMENT PROGRAM," IS AUTHORIZED. GRANTOR IS THE OREGON STATE DEPARTMENT OF EDUCATION; THE PROPOSED GRANT IS FOR \$4,979.

BE IT FURTHER RESOLVED THAT THE GRANT AMOUNT, \$4,979, IS APPROPRIATED IN THE 1983-84 BUDGET IF GRANTED AND THE FUNDS RECEIVED.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

4C Approval of Grant
Application--
Surrogate Parents

4C. Superintendent Mead and Al Fedje reviewed the Oregon law that requires juvenile courts and school districts to appoint surrogate parents when needed by children who appear in court. A surrogate must be appointed when the natural parent is unable or unwilling to assist in making decisions regarding the child's welfare. The surrogate functions as a legal stand-in for the parent by helping to ensure that the juvenile's legal rights are upheld. No primary care of the child is involved.

If approved and received, grant funds would be used to develop a system to identify and train prospective surrogate parents; to train school, juvenile department and Children's Services Division personnel in procedures for appointing surrogate parents; and to create a coordinating network among school districts, the ESD, the juvenile department, and CSD.

Superintendent Mead recommended that the grant be authorized, subject to inclusion of indirect costs to the ESD.

DIRECTOR NEARING MOVED:

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF LANE ESD THAT A GRANT PROPOSAL, "SURROGATE PARENT IDENTIFICATION AND TRAINING" IS AUTHORIZED. THE GRANTOR IS THE OREGON DEPARTMENT OF EDUCATION; THE PROPOSED GRANT AMOUNT IS \$4,335.

BE IT FURTHER RESOLVED THAT THE GRANT AMOUNT, \$4,335, IS APPROPRIATED IN THE 1983-84 BUDGET IF GRANTED AND FUNDS RECEIVED.

4. Business Affairs

4C Approval of Grant
Application--
Surrogate Parents

4D Transfer of Funds

4C. (continued)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

4D. School districts located too far from the metropolitan area to take advantage of the day-treatment center will receive assistance from the outreach component of the Emotionally Handicapped Program. In these districts, therapists will work within schools and classrooms.

Funds budgeted for 1983-84 will only allow for 1.5 FTE of therapist staff to meet this need. To provide a reasonable and effective level of assistance, 3.0 FTE are needed.

The Superintendent recommended a transfer of funds from contingency to the Emotionally-Handicapped Program salary accounts in the total amount of \$18,500; and to fringe benefit accounts in the total amount of \$6,500 in order that outreach therapist staffing can be hired at the 3.0 FTE level.

DIRECTOR PENISTON MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AUTHORIZES TRANSFER OF FUNDS IN THE AMOUNT OF \$25,000 FROM CONTINGENCY TO PERSONAL SERVICES ACCOUNTS OF THE EMOTIONALLY-HANDICAPPED PROGRAM FOR THE PURPOSE OF INCREASING ADOLESCENT/FAMILY THERAPIST STAFF IN ACCORDANCE WITH THE SUPERINTENDENT'S RECOMMENDATION.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

4E Approval of OTIS
Fee Structure

4E. The Board reviewed the schedule of OTIS service contract costs for 1984-85.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT THAT THE SCHEDULE OF SERVICE CONTRACT COSTS, AS RECOMMENDED BY THE OTIS ADVISORY COMMITTEE, IS APPROVED AND ESTABLISHED FOR THE 1984-85 FISCAL YEAR. A COPY OF THE SCHEDULE IS ATTACHED TO THE OFFICIAL COPY OF THESE MINUTES.

4. Business Affairs

4E Approval of OTIS
Fee Structure

4E. (continued)

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

4F ESD and OTIS
Financial
Statements, October
and November, 1983

4F. Superintendent Mead and Wanda Vinson reviewed ESD and OTIS financial statements for October and November. The Superintendent said the tabulation of ad valorem tax collections shows that revenues are coming in only a little more slowly than last year.

There were no questions. Invoice registers note payments as follows:

	<u>October</u>	<u>November</u>
ESD	118,424.25	147,943.24
OTIS	54,001.45	56,461.20

5. Action Items

5A Consideration of
ESD Membership in
L-COG

5. Superintendent Mead pointed out that bylaws of the Lane Council of Governments (L-COG) require a member agency to give notice six months in advance if it determines to cease its membership for the next fiscal year. ESD dues for 1984-85 would remain at \$340.

Director Dumdi, who represents ESD on the L-COG board, reported briefly on recent topics of discussion.

Consensus of the Board was that although many items considered by L-COG do not directly concern education, the ESD should have input when education-related topics are included on the agenda. The ESD membership was seen as also representing local school districts that are not members. Director Nearing pointed out that L-COG helps to promote good communication among various governmental agencies.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT DECLARES ITS INTENT TO CONTINUE MEMBERSHIP IN THE LANE COUNCIL OF GOVERNMENTS FOR THE 1984-85 FISCAL YEAR.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

5. Action Items

5B Resolution of
Thanks For Gift to
Professional
Library

5B. Board members received a list of books and journals recently contributed to the Teaching Resource Center in memory of Warren Harris. Mr. Harris, who died in 1983, was a South Lane district educator and long-time supporter of the ESD Media Center.

To honor the memory of her husband, Mrs. Warren Harris has contributed his extensive personal library of professional books and journals to the ESD.

Jim Maxwell said the contributions are valuable additions to the professional library.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD EXPRESSES ITS APPRECIATION AND GRATITUDE TO MRS. WARREN HARRIS FOR HER GIFT TO THE ESD TEACHING RESOURCE CENTER IN MEMORY OF WARREN HARRIS. THE BOARD RECOGNIZES THAT THE CONTRIBUTION CONSTITUTES A VALUABLE ADDITION TO THE PROFESSIONAL LIBRARY AND WILL BENEFIT TEACHERS FROM THROUGHOUT LANE COUNTY.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

5C Direction to
Attorney

Executive
Session

Reconvene

5C. Chairman McKay recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660 192.660(1)(h) for consultation with the Board's attorney.

Following the Executive Session, Chairman McKay reconvened the Board in open session. The following action was taken:

DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT DIRECTS ITS LEGAL COUNSEL TO PURSUE ITS CROSS-APPEAL BEFORE THE OREGON COURT OF APPEALS IN THE MATTER OF THE LANE COUNTY CIRCUIT COURT'S DECLARATORY JUDGMENT IN THE CASE OF LANE ESD VS. SWANSON.

Director Peniston seconded.

DIRECTORS FICEK, MCKAY, NEARING, AND PENISTON VOTED YES. DIRECTORS ARMSTRONG AND DUMDI VOTED NO. DIRECTOR SWANSON ABSTAINED. THE MOTION CARRIED.

6. Discussion Items

6A NSBA

6A. Director Nearing and Ficek have indicated they plan to attend the 1984 National School Boards Association Conference. Superintendent Mead said it is important that any other Board members planning to attend complete their registration forms and return them as soon as possible.

6B Service Providers
1984-85

6B. Superintendent Mead reviewed the Board's procedure for soliciting proposals for service providers. Services obtained by retainer are those of legal counsel, auditor, and negotiator/labor relations advisor. Board members agreed it should not be necessary to seek proposals for auditing firms since a very thorough review process took place last year.

In addition to these three categories, Oregon statutes require that the District request proposals every three years for an insurance agent-of-record. The current three-year period ends June 30, 1984. Since these proposals must be requested this spring, Board members agreed to delay consideration of either of the other two providers to next year.

7. Reports

7A Advisory Council
for Handicapped
Children

7A. November and December minutes of the Advisory Council for Handicapped Children were distributed. Director Swanson said the next meeting will be January 12.

7B Input Committee

7B. Director Armstrong reviewed concerns previously expressed by Board members. Chairman McKay will meet with the Superintendent to discuss the process for consideration of these items.

8. Future Agenda Items

8. Future agenda items included:

A. 1982-83 Audit report

B. Discussion of timeline for seeking proposals for insurance agent-of-record

C. Discussion of suggested revisions to Policy 201, 302, 402

9. Next Meeting

9. The next regular meeting of the Lane ESD Board will be Tuesday, January 17, 1984, 7:45 p.m., at the Lane ESD Center, 1200 Highway 99 North, Eugene.

(NOTE: Meeting subsequently changed to Tuesday, January 24.)

10. Executive Session

10. Chairman McKay recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff and 192.660(1)(b) to consult with the Board's labor relations advisor.

11. Reconvene in Regular Session

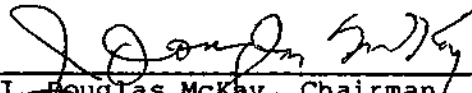
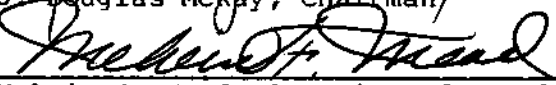
11. Following the Executive Session, Chairman McKay reconvened the Board in open session.

DIRECTOR FICEK MOVED TO ACCEPT THE PERSONNEL RECOMMENDATION TO EMPLOYEE ROBERT G. HUFFMAN, JOHN T. STACEY, PETER G. BARRON, AND CATHERINE B. WEBB.

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

12. Adjourn

12. Chairman McKay adjourned the meeting.


J. Douglas McKay, Chairman

Melvin F. Mead, Superintendent-Clerk

Attachment to official
minutes:

Copy of lease

Copy of OTIS Schedule of
Service Contract Costs
Personnel Recommendations

SR:jv 3/minutes

RENTAL OF SCHOOL FACILITIES

School District No. 4J, Lane County, Oregon, Lessor, in consideration of the agreements on the part

Lane Education Service District

hereinafter set forth, hereby leases to Lessee for the period indicated, the facilities leased and at the rental specified as follows:

RENTAL PERIOD

FACILITIES TO BE USED

LABOR AND RENTAL COSTS

12/1/83 to 6/30/84 -480 sq. ft. office & classroom #6 and
02/1/84 to 6/30/84 - classrooms #4 & #5 at Silver Lea School

Dec. & Jan. - total sq. ft. #440
at 30¢ per sq. ft. per mo. is
\$432.00 per month.

Facilities will not be sub-leased or altered without approval of Dist. 4J. Utilities & maintenance service will be provided by Dist. 4J. Custodial service will be provided by Dist. 4J. Dist. 4J will inspect the leased premises periodically for safety & maintenance purposes. Tenants will be expected to comply with Dist. 4J safety standards.

Feb. thru June - total sq. ft.=3360
at 30¢ per sq. ft. per mo. is
\$1008.00 per month.

DEPOSIT REQUIRED \$ _____

TOTAL ESTIMATED COSTS _____

upon and subject to the following terms, covenants, conditions and agreements:

1. Lessee agrees to pay the aforesaid rental as follows: Payments due on or before the 1st of each month beginning 12/1/83. Dec. & Jan. payments are \$432. each. Successive payments are \$1008/mo.

2. The leased facilities shall be used only for the purposes of
Adolescent Treatment Program

3. The use of said facilities shall be in strict conformity with Sec. 332.172 ORS and the regulations Governing the Use of School Facilities By Public Groups as adopted by the Board of Directors of Lessor which said regulations by reference are incorporated in this lease to the same extent as though fully set forth herein. Lessee acknowledges the receipt of a copy of said regulations and agrees to comply therewith. In the event of its failure so to do, Lessor may immediately terminate this lease without notice and thereupon to require Lessee to quit possession of said facilities and to remove any of Lessee's property and effects therefrom.

4. Lessee shall reimburse and save harmless the Lessor from all liability, expense, cost or damage which may be claimed against or incurred or suffered by Lessor as a result of negligence of the Lessee, its members, officers, agents or invitees resulting in damage to Lessor's property and occurring in connection with Lessee's use of the leased facilities.

5. The use and possession of the leased facilities by Lessee shall not be exclusive and Lessor reserves for itself and its nominees the right to use the same during the lease period so long as such use does not materially interfere with the use thereof by Lessee.

6. Time is the essence of this agreement in all particulars.

7. All users of District 4J property shall comply with all federal, state, and municipal equal opportunity laws and regulations prohibiting discrimination.

Done in triplicate this 5th day of December, 1983

SCHOOL DISTRICT NO. 4J, LANE COUNTY, OREGON

By Charles Hamby
Charles Hamby LESSOR
Business Services Administrator

Lane Education Service District
LESSEE

By X
Melvin Mead
P. O. Box 2680
ADDRESS
Eugene, OR 97402 689-6500
ZIP TELEPHONE

Distribution

White - Business Office
Yellow - Lessee
Pink - School Principal

CERTIFICATE

In consideration of the making of the foregoing lease by Lessor, the undersigned covenants and certifies that he is the duly authorized representative of Lessee and is empowered by Lessee to execute this lease.

X
NAME ADDRESS TELEPHONE

Attach. 1/3/84

PRICING OTIS SERVICES

1. OTIS ADMINISTRATIVE SERVICES COSTS

Based on all students enrolled ($E_1 + E_2 + R_3 + R_5$)

Total Enrollment	_____	1
Secondary Enrollment	_____	2
Elementary Enrollment	_____	3

A. Full Package Administrative Services

Business and Student Services	\$9.50 x Line 1	_____	*
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B. Business Services

All Business Services	\$4.25 x Line 1	_____	*
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Fiscal, Budgeting, Payroll	\$3.70 x Line 1	_____	
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Personnel, Inventory, Food Service	.55 x Line 1	_____	
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C. Student Services

All Student Services (K-12)	\$5.25 x Line 1	_____	*
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Secondary Services only	\$6.95 x Line 2	_____	
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Elementary Services only	\$3.60 x Line 3	_____	
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2. OTIS INSTRUCTIONAL SERVICES

A. <u>Computer Related Instruction</u>	\$3.25/hr	_____	
--	-----------	-------	--

B. <u>Career Information</u>	\$3.25/hr	_____	
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C. <u>School Media</u>	Based on size of collection		
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3. TERMINAL RELATED COSTS

A. Lease Terminal

Teletype	\$160/unit/month	_____	
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CRT Type	Variable cost dependent on location and vendor	_____	
----------	--	-------	--

B. Purchase Terminal


Teletype 43	\$1,200/unit	_____	*
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CRT w/printer	\$1,500 - \$2,500/unit	_____	*
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CRT only	\$ 800 - \$1,200/unit	_____	
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Communication Hardware	\$85/month/terminal	_____	*
------------------------	---------------------	-------	---

C. <u>Terminal/telephone line installation</u>	\$325/terminal (one time cost)	_____	*
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 Eugene Education Service District
1200 Hwy. 99N
P.O. Box 2680
Eugene, Oregon 97402
TELEPHONE: (503) 689-6500

EXECUTIVE SESSION

January 3, 1983

TO: Board members
FROM: Mel Mead, Superintendent

In addition to the three therapists recommended for election to contracts, additional recommendations for teaching staff can be made.


I support the recommendation of Bob Taylor and Sue McCullough that the Board elect the following to certificated positions as teachers in the Adolescent Treatment Program.

Peter G. Barron M.A., step 0
Catherine B. Webb M.A., step 8.

If elected, contracts will be pro-rated for the days remaining in the school year, effective Wednesday, January 4, 1984.

MM:sr

Attach. 1/3/84

the Education Service District
 1200 Hwy. 99N
P.O. Box 2680
Eugene, Oregon 97402
TELEPHONE: (503) 689-6500

EXECUTIVE SESSION

December 15, 1983

TO: Board members

FROM: Mel Mead, Superintendent

The recruitment, screening, and interviewing of staff for the Adolescent Treatment Program is proceeding as a major activity. The field of the emotionally-handicapped is a very specialized area and one which presents unusual staff-selection challenges.

Three candidates have been brought, however. I support these recommendations and recommend that the Board elect the following to certificated positions as Adolescent/Family Therapists:

Robert G. Huffman Dr., step 9

John T. Stacey Dr., step 6

~~Carol Q. Taylor MA, step 9~~

Two of these people, John Stacey and Carol Taylor, have already begun work. They are very much aware, however, that they do not have positions and contracts until and unless the Board elects them.

MM:sr

Attach. 1/3/84

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North; P.O. Box 2680
Eugene OR 97402

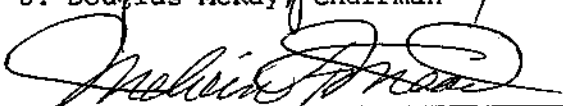
Office of the Superintendent
Tuesday, December 6, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, December 6, 1983

The Lane ESD Board gathered in informal session on Tuesday, December 6, 1983, at the Center for Advanced Technology in Education (CATE), 1787 Agate Street, Eugene. The workshop focused on the topic of microcomputers in education and featured a program presentation and hands-on demonstration.

Board members attending were Doug McKay, Cleve Dumdi, Beverly Ficek, Frank Nearing, and Jim Swanson. ESD staff attending were Mel Mead, Jim Maxwell, Wyatt Rosenbaum, Al Fedje, Sandra Hopkins, Kermit Horn, Frank Landrum, Marilyn Olson, Cathy Rapp, and Sallie Rainville. Program presentors included Dean Robert Gilberts, College of Education, University of Oregon; Dexter Fletcher, Director of Research, CATE; Jack Turner, Curriculum Coordinator, Eugene 4J; Diane Dunlap, Assistant Dean, College of Education; Diane DelRosso and Gary Ferrington, CATE staff. June Ketel, representing the League of Women Voters, also attended.


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

SR

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, November 15, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, November 15, 1983

Agenda Topics

1. Call To Order
1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, November 15, 1983, with the following present:

Board members attending:

Doug McKay, Chairman
Beverly Ficek

Cleve Dumdi
Jim Swanson

ESD staff attending:

Mel Mead, Superintendent
Bob Taylor
Sallie Rainville
Marty Sheehan
Marv Wilkerson

Jim Maxwell
Wyatt Rosenbaum
Nicki Laird
Wanda Vinson

Others attending:

June Ketel

Gordon Hanna

- 1B Approval of Minutes

- 1B. DIRECTOR DUMDI MOVED TO APPROVE THE MINUTES OF NOVEMBER 1 AS PRESENTED.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
2A OSBA Comments

- 2A. Director Ficek said she had enjoyed attending OSBA and the OTIS Advisory Council meeting.

Director Dumdi said he had recommended that Chairman McKay be appointed to serve on the OSBA Legislative Committee.

- 2B. Ed Cooper

- 2B. Superintendent Mead said memorial services for Ed Cooper, long-time Lane County local district superintendent, would be held Wednesday, November 16.

3. Correspondence

3. The following correspondence was presented:

- A. Letter from Carole Daly, Cooperative Museum Commission Executive Director, thanking the ESD Board for its support of the museum project.
- B. Letter from Senator Mark Hatfield seeking help and advice in defining what the federal role in education should be and how the federal government can work with local schools in enhancing quality education.
- C. November issue of OTIS Computer Using Educators (OCUE) Newsletter.

4. Business Affairs

4A ESD and OTIS
Financial Statement
for June, 1983 (End
of the Fiscal Year)
and September, 1983

4A. Wanda Vinson reviewed year-end financial statements for fiscal year 1982-83 and financial statements for September, 1983. The audit for the 1982-83 year has been completed and will soon be ready for Board review.

Invoice registers note September payments as follows:

ESD	\$153,095.81
OTIS	\$102,153.62

4B Request for
Approval of
Microcomputer Bids

4B. A recommendation to purchase eleven micro-computers through the bid contract of Eugene School District #4J was presented. Superintendent Mead said the equipment would be used for staff development and teacher training. Investigation by staff shows that prices available through the Eugene contract are the best available. Funds to purchase this equipment are included in the 1983-84 budget.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT AUTHORIZES THE PURCHASE IN CONJUNCTION WITH A BID CONTRACT OF EUGENE DISTRICT #4J OF MICROCOMPUTER EQUIPMENT. THE AUTHORIZED CONTRACT (DESCRIBED IN THE ATTACHMENT TO THE OFFICIAL MINUTES) WILL BE FOR ELEVEN APPLE IIE SYSTEMS AND RELATED ACCESSORY EQUIPMENT.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, MCKAY, AND SWANSON VOTING YES.

5. Action Items

5. The agenda included no action items.

6. Discussion Items

6A Preference for OSBA
Meeting Time

- 6A. The Executive Committee of Oregon Association of ESDs has requested that all ESD boards give their preference for timing of the annual Oregon School Boards Association Convention. Recent constitution and bylaws changes for OAESD set the annual meeting and installation of officers for OAESD as occurring at the OSBA Convention.

Board members present preferred that the OSBA Convention continue to be held in early November.

There was also a brief discussion of the timing of the annual OAESD Conference. It is traditionally held in early June and this has presented some problems. Some preference was expressed for an earlier meeting time for this conference, perhaps in March.

6B NSBA

- 6B. The annual NSBA Convention will be held March 31 through April 3 in Houston. Board members were asked to indicate their interest by the end of next month.

7. Reports

7A TMR Work Session

- 7A. Bob Taylor introduced Marty Sheehan, Vocational Specialist in the Special Education Department.

Mr. Sheehan said that the ESD vocational preparation program specializes in training and placement of mentally handicapped young adults in entry level jobs within the community.


He said the ESD Special Education staff assumes that all severely handicapped students have the potential to succeed in a vocational placement. The goal of the program is to provide the students with vocational skills to enable them to continue to perform competently in the work place as adults.

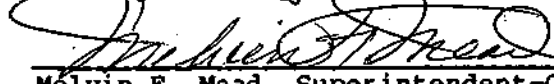
Mr. Sheehan described both the centralized work site at the EMU cafeteria and the crew concept where students with a supervising aide work at various locations in the community. Students are taught directly and are carefully supervised and monitored at their training stations. Nine students are now being trained at the EMU and 38 are working as crew members.

7. Reports
- 7A. TMR Work Experience
- 7B. OTIS Advisory Committee
- 7C. OSBA Convention
8. Future Agenda Items
9. Next Meeting
10. Executive Session
11. Reconvene in Open Session
- 11A. Executive Session
- 7A. (continued)
- Mr. Sheehan concluded his report by distributing pamphlets describing the ESD work experience program and information from the Association for Retarded Citizens regarding benefits available to employers who hire retarded workers.
- 7B. Wyatt Rosenbaum reviewed the Advisory Committee meeting held during the OSBA Convention. He thanked Board members for their support of the Committee.
- 7C. Directors McKay and Ficek and Superintendent Mead reported on the clinic sessions that they attended.
8. No future agenda items were identified at this time.
9. The next regular meeting of the Lane ESD Board will be Tuesday, December 6, 1983, 7:45 p.m., at the Lane ESD Center, 1200 Highway 99 North, Eugene. This meeting will be a work session.
10. Chairman McKay recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff and 192.660(1)(h) to consult with legal counsel.
11. Following the Executive Session, Chairman McKay reconvened the Board in open session.
- DIRECTOR DUMDI MOVED TO ACCEPT THE PERSONNEL RECOMMENDATION TO ELECT SCOTT THAMES TO A STAFF POSITION AS VOCATIONAL TRAINER (.5 FTE).
- Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, PICEK, MCKAY, AND SWANSON VOTING YES.
- 11A. Chairman McKay closed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(h) for further consultation with legal counsel. He stated that no action would be taken following this Executive Session.

12. Adjourn

12. Following the Executive Session, Chairman McKay adjourned the meeting.


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

Attachment to official
minutes:

Microcomputer equipment
contract description
Personnel
recommendations

SR:jv

MEMO

November 10, 1983

to: Mel Mead
from: Ben Jones
subject: Acquiring our computers

RECOMMENDED: That the ESO acquire through an existing Eugene District 4J bid eleven Apple computer systems with the following configurations and peripherals.

qty	description	unit price	extended price
11	Apple IIe systems which include 64K Apple computer Apple II monochrome monitor 2 disc drives 80 column card (incl. 64K expansion)	\$1695.89	\$18,654.79
1	80 column card (incl. 64K expansion)	206.00	206.00
1	Disc drive w/o controller	258.89	258.89
7	Apple dot matrix printer Apple cable and interface	588.00	4,116.00
3	BMC color monitor BMC cable and interface	238.00	714.00
3	Teleprocessing interfaces	136.50	<u>409.50</u>
	total		\$24,359.18

LB

Attach. 11/15/83

EXECUTIVE SESSION

TO: Board members
FROM: Mel Mead
SUBJECT: Personnel recommendation

Bob Taylor has recommended that Scott D. Thames be offered a contract as a TMR Vocational Trainer (.5 FTE). In this role he would assist Marty Sheehan in carrying out the work experience program for high-school aged TMRs at the various high school TMR classrooms. Scott would work specifically with work experience students placed at the U. of O. student union food service program.

Scott Thames would be placed at the MA level, either at step 3 or step 4, dependent on a final evaluation of his experience record. The contract would be pro-rated to .5 FTE and for the number of contract days remaining in the current school year.

I support Bob Taylor's recommendation, contingent upon the evaluation of past experience.

MM:sr

Attach. 11/15/83

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, November 1, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, November 1, 1983

Agenda Topics

1. Call To Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, November 1, 1983, with the following present:

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Cleve Dumdi	Beverly Ficek
Frank Nearing	Hugh Peniston
Jim Swanson	

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Sallie Rainville
Wanda Vinson	Nicki Laird
Al Fedje	

Others attending:

Carol Mead

- 1B Approval of Minutes

- 1B. DIRECTOR ARMSTRONG MOVED TO APPROVE THE MINUTES OF OCTOBER 18 AS PRESENTED.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A OSBA Thanks

- 2A. Chairman Nearing conveyed Tom Rigby's thanks to the ESD staff for helping with the October 27 OSBA Legislative review.

- 2B United Way

- 2B. Nicola Laird announced that the staff's United Way goal has been reached.

3. Correspondence

3. The following correspondence was presented:

- A. Letter from Superintendent Mead and replies from Senator Hatfield and Senator Packwood regarding taxation of PERS contributions.
- B. September-October issue of AAESA Report: Perspective on Service.
- C. Agenda and invitation to high school vocational education symposium.

4. Business Affairs

4. No business affairs were presented.

5. Action Items

- 5A Budget Committee
Appointment

5A. DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD HEREBY APPOINTS JAY PUTNAM, OAKRIDGE SCHOOL DISTRICT 76, TO THE ESD BUDGET COMMITTEE, REPRESENTING ZONE 5. THE TERM OF APPOINTMENT IS JULY 1, 1983, TO JUNE 30, 1985.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

6. Work Session

- 6A Boundary and
Reorganization
Board Policies and
Rules

6A. The Board reviewed drafts of proposed policies and administrative rules dealing with Boundary Board and Reorganization Board functions.

Superintendent Mead pointed out that the proposed rules included criteria to implement new Oregon legislation written to clarify and limit the application of administrative school district reorganization laws.

The Superintendent also pointed out changes that had been made in the proposed rules as a result of earlier Board discussion.

He said an information sheet will be developed when the administrative rules are adopted to explain the policies and rules to interested persons.

DIRECTOR PENISTON MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT ADOPTS POLICIES 106 AND 107 AS A PART OF THE OFFICIAL STATEMENT OF LANE ESD BOARD POLICY. BE IT FURTHER RESOLVED THAT THE BOARD ALSO ADOPTS ADMINISTRATIVE RULES 1106-1 THROUGH 1106-10 AND 1107-1 TO 1107-4 COVERING OPERATIONAL DETAILS OF THE BOUNDARY BOARD. THE TEXTS OF THESE POLICIES AND RULES ARE ATTACHED HERETO AS AN OFFICIAL PART OF THE MINUTES OF THIS MEETING.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

- 6B Recommendations for
Appointment -
Handicapped
Advisory Council

6B. A letter from Debra Roberts, Chairperson of the Lane ESD Advisory Council for the Handicapped, was distributed. Hope Glasco, a member, has resigned. The Council recommends appointment of Joy Brown to fill the unexpired term.

6. Work Session

- 6B Recommendations for
Appointment -
Handicapped
Advisory Council

6B. (continued)

DIRECTOR SWANSON MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT HEREBY APPOINTS JOY BROWN TO A POSITION ON THE ESD ADVISORY COUNCIL FOR HANDICAPPED CHILDREN. THE TERM OF APPOINTMENT IS THROUGH JUNE 30, 1985.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

7. Reports

7A CMC

- 7A. The Cooperative Museum Commission annual report for fiscal year 1982-83 was distributed. Director McKay briefly reviewed the report and the CMC annual meeting held October 26.

7B Input Committee

- 7B. Director Armstrong said the Input Committee has developed a good problem-solving process and several concerns have been dealt with as a result. She briefly reviewed items the Committee is currently considering, centering on one item which she placed on their agenda as a result of discussion at an earlier Board meeting.

This was the suggestion that the Board initiate a meeting with the staff for the purpose of communicating the function and responsibilities of the Board. After discussion and additional suggestions from Board members, it was agreed that Chairman McKay and Superintendent Mead will bring a recommendation for the content of such a meeting to the Board at a later date.

7C Advisory Council
for Handicapped
Children

- 7C. Minutes from the October 4 Advisory Council for the Handicapped meeting were distributed in the Board packet.

Director Swanson briefly reviewed the November 1 meeting. The main agenda topics were a report on compliance training and discussion of the new state legislation dealing with early intervention.

8. Future Agenda Items

8. Future agenda items include:

A. Requests for approval of microcomputer bids.

9. Next Meeting

9. The next regular meeting of the Lane ESD Board will be 7:45 p.m., Tuesday, November 15, 1983, at the ESD Center, 1200 Highway 99 North, Eugene.

10.&

10.&

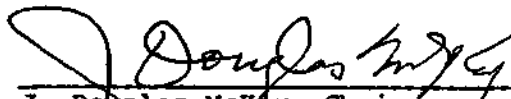
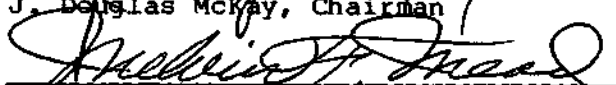
11. Executive Session

11. No Executive Session was held.

12. Adjourn

12. DIRECTOR NEARING MOVED TO ADJOURN.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman

Melvin F. Mead, Superintendent-Clerk

Attachment to official
minutes:

Administrative Rules and
Policies

SR:jv 3/minutes

POLICY

No. 106

Lane Education Service District

PROGRAM

DISTRICT BOUNDARY BOARD

It is the policy of the Board to act as District Boundary Board and to make changes in school district boundaries as defined and required by ORS 330.005 through 330.310.

The Board, convening as the District Boundary Board, shall act upon all legal petitions duly and properly filed with the Board. The Board may upon its own motion alter boundaries for purposes of improving the education of children when there exist natural barriers, problems of accessibility, or other circumstances which the Board deems reasonable and sufficient.

Date Adopted: November 1, 1983

Date Revised:

42/8-2-mm

page 1/1

POLICY

No. 107

Lane Education Service District

PROGRAM

REORGANIZATION OF ADMINISTRATIVE SCHOOL DISTRICTS

It is the policy of the Board, acting as the District Boundary Board, to fulfill its responsibilities as defined and required by ORS 330.505 to 330.800 and to consider, plan, and effect changes, when appropriate, in school district organization.

The Board, convening as the District Boundary Board shall consider the written request or petition, duly and properly filed, of the board(s) of a school district or districts; or of the citizens of an area requesting a plan of reorganization. The Board may upon its own motion direct the development of a plan for reorganization.

Date Adopted: November 1, 1983
Date Revised:
42/8-2-mm

page 1/1

Attn 11/1/83

ADMINISTRATIVE RULES

1106-1 to 1106-4

Lane Education Service District

DISTRICT BOUNDARY BOARD

1106-1:

The Board shall clearly separate its deliberations and actions as the District Boundary Board from its deliberations and actions as the Education Service District Board with regard to:

- a. Calling and announcement of meetings
- b. Agenda
- c. Minutes

1106-2:

The Board directs the Superintendent to develop and maintain legal descriptions, maps, and other documents necessary to show and define the boundaries of all constituent local school districts.

1106-3:

The Superintendent shall provide or arrange for assistance as appropriate to the parties involved in proposed changes. Reasonable charges may be made for services provided, for the purpose of recovering the actual cost of providing such services.

1106-4:

In considering petitions for boundary changes submitted under provisions of ORS 330.090(2) or ORS 330.101(5), the Board shall accept signatures of individuals eighteen years of age or older. If such petition is for merger with or separation from a constituent local school district, the Board will accept the petition only if it is signed by 15% or more of the registered voters residing within the area proposed to be merged or separated.

Attachm. 11/1/83

1106-5:

In considering petitions for boundary changes submitted under provisions of ORS 330.090(2) or ORS 330.101(5), the Board will consider a proposed change if it finds that the change:

ORS 330.090(2)(a). Will have no substantial adverse effect upon the ability of the districts affected to provide the educational program required by law.

In making its findings relative to the above criterion, the Board will consider:

1. The increase or decrease in the number of students enrolled in the districts affected, the probable impact of the enrollment increases or decreases, and the recommendations of the boards of education of the affected districts.
2. The effect of the proposed change upon the property tax rates within the districts affected.

The Board may consider other relevant evidence submitted by the boards of the affected school districts, by other persons having a direct interest, or by staff.

Attach. 11/1/83

1106-6:

In considering petitions for boundary changes submitted under provisions of ORS 330.090(2) or ORS 330.101(5), the Board will consider a petition if it finds that the change:

ORS 330.090(2)(b). Is not likely to adversely affect the educational programs available to the children in the area affected by the proposed change.

In making its findings relative to the above criterion, the Board will consider:

1. The probable effect of the proposed change on the ability of affected school districts to maintain a standard program, according to Oregon Board of Education standards.

The Board may consider other relevant evidence, if any, submitted by the boards of the affected districts, by other persons having a direct interest, or by staff.

Attach 11/1/83

1106-7:

In considering petitions for boundary changes submitted under provisions of ORS 330.090(2) or ORS 330.090(5), the Board will consider a petition if it finds that the change:

ORS 330.090(2)(c): Is not made for tax advantages to the property owners in the district or area affected by the proposed change.

In making its finding relative to the above criterion, the Board will consider:

1. The effect of the proposed change upon the property tax rate(s) within the area affected.
2. The effect of the proposed change upon property tax rates within the districts affected.
3. The effect of the proposed change upon the amount of taxable assessed valuation per resident average daily membership (ADMr) in the affected districts.

The Board may consider other relevant evidence submitted by the boards of the affected districts, by other persons with a direct interest, or by staff.

Attach 11/1/83

1106-8:

In considering petitions for boundary changes submitted under ORS 330.090(2) or ORS 330.101(5), the Board will consider a petition if it finds that the change:

ORS 330.090(2)(d). Is not likely to adversely affect any contemplated reorganization under ORS 330.505 to 330.780.

In making its findings relative to the above criterion, the Board will consider:

1. Whether or not any reorganization plan exists involving the area(s) affected by the petition; or whether development of any such reorganization plan is being considered.
2. The relationship and potential impact of the proposed boundary change on such reorganization plan, existing or contemplated.

The Board may consider relevant evidence submitted by the boards of the affected districts, by other persons with a direct interest, or by staff.

Adopted: 11/1/83

page 5/7

Attach 11/1/83

1106-9:

In considering petitions for boundary changes submitted under ORS 330.090(2) or ORS 330.090(5), the Board will consider a petition if it finds that the change:

ORS 330.090(2)(e). Will not result in territory of a district becoming noncontiguous.

In making its finding relative to the above criterion, the Board will consider:

1. The effect of the proposed change on the contiguity of all parcels of the territory of affected school districts.
2. The nature of contiguity achieved or impaired by the proposed change.

The Board may consider other relevant evidence submitted by the boards of the affected school districts, by other persons with a direct interest, or by staff.

Attach. 11/1/83

1106-10:

In considering petitions for boundary changes submitted under provisions of ORS 330.090(2) or ORS 330.101(5), the Board will consider a proposed change if it finds that the change will not reduce any district to an enrollment of less than 20 children.

Attach 11/1/83

ADMINISTRATIVE RULES

1107-1 to 1107-4

Lane Education Service District

REORGANIZATION OF ADMINISTRATIVE SCHOOL DISTRICTS

1107-1:

The administrative rules and procedures which apply to Policy Number 106 shall apply also when appropriate to the administration of Policy Number 107.

1107-2:

In considering petitions requesting the formation of an administrative school district or the preparation of a plan for the reorganization of an existing common school district or districts under the provisions of ORS 330.505 to 330.800, the Board shall accept petitions signed by a majority of the members of each board of the existing school districts affected by a proposed change, or petitions signed by individuals eighteen years of age or older residing or owning or occupying real property within the area proposed to be changed. Such individuals shall number 15% or more of the registered voters residing within the area proposed to be changed.

1107-3:

In any instance in which a petition proposes the establishment of an administrative school district by the secession of territory from an existing district or districts, the Board in making its findings shall determine that the change will satisfy the criteria established for a boundary change or merger and cited in administrative rules 1106-5 through 1106-11. The Board in making its findings shall further determine that the change would likely result in:

1. A more effectively coordinated program for the students and communities affected;
2. A more efficient and economical administration of the school districts affected;
3. Substantially equal educational opportunities for the students affected;
4. Substantially equal availability of financial resources at the local level for all students affected; and
5. Provision for the protection of tenure, salary placement, and pension rights of employees affected.

Attach 11/1/83

1107-3 (continued)

If the Board finds that all of the criteria cited are satisfied or are likely to be satisfied, the Board may direct the preparation of a reorganization plan or plans.

1107-4:

When directing the development of a reorganization plan, the Board will appoint an advisory panel which includes and utilizes the advice and expertise of ESD staff; the boards and staffs of the local districts affected; the citizens affected; and the staff of the State Department of Education. The Board may retain consultants as needed.

Attach. 11/1/83

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, October 18, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, October 18, 1983

Agenda Topics

1. Call To Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, October 18, 1983, with the following present:

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Beverly Ficek	Frank Nearing
Jim Swanson	

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Bob Taylor
Sallie Rainville	Norm Constantine
Jim Ekstrom	Al Fedje
Nicola Laird	Marv Wilkerson
Ron Williams	

Others attending:

Shawn Jones	Kit Roane
Pam Ring	

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF OCTOBER 4 AS PRESENTED.

Director Armstrong seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Welcome

- 2A. Chairman McKay welcomed visitors Shawn Jones and Kit Roane, Thurston High School students; and Pam Ring, Executive Secretary of Lane Association of Retarded Citizens (LARC).

- 2B United Way

- 2B. Nicola Laird announced that the staff United Way campaign would be taking place from October 11 through 21. The goal of \$4,500 is 5% above last year's collection.

- 2C OSBA

- 2C. Directors Swanson and Nearing will attend the OSBA Legislative workshop on October 27.

3. Correspondence

3. The following correspondence was presented:

- A. Letter from Donald R. Jackson regarding donation of telescope optics.

4. Business Affairs

4A Appropriation of
Funds - Title I
Grant

- 4A. At its August 16 meeting, the Board authorized application for Title I grant funding to continue the program aide position at Skipworth Juvenile Detention Center.

Superintendent Mead said the grant had been approved in the amount of \$13,527. Funds will be paid contractually to the Lane County Juvenile Department and will cover most of the costs of the aide position. A special fund in the 1983-84 budget will be established.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD APPROPRIATES THE SUM OF \$13,527 APPROVED AS GRANT FUNDING FROM CHAPTER I OF THE EDUCATION CONSOLIDATION AND IMPROVEMENT ACT OF 1981 FOR THE SKIPWORTH INSTRUCTIONAL PROGRAM.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

4B Approval of
Contract OTIS
Testing
Hardware/Software

- 4B. Wyatt Rosenbaum presented a summary of a testing services report and recommendation approved by the OTIS Advisory Committee during its September meeting. The staff recommended that OTIS enter into a five-year contract with National Computer Services (NCS) to acquire the NCS Sentry-80 testing system. The contract would include installation of a model 7018 optical scanner, a mini-computer system necessary to implement the testing package, the system software, applications software for scoring the four most extensively used national tests, maintenance of all system hardware and software, and necessary training.

Wyatt Rosenbaum, Jim Ekstrom, and Norm Constantine answered questions about the recommended contract and reviewed background on users' needs for an updated testing package. A significant advantage of the recommended package is that the system would be installed and ready to score the two most widely used national tests by March of 1984. Two additional tests would be part of the system by November, 1984. Other advantages to user districts would include lower costs, local support services, and faster turn-around time.

4. Business Affairs

- 4B Approval of
Contract OTIS
Testing
Hardware/Software

4B. (continued)

The monthly cost of the contract over the sixty-month period would be \$9,710. It is projected that these costs would be fully recovered from fees paid by user districts. Explanations of revenue and expense projections were provided in response to questions by Board members.

Superintendent Mead recommended that the Board authorize the contract.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AUTHORIZES THE PROPOSED CONTRACT BETWEEN OTIS AND NATIONAL COMPUTER SYSTEMS. A SUMMARY OF THE CONTRACT IS ATTACHED TO THE OFFICIAL COPY OF THESE MINUTES.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING, AND SWANSON VOTING YES.

5. Action Items

- 5A Budget Committee
Appointment

- 5A. Superintendent Mead reported he had contacted Wayne Watkins, Bethel board member, regarding his willingness to serve a second term on the ESD Budget Committee. He said Wayne had indicated that he would be able to accept reappointment.

DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD HEREBY REAPPOINTS WAYNE WATKINS, BETHEL SCHOOL DISTRICT #52, TO THE ESD BUDGET COMMITTEE REPRESENTING ZONE 4. THE TERM OF APPOINTMENT IS JULY 1, 1983, TO JUNE 30, 1986.

Director Armstrong seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

6. Discussion Items

- 6A Special Session
Property Tax Relief
Plan

- 6A. Superintendent Mead reviewed the Legislative Revenue Department summary of the special legislative session's tax relief plan. The plan consists of an expenditure limitation, a sales tax dedicated to property tax relief and personal income tax relief, a constitutional prohibition against taxing social security pensions as income, and a property tax rate freeze.

6. Discussion Items

6A Special Session
Property Tax Relief
Plan

6A. (continued)

The Superintendent said that the property tax rate freeze will be enacted in 1984 no matter what happens to the other provisions of the plan. It will have very little effect on most ESDs.

The Superintendent reviewed a key provision of the legislation. In order for the sales tax to be placed on the ballot next spring, it will be necessary for a majority of Oregon school districts and community college districts, a majority of Oregon cities, and a majority of Oregon counties to hold public hearings to consider the proposal and to request that it be referred. The local governments will not be voting on the question of whether or not they favor a sales tax, but only on whether or not it should be referred to the general public. In this legislation, ESDs are considered special districts and will not be required to act on the proposal. He also pointed out that the sales tax and the expenditure limitation would be separate ballot issues. Both must be passed for either to be effected.

7. Reports

7A CMC

7A. Director McKay reported that all five of the Cooperative Museum Commission's sponsoring agencies have agreed to contribute their full share of membership assessment. Both CMC staff members are now on full-time status. Director McKay also briefly reviewed a presentation on marketing and announced that the CMC annual meeting and election of officers is scheduled for October 26.

7B OTIS Advisory
Committee

7B. Wyatt Rosenbaum briefly reviewed OTIS Advisory Committee discussion items. In addition to the testing item covered earlier on the agenda, the session included discussion of decentralization. Rosenbaum said the OTIS staff was asked to create a detailed position paper on policy, function, and implementation of remote job entry. The other major topic was discussion of possible effects on OTIS of the telephone company divestiture.

7C Compliance Training
and TMR Program

7C. Ron Williams, Trainable Mentally Retarded program consultant, presented information to the Board on generalized compliance training as a part of Lane ESD's TMR program.

7. Reports

7C. Compliance Training
and TMR Program

7C. (continued)

He said compliance training is designed for severely retarded, autistic, and some severely emotionally disturbed children. It is a highly technical program, that, if applied correctly, is overwhelmingly positive in nature.

Mr. Williams stressed the importance of realizing that in this context "compliance" does not refer to adhering to societal rules of conduct. The program is used only with very seriously impaired persons who failed to learn the instruction-following skill most people learn as toddlers.

Sub-topics addressed by Mr. Williams included recognition the program has received, documentation of its effectiveness, procedures used in the program, qualifications necessary for those who implement and monitor the program, steps taken prior to its implementation, responsibilities implied when the program is implemented, and parent and teacher reactions to the program.

Mr. Williams concluded his report by stating that when working with highly noncompliant learners the initial training is expected to be stressful. However, once students learn the positive effects of following instructions, improvements in skill development and behavior are dramatic. He said that some people question the part of the program that is negative and in which the child is agitated. Mr. Williams pointed out that the alternatives for such a child include continuation of a program which is not working and which is often quite punitive; medication which dulls the child but solves nothing; or institutionalization of the student. These alternatives are catastrophic for the child and equally negative for the parents.

Following a question and answer period, Mr. Williams distributed a summary of his remarks to Board members.

7D. Direction Service

7D. Bob Taylor reported that Marshal Peter has replaced Dick Zeller as director of Direction Service. Mr. Peter has been a case coordinator since Direction Service opened in 1977.

7. Reports

7D Direction Service

7D. (continued)

Direction Service contracts with Lane ESD to provide Lane County School districts with an up-to-date information base of services to meet the needs of handicapped children. They also provide inservice on the use of the information base and facilitate development of cooperative relationships among agencies which provide service to handicapped children.

8. Future Agenda Items

8. Future agenda items include:

A. Boundary Board policy (Superintendent Mead distributed drafts of proposed policies and administrative rules to be considered at the next meeting.)

9. Next Meeting

9. The next regular meeting of the Lane ESD Board will be Tuesday, November 1, 1983, 7:45 p.m., at the ESD Center, 1200 Highway 99 North, Eugene. The meeting will be a work session.

10.&

10.&

11. Executive Session

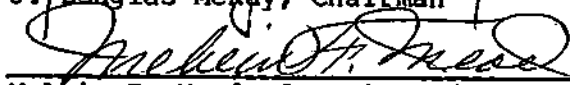
11. No Executive Session was held.

12. Adjourn

12. DIRECTOR NEARING MOVED TO ADJOURN.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

Attachment to official minutes:

Contract Summary--OTIS
Testing Package

MM/SR:jv 3/minutes

SUMMARY OF AGREEMENT

OTIS - National Computer Systems (NCS)

OCTOBER 5, 1983

1. OTIS will pay \$951 per month as payment on 7010 Scanner through June, 1984.
2. NCS will forgive any remaining payments of \$951 that would otherwise be due beyond July, 1984.
3. NCS will sell us a new 7018 Scanner valued at \$103,890 for \$73,890 (a \$30,000 discount).
4. Total monthly cost to OTIS as of July, 1984:

Software and Hardware: 60 months

Software and Sentry 8900	\$5,306
7018 Scanner	<u>\$1,759</u>
	\$7,065

Maintenance

Sentry 8900	\$1,275
7018 Scanner	\$ 920
Software	<u>\$ 450</u>
	\$2,645

5. Agreement that the second five year software license will be no more than 25 percent of the first five year license fee. Each software product is treated separately. Shorter periods than the second five year license period will be prorated on a year-to-year basis.

- 4B(2) -

Attach. Oct 18 minutes

NEW COSTS, SAVINGS, AND REVENUES

<u>NEW COSTS</u>	<u>1983-84</u>	<u>1984-85</u>	<u>1985-86</u>	<u>1986-87</u>	<u>1987-88</u>	<u>1988-89</u>
Sentry 80	0	63,672	63,672	63,672	63,672	63,672
Maintenance	0	20,700	20,700	20,700	20,700	20,700
7018 Scanner	0	21,108	21,108	21,108	21,108	21,108
Maintenance	0	11,040	11,040	11,040	11,040	11,040
Booklet Cutter	0	10,000	0	0	0	0
Forms	1,500	5,150	6,250	7,250	7,750	8,250
Testing Intern	0	15,000	16,500	18,650	19,965	21,962
Contract Support	6,000	0	0	0	0	0
TOTAL NEW COSTS	7,500	146,670	139,270	142,420	144,235	146,732
 <u>EXISTING COSTS ELIMINATED</u>						
7010 Scanner	0	11,412	11,412	3,804		
Maintenance	0	7,692	7,692	7,692	7,692	7,692
TOTAL SAVINGS	0	19,104	19,104	11,496	7,692	7,692
 <u>NEW REVENUE</u>						
Test Processing	50,000	163,000	201,000	236,000	259,000	267,000
Consulting, Stat. Anal.	0	10,000	10,000	10,000	10,000	10,000
TOTAL NEW REVENUE	50,000	173,000	211,000	246,000	269,000	277,000
 TOTAL NEW COSTS						
	7,500	146,670	139,270	142,420	144,235	146,732
 TOTAL SAVINGS						
	0	19,104	19,104	11,496	7,692	7,692
 NET NEW COSTS						
	7,500	127,566	120,166	130,924	136,543	139,040
 NEW REVENUE						
	50,000	173,000	211,000	246,000	269,000	277,000
 TOTAL NET REVENUE						
	42,500	45,434	90,834	115,076	132,457	137,960

Attach. Oct. 18, 1983

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, October 4, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, October 4, 1983

Agenda Topics

1. Call To Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, October 4, 1983, with the following present:

Board members attending:

Doug McKay, Chairman
Cleve Dumdi
Frank Nearing
Jim Swanson

Jeanne Armstrong
Beverly Ficek
Hugh Peniston

ESD staff attending:

Mel Mead, Superintendent
Sallie Rainville
Wanda Vinson
Gary Gillespie

Jim Maxwell
Nicola Laird
Marv Wilkerson

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF SEPTEMBER 20 AS PRESENTED.

Director Peniston seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Gary Gillespie,
LCEA

- 2A. Gary Gillespie, the new president of the staff bargaining unit (LCEA), introduced himself. He encouraged the Board to contact him should they wish any information about the Association.

- 2B Register-Guard
Article

- 2B. Director Swanson commented on an article on compliance training that appeared in the October 2 Register-Guard. Superintendent Mead said a program report could be scheduled if Board members wished further information on the use of such training in the special education program.

3. Correspondence

3. The following correspondence was presented:

- A. Text of State Superintendent Verne Duncan's State of the Schools address.
- B. Minutes of the September 13 meeting of the Advisory council for Handicapped Children.

2. Statements
2B Register Guard
Article

2. (continued)

- C. Letter from the Cottage Grove Ranger District expressing thanks for the assistance of ESD staff members and resources.
- D. Reprint on Lane County economy from Oregon Business
- E. Invitation to OSBA fall regional conference, Thursday, October 27.
- F. Media Services Division fall newsletter.

4. Business Affairs

4. No business affairs were included on the agenda.

5. Work Session
5A Assessor's Request

- 5A. As requested by the Board, the Superintendent distributed follow-up information on Assessor William Bain's request for loaned assistance during the tax collection season. A variety of clerical assistance is needed during November and early December.

Superintendent Mead said representatives of ESD and the eight school districts that were asked to help would meet with the assessor's staff next week. He said at this point most of the school districts are planning to recruit volunteers (not their own staff) to help. He recommended that the ESD also offer help to the Assessor, but that it be volunteer help, not regular ESD staff. Board members agreed that ESD staff time should not be used in this manner.

5B Review of
Principles:
Boundary Board
Policies and
Guidelines

- 5B. The Superintendent distributed a first draft of a Board policy relating to the Board's role and function as the District Boundary Board. He explained that the policy statement basically acknowledges the Board's legal responsibilities and obligations in this role.

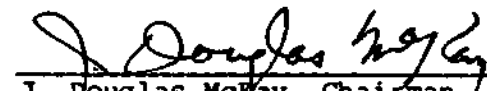
Proposed administrative rule language was also distributed. Superintendent Mead explained that administrative rules would cover basic operational details of the Boundary Board. The language presented incorporates the concepts upon which some consensus was reached at the September work session. He said that further administrative rules would be developed covering each of the five criteria specified by statute, as well as for statutes covering the Board's reorganization responsibilities.

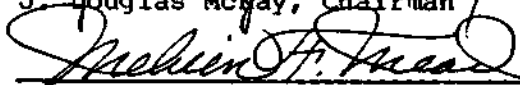
5. Work Session
 - 5B Review of Principles: Boundary Board Policies and Guidelines
 6. Reports
 - 6A Input Committee
 7. Future Agenda Items
 8. Next Meeting
 9. Executive Session
 10. Reconvene in Open Session
- 5B. (continued)
- Board members continued their review. Several suggestions were made during the discussion. Superintendent Mead will incorporate these suggestions as well as additional administrative rules covering the remaining criteria in the material to be included in the November work session mailing.
- 6A. Nicola Laird briefly reviewed the September 28 meeting of the ESD Input Committee. Discussion mainly concerned the impact of the motor pool reduction and the shift to mileage reimbursement on certain staff members.
7. Future agenda items include:
- A. Boundary Board policies
8. The next regular meeting of the Lane ESD Board will be Tuesday, October 18, 1983, 7:45 p.m., at the ESD Center, 1200 Highway 99 North, Eugene.
9. Chairman McKay recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff.
10. Following the Executive Session, Chairman McKay reconvened the Board in regular session.
- The following action was taken:
- DIRECTOR DUMDI MOVED TO ACCEPT THE RESIGNATION OF PATTI ZEMBROSKY-BARKIN, HALF-TIME SPEECH AND LANGUAGE THERAPIST.
- Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES. DIRECTOR SWANSON ABSTAINED.
- DIRECTOR FICEK MOVED TO ACCEPT THE PERSONNEL RECOMMENDATION TO ELECT JUDITH ANN HERVEY AS HALF-TIME SPEECH AND LANGUAGE THERAPIST.
- Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON AND SWANSON VOTING YES.

11. Adjourn

11. DIRECTOR PENISTON MOVED TO ADJOURN.

Director Ficek seconded and the MOTION CARRIED
WITH ALL PRESENT VOTING YES.



J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

attachment to official
minutes:

Personnel
Recommendations

SR:jv

September 30, 1983

TO: Mei Mead

FROM: Bob Taylor

RE: Recommendation for Hire

I recommend Judith Ann Hervey as half-time speech and language therapist. Ms. Hervey has a bachelor's degree and a master's degree from the University of Oregon. Her major for both degrees was special education and her minor was speech pathology and audiology. She has been a speech and language clinician for a school system and an education service agency in Iowa for seven years, for a Nebraska education service agency for one year, and for a South Dakota school system for one year.

I recommend Judith Hervey be placed on the Master's Column, Step 9, and that her starting date be October 5, 1983.

Ms. Hervey has requested a half-time job-share position which is currently available. Patti Zembrosky Barkin has requested a release from her contract making this position vacant.

cc

R. H. Taylor

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, September 20, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, September 20, 1983

Agenda Topics

1. Call To Order
1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, September 20, 1983, with the following present:

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Cleve Dumdi	Beverly Ficek
Frank Nearing	Hugh Peniston
Jim Swanson	

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Bob Taylor	Sallie Rainville
Al Fedje	Nicola Laird

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF SEPTEMBER 6 AS PRESENTED.

Director Peniston seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements

2. Superintendent Mead said that several school district boards had indicated they plan to use the ESD Board as their contract review board. Intergovernmental agreements for this purpose are being drawn up.

3. Correspondence

3. The following correspondence was presented:

- A. Memo from Mel Mead to local district superintendents listing ESD Board zones and representatives.
- B. Memo from Lane County Local Government Boundary Commission to Terry Lindquist, regarding possible incorporation of City of Santa Clara and effects on school districts.
- C. Letter from Mel Mead to Don Jackson thanking him, on behalf of the Board, for his donation of telescope optics to the ESD planetarium program.

4. Business Affairs

4. No business affairs were included on the agenda.

5. Action Items

5A Bylaws Amendment

5A. DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT AMENDS ARTICLE IV OF ITS BYLAWS AND ADOPTS THE TEXT ATTACHED HERETO AS AN OFFICIAL PART OF THE MINUTES OF THIS MEETING.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

6. Discussion Items

6A Status of ESD
Budget Committee

6A. ESD Budget Committee members must be members of constituent district school boards. Appointments are by zone and for three-year terms.

Vacant positions currently are Zone 4, where Wayne Watkins' Budget Committee term expired in June, 1983, and Zone 5, where the appointee was not reelected to the local board.

Superintendent Mead recommended that the Board determine the local districts from which it wishes representation. A letter would then be sent to the chairperson of those districts requesting a nominee.

Consensus of the Board was to ask Wayne Watkins to serve another term; he has been a valuable contributing member of the committee. If he feels unable to accept the appointment, Board chairpersons from Siuslaw or Blachly will be asked to nominate a board member.

Board members also agreed that districts in Zone 5 which have not had recent representation should be considered first. The Oakridge board chairperson will be sent a letter. If no one from that district is able to serve, a nominee will be requested from Pleasant Hill.

7. Reports

7A School Enrollment
Data

7. Tables providing beginning-of-the-year enrollment figures for the current year and for 1982 were distributed. Certain districts showed enrollment declines, but the overall effect is a slight up-turn. There were 485 more enrollees this year county-wide than in 1982. Enrollment figures for TMR classrooms were also presented.

7. Reports

7B Advisory Council
for the Handicapped

7B. Director Swanson reviewed the September 13 meeting of the Advisory Council for Handicapped Children. The main topic of discussion was Senate Bill 2021. The implications of this new legislation on local districts are still not completely known.

7C Cooperative Museum
Commission

7C. Director McKay briefly reported on the progress of discussions on transferring operational responsibility for the Lane County Museum to the CMC. He also reported that CMC has received a commitment from Lane Community College for full consortium funding this year.

7D Input Committee

7D. Director Armstrong distributed Input Committee Guidelines and reminded Board members to let her know if they have concerns applicable to this committee.

7E Lane Council of
Governments (L-COG)

7E. Director Dumdi reported that the September 15 L-COG annual meeting was well attended. An interesting program was presented by Russell Sadler.

7F Lane County School
Boards Association

7F. Nicki Laird reported that 63 board members from 12 districts were present at the LCSBA meeting on September 15.

8. Future Agenda Items

8. Future agenda items include:

A. Boundary Board policies.

9. Next Meeting

9. The next regular meeting of the Lane ESD Board will be Tuesday, October 4, 1983, 7:45 p.m., at the ESD Center, 1200 Highway 99 North, Eugene. The meeting will be a work session.

10.&

10.&

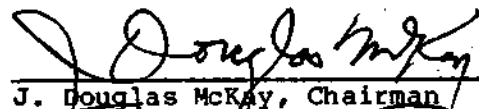
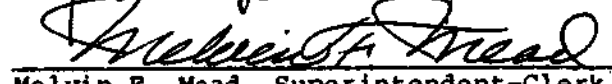
11. Executive Session

11. No Executive session was held.

12. Adjourn

12. DIRECTOR NEARING MOVED TO ADJOURN.

Director Peniston seconded and the MOTION
CARRIED WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman

Melvin F. Mead, Superintendent-Clerk

Attachment:

Bylaws revision, Article
IV

SR:jv 9/83

BYLAWS

No. 040

Lane Education Service District

ARTICLE IV

MEMBERSHIP

Section 1. Number. The Board shall consist of (7) members. Five Board members represent geographical zones; two are at large members.

Zone 1 includes the following school district:

That portion of Eugene School District 4J comprising the north half of said district and including the following voting precincts: Coburg; Mohawk (portion); Norkenzie; East Prairie (portion); River Road #s 1, 3, 6, 8, Santa Clara #2; Santa Clara #3 (portion); Santa Clara #s 4, 6, 7, 8, 9, 10; Santa Clara #12 (portion); Wilkins (portion); Willakenzie #4; Eugene #s 201, 203, 219, 301, 303, 305, 307, 309, 313, 315, 317, 319, 321, 323, 325, 501, 505, 509, 517. (Linn Co. #40J)

Zone 2 includes the following school districts:

That portion of Eugene School District 4J comprising the south half of said district and including the following voting precincts: Bailey; Camas (portion); College Crest; Fox Hollow; Glenwood; Goshen (portion); Eugene #s 103, 105, 107, 109, 117, 121, 123, 205, 207, 209, 211, 213, 221, 227, 233, 239, 241, 245, 401, 405, 409, 411, 413, 415, 417, 419, 421, 423, 425, 427, 433, 435, 519, 521, 527, 533, 535, 541, 547, 551.

Zone 3 includes the following school district:

Springfield School District 19

Zone 4 includes the following school districts:

Fern Ridge School District 28J (Douglas Co. #3J)

Mapleton School District 32

Bethel School District 52

Junction City School District 69

Blachly School District 90

Siuslaw School District 97J (Douglas Co. #5J)

Zone 5 includes the following school districts:

Pleasant Hill School District 1

Creswell School District 40

South Lane School District 45J (Douglas Co. #1J)

Crow-Applegate-Lorane School District 66

McKenzie School District 68

Lowell School District 71

Oakridge School District 76

Marcola School District 79J (Linn Co. #79J)

At large zones include the entire Education Service District.

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, September 6, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, September 6, 1983

Agenda Topics

1. Call To Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, September 6, 1983, with the following present:

Board members attending:

Doug McKay, Chairman	Cleve Dumdi
Frank Nearing	Hugh Peniston
Jim Swanson	

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Sallie Rainville
Al Fedje	Nicola Laird
Wanda Vinson	John Southworth

Others attending:

Carol Mead

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF AUGUST 16 AS PRESENTED.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Board Member Notebooks

- 2A. Superintendent Mead said that notebooks for Board agenda packets and Board policy books may be taken home by Board members or left on a shelf in the Board room for reference.

- 2B. LCSBA

- 2B. Directors McKay, Peniston, and Swanson will attend the September 15 meeting of the Lane County School Boards Association. Director Dumdi will be attending the Lane Council of Governments annual meeting on the same night.

3. Correspondence

3. The following correspondence was presented:

- A. Memo from OSBA regarding annual collective bargaining workshop, September 16-17.
- B. Letter from Glenn W. Hoffman thanking friends for their support during his illness.

3. Correspondence

3. (continued)

- C. Memo from Chris Dudley, OSBA, regarding opposition to overriding Governor's vetoes of several bills.
- D. Text of the National Commission on Excellence in Education report "A Nation at Risk: The Imperative for Educational Reform."
- E. Memo from Bob Taylor and letter from Bill Suggs regarding donation of telescope optics.
- F. Matrix of regular Board meeting days for school districts in Lane County.
- G. Listing of 1983-84 Board Committee appointments.
- H. Letter from Frank Walch, Springfield District 19, thanking the ESD staff for help in preparing for a due process hearing.

4. Business Affairs

4A Contract Review
Board Function

- 4A. The 1983 Legislature abolished the State Public Contract Review Board and returned responsibility for purchasing to the local level. The legislation (Senate Bill 190) provides that any governing body can designate itself as its local contract review board or can contract with another public agency to provide contract review services. If it does neither, the contract review board would be established by the Board of County Commissioners, which would in all likelihood charge a fee for its services.

Superintendent Mead said the issue was discussed at a recent meeting of local district superintendents. Those present favored the concept of having the ESD establish a contract review procedure as an option for local districts. He said this service could be provided to local districts without significant additional cost to the ESD. Board members reviewed information from Oregon School Boards Association detailing the effect of the legislative changes and procedures to follow in establishing a local review board.

4. Business Affairs

4A Contract Review
Board Function

4A. (continued)

DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT ADOPTS THE FOLLOWING RESOLUTION AS A PART OF THE MINUTES OF THIS MEETING:

WHEREAS ORS 279.055, as amended by Chapter 690, Oregon Laws 1983, allows all units of local government, including education service districts, to create their governing body as the contract review board for the unit; and

WHEREAS ORS 279.055, as amended by Chapter 690, Oregon Laws 1983, requires that local contract review boards so established adopt rules to carry out the functions and duties of the board;

BE IT RESOLVED by the Board of Directors of Lane Education Service District that the Board of Directors is hereby designated as the contract review board for the Lane Education Service District;

BE IT FURTHER RESOLVED that the rules of the Oregon Public Contract Review Board in effect as of June 30, 1983, are hereby adopted as the rules of the Lane Education Service District, and shall remain in effect until such time as they are amended by the Board of Directors;

BE IT FURTHER RESOLVED that it is the intent of the Board of Directors to serve as the contract review board for any of the common school districts of Lane County which request such service and which join in the execution of intergovernmental agreements for that purpose; and

BE IT FURTHER RESOLVED that pursuant to ORS 279.055, as amended by Chapter 690, Oregon Law 1983, a copy of this resolution will be filed with the Lane County Board of Commissioners.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

4B Resolution 14

4B. Senate Bill 265, as adopted by the House of Representatives in the last few days of the legislative session, did not include the mechanism for preserving the ESD tax base, but did allow a second year of levying 6% of the

4. Business Affairs
4B Resolution 14

4B. (continued)

"frozen" tax base to support services and programs in three areas--special education, talented-and-gifted, and English as a second language. The 1983 Lane ESD levy was adjusted in July to exclude the tax-base offset and include the 6% aid to districts.

A special education support resolution (Resolution 14) has been developed for local district boards. Upon approval, it will provide for development of service contracts with the districts. This will complete implementation of the process authorized by legislation.

Superintendent Mead reviewed the Resolution and background material used to figure the amount available to each district. The ratio is based on the latest data available from the Handicapped Child Census (PL 94-142). He said district superintendents support the formula used.

DIRECTOR SWANSON MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AUTHORIZES AND APPROVES THE ESTABLISHMENT OF SPECIAL EDUCATION SUPPORT RESOLUTION SERVICES, AS ENABLED BY SENATE BILL 265, 1983 LEGISLATIVE SESSION.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

4C Automobile Purchase
Quotation

4C. Quotations have been solicited for one compact-class four-door passenger car for the ESD motor pool. This car would replace two older model cars that require replacement. The following quotes were received:

Romania: 1983 Chev. Cavalier	
sedan	\$8,029.67
Shepherd: 1983 AMC-Renault	
Alliance sedan	\$8,210.00
Guaranty: 1983 Pontiac T-2000	
sedan	\$8,543.00
Kendall: 1984 Ford Tempo GL	
sedan	\$8,661.42

The Superintendent recommended that the offer of Romania Chevrolet be accepted.

4 Business Affairs

4C Automobile Purchase
Quotations

4C. (continued)

In answer to questions, Superintendent Mead said the rental fleet vehicle purchased for the motor pool last November has performed satisfactorily. At this time, quotes could not be obtained from rental agencies. Comparison of maintenance costs for the two cars would provide a good basis for future purchase considerations.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE LANE ESD BOARD AUTHORIZES THE PURCHASE FROM JOE ROMANIA CHEVROLET OF ONE 1983 CHEVROLET CAVALIER SEDAN AT THE QUOTED PRICE OF \$8,029.67.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, MCKAY, NEARING, PENISTON AND SWANSON VOTING YES.

5. Work Session

5A Bylaws Revision

5A. A proposed revision of ESD Bylaws Article IV (Membership) was presented. The suggested changes would correct descriptions of the five ESD zones to correspond to rezoning changes adopted by the Board in November, 1982.

5B Boundary Board
Policies

5B. Superintendent Mead presented information sheets listing responsibilities of the ESD Board in its roles of District Boundary Board and Administrative District Reorganization Committee.

The Superintendent also presented a set of guidelines for fulfilling these functions and asked for Board comments. He asked the Board to consider whether or not they wished to include a version of the guidelines as part of Board Policy.

Board members had several questions and suggestions. A redraft of the suggested policy language and background information requested will be part of the information included in the agenda packet for the next work session.

5C Status of Request
From Assessor's
Office

5C. Superintendent Mead said several local school districts were also among the group of government units that were asked by the Assessor's office to provide loaned help for the tax collection session. He reported briefly on options being considered by the districts.

6. Reports

6A NCEE Conference
Report

6A. This agenda item was deferred.

6. Reports
 - 6B TMR Enrollment Data
 - 6C L-COG
 7. Future Agenda Items
 8. Next Meeting
 9. Executive Session
 10. Reconvene
- 6B. In response to Board request, information was distributed on the numbers of TMR children being served from each Lane County School District.
 - 6C. Director Dumdi briefly reviewed the Lane Council of Governments meeting held August 25 in Florence. In addition to the open house on September 15, Director Dumdi will attend the regular L-COG Board meeting on September 22.
 7. Future agenda items include:
 - A. Action on Bylaws revision
 - B. Boundary Board policies
 8. The next regular meeting of the Lane ESD Board will be Tuesday, September 20, 1983, 7:45 p.m., at the ESD Center, 1200 Highway 99 North, Eugene.
 9. Chairman McKay recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff.
 10. Following the Executive Session, Chairman McKay reconvened the Board in regular session.

The following action was taken:

DIRECTOR DUMDI MOVED TO ACCEPT THE RESIGNATION OF JIM MCDONALD, SCHOOL PSYCHOLOGIST.

Director Swanson seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

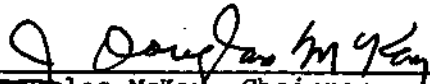
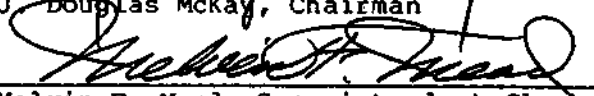
DIRECTOR DUMDI MOVED TO ACCEPT THE PERSONNEL RECOMMENDATION TO ELECT CANDICE STYER, JANET HALL, AND ANDREA MCDONNELL TO TEACHING POSITIONS.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, MCKAY, NEARING, PENISTON, AND SWANSON VOTING YES.

11. Adjourn

11. DIRECTOR NEARING MOVED TO ADJOURN.

Director Peniston seconded and the MOTION
CARRIED WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman

Melvin F. Mead, Superintendent-Clerk

Attachment:

Personnel
Recommendations

SR:jv
9/83



Education Service District

1200 Hwy. 99N

P.O. Box 2680

Eugene, Oregon 97402

TELEPHONE: (503) 689-6500

EXECUTIVE SESSION

August 31, 1983

TO: Board members

FROM: Mel Mead

We will need an executive session on the 5th; there are four personnel actions which need be taken.

One is a resignation: Jim McDonald, a school psychologist. The resignation is essentially pro-forma; it amounts to McDonald's resigning as an ESD employee and becoming a Eugene 4J employee. For the past three years or so, we have provided Eugene with two assigned psychologists (our employees) and contracted to fund one position (Eugene's employee, but with ESD money). For a variety of reasons, we've proposed to change the mix to one assigned psychologist and two contracted positions. McDonald is the incumbent in the position we wish to shift.

Three individuals are being recommended for election to contracts. They are:

Candice Styer - TMR teacher - Hamlin Middle School

Janet Hall - TMR teacher - Guy Lee Elementary

Andrea P. McDonnell - TMR teacher - Willagillespie Elementary

These individuals are recommended to replace two teachers, Jean Mendenall (on leave) and Kathleen Jungjohann (resignation), and to staff the new classroom authorized last month. Information is enclosed.

MM:sr

Attach. 9/6/83

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, August 16, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, August 16, 1983

Agenda Topics

1. Call To Order
1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, August 16, 1983, with the following present:

Board members attending:

Doug McKay, Chairman	Beverly Ficek
Frank Nearing	Cleve Dumdi
Jim Swanson	

ESD staff attending:

Mel Mead, Superintendent	Marvin Wilkerson
Bob Taylor	Alan Livingston
Jim Maxwell	Al Fedje
Wyatt Rosenbaum	

Others attending:

Gunnar Nelson, Compugraphic Corporation

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF JULY 5 AS PRESENTED.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements

2. Director Swanson stated that he had some questions regarding Oregon policies on Board meetings, and wondered if this were the proper time to bring them out. Chairman McKay suggested that Jim make a list of the questions and give them to him so they could be studied and responded to at a future meeting.

Director Nearing raised the question of whether there were any provisions for orientation of new Board members. Superintendent Mead indicated that there is no written policy concerning orientation, but that practice has been to provide an informal session. He also indicated that OSBA conducts a new board member workshop each year. ESD Board members have in some instances attended. Director Nearing suggested that it would be worthwhile to get something in writing for the Board Policy book for new members.

3. Correspondence

3. The following correspondence was presented:

- A. AAESA Report: Perspective on Service, July-August, 1983.
- B. Summary of 1983 legislation affecting Oregon ESDs (from OAESD Legislative Committee Chairman).
- C. School district elections data, 1983.
- D. Chairman McKay introduced a letter which had been received from Steve Ickes and Bill Bain requesting clerical assistance from the 15 largest taxing bodies in Lane County for the Assessor's Office from November 1 through December 10. A discussion followed as to whether it would be possible or practical for us to supply this assistance.

DIRECTOR NEARING MOVED THAT THE BOARD AUTHORIZE STAFF TO FURTHER EXPLORE THE DETAILS WITH LANE COUNTY, AND THEN COME BACK TO THE NEXT MEETING WITH THE INFORMATION.

Director Dumdi seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

4. Business Affairs

4A Approval of Bids
for Typesetting
Equipment

- 4A. Chairman McKay asked Jim Maxwell if he wished to make any further comments on the typesetting equipment bids. He briefly explained the two bids, and Alan Livingston commented on the potential amount of use and the anticipated life of the new typesetting equipment.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT AUTHORIZES THE PURCHASE OF A PHOTOTYPESETTING SYSTEM, MODEL MCS10/8400, FROM COMPUGRAPHIC CORPORATION AT THE BID PRICE OF \$49,994.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

4. Business Affairs

4B. Direction Service Contract

- 4B. Superintendent Mead told the Board that he has a copy of the expanded detail of this contract if anyone wishes to see it. He also commented that nearly all 16 districts are benefiting from it.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD APPROVES THE ATTACHED CONTRACT BETWEEN DIRECTION SERVICE AND LANE ESD AS A PART OF THE OFFICIAL MINUTES OF THIS MEETING.

Director Nearing seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

4C. Pearl Buck Center Contract, 1983-84

- 4C. Superintendent Mead asked Bob Taylor to report on the services of Pearl Buck Center. He discussed in some detail the costs involved and the enrollment figures. Mr. Taylor showed transparencies showing enrollment figures over the last three years.

There was further discussion about the advantages of the program, and the need in this area for such a Center.

DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD APPROVES THE ATTACHED CONTRACT BETWEEN PEARL BUCK CENTER AND LANE ESD AS A PART OF THE OFFICIAL MINUTES OF THIS MEETING.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

5. Action Items

5B. Authorization - Additional TMR Classroom

5. Mr. Taylor suggested that since the second item under Action Items deals with the topic just discussed, it might be better to switch the two items. Chairman McKay agreed, and 5B was introduced as the next item.

- 5B. Bob Taylor was asked to give more of the details regarding the need for an additional TMR classroom. He again used a transparency showing the statistics of the Pearl Buck Center and the Urban Program during the years 1980-1984. There was further discussion on the over-crowded conditions in some areas, and some of the reasons for the changing needs.

Superintendent Mead commented that the proposal did not involve authorization to transfer funds from the contingency fund at this time. Such a request may be necessary later; the amount in such an event will probably not exceed \$38,000.

5. Action Items

5B Authorization -
Additional TMR
Classroom

4B. (continued)

DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE LANE ESD BOARD
AUTHORIZES THE ADDITION OF A TMR MIDDLE SCHOOL
CLASSROOM IN THE SPRINGFIELD DISTRICT AS
PROPOSED.

Director Swanson seconded and the MOTION CARRIED
WITH ALL PRESENT VOTING YES.

5A Appointments -
Board Committee and
Liaison Positions

5A. Chairman McKay named the following committee and
liaison position appointments: L-COG Board -
Cleve Dumdi, with Frank Nearing as alternate;
Cooperative Museum Commission - Doug McKay;
Council for Handicapped Children - Jim Swanson;
OTIS Advisory Committee - Hugh Peniston;
Negotiations Committee - Doug McKay, with Frank
Nearing as alternate; Input Committee - Jeanne
Armstrong; Grievance Committee - Beverly Ficek,
with Cleve Dumdi as alternate; Georgia-Pacific
Scholarship Committee - Beverly Ficek.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE LANE ESD BOARD ENDORSES
THE CHAIRMAN'S BOARD LIAISON AND COMMITTEE
APPOINTMENTS AS PRESENTED.

Director Nearing seconded and the MOTION CARRIED
WITH ALL PRESENT VOTING YES.

6. Discussion Items

6A Application for
Skipworth Chapter I
Grant

6A. Superintendent Mead requested that the Board
make Item 6A, the Skipworth Chapter I Grant
application, an action item. He explained
briefly the status of the grant, that it is
essentially the same, but is now an ESD program
rather than Eugene 4J. The Board agreed that it
should be an action item.

DIRECTOR DUMDI MOVED THAT THE APPLICATION FOR
SKIPWORTH CHAPTER I GRANT APPLICATION BE
APPROVED.

Director Ficek seconded and the MOTION CARRIED
WITH ALL PRESENT VOTING YES.

6. Discussion Items

6B Boundary Board Policies

6B. Superintendent Mead stated that he had hoped to present draft language for policies, but that such drafts were not complete. All proposed changes in boundary board statutes were lost in the defeat of a bill because of its "Jackson High School" amendments. He suggested that drafts of proposed policies discussed in the past should be enclosed in the packets for discussion at the next meeting to help the Board in its implementation of the existing boundary laws.

6C Commission Report Conference

6C. Superintendent Mead report that this item got on the agenda before he fully realized what action had already been taken; since the Board was aware of the conference, and those members interested in going were registered, there was no need for further discussion.

7. Reports

7. Chairman McKay reported that the CMC has negotiations going on with Lane County that could move the operation of the Lane County Museum under the auspices of the Cooperative Museum Commission. The CMC director would essentially be the director of both organizations, and they would hire a curator. This would result in the need for only one administration location.

8. Future Agenda Items

8. Since the Skipworth Chapter I Grant application was taken care of earlier in the meeting, the only remaining item is Boundary Board Policies.

9. Next Meeting

9. The next regular meeting of the Lane ESD Board will be Tuesday, September 6, 1983, 7:45 p.m., at the ESD Center, 1200 Highway 99 North, Eugene.

10. Executive Session

10. Chairman McKay recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss the request for a one-year leave without pay for an employee, the resignation of another, and the hiring of an SED Supervisor.

11. Reconvene

11. Following the Executive Session, Chairman McKay reconvened the Board in regular session.

The following action was taken:

DIRECTOR NEARING MOVED THAT JEAN MENDENHALL BE GRANTED A ONE-YEAR LEAVE OF ABSENCE WITHOUT PAY.

Director Dumdi seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

DIRECTOR DUMDI MOVED THAT THE RESIGNATION OF KATHLEEN JUNGJOHANN BE ACCEPTED.

Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

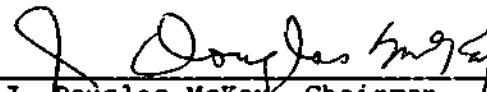
DIRECTOR DUMDI MOVED THAT SUE MCCULLOUGH BE HIRED AS THE SED SUPERVISOR.


Director Swanson seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

12. Adjourn

12. DIRECTOR FICEK MOVED TO ADJOURN.

Director Nearing seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.



J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

Attachments:

Direction Service
Contract

Pearl Buck Center
Contract

OJ:jv
8/83

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

RE: ESD Resolution - Direction Service
1983-84 School Year

This agreement is made and entered into this _____ day of _____, by and between the Directors of Lane Education Service District and Lane County Direction Service, Inc., a non-profit corporation (hereafter referred to as "Direction Service").

W I T N E S S E T H

For and in consideration of mutual promises hereinafter contained, the parties agree as follows:

1. Lane ESD shall provide to Direction Service during the 1983-84 school year the sum of \$63,600 for services to local school districts as herein specified. One-fourth of the total funds shall be provided quarterly on July 1, 1983; October 1, 1983; January 1, 1984; and March 1, 1984.
2. Lane ESD shall designate persons to fill three positions on the Board of Directors of Direction Service. These shall include the Lane ESD Superintendent and the Superintendent of each of two local school districts in the county.
3. Direction Service shall:
 - a. Provide by September 1, 1983, an up-to-date "Information Base" of services to meet the needs of handicapped children.
 - b. Provide in-service to appropriate local district personnel relating to the "Information Base" and its use.
 - c. Develop and support cooperative relationships among agencies which provide services to handicapped children.
 - d. Assist in providing access to resources appropriate to individual students referred by local school districts.
4. Report of services provided by Direction Service to local school districts under this agreement shall be made not later than July 1, 1984.
5. There shall be attached to this agreement an itemized budget for the operation of Direction Service. ESD funds may not be used for purposes other than those for which are budgeted, except by express written approval from the Lane ESD Superintendent. A report of receipts and expenditures shall be furnished twice a year, on December 30, 1983, and June 30, 1984.

attachm. 8/16/83

4B(1)

Page two - Lane ESD - Direction Service Agreement 1983-84

This contract shall be subject to cancellation for failure to perform upon thirty (30) days notice by either party.

In witness whereof the parties have executed this agreement in duplicate on this date first above written.

LANE EDUCATION SERVICE DISTRICT

By _____
Board Chairperson

By _____
Superintendent

DIRECTION SERVICE

By _____
Board Chairperson

By _____
Director

4B(2)

PROPOSED AGREEMENT WITH PBC

A G R E E M E N T

THIS AGREEMENT, made and entered into this sixteenth day of August, 1983, by and between the BOARD OF DIRECTORS of the LANE EDUCATION SERVICE DISTRICT, hereinafter called 'The District' and PEARL BUCK CENTER, Eugene, Oregon, hereinafter called 'The Center':

W I T N E S S E T H

For and in consideration of the mutual promises hereinafter contained the parties agree as follows:

1. The District shall provide to The Center during the 1983-84 school year pursuant and subject to the provisions of ORS 334.175, the following services and money:
 - a. Continuing review of fiscal records and transactions.
 - b. Monitoring for compliance with the rules and regulations of Mental Health Division and the ESD policies for the Lane County TMR program.
 - c. Monitoring (curriculum) of TMR Curriculum to insure students (are on) are involved in a developmental program.
 - d. Monitoring compliance with PL 94-192 in terms of required records and reports.
 - e. The sum of \$8,596 per student. This includes transportation.
2. The Center shall furnish, maintain and operate facilities which meet Oregon school standards for the education of school children.
3. The Center shall provide a developmental education designed to meet individual needs of trainable mentally retarded students enrolled in the program. Written curriculum goals and objectives shall provide both program continuity and individualization. The instructional program plan shall include:
 - a. Implementation of data base among The District TMR programs and evidence of data consistently implemented and reported through the IEP.
 - b. Measurable student performance objectives for the off-campus (community activity) component of the program.
 - c. Written, prescriptive behavioral programs for students showing serious deviant behavior.
4. Programs will be evaluated through Student Progress Reports provided by Mental Health Division.
5. The Center shall provide transportation which fully complies with Public Utility Commission requirements. The Center shall provide to The District proof of adequate insurance coverage by September 1, 1983.

Attach. 8/16/83

6. There will be attached to this contract an itemized budget for the 1983-84 school year. Documentation of expenditures shall be furnished twice a year, January 30, 1984 and June 30, 1984, to the District.
7. The Center shall provide documentation of teacher certification status for all Pearl Buck Center teaching personnel not later than September 1, 1983. Certification must be appropriate to each teacher's specific program assignment.
8. All substitute teachers shall be properly certificated.
9. The status of Pearl Buck Center students as to eligibility of placement shall be reviewed annually through the IEP conference and a re-evaluation conducted when appropriate.
10. The Center shall comply with all applicable state and federal statutes and rules.
11. Payment will be based on the Unit Cost concept put forth by the Mental Health Division, with District-verified Center enrollment on October 1, 1983, establishing the number by which the unit cost is multiplied to determine the total amount to be paid the Center for the year. The Center will provide The District by October 10, 1983, with a roster which includes the students' names, dates of birth, legal guardians' names, addresses of both students and legal guardians, and names of school districts in which they reside and are enrolled. All new students to the Center must enroll in the appropriate school district prior to placement at the Center in order to allow district opportunities to fulfill their legal requirement of convening IEP meetings prior to placement. The September payment will be determined on the estimated enrollment of 23 students. The balance (based on verified October 1 Center enrollment) will be divided in nine equal payments, October, 1983 through June, 1984.
12. It is further agreed that this Agreement may be terminated for non-performance or loss of available funding, or amended by mutual consent of the parties, by the serving of written notice by the other party at their official address thirty (30) days prior to the date of termination or amendment action, giving in full the reasons for said action.

IN WITNESS WHEREOF, the parties have caused two counterparts hereof to be signed.

LANE EDUCATION SERVICE DISTRICT

PEARL BUCK CENTER

By _____
Board Chairman

By _____
Director

By _____
Superintendent-Clerk

By _____

Date _____

Date _____

3/026

Attachment. 8/16/83

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, July 5, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, July 5, 1983

Agenda Topics

1. Call To Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, July 5, 1983, with the following present:

Board members attending:

Doug McKay, Chairman	Beverly Ficek
Frank Nearing	Hugh Peniston
Jim Swanson	

ESD staff attending:

Jim Maxwell, acting Supt.	Wyatt Rosenbaum
Bob Taylor	Wanda Vinson
Sallie Rainville	Kathy Allison
Nicki Laird	Gerry Miller
Cheryl Swanson	and others

Others attending:

Gordon Hanna	Tom Straugh
Lisa Stryker, Eugene	and others
Register-Guard,	

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF JUNE 21 AND 24 AS PRESENTED.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements

2. Chairman McKay suggested an agenda revision to install new Board member Jim Swanson as the first item of business. He said that while Mr. Swanson had been sworn in by a notary within 30 days of his election, the Board wished to administer the oath formally at a regular Board meeting.

5. Action Items
Administration of Oath

5. Chairman McKay administered the oath of office as follows:

I, James Swanson, do solemnly swear or affirm that I will support the laws and constitutions of the United States of America and of the State of Oregon, and that I will faithfully discharge the duties of my office as a member of the Board of

5. Action Items

5A Administration of
Oath

5A. (continued)

Directors of the Lane Education Service District to the best of my ability, throughout the four-year term, July 1, 1983, through June 30, 1987, representing at-large position 7.

3. Correspondence

3. The following correspondence was presented:

A. Memo from Superintendent Mead regarding his July and August vacation plans.

B. AAESA Perspective on Service, May-June issue.

C. Intergovernmental Agreement with Lane County for maintenance, repair and rental of equipment.

D. Eugene Hearing and Speech Center resolution report of activities.

4. Business Affairs

4A Revision of Levy
Certification to
Exclude School
Support Fund

4A. As it was passed on July 1, Senate Bill 265 did not provide for a School Support Fund offset. It did provide for levying the additional six percent on the "frozen" portion of the current ESD tax base for 1983-84.

Acting Superintendent Maxwell explained the need to amend Board resolutions adopted on June 7 to reflect the revised certified levy and adopted budget.

DIRECTOR FICEK MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AMENDS RESOLUTION 82-67, ADOPTED JUNE 7, 1983, TO INDICATE A TOTAL ADOPTED BUDGET FOR 1983-84 OF \$9,870,261. THIS AMENDMENT IS MADE TO REFLECT THE ELIMINATION OF THE SCHOOL SUPPORT FUND BY LEGISLATIVE ACTION.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS FICEK, MCKAY, NEARING, PENISTON AND SWANSON VOTING YES.

DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AMENDS RESOLUTION 82-68, ADOPTED JUNE 7, 1983, TO INDICATE A TOTAL CERTIFIED PROPERTY TAX LEVY OF \$4,581,897. THIS AMENDMENT IS MADE TO REFLECT THE ELIMINATION OF THE SCHOOL SUPPORT FUND BY LEGISLATIVE ACTION.

4. Business Affairs

- 4A Revision of Levy
Certification to
Exclude School
Support Fund

4A. (continued)

Director Ficek seconded and the MOTION CARRIED
WITH DIRECTORS FICEK, MCKAY, NEARING, PENISTON
AND SWANSON VOTING YES.

DIRECTOR PENISTON MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF
LANE ESD AMENDS RESOLUTION 82-69, ADOPTED
JUNE 7, 1983, TO INDICATE A TOTAL APPROPRIATION
OF \$9,870,261, FOR THE 1983-84 YEAR. THIS
AMENDMENT IS MADE TO REFLECT THE ELIMINATION OF
THE SCHOOL SUPPORT FUND BY LEGISLATIVE ACTION.

Director Nearing seconded and the MOTION CARRIED
WITH DIRECTORS FICEK, MCKAY, NEARING, PENISTON
AND SWANSON VOTING YES.

5. Action Items

5. (moved to beginning of agenda)

6. Discussion Items

- 6A New OTIS Users

6A. A listing of new OTIS users was distributed and
reviewed. Wyatt Rosenbaum explained that the
list included first time users, such as Douglas
ESD and all Douglas County school districts, as
well as additional services added by existing
clients. The total new user revenue amount for
1983-84 is estimated at \$163,820.

7. Reports

- 7A OTIS Advisory
Committee

7A. Wyatt Rosenbaum reported on the June 23 meeting
of the OTIS Advisory Committee. The agenda
included discussion of a possible restructuring
of the Advisory Committee. Members agreed that
the present Advisory Committee membership should
be frozen for one year while the proposal is
completed. The Committee also authorized an
increase in teleprocessing charges to user
districts.

- 7B Attorney's Report

7B. Gordon Hanna distributed copies of the
Declaratory Judgement in the case of the Lane
ESD vs. James Swanson. He explained that the
Judgement found that Mr. Swanson's employment
with the ESD on March 29 did not affect the
validity of his election and that since Swanson
was lawfully elected, has qualified by taking
the appropriate oath, and is no longer an
employee of the district, the ESD may not law-
fully declare his position vacant or refuse to
seat him. Costs in the case were awarded to
neither party.

Mr. Hanna said he did not recommend an appeal.

8. Future Agenda Items

8. Future agenda items include:

- A. Boundary Board Policies
B. Board committee and liaison appointments

9. Next Meeting

9. The next regular meeting of the Lane ESD Board will be Tuesday, August 16, 1983, 7:45 p.m., at the ESD Center, 1200 Highway 99 North, Eugene.

10. Executive Session

10. Chairman McKay recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to consider employment of staff.

11. Reconvene

11. Following the Executive Session, Chairman McKay reconvened the Board in regular session.

The following action was taken:

DIRECTOR PENISTON MOVED TO APPROVE THE PERSONNEL RECOMMENDATION TO EMPLOY MARK C. LAAKSO AS A TEMPORARY SUMMER REPLACEMENT TEACHER IN THE SKIPWORTH PROGRAM FROM JULY 1, 1983, TO AUGUST 16, 1983.

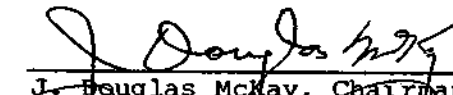
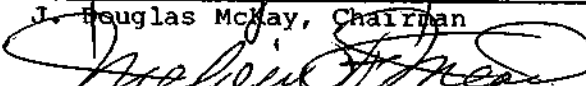
Director Ficek seconded. DIRECTORS FICEK, MCKAY, PENISTON AND SWANSON VOTED YES. DIRECTOR NEARING VOTED NO. THE MOTION CARRIED.

Director Nearing stated he would like to have further clarification of the ESD's practices in advertising and filling short-term position openings.

12. Adjourn

12. DIRECTOR NEARING MOVED TO ADJOURN.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman

Melvin F. Mead, Superintendent-Clerk

Lane Education Service District
1200 Highway 99 North
Eugene OR 97402

Office of the Superintendent
Friday, June 24, 1983

Lane ESD Board of Directors Meeting
Friday, June 24, 1983

1. Call to order

1. Chairman Doug McKay convened the Lane ESD Board in a specially called Executive Session at 12:00 noon, Friday, June 24, 1983. The meeting was called under provisions of ORS 192.660(1)(a) to consider employment of staff.

Attending were Chairman Doug McKay, Jeanne Armstrong, Cleve Dumdi, Beverly Ficek, Frank Nearing, and Hugh Peniston. ESD staff attending were Mel Mead, Superintendent, and Sallie Rainville.

2. Action following
Executive session

2. Following the Executive Session, Chairman McKay reconvened the Board in open session. The following action was taken:

DIRECTOR PENISTON MOVED TO ACCEPT THE SUPERINTENDENT'S RECOMMENDATIONS REGARDING 1983-84 SALARIES FOR THE ADMINISTRATIVE AND CONFIDENTIAL STAFF.

Director Ficek seconded and THE MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

DIRECTOR DUMDI MOVED TO REMOVE THE MOTION REGARDING SUPERINTENDENT MEAD'S 1983-84 SALARY (RESOLUTION 82-88) FROM THE TABLE.

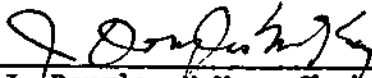
Director Ficek seconded and THE MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.


Chairman McKay restated the tabled resolution as follows: DIRECTOR FICEK MOVED TO GRANT THE SUPERINTENDENT A SALARY INCREASE FOR THE 1983-84 YEAR AS RECOMMENDED BY THE BOARD SUBCOMMITTEE. Director Peniston seconded.

THE MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

3. Adjourn

3. Chairman McKay adjourned the meeting.


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

Administrative and Confidential Salaries

<u>Employee</u>	<u>1981-82</u>	<u>1982-83</u>	<u>Recommended 1983-84</u>
Abbott, Carol	1,577 (50)	2,047 (155)	2,179 (155)
Landrum, Frank	--	2,042 (155)	2,174 (155)
Livingston, Alan	1,974 (50)	2,063 (155)	2,196 (155)
Maxwell, Jim	2,925 (100)	2,925 (205)	3,128 (205)
Adler, Ellen	2,095*	2,291	2,291 (155) #
Suggs, Bill	2,480 (60)	2,480 (165)	2,639 (165)
Taylor, Bob	--	2,925 (205)	3,128 (205)
Wilkerson, Marv	2,795 (70)	2,795 (175)	2,973 (175)
Babjar, Ron	2,400	2,400 (105)	2,554 (105)
Ekstrom, Jim	3,254 (100)	3,254 (205)	3,462 (205)
Ford, Bill	2,869 (30)	2,869 (135)	3,053 (135)
Jones, Ben	2,869 (30)	2,869 (135)	3,053 (135)
Kalata, Ed	1,746 *	2,365	2,365 (142) #
Land, Bill	2,900 (90)	2,900 (195)	3,086 (195)
Rosenbaum, Wyatt	--	3,580 (100)	3,795 (205) #
Fedje, Al	--	2,633 (70)	2,790 (70)
Laird, Nicki	2,166 (50)	2,263 (155)	2,399 (155)
Vinson, Wanda	2,375 (60)	2,375 (165)	2,527 (165)
Mantel, Michelle	823	904 (33)	983 (33)
Rainville, Sallie	1,391 (35)	1,454 (90)	1,541 (90)

* Denotes that the employee was a member of the bargaining unit during this year and has subsequently been declared a supervisory employee.

Denotes that all or a portion of the recommended increase for 1983-84 is being proposed as tax-deferred annuity in lieu of salary

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, June 21, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, June 21, 1983

Agenda Topics

1. Call To Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, June 21, 1983, with the following present:

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Cleve Dumdi	Beverly Ficek
Frank Nearing	Hugh Peniston

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Bob Taylor	Sallie Rainville
Wanda Vinson	Marilyn Simons
Nicki Laird	

Others attending:

Gordon Hanna	Carol Mead
Lisa Stryker, Eugene Register-Guard, and other media representatives	

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF JUNE 7 AS PRESENTED.

Director Dumdi seconded and the MOTION CARRIED
WITH ALL PRESENT VOTING YES.

2. Statements
3. Correspondence

2. There were no statements.
3. The following correspondence was presented:

- A. AASA Information Exchange, June, 1983
- B. State of Oregon Employment Division Labor Market Information
- C. Information from Lane County Department of Assessment and Taxation regarding June 28 levy request.

4. Business Affairs

4A Designation of
Authorized
Depositories

4A. DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF
LANE ESD DESIGNATES THE FOLLOWING FINANCIAL
INSTITUTIONS AS OFFICIAL DEPOSITORIES FOR ESD
FUNDS DURING THE FISCAL YEAR 1983-84.

FIRST INTERSTATE BANK OF OREGON
UNITED STATES NATIONAL BANK OF OREGON
PACIFIC WESTERN BANK
SELCO (SERVICE EMPLOYEES OF LANE COUNTY.
CREDIT UNION)
BENJAMIN FRANKLIN FEDERAL SAVINGS AND LOAN
ASSOCIATION
DEPARTMENT OF FINANCE AND AUDITING, LANE
COUNTY

Director Ficek seconded and the MOTION CARRIED
WITH DIRECTORS DUMDI, FICEK, MCKAY, AND NEARING
VOTING YES.

4B Designation of
Signatories

4B. DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF
LANE ESD DESIGNATES MELVIN F. MEAD AND WANDA J.
VINSON AS SIGNATORIES FOR ALL DISTRICT FINANCIAL
ACCOUNTS FOR THE FISCAL YEAR 1983-84.

Director Nearing seconded and the MOTION CARRIED
WITH DIRECTORS DUMDI, FICEK, MCKAY, AND NEARING
VOTING YES.

4C Authorization for
Clerk's Bond

4C. DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF
LANE ESD AUTHORIZES RENEWAL OF THE CLERK'S BOND
FOR THE FACE AMOUNT OF \$50,000 FOR FISCAL YEAR
1983-84.

Director Dumdi seconded and the MOTION CARRIED
WITH DIRECTORS DUMDI, FICEK, MCKAY AND NEARING
VOTING YES.

4D Authorization to
Solicit Bids -
Typesetting
Equipment

4D. Superintendent Mead requested the Board's
authorization to request bids for a computer-
based photo-typesetting unit. The equipment,
which is a capital expenditure in the adopted
1983-84 budget, would complete the enhancement
of graphics/printing facilities projected and
recommended in the 1981 Comprehensive Plan. The
Board will be asked to approve a bid and
authorize the contract at a later meeting.

4. Business Affairs

4D Authorization to
Solicit Bids -
Typesetting
Equipment

4B. (continued)

DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AUTHORIZES A REQUEST FOR BIDS FOR COMPUTER-BASED, DIGITIZED PHOTO-TYPESETTING EQUIPMENT. BIDS ARE TO BE IN ACCORDANCE WITH SPECIFICATIONS PROVIDED BY THE DISTRICT.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, MCKAY AND NEARING VOTING YES.

4E Authorization to
Transfer Funds -
OTIS Distribution
Facilities

4E. (Director Armstrong and Director Peniston entered the meeting at 8:00 p.m.)

Additional office space is needed in OTIS because of the addition of new staff members. A plan has been developed which would move the distribution operation from its present location to an area in the southwest corner of the warehouse. The space currently used by distribution would be equipped with portable dividers to provide four offices and common-use space.

Superintendent Mead presented a cost breakdown for payment of the alterations. Furnishing both areas would be the responsibility of the OTIS Division budget, while remodeling funds would come from the Administrative Services Division budget.

The Superintendent recommended that the Board authorize the transfer of \$14,750 from contingency funds to the Building Plan account to provide for the remodeling.

Board members toured the area to be remodeled in order to get a better idea of what the project would entail.

DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AUTHORIZES TRANSFER OF \$14,750 FROM ACCOUNT NUMBER 799-4800-100-11, CONTINGENCY, TO ACCOUNT NUMBER 520-2542-100-14, BUILDING PLAN, IN THE 1983-84 BUDGET FOR PURPOSES OF BUILDING MODIFICATION AND REMODELING.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING AND PENISTON VOTING YES.

4. Business Affiars

4F Financial
Statements, May,
1983

4F. The Board reviewed ESD and OTIS financial statements for May, 1983, including current information on ad valorem tax collections and non-tax revenue collections.

Invoice registers note May payments as follows:

ESD	\$267,077.99
OTIS	68,502.53

5. Action Items

5A Organization of the
Board, 1983-84

5A. Director Ficek nominated Doug McKay as Chairperson of the ESD Board for 1983-84.

DIRECTOR DUMDI MOVED THAT NOMINATIONS CEASE AND A UNANIMOUS BALLOT BE CAST TO ELECT DOUG MCKAY AS CHAIRPERSON OF THE ESD BOARD FOR THE 1983-84 YEAR.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS AMRSTRONG, DUMDI, FICEK, MCKAY, NEARING AND PENISTON VOTING YES.

Director Armstrong nominated Frank Nearing as Vice-Chairperson of the ESD Board for 1983-84.

DIRECTOR DUMDI MOVED THAT NOMINATIONS CEASE AND A UNANIMOUS BALLOT BE CAST TO ELECT FRANK NEARING AS VICE-CHAIRPERSON OF THE ESD BOARD FOR THE 1983-84 YEAR.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING AND PENISTON VOTING YES.

5B Designation of
District Clerk

5B. DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD, IN ACCORDANCE WITH ORS 332.515, APPOINTS MELVIN F. MEAD CLERK OF THE DISTRICT AND CUSTODIAN OF FUNDS FOR FISCAL YEAR 1983-84.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING AND PENISTON VOTING YES.

5C Designation of
Budget Officer

5C. DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD, IN ACCORDANCE WITH ORS 294.331, APPOINTS MELVIN F. MEAD AS BUDGET OFFICE FOR THE FISCAL YEAR 1983-84.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING AND PENISTON VOTING YES.

5. Action Items

5D 1983-84 School Year
Calendar

5D. Superintendent Mead and Bob Taylor reviewed the certificated employees calendar for the 1983-84 school year. It is derived from the Eugene 4J and Springfield District 19 calendars, since most of the ESD's certificated employees work in those districts.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD ADOPTS THE CALENDAR FOR THE 1983-84 SCHOOL YEAR AS INDICATED IN THE ATTACHMENT 5D(1) TO THESE MINUTES.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING AND PENISTON VOTING YES.

5E 1983-84 Board
Meeting Calendar

5E. Superintendent Mead recommended that the Board continue to meet on the first and third Tuesdays of the month, with the third Tuesday to be the formal business meeting. He suggested that a schedule of tentative activities to be held on first Tuesdays be developed later with the agreement that these activities may be pre-empted if necessary.

The Superintendent pointed out that the third Tuesday meetings in December and March would fall during school vacation weeks and said the Board might wish to consider shifting those meeting dates.

After discussion, consensus of the Board was to adopt the calendar as proposed, with changes to be made later if necessary.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD ADOPTS THE CALENDAR OF MEETING DATES ATTACHED HERETO FOR THE 1983-84 YEAR.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING AND PENISTON VOTING YES.

6. Discussion Items

6. The agenda included no discussion items.

7. Reports

7A Skipworth Program

7A. Board members reviewed material developed for purposes of billing constituent districts for their shares of half the cost of the educational program at Skipworth Juvenile Detention Center.

7. Reports

7A Skipworth Program

7A. (continued)

Superintendent Mead said that this resolution/contractual service has been eminently successful in its first year. He said a full program report or visitation will be scheduled for the Board next year.

7B OAESD Annual Conference

7B. Superintendent Mead and Director Nearing briefly reviewed the Oregon Association of Education Service Districts annual meeting held June 12-14 at Bend.

7C CMC

7C. Director McKay reported that the Cooperative Museum Commission and the Lane County Commissioners are working together on a proposal that CMC take over administration of the Lane County Museum. He explained the advantages of this plan to CMC and to the county.

8. Future Agenda Items

8. Future agenda items include:

A. Boundary Board Policies

9. Next Meeting

9. The next regular meeting of the Lane ESD Board will be Tuesday, July 5, 1983, 7:45 p.m., at the ESD Center, 1200 Highway 99 North, Eugene.

10. Executive Session

10. Chairman McKay recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to consider employment of staff and ORS 192.660(1)(h) to consult with legal counsel.

11. Reconvene

11. Following the Executive Session, Chairman McKay reconvened the Board in regular session.

11A James R. Swanson

The following action was taken:

11A. DIRECTOR DUMDI MOVED TO ACCEPT THE RESIGNATION OF JAMES R. SWANSON FROM EMPLOYMENT WITH LANE EDUCATION SERVICE DISTRICT AND TO REJECT THE CONDITIONAL WAIVER OF RECALL RIGHTS PREVIOUSLY PRESENTED BY MR. SWANSON.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

11. Reconvene
11B Superintendent
Salary

- 11B. DIRECTOR FICEK MOVED TO GRANT THE SUPERINTENDENT A RETROACTIVE SALARY INCREASE OF FOUR PERCENT FOR THE CURRENT (1982-83) YEAR.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING AND PENISTON VOTING YES.

DIRECTOR FICEK MOVED TO GRANT THE SUPERINTENDENT A SALARY INCREASE FOR THE 1983-84 YEAR AS RECOMMENDED BY THE BOARD SUBCOMMITTEE.

Director Peniston seconded.

DIRECTOR DUMDI MOVED TO TABLE THE MOTION UNTIL A FUTURE DATE PRESCRIBED BY THE CHAIRMAN.

The motion died for lack of a second.

After discussion, consensus of the Board was that additional time was needed to consider the matter.

DIRECTOR NEARING MOVED TO TABLE THE MOTION ON THE 1983-84 SUPERINTENDENT'S SALARY UNTIL A SPECIALLY CALLED MEETING ON FRIDAY, JUNE 24 AT 12:00 NOON. THIS MEETING WOULD BE HELD TO CONSIDER THE 1983-84 SALARIES OF THE SUPERINTENDENT AND OTHER ADMINISTRATORS AND CONFIDENTIAL STAFF.

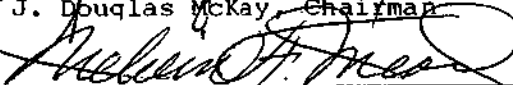
Director Dumdi seconded. DIRECTORS ARMSTRONG, DUMDI, MCKAY, NEARING AND PENISTON VOTED YES. DIRECTOR FICEK VOTED NO. THE MOTION CARRIED.

12. Adjourn

12. DIRECTOR FICEK MOVED TO ADJOURN.

Director Armstrong seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

MM/SR:jv
6/83

Attachments to official
minutes:

School year calendar for
1983-84

Board meeting calendar

INSTRUCTIONAL SERVICES DIVISION
Lane Education Service District

CERTIFICATED EMPLOYEES CALENDAR
1983-1984

(tentative)

	<u>Number of Workdays</u>	<u>Comments</u>
July	0	--
August	3 days	Teachers report August 29, 1983.
September	22 days	Paid holiday September 5. Classes begin September 6.
October	21 days	October 14 is a contract day for ESD staff (state inservice day).
November	22 days	Includes paid holidays November 11 and November 24-25.
December	12 days	Holiday break December 19-January 2.
January	21 days	Work resumes January 3.
February	20 days	Non-contract day February 20.
March	17 days	break March 19-23.
April	21 days	--
May	23 days	Includes paid holiday May 28.
June	10 days	Last day of work June 14.
	<hr/> 192 days	

Specialists - 207 days including 5 paid holidays

Basic 192 day calendar except:

First day of work - August 15.

Last day of work - June 20.

Note: February 20 is a contract workday for specialists.

Attachment 1, June 21 1983

58(1)

Lane Education Service District



1200 Hwy. 99N
P.O. Box 2680
Eugene, Oregon 97402

TELEPHONE: (503) 689-6500

June 16, 1983

TO: Board members
FROM: Mel Mead
SUBJECT: 1983-84 Board calendar

The Board will need to adopt the calendar for its meetings for the 1983-84 year. Dates (or tentative dates) for the July and August meetings were established at the last meeting.

Beginning September 6, I recommend that the Board return to its pattern of first and third Tuesdays. I would propose that third Tuesdays be the formal business meeting of the month; the first Tuesdays would serve less formal purposes, such as work sessions, Board workshops, joint meetings, and the like.

The formal business meeting calendar, if the Board endorses this recommendation, would then be:

Tuesday, September 20
Tuesday, October 18
Tuesday, November 15
Tuesday, December 20 *
Tuesday, January 17
Tuesday, February 21
Tuesday, March 20 *
Tuesday, April 17
Tuesday, May 15
Tuesday, June 19

It is further proposed that a schedule of tentative activities to be held on first Tuesdays be considered by the Board, with the agreement that changes may be necessary or desirable as the year unfolds and that any such plan may be pre-empted if the need for a regular business meeting develops.

As a start, I am suggesting that Tuesday, September 6, be scheduled as new board member night, with a program of activities for new (and old) constituent district board members. I am hopeful that this event can also be the kick-off event for Lane County involvement in the Year of the Schools.

* Since the December and March dates fall within school vacation periods, the Board may wish to consider the wisdom of shifting these a week forward or back.

Attachment 2, June 21, 1983

5E (1)

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, June 7, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, June 7, 1983

Agenda Topics

1. Call To Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, June 7, 1983, with the following present:

Board members attending:

Doug McKay, Chairman
Cleve Dumdi
Frank Nearing

Jeanne Armstrong
Beverly Ficek
Hugh Peniston

ESD staff attending:

Mel Mead, Superintendent
Wyatt Rosenbaum
Sallie Rainville
Al Fedje
Nicki Laird

Jim Maxwell
Bob Taylor
Wanda Vinson
Marilyn Simons
Jim Swanson

Others attending:

Gordon Hanna

- 1B. Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF MAY 17 AS PRESENTED.

Director Peniston seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
3. Correspondence

2. There were no statements.

3. The following correspondence was presented:

- A. Letter from Governor Victor Atiyeh responding to the Board's letter supporting increased opportunities for post-school-aged handicapped persons.
- B. Letter from Kent Hunsaker, Creswell Superintendent, thanking Dick Brannan for his work with Creswell math teachers.
- C. Letter from Springfield Middle School personnel expressing gratitude for the ESD's help with truant students.

4. Business Affairs
4A Budget Hearing

4A. Chairman McKay declared the 1983-84 ESD Budget Hearing open. He stated the ESD operating budget (as outlined below) is within the tax base. Notice of the Budget Hearing was published, as required by law, in two issues of the Eugene Register-Guard (on May 23 and May 29).

Superintendent Mead reviewed the budget proclamation and explained that the purpose of the School Support Fund is to require that the entire ESD tax base be levied and thereby preserved. The entire portion of the certified levy showed as the School Support Fund, however, will be offset against the ESD levy. The offset will come from state funds and will upon receipt by the ESD be apportioned and remitted to the 16 local school districts. The offset funds will come from funds already earmarked for those local districts which would go to them under any circumstances.

The amount of the entire certified ESD levy which will actually be spread upon Lane County tax rolls is \$4,581,897.

The budget summary is as follows:

<u>FUND</u>	<u>EST. EXP.</u>	<u>EST. RCPTS.</u>	<u>LEVY</u>
General	\$6,162,162	\$2,084,806	\$4,077,356
School Support	3,501,223	-0-	3,501,223
OTIS	2,545,003	2,545,003	-0-
Math Project	32,676	32,676	-0-
Technical Skills Upgrade	4,391	4,391	-0-
Personnel Inservice	1,792	1,792	-0-
Equipment Reserve	85,237	85,237	-0-
OTIS Equipment Reserve	489,000	489,000	-0-
Joint Purchasing	500,000	500,000	-0-
Working Capital	50,000	50,000	-0-
TOTAL	\$13,371,484	\$5,792,905	\$7,578,579
Estimated taxes not to be received			504,541
TOTAL ESD LEVY, WITHIN TAX BASE			\$8,083,120

4. Business Affairs
4A Budget Hearing

4A. (continued)

There being no further comments, Chairman McKay declared the Budget Hearing closed.

4B Adoption of Budget
1983-84

4B. DIRECTOR PENISTON MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT ADOPTS THE BUDGET FOR 1983-84 IN THE TOTAL SUM OF \$13,371,484, AS NOW ON FILE IN THE OFFICE OF THE SUPERINTENDENT.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

4C Levy of Ad Valorem
Taxes; Certifica-
tion of Levy

4C. DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT DETERMINES THE REQUIRED TAX LEVY FOR 1983-84 TO BE THE AGGREGATE AMOUNT OF \$8,083,120; THAT THESE TAXES ARE HEREBY LEVIED UPON ALL TAXABLE PROPERTY WITHIN SAID DISTRICT AS OF 1:00 A.M., JANUARY 1, 1983; AND THAT THE DISTRICT CLERK IS HEREBY DIRECTED TO CERTIFY THE LEVY TO THE COUNTY ASSESSOR. THE FOLLOWING LEVY AMOUNTS CONSTITUTE THE ABOVE AGGREGATE LEVY:

GENERAL FUND	\$4,581,897
SCHOOL SUPPORT FUND	\$3,501,223

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

4. Business Affairs
 4D Appropriation of
 Budget, 1983-84

4D. DIRECTOR PENSTON MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF
 LANE EDUCATION SERVICE DISTRICT HEREBY
 APPROPRIATES FOR THE FISCAL YEAR BEGINNING
 JULY 1, 1983, THE AMOUNTS SHOWN BELOW FOR THE
 PURPOSES INDICATED WITHIN THE FUNDS LISTED:

GENERAL FUND:

Instruction	\$1,810,631
Support Services	3,293,111
Community Services	-0-
Interagency Fund Transfers	461,001
Debt Service	10
Operating Contingency	297,409
Unappropriated Ending Fund	
Balance	<u>300,000</u>

Total General Fund

Approp. \$6,162,162

SCHOOL SUPPORT FUND:

Requirements	3,501,223
--------------	-----------

Total School Support Fund

Approp. 3,501,223

OTIS FUND:

Supporting Services	2,545,003
---------------------	-----------

Total OTIS Fund Approp.

2,545,003

MATH PROJECT FUND:

Supporting Services	32,676
---------------------	--------

Total Math Project Fund Approp.

32,676

TECHNICAL SKILLS UPGRADE FUND:

Supporting Services	4,391
---------------------	-------

Total Technical Skills Upgrade
 Fund Approp.

4,391

INSERVICE PERSONNEL

HANDICAPPED FUND:

Supporting Services	1,792
---------------------	-------

Total Inservice Personnel
 Handicapped Fund Approp.

1,792

EQUIPMENT RESERVE FUND:

Requirements	85,327
--------------	--------

Total Equipment Reserve
 Fund Approp.

85,327

4. Business Affairs
4D Appropriation of
Budget, 1983-84

4. (continued)

OTIS EQUIPMENT RESERVE FUND:

Requirements 489,000

Total OTIS Equipment
Reserve Fund Approp.

489,000

JOINT PURCHASING FUND:

Supporting Services 500,000

Total Joint Purchasing
Fund Approp.

500,000

WORKING CAPITAL FUND:

Requirements 50,000

Total Working Capital Fund
Approp.

50,000

TOTAL APPROPRIATION

\$13,371,484

Director Armstrong seconded and the MOTION
CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY,
NEARING, AND PENISTON VOTING YES.

4E April Financial
Statements

4E. The Board reviewed ESD and OTIS financial
statements for April, 1983, as presented by the
Superintendent and Wanda Vinson.

Invoice registers noted April payments as
follows:

ESD \$149,677.38

OTIS 78,921.53

4F Appropriation of
1982-83 Grant Funds

4F. DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF
LANE ESD APPROPRIATES THE SUM OF \$3,002 RECEIVED
AS GRANT FUNDING FOR THE "PROMISING PRACTICES
DIFFUSION" PROJECT ON BEHALF OF MCKENZIE SCHOOL
DISTRICT #68, AND THEREBY CREATES THE
APPROPRIATE SPECIAL FUND IN THE 1982-83 ESD
BUDGET.

Director Nearing seconded and the MOTION CARRIED
WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING,
AND PENISTON VOTING YES.

4. Business Affairs

4F Appropriation of
1982-83 Grant Funds

4F. (continued)

DIRECTOR FICEK MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD APPROPRIATES THE SUM OF \$1,792 RECEIVED AS GRANT FUNDING TO PROVIDE INSERVICE ON THE SUPERVISION AND EVALUATION OF SPECIAL EDUCATION PERSONNEL AND PROGRAMS, AND THEREBY CREATES THE APPROPRIATE SPECIAL FUND IN THE 1982-83 ESD BUDGET.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

4G Authorization of
Transfers From
Contingency

4G. Superintendent Mead reviewed revenue projections and estimated budget balances for the 1982-83 fiscal year.

He requested authorization to transfer funds from contingency to several salary and fringe benefit budget accounts.

DIRECTOR PENISTON MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD HEREBY AUTHORIZES THE TRANSFER OF FUNDS IN THE AGGREGATE AMOUNT OF \$170,500 FROM CONTINGENCY TO THE SEVERAL BUDGET AMOUNTS INDICATED TO PROVIDE FOR NEGOTIATED SALARY INCREASES AND ADDED FRINGE BENEFIT COSTS.

(A COPY OF THE LINE ITEM AMOUNTS IS ATTACHED AND MADE A PART OF THE OFFICIAL MINUTES OF THIS MEETING.)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

5. Action Items

5A CMC Lease Contract

5A. (Director Dumdi entered the meeting at 8:05 p.m.)

Gordon Hanna reviewed the completed lease between the ESD and the Cooperative Museum Commission. He and the Superintendent said that they feel the lease is quite comprehensive and meets the needs of the ESD.

5. Action Items

5A CMC Lease Contract

5A. (continued)

DIRECTOR PENISTON MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT APPROVES THE ATTACHED LEASE CONTRACT BETWEEN THE COOPERATIVE MUSEUM COMMISSION AND LANE EDUCATION SERVICE DISTRICT AS A PART OF THE OFFICIAL MINUTES OF THIS MEETING.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

6. Discussion Items

6A Update on ESD-
Related Legislation

6A. Superintendent Mead reviewed the status of several ESD-related measures currently being considered in the Oregon legislature. These include S.B. 265 which covers the ESD tax base and special levying authority; S.B. 264 dealing with special education funding; S.B. 354 amending reorganization statutes and providing new procedures relating to secessions; H.B. 2394 dealing with boundary changes; H.B. 2220 which relates to school-year classified employees; and H.B. 2021 which clarifies responsibilities of school districts and ESDs relative to handicapped children.

The Superintendent also briefly discussed the State Mental Health Division's proposed budget, which would reduce the level of state funding for TMR children by about 20%. The Division has reallocated those funds into other categories.

6B Summer Meeting
Schedule

6B. After discussion, the Board agreed by consensus to meet only once during the months of July and August. The July meeting will be on the first Tuesday of the month, July 5. The August meeting was tentatively set for Tuesday, August 16.

7. Reports

7A CMC

7A. Director McKay briefly reviewed the agenda of the most recent Cooperative Museum Commission meeting.

7B Georgia-Pacific
Scholarship
Committee

7B. Director Ficek reviewed the process used by the ESD in selecting the two recipients of the Georgia-Pacific Scholarships. She said she had enjoyed representing the Board on the Committee.

7C Input Committee

7C. Director Armstrong reported that the Input Committee is working on criteria to be used for submitting items for consideration.

8. Future Agenda Items
 9. Next Meeting
 10. Executive Session
 11. Reconvene
8. Future agenda items include:
 - A. Organization of Board, 1983-84
 - B. Boundary Board Policy
 9. The next regular meeting of the Lane ESD Board will be Tuesday, June 21, 1983, 7:45 p.m., at the ESD Center, 1200 Highway 99 North, Eugene.
 10. Chairman McKay recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to consider employment of staff and ORS 192.660(1)(h) to consult with counsel.
 11. Following the Executive Session, Chairman McKay reconvened the Board in open session.

The following action was taken:

DIRECTOR ARMSTRONG MOVED TO APPROVE THE PERSONNEL RECOMMENDATIONS AS SUBMITTED AND ATTACHED TO THE OFFICIAL COPY OF THESE MINUTES.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

A summary of personnel action is as follows:

Elect to staff positions:

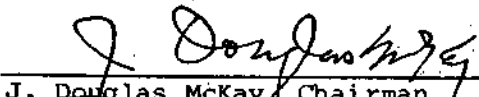
Psychologist: Joan Anderson

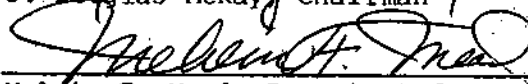
Adaptive Physical Education Teacher:
Belinda Peterson

12. Adjourn

12. DIRECTOR DUMDI MOVED TO ADJOURN.

Director Ficek seconded and the MOTION CARRIED
WITH ALL PRESENT VOTING YES.



J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

MM/SR:jv

Attachments to official
minutes:

Line item amounts
transferred from
Contingency

Lease contract between
ESD and CMC

Personnel
recommendations.

TRANSFER OF FUNDS FROM CONTINGENCYCenter 100:

111-2321-11	3,500
112-2321-11	1,400
211-2321-11	100
235-2321-11	300
237-2321-11	2,800
235-2630-11	100
237-2630-11	1,200
210-1290-12	100
211-1290-12	200
235-1290-12	100
111-2510-12	2,000
112-2510-12	4,000
237-2510-12	1,500
112-2520-13	4,000
235-2520-13	300
237-2520-13	1,200
112-2542-14	<u>1,100</u>
	23,900

Center 300:

111-2212-30	700
111-2212-30	800
231-2212-30	100
235-2212-30	200
237-2212-30	2,700
112-2223-30	11,700
210-2223-30	800
211-2223-30	400
220-2223-30	1,300
235-2223-30	400
237-2223-30	500
111-2223-31	300
235-2223-31	100
111-2223-32	1,200
231-2223-32	100
235-2223-32	600
112-2223-34	3,300
210-2223-34	200
211-2223-34	100
220-2223-34	100
235-2223-34	<u>200</u>
	25,800

TRANSFER OF FUNDS FROM CONTINGENCY (page 2)Center 200:

112-2211-80	\$1,400
235-2211-80	100
237-2211-80	2,300
111-2212-81	2,000
112-2212-81	500
210-2212-81	100
211-2212-81	100
220-2212-81	100
231-2212-81	100
111-2212-82	3,600
112-2212-82	1,000
210-2212-82	400
211-2212-82	200
220-2212-82	200
231-2212-82	100
235-2212-82	200
111-2212-83	6,200
231-2212-83	100
235-2212-83	200
111-2212-85	9,100
210-2212-85	600
211-2212-85	300
220-2212-85	300
111-2142-86	2,200
231-2142-86	100
235-2142-86	100
111-2212-88	600
112-2212-88	1,200
210-2212-88	100
211-2212-88	100
235-2212-88	200
237-2212-88	2,000
111-1222-89	28,100
112-1222-89	39,000
121-1222-89	4,200
220-1222-89	2,000
231-1222-89	100
233-1222-89	100
235-1222-89	5,500
111-2140-89	1,600
235-2140-89	700
111-2211-89	700
235-2212-89	100
111-2212-94	2,800
235-2212-94	100
	<u>120,800</u>

TOTAL TRANSFER AMOUNT

\$170,500

Attach (#1) June 7 1983

LEASE

THE PARTIES TO THIS LEASE ARE the COOPERATIVE MUSEUM COMMISSION, a public body ("CMC"), Landlord, and LANE EDUCATION SERVICE DISTRICT, a public body ("ESD"), Tenant.

Landlord leases to Tenant the following described property on the terms and conditions stated below:

The planetarium portion of the Alton Baker Museum complex site in Lane County, Oregon, as shown on Exhibit "A" attached.

SECTION 1 - OCCUPANCY

1.01 ORIGINAL TERM. The term of this lease commenced on February 1, 1979, and shall continue to and including February 1, 1989.

1.02 POSSESSION. Tenant's right to possession and obligations under this lease commenced on February 1, 1979.

SECTION 2 - FIXED RENT

2.01 BASIC RENT. Tenant shall pay to Landlord as rent the sum of One Dollar (\$1.00) per year, with the first payment due on the 31st day of January, 1983.

2.02 ADDITIONAL RENT. As additional rent, Tenant shall pay the following:

- (a) All charges for telephone, garbage disposal, security system and other services or utilities used by Tenant in the premises.
- (b) A reasonable charge for repair, maintenance and upkeep of the complex grounds and parking lot, not to exceed 25% of the total cost thereof.
- (c) The cost of all insurance for which Tenant is required to pay.
- (d) All amounts which Tenant is required to reimburse Landlord for expenses incurred by Landlord in discharging Tenant's obligations.
- (e) Tenant has met all of its financial obligations to the date of September 1, 1982.

SECTION 3 - USE OF THE PREMISES

3.01 PERMITTED USE. The premises shall be used for planetarium use and related purposes. Tenant, its employees and invitees shall

have the right to use common entrances, stairways, halls and rest-room facilities nonexclusive with other Tenants occupying the building.

3.02 PLANETARIUM USE BY WISTEC. Tenant agrees that Willamette Science and Technology Center, Inc. (WISTEC) shall be permitted use of the planetarium for the public interest subject to terms and conditions as may be agreed upon by WISTEC and Tenant.

3.03 RESTRICTIONS ON USE. In connection with use of the premises, Tenant shall:

- (a) Conform to all applicable laws or regulations of any public authority affecting the premises and the use, and correct at Tenant's own expense any failure of compliance created through Tenant's fault or by reason of Tenant's use.
- (b) Refrain from any activity which would make it impossible to insure the premises against casualty at normal commercial rates.
- (c) Refrain from any use which would be reasonably offensive to Landlord or owners or users of adjoining premises, or which would tend to create a nuisance or damage the reputation of the premises.
- (d) Refrain from attaching or affixing any sign, insignia, antenna, or advertisement or other devices to the building without prior consent of Landlord, except Landlord shall permit listing in a building directory, or names listing of a uniform design and style at or adjacent to door entryways.
- (e) Tenant shall comply with any and all policies and procedures established by Landlord that relate to the Alton Baker museum complex and address the following topics:
 - 1. Grounds use and maintenance
 - 2. Hours of use
 - 3. Common areas
 - 4. Common administration

SECTION 4 - REPAIRS AND MAINTENANCE

4.01 LANE COUNTY'S OBLIGATIONS. The parties recognize that Lane County is the owner and CMC is the manager of the premises and the responsibilities in this paragraph are those of Lane County, not CMC. Failure of Lane County to comply within 30 days of written notice of default to CMC shall give the Tenant the option to terminate this lease. The following shall be the responsibility of Lane County:

- (a) Structural repairs and maintenance and repairs necessitated by structural disrepair or defect.

- (b) Repair and maintenance of the exterior walls and roof and common entryways, halls, and common restroom facilities, exterior water, sewage, gas, heating and electrical services up to the point of entry to the leased premises. This shall not include maintenance or operating condition of doors and windows or replacement of glass.
- (c) All repairs or restoration made necessary by fire or other peril which could be covered by a standard fire insurance policy with an extended coverage endorsement or by reason of war, or by earthquake or other natural casualty.
- (d) Repair, maintenance and upkeep of all exterior grounds, subject to reimbursement of the portion thereof set forth in Section 2.02(b) above.

4.02 TENANT'S OBLIGATIONS. The following shall be the responsibility of the Tenant:

- (a) Any interior redecorating.
- (b) Any repairs necessitated by the negligence of Tenant, its agents, employees and invitees, except where the loss or damage could have been covered by a standard fire insurance policy with an extended coverage endorsement.
- (c) Janitorial service to the leased property, ordinary maintenance of the interior equipment and fixtures owned by Tenant.
- (d) Any repairs or alterations required under Tenant's obligations to comply with laws and regulations as set forth in 3.02(a) above.

4.03 INSPECTION OF THE PREMISES. Landlord shall have the right to inspect the premises at any reasonable time or times to determine the necessity of repair. Whether or not such inspection is made, the duty of Landlord to make repairs as outlined above in any area in Tenant's possession and control shall not mature until a reasonable time after Landlord has received from Tenant notice in writing of the repairs that are required.

SECTION 5 - ALTERATIONS

5.01 ALTERATIONS PROHIBITED. Tenant shall make no major improvements or alterations on the leased premises of any kind without the prior written consent of Landlord, which consent shall not be unreasonably withheld.

5.02 OWNERSHIP OF ALTERATIONS. All improvements and alterations including all fixtures, performed on the leased premises by either Landlord or Tenant, except Tenant's own trade fixtures,

furniture, business machines and decorations, shall be the property of Landlord when installed, unless at the time written consent is given or express written provision is otherwise made, in which event the improvements as well as Tenant's own trade fixtures, furniture, business machines and decorations may be removed and the leased premises restored to their original condition. All planetarium equipment shall be considered trade fixtures.

SECTION 6 - INSURANCE

6.01 LIABILITY INSURANCE REQUIRED. Tenant will at all times throughout the term of this lease purchase and have in effect public liability insurance in the amount of not less than \$1,000,000 protecting Landlord and Tenant as their respective interests may appear, from any and all claims whatsoever for injury to persons by reason of accident or happening on any part of the leased premises, and furnish Landlord with such policy or policies of public liability insurance or a certificate thereof showing such insurance in full force and effect.

6.02 FIRE INSURANCE. Landlord shall keep in force adequate fire insurance and extended coverage upon improvements constructed by Landlord.

6.03 RELEASE OF SUBROGATION RIGHTS. Neither of the parties shall be liable to the other of them, or to any subrogee for any loss arising out of damage to or destruction of the premises or for loss arising out of the damage to or destruction of the contents of the premises, when the loss is caused by any of the perils included within a standard form of fire and extended coverage insurance policy. This paragraph shall be binding upon the parties whether or not the damage or destruction is caused by the negligence of either Landlord or Tenant, or their agents, employees or representatives, and any and all rights of recovery on account thereof by either party against the other, including any and all rights of subrogation of any insurance carrier or insurer on account thereof, are hereby waived and released. Any insurance policy obtained by either party on property subject to the foregoing releases shall contain provisions waiving all rights of subrogation against the other party.

SECTION 7 - DAMAGE AND DESTRUCTION

7.01 PARTIAL DAMAGE. If the leased premises are partly damaged and paragraph 7.02 below does not apply, the property shall be repaired as follows:

- (a) If the damage is caused by a risk which would be covered by a standard fire insurance policy with an endorsement for extended coverage, repair shall be at the expense of Landlord whether or not the damage occurred as the result of fault on the part of Tenant.

- (b) In any event, repairs shall be accomplished with all reasonable dispatch subject to interruptions and delays from labor disputes and matters beyond the control of the party responsible, and shall be performed in accordance with the provisions of paragraph 4 above.

7.02 DESTRUCTION. If the leased premises are fifty percent (50%) or more destroyed, the parties shall proceed as follows subject to the provisions of paragraph 7.03:

- (a) Landlord may elect to terminate the lease as of the date of the damage or destruction by notice given to Tenant in writing not more than forty-five (45) days following the date of damage. In such event all rights and obligations of the parties shall cease as of the date of termination.
- (b) In the absence of an election under 7.02(a), Landlord shall proceed to restore the leased premises to substantially the same form as prior to the damage or destruction so as to provide for Tenant usable space equivalent in quantity and in character to that before the damage. Work shall be commenced as soon as reasonably possible and thereafter shall proceed without interruption except for work stoppages on account of labor disputes and matters not under control of Landlord.

7.03 DAMAGE LATE IN TERM. If damage or destruction to which paragraph 7.02 would apply occurs within one year prior to the end of the then current lease term, Tenant may elect to terminate the lease by notice in writing to Landlord given within 30 days after the date of the damage. Such termination shall have the same effect as termination by Landlord under 7.02(a).

SECTION 8 - INDEMNIFICATION

8.01 INDEMNIFICATION. Tenant shall indemnify and defend Landlord from any claim, loss or liability arising out of or related to any activity of Tenant on the leased premises or any condition of the leased premises in the possession or under the control of Tenant, from and after the date of possession. Tenant's duty to indemnify shall not apply to or prevent any claim by Tenant against Landlord for injury or damage to Tenant or Tenant's property for which Landlord may be liable.

SECTION 9 - QUIET ENJOYMENT

9.01 LANDLORD'S WARRANTY. Landlord warrants that Lane County is the owner of the leased premises and Landlord in its capacity as manager for Lane County has the right to lease them free of all encumbrances. Landlord will defend Tenant's right to quiet enjoyment of the leased premises from the lawful claims of all persons during the lease term.

SECTION 10 - ASSIGNMENT AND SUBLEASE

10.01 ASSIGNMENT AND LEASE. No part of the leased property may be assigned, mortgaged or subleased, nor may a right of use of any portion of the property be conferred on any third person by any other means, without the prior written consent of Landlord. This provision shall apply to all transfers by operation of law. No consent in one instance shall prevent this provision from applying to a subsequent instance. The Landlord's consent shall not be unreasonably withheld.

SECTION 11 - DEFAULT

11.01 DEFAULT. Failure of Tenant to comply with any terms or conditions or fulfill any obligation of the lease within twenty (20) days after written notice by Landlord specifying the nature of the default with reasonable particularity shall be deemed an event of default. If Tenant corrects the default within the 20-day grace period, then any notice of termination under 12.01 hereof shall be ineffective. If the default is of such a nature that it cannot be completely remedied within the twenty (20) day period and Tenant begins correction of the default within the twenty (20) day period and thereafter proceeds with reasonable diligence and in good faith to effect the remedy as soon as practicable, this provision shall be deemed complied with and any notice of termination under 12.01 shall be ineffective.

SECTION 12 - TERMINATION

12.01 TERMINATION. In the event of a default, the lease may be terminated at the option of Landlord by the Landlord giving thirty (30) days notice in writing to Tenant. The notice may be given during or after the running of any grace period for default and may be included in any notice of failure of compliance given under paragraph 11.01 above. If the property is abandoned by Tenant in connection with the default, termination shall be automatic and without notice.

12.02 DAMAGES WITHOUT TERMINATION. If the lease is not terminated by election of Landlord or otherwise, Landlord shall be entitled to recover damages from Tenant for the default.

12.03 RE-ENTRY AFTER TERMINATION. If the lease is terminated for any reason, Tenant's liability to Landlord for damages shall survive such termination, and the rights and obligations of the parties shall be as follows:

- (a) Tenant shall vacate the property immediately, remove any property of Tenant, including any fixtures which Tenant is permitted to remove at the end of the lease term, and to perform any cleanup, alterations or other work required to leave the property in the condition required at the end of the term.
- (b) Landlord may re-enter, take possession of the premises, and remove any persons or property by legal action or by self-help.

12.04 REMEDIES CUMULATIVE. The foregoing remedies shall be the addition to and shall not exclude any other remedy available to Landlord under applicable law.

SECTION 13 - CONDITION OF PREMISES

13.01 CONDITION OF PREMISES. Upon expiration of the lease term or earlier termination on account of default, Tenant shall deliver all keys to Landlord and surrender the leased premises, first class condition, normal wear and tear excepted and broom clean. Alterations constructed by Tenant with permission from Landlord shall not be removed or restored to the original.

SECTION 14 - MISCELLANEOUS

14.01 NONWAIVER. Waiver by either party or strict performance of any provision of this lease shall not be a waiver of or prejudice the party's right to require strict performance of the same provision in the future or of any other provision.

14.02 ATTORNEY'S FEES. If suit or action is instituted in connection with any controversy arising out of this lease, the prevailing party shall be entitled to recover in addition to costs such sum as the court may adjudge reasonable as attorney's fees or appeal therefrom in accordance with ORCP 68.

14.03 SUCCESSION. Subject to the above stated limitations on transfer of Tenant's interest, this lease shall be binding upon and inure to the benefit of the parties, their respective successors and assigns.

14.04 NOTICE. Any notice required or permitted under this lease shall be given when actually delivered or when deposited in the United States mail addressed as follows:

To Landlord:

To Tenant:

IN WITNESS WHEREOF, the parties have hereunto set their hands this ____ day of _____, 1983.

LANDLORD

TENANT

COOPERATIVE MUSEUM COMMISSION

LANE EDUCATION SERVICE DISTRICT

By _____

By _____



Education Service District

1200 Hwy. 99N

P.O. Box 2680

Eugene, Oregon 97402

TELEPHONE:(503)689-6500

June 1, 1983

TO: Mel Mead, Superintendent

FROM: Bob Taylor, Director, Instructional Services

SUBJECT: Joan Anderson, Psychologist

I recommend that Joan Anderson be offered a contract for the 1983-84 school year. Joan has been a replacement for Carolyn Wilson, who was on leave of absence this school year.

It is my understanding that Carolyn Wilson has resigned her position and will not be returning. We are highly pleased with Joan's work and I recommend that she be offered a contract for next year.

BT:jv
24-022

BT.

Attach. # 3, June 7, 1983



Education Service District

1200 Hwy. 99N

P.O. Box 2680

Eugene, Oregon 97402

TELEPHONE:(503)689-6500

June 1, 1983

TO: Mel Mead, Superintendent
FROM: Bob Taylor, Director, Instructional Services
SUBJECT: Belinda Peterson, Adaptive Physical Education

I am recommending that Belinda Peterson be offered a contract for the 1983-84 school year. She was the replacement for Nola Colin, who was on leave of absence for the 1982-83 year.

It is my understanding that Nola will not be returning for the next school year, therefore, I recommend Belinda as a replacement.

BT:jv

24-021

BT

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, May 17, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, May 17, 1983

Agenda Topics

1. Call To Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, May 17, 1983, with the following present:

Board members attending:

Doug McKay, Chairman
Cleve Dumdi
Frank Nearing

Jeanne Armstrong
Beverly Ficek
Hugh Peniston

ESD staff attending:

Mel Mead, Superintendent
Wyatt Rosenbaum
Sallie Rainville
Nicola Laird
Marilyn Simons

Jim Maxwell
Bob Taylor
Wanda Vinson
Al Fedje

Others attending:

Ron Babcock
Gordon Hanna

Dennis Solin
Carol Mead

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF MAY 3 AS PRESENTED.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A AAESA Council Visit

- 2A. Several Board members commented that they had enjoyed the opportunity to meet and visit with members of the AAESA Council during their visit to Eugene. Several suggestions for continued communication were briefly discussed.

- 2B OTIS Report

- 2B. Wyatt Rosenbaum announced that Douglas County school districts will become part of the OTIS network on July 1. Twenty school districts with approximately 25,000 students are included.

3. Correspondence

3. The following correspondence was presented:

- A. Information on cost of March election
- B. Report of Activities, Eugene Hearing and Speech Center Resolution
- C. Letter of thanks from ESD Advisory Council for Handicapped Children
- D. Response to Board's letter supporting increased opportunities for post-school-aged handicapped persons from the following:
 - (1) Senator Margie Hendrickson
 - (2) Senator Dell Isham
 - (3) Representative Larry L. Campbell
 - (4) Representative Larry Hill
 - (5) Representative Carl J. Hosticka
- E. Direction Service Report, April, 1983
- F. AAESA Report: Perspectives on Service, March-April

4. Business Affairs

4. The agenda included no business affairs.

5. Action Items

- 5A. Superintendent Mead presented the results of additional staff investigation of audit proposals from Babcock & Solin and Kohnen & Larson and, as requested, offered guidelines for the Board's consideration.

5A Designation of Auditor

He said that Kohnen & Larson should be chosen if contracted cost is the only consideration or the major consideration. He felt that the cost advantage gained would be temporary, but tangible nevertheless. Some proportion of the cost advantage would be offset by added internal costs based on increased demand for time from the ESD accounting staff. An advantage could be gained from a fresh and unfamiliar look at ESD fiscal and budget procedures.

Additional information received from Ron Babcock gave information on charges for non-audit work the firm has performed each year. In his letter, Babcock explained that his firm's proposal for the 1983 audit included an estimated amount for such charges; actual amount billed would be for such extra services actually used.

5. Action Items

5A Designation of Auditor

5A. (continued)

The Superintendent said that one of the two current users of Kohnen & Larson indicated that they were being charged item by item for all consulting and technical assistance occurring outside the formal audit process.

Superintendent Mead recommended that Babcock & Solin continue to be retained if cost is not the overriding consideration, since their service has been satisfactory and they are familiar with the complexities of the ESD. The Superintendent said that considering all factors, he felt the cost to the ESD would be very similar with either firm.

Director Dumdi said he felt consideration should be given to the fact that we have had a satisfactory relationship with the current auditing firm. Director Peniston felt it was important to consider the cost difference in the two proposals.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT DESIGNATES THE FIRM OF BABCOCK & SOLIN AS AUDITORS FOR THE 1982-83 FISCAL AUDIT.

Director Ficek seconded. DIRECTORS DUMDI, FICEK, MCKAY, AND NEARING VOTED YES. DIRECTOR PENISTON VOTED NO. (Director Armstrong abstained, stating she had been absent from the May 5 meeting when presentations were made.)

THE MOTION CARRIED.

5B. Cooperative Purchasing Bid Contracts

5B. Board members reviewed the tabulation of bid award recommendations for Cooperative Purchasing supplies and equipment.

Committees representing user participants have met and reviewed the bids received. The recommended product and vendor is in all cases the lowest bid for a product which meets specifications, taking into account item group bids.

5. Action Items

- 5B Cooperative
Purchasing Bid
Contracts

5B. (continued)

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AWARDS CONTRACTS FOR THE PROVISION OF SUPPLIES AND EQUIPMENT TO LISTED VENDORS FOR THE AMOUNTS INDICATED, THE TOTAL OF SUCH CONTRACTS BEING FOR THE AMOUNT OF \$299,192.77. THE LISTING OF VENDORS AND AMOUNTS IS ATTACHED AS A PART OF THE OFFICIAL MINUTES OF THIS MEETING.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

6. Discussion Items

- 6A CMC Lease

- 6A. Gordon Hanna reviewed correspondence relating to the proposed lease contract between the Cooperative Museum Commission and the ESD for space occupied by the planetarium.

Mr. Hanna said changes which he suggested earlier are being implemented, although some of the language is a bit different from his recommendation. He will request a clarifying memo from the CMC's attorney.

When completed, the lease will be brought before the Board and the CMC for approval.

- 6B Nominations for ESD
Advisory Council
for Handicapped
Children

- 6B. Recommendations for appointments to fill vacancies on the Lane ESD Advisory Council for Handicapped Children were presented.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE LANE EDUCATION SERVICE DISTRICT THAT THE FOLLOWING PERSONS ARE HEREBY APPOINTED TO POSITIONS ON THE ADVISORY COUNCIL FOR HANDICAPPED CHILDREN:

To fill vancancies to complete the 1982-84 terms:

Laura Krenk (Agency Representative,
Pearl Buck Center)

Betty Bell (Parent Representative)

Joyce Weldon (Parent Representative)

6. Discussion Items

6B Nominations for ESD
Advisory Council
for Handicapped
Children

6B. (continued)

To two-year terms beginning July 1, 1983,
and ending June 30, 1985:

Hope Glassco (Parent Representative)

Jodi Honeck (Parent Representative)

Pam Ring (Agency Representative,
Association for Retarded Citizens)

Ron Cleveland (Agency Representative,
Eugene 4J)

Director Armstrong seconded and the MOTION
CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK,
MCKAY, NEARING, AND PENISTON VOTING YES.

7. Reports

7A Input Committee

7. As the Board's representative to the recently
reactivated Input Committee, Director Armstrong
briefly summarized the purpose of the Committee
and reviewed concerns discussed at the latest
meeting.

She said she hoped Board members would take an
active role in suggesting concerns that might be
appropriate as Committee agenda items. Several
suggestions were discussed.

7B Attorney's Report

7B. Gordon Hanna summarized pending legal develop-
ments regarding the March 29 election for Board
Position 7.

8. Future Agenda Items

8. Future agenda items include:

A. Boundary Board policies

B. Budget hearing

C. Update on ESD-related legislation

9. Next Meeting

9. The next meeting of the Lane ESD Board will be
Tuesday, June 7, 1983, 7:45 p.m., at the ESD
Center, 1200 Highway 99 North, Eugene.

10. Executive Session

10. Chairman McKay recessed the regular meeting and
called the Board to Executive Session under
provisions of ORS 192.660(1)(a) to discuss
employment of a staff member.

11. Reconvene

11. Following the Executive Session, Chairman McKay reconvened the Board in open session.

The following action was taken:

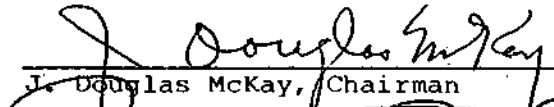
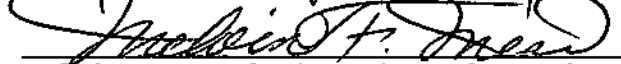
DIRECTOR PENISTON MOVED TO ACCEPT THE PERSONNEL RECOMMENDATION TO GRANT MATERNITY LEAVE TO MARTA TURKSEL FOR THE 1983-84 SCHOOL YEAR.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

12. Adjourn

12. DIRECTOR DUMDI MOVED TO ADJOURN.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman

Melvin F. Mead, Superintendent-Clerk

MM/SR:jv
5/83

Attached to official minutes:
Listing of vendors and
amounts for Cooperative
Purchasing Bid Contracts

COOPERATIVE PURCHASING

BID AWARDS

1983-84

AUDIO VISUAL SUPPLIES

LIBRARY SUPPLIES

INSTRUCTIONAL/OFFICE SUPPLIES

FILING CABINETS

CUT PAPER

ART SUPPLIES

CUSTODIAL SUPPLIES

PLAYGROUND AND ATHLETIC SUPPLIES

FOODS/DRY GOODS

attach. 5/17/83

COOPERATIVE PURCHASING

BID AWARD RECAP

1983-84

SECTION #10	4,824.66
SECTION #20	2,198.73
SECTION #30	69,315.20
SECTION #35	1,845.88
SECTION #40	112,683.26
SECTION #50	42,981.19
SECTION #60	46,668.59
SECTION #80	4,848.80
SECTION #90	<u>13,826.46</u>
GRAND TOTAL ALL SECTIONS	<u><u>299,192.77</u></u>

Attach. 5/17/83

COOPERATIVE PURCHASING
BID AWARD SUMMARY 1983-84 SUPPLIES

AUDIO VISUAL SUPPLIES:

Section #10

Audio Graphic Systems, Inc.	610.71
Boise Cascade Office Products	624.87
Elgin School Supply Co., Inc.	34.00
Northwestern, Inc.	338.10
Tersch Products, Inc.	1,186.68
USI, Inc.	<u>2,030.30</u>
 TOTAL	 4,824.66

LIBRARY SUPPLIES:

Section #20

Brodart, Inc.	522.74
Gaylord Bros., Inc.	12.76
Gaylord Bros., Inc.	<u>1,663.23</u>
 TOTAL	 2,198.73

INSTRUCTIONAL/OFFICE SUPPLIES:

Section #30

Boise Cascade Office Products	27,211.34
Brooks Office Equipment, Inc.	932.68
C2F, inc.	2,076.83
Ditto - ATF-Davidson Company	6,856.06
Elan Publishing Company, Inc.	486.35
Fall Stationers	484.55
Elgin School Supply Co., Inc.	3,848.35
H & M Ribbon Carbon Co., Inc.	6,171.86
Haamond & Stephens	281.02
Lane Community College	16.00
Metz Supply, Inc.	1,908.61
Pacific Stationery	8,146.58
Packer-Scott	207.14
Rose City Business Supply Corporation	841.68
Standard Stationery Supply Co.	5,302.45
Western Paper Company	1,366.92
Westvaco	<u>3,176.78</u>
 TOTAL	 69,315.20

Attach. 5/17/83

FILING CABINETS:

Section #35

Boise Cascade Office Products	1,237.68
Office World	202.52
School Office Systems	152.23
Virco	<u>253.45</u>
TOTAL	1,845.88

CUT PAPER:

Section #40

Blake, Moffitt & Towne	378.26
Rose City Business Supply Corporation	4,836.00
Western Paper Company	84,250.20
Zellerbach Paper Company	22,835.90
Zellerbach Paper Company	<u>382.90</u>
TOTAL	112,683.26

ART SUPPLIES:

Section #50

Dick Blick West	4,573.69
C2F Inc.	3,617.97
Elgin School Supply Co., Inc.	234.88
Metz Supply, Inc.	1,594.70
Nasco West	421.43
Oakway Craft Center	390.12
Pacific Stationery	16,256.84
S & S Arts & Crafts	159.01
Sax Arts & Crafts	62.00
Scharpf's Twin-Oaks Builders Supply	55.50
Tru-Art Distributing Co.	3,363.48
Western Paper Company	229.95
Zellerbach Paper Company	<u>12,021.62</u>
TOTAL	42,981.19

Attach, 5/17/83

CUSTODIAL SUPPLIES:

Section #60

American Brush Company	2,284.66
Green Action Enterprises	128.34
Industrial Chemical Laboratories, Inc.	5,129.22
McDonald Wholesale Co.	294.19
Metz Supply, Inc.	4,770.12
Packer-Scott	2,579.95
Rogers & Son	28.50
Sanderson Safety	186.40
Scot Supply Co., Inc.	11,617.33
Universal Chemical	1,531.56
Western Paper Company	1,135.22
Zellerbach Paper Company	<u>16,983.10</u>
 TOTAL	 46,668.59

PLAYGROUND AND ATHLETIC SUPPLIES:

Section #80

Frank Bashor Supplies, Inc.	128.00
Luby's Sport Center	1,669.72
Mohinder Sports, Inc.	1,443.60
Portland Athletic Supply	1,468.78
Sportmaster	<u>138.70</u>
 TOTAL	 4,848.80

FOODS/DRY GOODS:

Section #90

CFS Continental-Portland	6,437.96
McDonald Wholesale Co.	5,448.93
Metz Supply, Inc.	<u>1,939.57</u>
 TOTAL	 13,826.46

GRAND TOTAL ALL SECTIONS

299,192.77

Attach. 5/17/83

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, May 3, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, May 3, 1983

Agenda Topics

1. Call To Order
 - 1A Roll Call
 - 1B Approval of Minutes
 2. Statements
 - 2A Agenda Additions
 - 2B Statement from Superintendent
 3. Action Items
 - 3A Findings of Fact
- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, May 3, 1983, with the following present:

Board members attending:
Doug McKay, Chairman
Beverly Ficek
Hugh Peniston
Cleve Dumdi
Frank Nearing

ESD staff attending:
Mel Mead, Superintendent
Nicki Laird
Sallie Rainville
Wanda Vinson
Jim Maxwell
Jim Swanson

Others attending:
Gordon Hanna
Carol Mead
Representatives of seven auditing firms
 - 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF APRIL 19 AS PRESENTED.

Director Peniston seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.
 - 2A. The following item was added to the printed agenda:

Consideration and action on findings of fact and conclusions of law
 - 2B. Superintendent Mead reminded Board members about the May 6 Lane County School Boards Association meeting at Lowell. He also invited Board members to dinner with the American Association of Education Service Agencies (AAESA) Council on May 13 during their meeting in Eugene.
 - 3A. Gordon Hanna distributed Findings of Fact and Conclusions of Law supporting the decision reached at the April 19 reduction-in-force hearing. He reminded the Board that this is the final step in the procedures for conduct of reduction-in-force termination hearings.

3. Action Items
3A Finding of Fact

3A. (continued)

DIRECTOR NEARING MOVED TO ACCEPT THE RECOMMENDATION OF THE ESD ATTORNEY AND TO ADOPT THE FINDINGS OF FACT AND CONCLUSIONS OF LAW IN REGARD TO THE REDUCTION-IN-FORCE TERMINATION OF JAMES R. SWANSON.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

4. Work Session
4A Interviews With
Auditing Firms

4A. Representatives of seven public accounting firms that had submitted proposals to provide the 1982-83 ESD audit were present. They were as follows:

Molatore, Gerbert, Rusth, and Co. - Jimmy Willis, Rosemary Saul

Killough & Boyce - Jerry Boyce, Jeff Robertson

Jones & Roth - Mike Lewis

Derickson & Gault - Charles Krogman

Kohnen & Larson - Bill West, Brenda Howard

Gregor & Mason - Bill Mason, Phil Duchemin, Virginia Woodruff

Babcock & Solin - Dennis Solin, Ron Babcock

A fifteen minute presentation was scheduled for each firm. Each presenter provided background information on the firm and briefly summarized the written proposal previously submitted.

Pertinent information covered during questions and answers after each presentation included the following:

1. Prior school district and ESD audit experience; references.
2. Information as to which member of the firm would supervise the audit.
3. Familiarity of supervisor and other members of the audit team with requirements of minimum standards for audits of Oregon municipal corporations.

4. Work Session

4A. (continued)

4A Interviews With
Auditing Firms

4. Types of employees who will perform the audit; their experience.
5. Time-line for performing the audit.
6. Fee schedule and how charges would be determined.
7. Familiarity with federal fund auditing and federal single audit concept.

(A taped recording of the interviews is available in the ESD office.)

Discussion following the presentations centered on review of prior applicable experience (school district and ESD), amount and type of time that would be available, services provided in addition to the audit, and estimated fees.

The Board felt several of the firms lacked applicable experience; they also felt that some would find it difficult to fit the ESD timeline into their schedule.

DIRECTOR PENISTON MOVED THAT TWO OF THE AUDIT PROPOSALS--THOSE SUBMITTED BY BABCOCK & SOLIN AND KOHNEN & LARSON--BE CONSIDERED FURTHER BY THE BOARD.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

The Board requested the Superintendent to prepare a staff recommendation for consideration prior to the May 17 meeting.

5. Reports

5. The agenda included no reports.

6. Future Agenda Items

6. Future agenda items included:

- A. Decision on audit firm.
- B. Consideration of Boundary Board policies.

7. Next Meeting

7. The next regular meeting of the Lane ESD Board will be Tuesday, May 17, 1983, 7:45 p.m., at the ESD Center, 1200 Highway 99 North, Eugene.

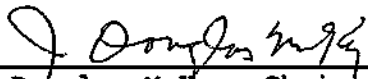
8&9. Executive Session

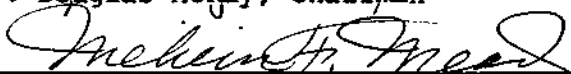
- 8&9. No Executive Session was held.

10. Adjourn

10. DIRECTOR NEARING MOVED TO ADJOURN.

Director Ficek seconded and the MOTION CARRIED
WITH ALL PRESENT VOTING YES.



J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

MM/SR:jv
5/83

attachment to official minutes: Findings of Fact

BEFORE THE BOARD OF DIRECTORS OF THE LANE EDUCATION SERVICE DISTRICT

In Re Reduction In Force)	
Termination of JAMES R.)	FINDING OF FACT AND
SWANSON)	CONCLUSIONS OF LAW
<hr/>		

THIS MATTER came before the Board for hearing on April 19, 1983

upon the recommendation of Superintendent Mel Mead to terminate

James R. Swanson from employment effective June 16, 1983. The

District appeared by and through Superintendent Mead, and Swanson

appeared not. After hearing all the matters presented, and upon due

consideration, the Board finds:

1. James R. Swanson is presently employed with the district

as a specialist, measurement and research, a resolution service.

2. The resolution to continue the measurement and research pro-

gram failed to receive sufficient votes to be continued under ORS

334.175.

3. James R. Swanson is a certificated employee. He holds a

five-year secondary certificate presently valid for teaching any

subject in any departmentalized secondary school in grades seven

through twelve. Mr. Swanson's teaching field is mathematics.

4. James R. Swanson's teaching certificate qualifies him to

hold four positions remaining in the district. Two positions are

media specialists. One position is teacher at Skipworth Juvenile

Detention Center. One position is teacher/consultant in the Lane

County Mathematics Project. None of these positions is presently

vacant, nor expected to be vacant next year.

1 5. James R. Swanson does not have skills by training or ex-
2 perience to qualify him as a media specialist.

3 6. The position at Skipworth Juvenile Detention Center requires
4 teaching children with behavioral problems. James R. Swanson has
5 no training or recent experience in classroom teaching or class-
6 room teaching of students with behavioral problems.

7 7. The math project position requires knowledge of and involve-
8 ment in development of curriculum in mathematics problem solving.
9 James R. Swanson has no recent curriculum development experience
10 in mathematics problem-solving.

11 8. James R. Swanson does not have more merit than other
12 teachers in positions for which he is certificated.

13 9. There is no persuasive evidence that James R. Swanson
14 is a one-quarter blood American Indian or other minority status.

15 10. All teachers within the district are properly certificated.

16 The Board concludes:

17 1. James R. Swanson's present position will be abolished
18 for permissible reasons set out in ORS 342.934.

19 2. Lane Education Service District has made every reason-
20 able effort to transfer James R. Swanson to other positions for
21 which he is qualified.

22 3. James R. Swanson is not a minority as that term is used in
23 ORS 342.934 (3) or in the district affirmative action policy.

24 4. Although James R. Swanson has more seniority, he is not
25 as competent as the teachers presently in the positions for which
26 he is qualified by certification.

1 The Board orders that James R. Swanson's position with the district
2 is terminated effective June 16, 1983

3 DATED this third day of May, 1983.
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Douglas McKay, Chairman

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, April 19, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, April 19, 1983

Agenda Topics

1. Call To Order
 - 1A Roll Call
 - 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, April 19, with the following present:

<u>Board members attending:</u>	
Doug McKay, Chairman	Jeanne Armstrong
Cleve Dumdi	Beverly Ficek
Frank Nearing	Hugh Peniston
 <u>ESD staff attending:</u>	
Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Bob Taylor
Sallie Rainville	Nicola Laird
Al Fedje	Wanda Vinson
Marilyn Simons	Oscar Schaaf

Jim Swanson and approximately 15 other ESD staff members attended part of the meeting.

<u>Others attending:</u>	
Gordon Hanna	Carol Mead
John Selix, KEED radio	
 - 1B Approval of Minutes
 - 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF APRIL 5 AS PRESENTED.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING AND PENISTON VOTING YES.
2. Statements
 2. The following items were added to the printed agenda:

Executive Session to be held following Business Affairs

Ratification of Memorandum of Agreement (5D)

3. Correspondence

3. The following correspondence was presented:

- A. Direction Services Reports, March, 1983.
- B. Letter from Sylvia Colbert, Reedville School District, to Wyatt Rosenbaum.. (The Reedville District was selected as a pilot program for remote job entry. Ms. Colbert expressed thanks and enthusiasm for the services the district received.)
- C. Copies of correspondence relating to a Pearl Buck Center pupil whose parent has moved out of Lane County.
- D. Announcement of May 6 Lane County School Boards Association meeting.
- E. Computers in Education bibliography.
- F. March Media Services newsletter.

4. Business Affairs

- 4A ESD and OTIS
Financial
Statements, March,
1983

4A. Superintendent Mead and Wanda Vinson presented ESD and OTIS financial statements for March, 1983.

The Superintendent called attention to information on year-to-date tax collection and non-tax revenue which was also included.

Invoice registers note March payments as follows:

ESD	\$174,704.71
OTIS	41,199.15

Executive Session and
Reconvene

Chairman McKay recessed the regular Board meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(h) to discuss legal matters.

Following the Executive Session, Chairman McKay reconvened the Board in open session.

5. Action Items

- 5A Canvass of Vote;
Certification of
Election Results

5A. DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD DECLARES THE FOLLOWING TO BE A TRUE

5. Action Items

5A Canvass of Vote;
Certification of
Election Results

5A. (continued)

CANVASS OF VOTES CAST FOR THE POSITION OF
DIRECTOR IN THE ELECTION OF MARCH 29, 1983:

POSITION 2 (ZONE 2):

FRANK NEARING	2,880
UNDervOTES	1,496
LESTER ANDERSON	2
DON HEIN	1
Total vote cast	4,379

POSITION 7 (AT-LARGE):

JAMES SWANSON	7,686
NILE WILLIAMS	5,442
OVERVOTES	59
UNDervOTES	6,586
Total vote cast	19,773

Director Peniston seconded and the MOTION
CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK,
MCKAY, NEARING, AND PENISTON VOTING YES.

5B Oath of Office

5B. Chairman McKay requested Mr. Nearing and
Mr. Swanson to come forward.

Gordon Hanna, ESD attorney, then recommended
that the oath of office not be administered to
Mr. Swanson at this time because of questions
concerning the validity of his election.

Mr. Hanna said that since election laws regard-
ing district employees are unclear, he feels the
Board should ask the Court to determine the
Board's rights and obligations to its patrons
and to Mr. Swanson. He said that if Swanson
were not validly elected, he would not be a
legal Board member even if sworn in; he further
said that all actions taken by the Board might
be subject to challenge because of Swanson's
participation on the Board.

Mr. Hanna summarized his statement by recommend-
ing that the Board adopt a resolution authoriz-
ing its attorneys to seek a declaratory judgment
in Lane County Circuit Court on the matter; he
also recommended that Mr. Swanson not be given
the oath of office by the Board at this time.

DIRECTOR PENISTON MOVED:

BE IT RESOLVED THAT THE ESD BOARD ACCEPTS THE
ADVICE OF ITS ATTORNEY TO OBTAIN COURT REVIEW OF
THE MARCH 29 ELECTION OF JAMES R. SWANSON TO

5. Action Items

5B Oath of Office

5B. (continued)

POSITION 7 ON THE ESD BOARD BY SEEKING A DECLARATORY JUDGMENT IN LANE COUNTY CIRCUIT COURT. BE IT FURTHER RESOLVED THAT THE BOARD ALSO ACCEPTS THE ADVICE OF ITS ATTORNEY TO WITH-HOLD ADMINISTRATION OF THE OATH OF OFFICE TO JAMES R. SWANSON ON THIS DATE.

Director Ficek seconded.

DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING AND PENISTON VOTED YES.

DIRECTOR DUMDI VOTED NO.

The MOTION CARRIED.

Chairman McKay administered the oath of office to Frank Nearing as follows:

I, FRANK NEARING, do solemnly swear or affirm that I will support the laws and constitutions of the United States of America and of the State of Oregon, and that I will faithfully discharge the duties of my office as a member of the Board of Directors of the Lane Education Service District to the best of my ability throughout the four-year term, July 1, 1983, through June 30, 1987, representing Zone 2.

5C Support of
Increased
Opportunities for
Post-School-Aged
Handicapped Persons

5C. As requested, the Superintendent presented a draft of a letter expressing the Board's support for increased opportunities for handicapped adults. The letter, signed by Chairman McKay on behalf of the Board, would be sent to Governor Atiyeh and the Lane County legislative delegation.

DIRECTOR NEARING MOVED THAT THE DRAFT LETTER BE APPROVED AS SUBMITTED, SIGNED BY CHAIRMAN MCKAY ON BEHALF OF THE BOARD, AND SENT TO GOVERNOR ATIYEH AND THE LANE COUNTY LEGISLATIVE DELEGATION.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

A copy of the letter is attached to these minutes.

5. Action Items

- 5D Ratification of
Memorandum of
Agreement

- 5D. DIRECTOR DUMDI MOVED TO RATIFY THE MEMORANDUM OF AGREEMENT EXTENDING THE 1981-84 AGREEMENT BETWEEN THE BOARD AND THE LANE COUNTY EDUCATION ASSOCIATION (LCEA) THROUGH JUNE 30, 1985.

Director Ficek seconded. DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, AND NEARING VOTED YES. DIRECTOR PENISTON VOTED NO.

THE MOTION CARRIED.

Director Dumdi asked to be excused and left the meeting at this point.

6. Discussion Items

- 6A Audit Contract
Proposals

- 6A. Superintendent Mead recommended that interviews with representatives of the seven public accounting firms that have submitted proposals be the major focus of the May 3 Board work session. He suggested ten-minute presentation/interviews be scheduled and that the Board plan to make a decision regarding selection of a firm following the presentations.

Packets of the written proposals were available for Board members to review.

7. Reports

- 7A Mathematics Program
Report

- 7A. Oscar Schaaf, project director, presented an overview of the Lane County Math Project. He reviewed sources of funds, history, and expected future developments, covering in greatest detail the "Problem-Solving in Mathematics" materials developed by the project staff. Sample packets of problem-solving materials were distributed.

Dr. Schaaf thanked the Board for its support and said he hoped they would continue to consider the mathematics needs of Lane County students. He said he believes these immediate needs include implementing and continuing use of Problem-Solving materials, math programs for middle schools, and use of the computer in mathematics education.

- 7B Planetarium Report

- 7B. Copies of a report showing use of the Alton Baker Park Planetarium and portable planetarium from September, 1982 through March, 1983 were distributed.

- 7C Pearl Buck Center
Report: Use of ESD
Contractual Funds

- 7C. The Board received a written report from Pearl Buck Center school program covering use of funds received from the ESD through January. A twice yearly documentation of expenditures is required by Pearl Buck Center's contract with the ESD. Twenty-five pupils are enrolled in the Center.

7. Reports

7D ESD Standardization
Report

- 7D. Superintendent Mead briefly reviewed the report of the ESD standardization study conducted January 18-19, 1983. Copies were distributed to Board members.

The standardization was conducted by a State Department of Education team, using state minimum standards for ESDs. The report declares Lane ESD to be standard and states that it generally exceeds standards specified.

7E CMC Report

- 7E. Director McKay briefly reviewed recent meetings of the Cooperative Museum Commission. He reported that funding problems continue to be the major issue.

7F OTIS Advisory
Committee

- 7F. Director Peniston briefly reviewed the April 13 meeting of the OTIS Advisory Committee. He said the session was well attended and well received.

Wyatt Rosenbaum told the Board that Advisory Committee members appreciate the interest of ESD Board members and their attendance at meetings.

8. Termination Hearing

8. Chairman McKay recessed the regular meeting to conduct a reduction-in-force termination hearing. Separate minutes have been made of the hearing, which was held in public session.

9. Future Agenda Items

9. Following the Hearing, Chairman McKay resumed the regular Board meeting agenda.

Future agenda items include:

A. Interview with audit firms and selection

B. Boundary Board policy

10. Next Meeting

10. The next regular meeting of the Lane ESD Board will be held on Tuesday, May 3, 1983, 7:45 p.m., at the ESD Center, 1200 Highway 99 North, Eugene.

11. Executive Session

11. Chairman McKay recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to consider the employment of staff.

12. Reconvene in Open Session

12. Following the Executive Session, Chairman McKay reconvened the Board in open session.

The following action was taken:

DIRECTOR PENISTON MOVED TO APPROVE THE PERSONNEL RECOMMENDATIONS AS SUBMITTED AND ATTACHED TO THE OFFICIAL COPY OF THESE MINUTES.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING AND PENISTON VOTING YES.

A summary of personnel action is as follows:

Resignation: Barbara DeRobertis

Reduction in 1982-83 contract from full time to .6 FTE effective April 25 for the remainder of school year:

Jim McDonald

Employ at .4 FTE for remainder of school year:

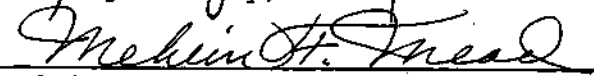
Nancy Warnock

13. Adjourn

13. DIRECTOR PENISTON MOVED TO ADJOURN.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, April 19, 1983

LANE ESD REDUCTION IN FORCE TERMINATION HEARING
Tuesday, April 19, 1983

Agenda Topics

1. Convene Hearing

1. A reduction-in-force termination hearing was convened during the regular Lane ESD Board meeting on Tuesday, April 19, 1983, at approximately 9:45 p.m.

Board members attending:

Doug McKay, Chairman
Beverly Ficek
Hugh Peniston

Jeanne Armstrong
Frank Nearing

Others attending:

Others attending included Superintendent Mel Mead, ESD attorney Gordon Hanna and several members of the ESD staff.

Chairman McKay noted that the affected teacher, James R. Swanson, had received proper notice of the Hearing, but was no longer present. Superintendent Mead said Mr. Swanson had indicated he probably would not request a Hearing or appear before the Board.

2. Adoption of Rules of Procedure

2. DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED the following procedures are adopted and shall be followed in all reduction-in-force termination hearings:

1. The hearings shall begin by a call to order by the chairman of the board of directors.
2. The superintendent shall present his recommendations for reduction in force terminations and all evidence in support thereof.
3. Those certificated employees whose termination has been recommended may then present any evidence tending to show a failure to follow statutory procedures or criteria in their reduction in force termination. They may

2. Adoption of Rules of
Procedure

2. (continued)

also rebut any evidence presented by the superintendent.

4. The superintendent may thereafter produce evidence tending to rebut evidence presented by the certificated employee(s).
5. The board shall admit any evidence which would be admissible in a contested case hearing under the Oregon Administrative Procedures Act.
6. Evidence shall be considered relevant if it would be relevant in a contested case hearing under the Oregon Administrative Procedures Act.
7. Any decision made shall be made solely upon the whole record made at the time of the hearing.
8. All proceedings shall be tape recorded and shall be kept as a record of the proceeding. Evidence may be accepted in documentary form. If documentary evidence is received it shall be marked and made a part of the whole record.
9. All proceedings for reduction in force terminations shall be public except at the request of the affected certificated employee(s). The board may deliberate in executive session.
10. The board, after consultation with the affected parties, shall make findings of fact and conclusions of law supporting the decision reached.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING AND PENISTON VOTING YES.

3. Presentation of
Superintendent's
Recommendation

3. Superintendent Mead said that the resolution which would have continued the ESD's program in Measurement and Research for 1983-84 had failed to receive the necessary supporting votes from constituent school districts. As a consequence, the ESD lacks the authority to continue the program under provisions of ORS 334.175. Since the staff position of Measurement and Research specialist has therefore been discontinued,

3. Presentation of
Superintendent's
Recommendation

3. (continued)

Superintendent Mead recommended that the incumbent employee, James R. Swanson, be terminated effective at the end of his current contract.

The Superintendent presented a memo summarizing the steps taken in an effort to transfer Mr. Swanson to another certificated position within the ESD for which he is qualified.

For the reasons indicated in the memo, the Superintendent recommended that Mr. Swanson be terminated effective at the end of his current contract.

4. Presentation of Evidence
and Rebuttal

4. No evidence was presented.

5. Deliberation and
Declaration of Decision

5. After discussion DIRECTOR PENISTON MOVED TO ACCEPT THE SUPERINTENDENT'S RECOMMENDATION TO TERMINATE JAMES R. SWANSON EFFECTIVE AT THE END OF HIS CURRENT CONTRACT.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING AND PENISTON VOTING YES.

6. Adjourn

6. Chairman McKay adjourned the Hearing and resumed the regular Board meeting agenda.


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, April 5, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, April 5, 1983

Agenda Topics

1. Call To Order
1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, April 5, 1983, with the following present:

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Cleve Dumdi	Beverly Ficek
Frank Nearing	Hugh Peniston
Nile Williams	

ESD staff attending:

Mel Mead, Superintendent	Nicki Laird
Sallie Rainville	Jim Swanson
Marv Wilkerson	

Others attending:

Jack Gossard	Gordon Hanna
Shirley Newell	Alan Reeder

- 1B Approval of Minutes

- 1B. DIRECTOR DUMDI MOVED TO APPROVE THE ESD BOARD MINUTES OF FEBRUARY 15, MARCH 1, MARCH 8, MARCH 15, AND ESD BUDGET COMMITTEE MINUTES OF MARCH 15, AS PRESENTED.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON AND WILLIAMS VOTING YES.

(The Board minutes of March 15 were corrected by later action.)

2. Statements
2A AASA Conference

- 2A. Director Williams reported briefly on the American Association of School Administrators national conference held February 23-28.

3. Correspondence

3. The following correspondence was presented:

- A. Copy of letter from Superintendent Mead to Denyse Roehl, Eugene Christian School, explaining why the ESD is constrained from providing direct services to parochial schools.

3. Correspondence

3. (continued)

- B. January-February issue of AAESA Perspective on Service.
- C. Copy of letter from Gordon Hanna to Joe Richards regarding the CMC lease.
- D. Final tabulation of local district board action on 1983-84 ESD resolution service.
- E. Memo summarizing Board positions as a result of rezoning action taken in November.
- F. American Association of Educational Service Agencies (AAESA) Annual Report for 1982-83.
- G. Memo to Board from the Lane ESD Advisory Council for Handicapped Children.

(Marv Wilkerson, Shirley Newell, and Alan Reeder were present representing the Council. They explained that the Mental Health Division projected budget for 1983-85 no longer includes funds for activity centers and other follow-up for young adult mentally handicapped. Without such services, they said, more costly and inappropriate institutional services will be needed. The Council recommends that the Board write to the Governor and legislators requesting that funding be continued.)

Board members asked the Chairman and Superintendent to draft a letter for their consideration at the next Board meeting. In the meantime, Board members may wish to contact legislators individually.

4. Business Affairs

4A Financial Statements

- 4A. Superintendent Mead presented ESD and OTIS financial statements for January and February 1983.

Invoice registers note payments as follows:

January	ESD	\$116,321.59
	OTIS	57,639.87
February	ESD	128,558.13
	OTIS	41,657.65

5. Executive Session

5. Chairman McKay recessed the regular Board meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to consider the employment of a public officer, employee, staff member, or individual agent, and ORS 192.660(1)(d) to discuss negotiations.

6. Reconvene in Open Session

6. Following the Executive Session, Chairman McKay reconvened the Board in open session.

DIRECTOR DUMDI MOVED TO RESCIND HIS EARLIER MOTION APPROVING THE MARCH 15 BOARD MINUTES.

Director Peniston seconded the the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON AND WILLIAMS VOTING YES. (Board Resolution 82-52)

DIRECTOR DUMDI MOVED TO APPROVE THE MINUTES OF MARCH 15, 1983, WITH THE FOLLOWING CORRECTION (PAGE 3, ITEM 3, BOARD RESOLUTION 82-51):

BE IT RESOLVED THAT THE LANE ESD BOARD AUTHORIZES THE SUPERINTENDENT TO NOTIFY JAMES R. SWANSON THAT HE WILL NOT BE RE-ELECTED TO THE POSITION OF MEASUREMENT AND RESEARCH SPECIALIST, SINCE THE RESOLUTION SUPPORTING THE MEASUREMENT AND RESEARCH PROGRAM HAS BEEN DEFEATED.

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES. (Board Resolution 82-53)

7. Future Agenda Items

7. The agenda noted the following items for future consideration:

- A. Planetarium use report
- B. Pearl Buck Center report: use of ESD contractual funds, July 1-December 31
- C. Audit proposals/interviews
- D. Program report--Lane County Math Project
- E. Canvass of election results
- F. Boundary Board policies

8. Next Meeting


8. The next meeting of the Lane ESD Board will be held on Tuesday, April 19, 1983, at 7:45 p.m., at the ESD Center, 1200 Highway 99 North, Eugene.

9. Adjourn

9. DIRECTOR WILLIAMS MOVED TO ADJOURN.

Director Dumdi seconded and the MOTION CARRIED
WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

MM/SR:jv
4/83

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, March 15, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, March 15, 1983

Agenda Topics

1. Call To Order
 - 1A Roll Call
 2. Executive Session
 3. Reconvened in Open Session
- 1A. A regularly scheduled meeting of the Lane ESD Board was called to order at 9:15 p.m., Tuesday, March 15, 1983, following a meeting of the Lane ESD Budget Committee. The following were present:

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Cleve Dumdi	Beverly Ficek
Frank Nearing	Nile Williams

ESD staff attending:

Mel Mead, Superintendent	Sallie Rainville
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 2. Chairman McKay convened the Board in Executive Session under provisions of ORS 192.660(1)(a) to consider the employment of a public officer, employee, staff member, or individual agent.
 3. The following action was taken:

DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE LANE ESD BOARD HEREBY RE-ELECTS THE CERTIFICATED STAFF MEMBERS PRESENTED IN ACCORDANCE WITH THE SUPERINTENDENT'S RECOMMENDATIONS FOR THE 1983-84 SCHOOL YEAR AS FOLLOWS:

A. RE-ELECT, CONTINGENT UPON CONTINUED STATE AND FEDERAL FUNDING FROM MENTAL HEALTH DIVISION; STATE DEPARTMENT OF EDUCATION; ESEA TITLE I:

TMR TEACHERS

GRIFFE, MARIANNE
HALL, LINDA
JUNGJOHANN, KATHY
LUCYSHYN, JOE
MENDENHALL, JEAN
PERLMETER, STUART
REID, BRIAN
SPRAGUE, JEFF
STROLL, CHERYL

3. Reconvene in Open
Session

3. (continued)

TODD, ANN
WAGGONER, MICK
WOODS, CONNIE

TMR SUPPORT STAFF AND PSYCHOLOGISTS

COLVIN, NOLA; ADAPTIVE P.E.
FINHOLT, JOAN; ADAPTIVE P.E.
GRANZIN, ALEXANDER; PSYCHOLOGIST
HERMAN, BARBARA; FAMILY
CONSULTANT (1/2 time)
HESS, RICHARD; PSYCHOLOGIST
HILL, STEPHEN; PSYCHOLOGIST
HOLMES, DEBORAH; PSYCHOLOGIST
KEIM-ROBINSON, KATHLYN;
PSYCHOLOGIST
MCDONALD, JAMES; PSYCHOLOGIST
MEYER, MIKE; PSYCHOLOGIST
REINKER, PAT; PSYCHOLOGIST
SHEEHAN, MARTY; VOCATIONAL/CAREER
SPECIALIST
SIMON, MARY; SPEECH AND LANGUAGE
SIMPSON, ROBERT; PSYCHOLOGIST
SOWERS, JO-ANN; VOCATIONAL
TRAINER
STEINZEIG, FRANCES; PSYCHOLOGIST
WILLIAMS, RONALD; PROGRAM
CONSULTANT
WILSON, CAROLYN; PSYCHOLOGIST
ZEMBROSKY-BARKIN, PATTI; SPEECH
AND LANGUAGE

B. RE-ELECT CONTINGENT UPON AVAILABLE FUNDING:

BRANNAN, RICHARD

C. RE-ELECT CONTINGENT UPON CONTINUED
VOCATIONAL EDUCATION ACT FUNDING:

CLEMONS, MARVIN; VOCATIONAL/CAREER
EDUCATION SPECIALIST

D. RE-ELECT:

HORN, KERMIT; SPECIALIST
LENNOX, RICHARD; SPECIALIST
LYNCH, JAMES M.; TEACHER
OLSON, MARILYN, SPECIALIST
TURKSEL, MARTA; FIELD INSTRUCTOR

3. Reconvene in Open Session

3. (continued)

E. RE-ELECT:

ADLER, ELLEN; TMR SPECIALIST
ABBOTT, CAROL; DEPARTMENT HEAD - MEDIA
LIBRARY
LIVINGSTON, ALAN; DEPARTMENT HEAD -
MEDIA PRODUCTION
LANDRUM, FRANK; DEPARTMENT HEAD -
TRC/FIELD SERVICES
SUGGS, WILLIAM; PHYSICAL SCIENCE/
PLANETARIUM DIRECTOR
WILKERSON, MARVIN; SPECIAL EDUCATION
SUPERVISOR

Director Ficek seconded and the MOTION CARRIED
WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY,
NEARING, AND WILLIAMS VOTING YES. (Board
Resolution 82-50)

DIRECTOR DUMDI MOVED:

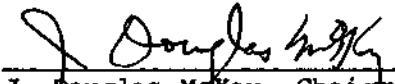
BE IT RESOLVED THAT THE LANE ESD BOARD
AUTHORIZES THE SUPERINTENDENT TO NOTIFY
JAMES R. SWANSON THAT HE WILL NOT BE RE-
ELECTED TO THE POSITION OF MEASUREMENT AND
RESEARCH SPECIALIST, SINCE THE RESOLUTION
SUPPORTING THE MEASUREMENT AND RESEARCH
PROGRAM HAS BEEN DEFEATED.

Director Williams seconded and the MOTION
CARRIED WITH DIRECTORS ARMSTRONG, DUMDI,
FICEK, MCKAY, NEARING, AND WILLIAMS VOTING
YES. (Board Resolution 82-51)

4. Adjourn

4. DIRECTOR WILLIAMS MOVED TO ADJOURN.

Director Ficek seconded and the MOTION CARRIED WITH
ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

Lane Education Service District
1200 Highway 99 North
Eugene OR 97402

Office of the Superintendent
Tuesday, March 15, 1983

LANE ESD BUDGET COMMITTEE MEETING

Tuesday, March 15, 1983

Agenda Topics

1. Call to order
 - 1A. Attendance

1. A regularly scheduled meeting of the Lane ESD Budget Committee was called to order at 7:30 p.m., Tuesday, March 15, 1983, with the following present:

Budget Committee Members attending:

Donna Kernutt, Vice Chairman
Laurie Dodge
Jim Jeppesen
Wayne Watkins

Ron Barrowcliff (proxy for
LaRoy Flanders)
Betty Knight

Jeanne Armstrong
Beverly Ficek
Frank Nearing

Cleve Dumdi
Doug McKay
Nile Williams

ESD staff attending:

Mel Mead, Superintendent
Wyatt Rosenbaum
Sallie Rainville
Nicola Laird
Wanda Vinson
Dick Brannan

Jim Maxwell
Bob Taylor
Al Fedje
Marilyn Simons
Bill Land
Alan Livingston

Others attending:

Carol Mead

- 1B. Minutes approved

FRANK NEARING MOVED TO APPROVE THE BUDGET COMMITTEE MINUTES OF MARCH 8, 1983, AS PRESENTED.

Nile Williams seconded and THE MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Review of Proposed Budget

2. Superintendent Mead called attention to changes made in the Instructional Services Division section, as discussed last week, due to the defeat of the resolution supporting the measurement and research program. This amount is now included in Program 80 to be used, along with any funds received as a result of current legislation, for special education purposes by local districts.

The Superintendent then continued review of proposed budgetary requirements. Significant changes were highlighted as follows:

2. Budget review
(continued)

2. (continued)

Media Services Division:

Program 30 (Division administration): Increases reflect minor inflationary changes only. A reduction in Function 2223 reflects a reduction of administrative staff by an additional half-time position.

A reduction in Object 316 (data processing services) is due to an administrative change under which the OTIS division will not charge media services for day-to-day operational costs; OTIS will not be billed for space rental as they have been in the past.

Program 31 (Media library): No major changes are planned in this area. There is a reduction in the amount budgeted for capital outlay, since the planned changeover to automated check-in equipment has been completed in this current budget year.

Program 32 (Media production): The only projected change is in capital outlay funds requested for purchase of typesetting and graphics equipment.

Program 33 (Teaching resource center): No major changes are projected for this area; services currently provided will continue. Increases reflect inflationary changes.

Program 34 (Electronics maintenance): Proposed changes in this area include the addition of Springfield School District as a contracting district for equipment maintenance and the addition of microcomputer maintenance as a service offered to districts.

An additional one-half time technician position is budgeted and equipment and supply line items are increased to cover test modules and boards, software packages and microcomputer testing equipment.

The Superintendent pointed out that the total general fund budget proposed for 1983-84 is \$5,945,324. The current year budget is \$6,301,242.

2. Budget review
(continued)

2. (continued)

OTIS Division:

Wyatt Rosenbaum and Bill Land briefly reviewed proposed organizational changes and additions of services to OTIS users. He commented that the OTIS Advisory Committee has unanimously approved the proposal.

The proposal includes the establishment of pool programming, purchase of up-to-date software, the establishment of a comprehensive testing program and a program to offer microcomputer assistance to user districts. A pilot project to establish regional centers is also included. Staff re-organization also includes the addition of a marketing-field services department head and a technical writer-editor position.

Dr. Rosenbaum said that there will be no increase in user fees during 1983-84.

Special Funds:

Superintendent Mead reviewed the purpose of each of these self-balancing funds and the estimated resources and requirements.

School support fund (Fund 201): \$3,711,296.

This fund includes the amount that may be levied if ESD authority to levy the unused portion of its tax base is continued by Legislative action (S.B. 265). The entire amount would be received as an offset and distributed to constituent school districts.

Math Project (Fund 221): \$32,676.

Funds are from sale of materials developed by the project and sold throughout the country, outside of Lane County. One staff member will be retained to phase down the project and assist user districts.

Technical skills upgrade projects: \$4,391

The purpose of this small grant is to assist vocational education teachers to upgrade their skills through time spent in industrial or business settings.

Inservice - evaluation of special education personnel \$1,792: This project grant will provide funds to assist administrators in learning to evaluate special education staff members.

Equipment Reserve, ESD (Fund 400) \$85,237 and
OTIS (Fund 410) \$489,000:

These funds are for transfers of amounts from the general fund and OTIS fund budgets for amortization of the purchase costs of major equipment.

Cooperative purchasing (Fund 610): \$500,000

This fund is for purchase and sale of supplies to local school districts and other governmental units. Volume purchasing results in savings.

Working capital (Fund 900): \$50,000

This provides a revolving fund for receipt and expenditure of costs related to ESD workshops and activities that are not actually part of the ESD budget.

General Fund Resources:

Superintendent Mead reviewed briefly the estimated general fund resources.

The proposed budget is within the six percent statutory growth limitation.

3. Approval of budget

CLEVE DUMDI MOVED:

BE IT RESOLVED THAT THE LANE EDUCATION SERVICE DISTRICT BUDGET COMMITTEE APPROVES THE GENERAL AND SPECIAL FUND BUDGET REQUIREMENTS AND RESOURCES AS PRESENTED.

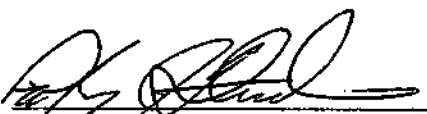
Nile Williams seconded and THE MOTION CARRIED WITH BUDGET COMMITTEE MEMBERS KERNUTT, BARROWCLIFF, DODGE, JEPPESEN, KNIGHT, WATKINS, ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND WILLIAMS VOTING YES.

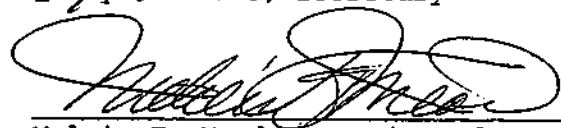
4. Adjourn

4. Superintendent Mead thanked the Committee for their input and participation.

The meeting adjourned.


Donna Kernutt, Vice-Chairwoman


LaRoy Elanders, Secretary


Melvin F. Mead, Superintendent-Clerk

Lane Education Service District
1200 Highway 99 North
P.O. Box 2680
Eugene OR 97402

Office of the Superintendent
March 8, 1983

LANE ESD BOARD OF DIRECTORS MEETING

Tuesday, March 8, 1983

Agenda Topics

1. Attendance

1. Following a meeting of the Lane ESD Budget Committee, Chairman McKay convened the ESD Board for a brief regular meeting.

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Beverly Ficek	Frank Nearing
Hugh Peniston	Nile Williams

ESD Staff attending:

Mel Mead, Superintendent	Sallie Rainville
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2. Action items

2. DIRECTOR ARMSTRONG MOVED:

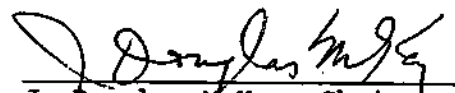
BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT HEREBY AUTHORIZES ROBERT E. TAYLOR'S APPLICATION TO THE TEACHING STANDARDS AND PRACTICES COMMISSION (TSPC) FOR A RESTRICTED SUPERINTENDENT'S ENDORSEMENT.

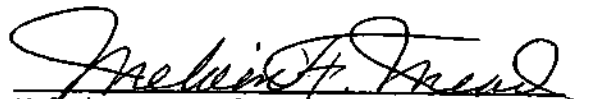
Director Peniston seconded and THE MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

3. Adjourn

3. DIRECTOR NEARING MOVED TO ADJOURN.

Director Peniston seconded and THE MOTION CARRIED WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

Lane Education Service District
1200 Highway 99 North
P O Box 2680
Eugene OR 97402

Office of the Superintendent
Tuesday, March 8, 1983

LANE ESD BUDGET COMMITTEE MEETING
Tuesday, March 8, 1983

Agenda Topics

1. Call to order
1A. Attendance

1. A regularly scheduled meeting of the Lane ESD Budget Committee was called to order at 7:30 p.m., Tuesday, March 8, 1983, with the following present:

Budget Committee Members attending:

Doug McKay, Chairman pro-tem	Jeanne Armstrong
Beverly Ficek	Frank Nearing
Hugh Peniston	Nile Williams

LaRoy Flanders	Sandy Hertzog
Jim Jeppesen	Betty Knight
Wayne Watkins	

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Sallie Rainville	Al Fedje
Nicola Laird	Marilyn Simons
Wanda Vinson	

Others attending:

Jim Swanson

1B. Approval of minutes

JIM JEPPESEN MOVED TO APPROVE THE BUDGET COMMITTEE MINUTES OF MARCH 1, 1983, AS PRESENTED.

Jeanne Armstrong seconded and THE MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Organization of Budget Committee

2. Chairman pro-tem McKay opened nominations for Budget Committee officers.

WAYNE WATKINS NOMINATED SANDRA HERTZOG TO CHAIR THE BUDGET COMMITTEE.

NILE WILLIAMS MOVED THAT NOMINATIONS BE CLOSED AND THE SECRETARY BE INSTRUCTED TO CAST AN ELECTIVE BALLOT FOR SANDRA HERTZOG TO CHAIR THE BUDGET COMMITTEE.

Jim Jeppesen seconded and THE MOTION CARRIED WITH ALL PRESENT VOTING YES.

JIM JEPPESEN NOMINATED DONNA KERNUTT AS VICE-CHAIRWOMAN OF THE BUDGET COMMITTEE.

NILE WILLIAMS MOVED THAT NOMINATIONS BE CLOSED AND THE SECRETARY BE INSTRUCTED TO CAST AN ELECTIVE BALLOT FOR DONNA KERNUTT AS VICE-CHAIRWOMAN OF THE ESD BUDGET COMMITTEE.

2. Committee Organization (continued)
(continued)

Wayne Watkins seconded and THE MOTION CARRIED WITH ALL PRESENT VOTING YES.

JEANNE ARMSTRONG NOMINATED LAROY FLANDERS AS SECRETARY TO THE BUDGET COMMITTEE.

NILE WILLIAMS MOVED THAT NOMINATIONS BE CLOSED AND THE SECRETARY BE INSTRUCTED TO CAST AN ELECTIVE BALLOT FOR LAROY FLANDERS AS SECRETARY OF THE BUDGET COMMITTEE.

Beverly Ficek seconded and THE MOTION CARRIED WITH ALL PRESENT VOTING YES.

3. Budget message and review

Chairwoman Hertzog turned the meeting over to Superintendent Mead for presentation of the budget message and review of the budget proposal.

Superintendent Mead read the budget message, which is included in the Budget Document and available in the ESD office. He reviewed legislative background on the question of ESD authority to levy the unused portion of its tax base, and receive that portion as an offset to be distributed to constituent school districts. Such authority will again be granted if Senate Bill 265 is adopted by the current Legislature.

Proposed budgetary requirements of two of the ESD divisions were reviewed. The Superintendent highlighted significant changes as follows:

Administrative Services Division:

ESD Board (program 10): The budget is essentially unchanged and includes inflationary increases only.

Superintendent's office (program 11): It is projected that medical and dental coverage costs will increase (similar projections will appear in all employee benefit areas of the budget.) There is a reduction in estimated costs of all income protection insurance line items.

The amount for rental leasing has been decreased.

Increased funding has been included in the Information Services function, to include anticipated costs of participation in the School Marketing plan.

3. Budget review (continued)

(continued)

Administrative Services programs (Program 12):

Changes include a decrease in cost projections for operation of the education component of the Lane County Juvenile Detention Center (Function 1290).

An increased amount has been projected for cost of office and instructional supplies (Function 2510, object 410).

Reduction in Function 2645 is due to the reduction of ESD motor pool cars. Cost of reimbursement to staff members who drive their own cars will show in other budget areas.

Fiscal services (Program 13): The only significant change is a reduction in the line item for interest on debt services.

Physical plant operation (Program 14):

Function 2542, which covers salary and benefits for custodians has been reduced, since the ESD now contracts custodial services. There is a corresponding increase in the contractual services line item.

A projected increase in electricity rates is also included in this area. Object 541, initial equipment, has been decreased because the 1982-83 budget included funds to purchase office dividers and this has been completed.

Program 15 - data processing services: An increase in this area includes funds proposed to cover the purchase of microcomputers and increased activity in teacher computer literacy.

The total budget for the administrative services division in the current year (1982-83) is \$2,403,625. The 1983-84 total is projected at \$2,003,325.

Instructional Services Division:

Program 80 (Director): Increases reflect normal inflationary changes only. There is a reduction in the program total because no funds are proposed in Function 1200. In 1982-83, this area included funds authorized by 1981 legislation for special education and made available to local districts. In the 1983-84 budget proposal, these funds are included in the emotionally handicapped program.

3. Budget review (continued)

(continued)

Program 81 (Arts education): There are no significant changes.

Program 82 (Vocational education): No changes other than to account for inflation are proposed.

Program 83 (Biological science/environmental education/global studies): The Superintendent pointed out the additions to the functions of this department to assist districts in meeting new requirements.

Program 85 (Math): Federal funding of this project has ended and the program is not included in the ESD general fund budget proposal.

Program 86 (Measurement and Research): Although this program is included in the printed budget proposal, the resolution supporting it has since been defeated. A correction will be made.

Program 88 (Planetarium and physical science): No significant changes are proposed in this program.

Program 89 (Special education): This is the largest program area in the ESD budget. The Superintendent pointed out the large number of personnel involved and briefly reviewed each of the functions.

Program 90 (Emotionally handicapped services): This new budget will initiate the development of a program for emotionally handicapped adolescents. Local districts have determined that the need for this program is of highest priority. It is expected that the budgeted amount will be supplemented by grant funds.

Program 92 (Eugene Hearing and Speech Center): This program makes the services of the Center available to handicapped children from throughout the county. Transportation costs are also reimbursed.

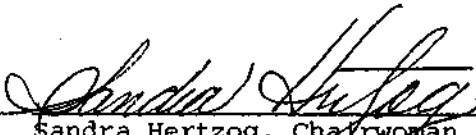
Program 94 (Special Projects): The same level of service is projected for the 1983-84 budget year in this program which concentrates on certain target curriculum areas on an ad hoc basis.

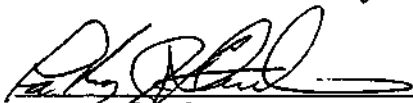
4. Next Meeting

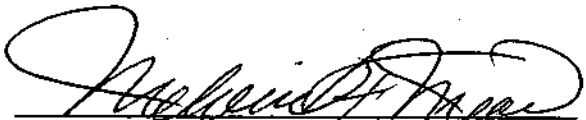
4. The next meeting of the Lane ESD Budget Committee will be 7:30, Tuesday, March 15, at the ESD Center, 1200 Highway 99 North, Eugene.

5. Adjourn

5. The meeting adjourned.


Sandra Hertzog, Chairwoman


LaRoy Flanders, Secretary


Melvin F. Mead, Superintendent-Clerk

SR
3/9/83

Lane Education Service District
1200 Highway 99 North
P.O. Box 2680
Eugene OR 97402

Office of the Superintendent
Tuesday, March 1, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, March 1, 1983

Agenda Topics

1. Attendance

1. Following a meeting of the Lane ESD Board and Budget Committee, Chairman McKay convened the ESD Board for a brief regular meeting.

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Beverly Ficek	Frank Nearing
Hugh Peniston	

Staff attending:

Mel Mead, Superintendent	Sallie Rainville
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2. Action items

2. DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD HEREBY APPOINTS SANDRA HERTZOG, A MEMBER OF THE JUNCTION CITY DISTRICT 69 BOARD OF EDUCATION, TO AN AT-LARGE POSITION ON THE ESD BUDGET COMMITTEE.

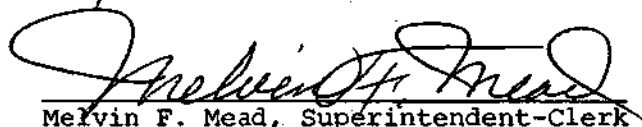
THE TERM OF APPOINTMENT IS JULY 1, 1983, TO JUNE 30, 1985.

Director Armstrong seconded and THE MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

3. Adjourn

3. The meeting adjourned.


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P O Box 2680
Eugene OR 97402

Office of the Superintendent
Tuesday, March 1, 1983

LANE ESD BOARD AND BUDGET COMMITTEE MEETING

Agenda Topics

1. Attendance

1. The Lane Education Service District Board and Budget Committee met at the Lane ESD Center on Tuesday, March 1, 1983, for dinner and presentation of the educational plan for 1983-1984.

Board and Budget Committee members attending:

Doug McKay, Chairman	Jeanne Armstrong
Beverly Ficek	Frank Nearing
Hugh Peniston	

Laurie Dodge	LaRoy Flanders
Sandra Hertzog	Jim Jeppesen
Donna Kernutt	Betty Knight
Wayne Watkins	

ESD staff attending:

Mel Mead, Superintendent	Al Fedje
Nicola Laird	Sallie Rainville
Marilyn Simons	Marilyn Olson
Jim Maxwell	Carol Abbott
Frank Landrum	Alan Livingston
Wyatt Rosenbaum	

Others attending:

25 members of LCEA

2. Education Plan

2. Superintendent Mead welcomed those attending and distributed copies of the 1981-82 Annual Report. Presentations included overviews of the four ESD divisions, highlighting some of the newer services.

Administrative Services

This division provides assistance and direct administrative services to the sixteen local school districts and manages the internal operation of the ESD.

Al Fedje, administrative services coordinator, reported briefly on three of the provided services: attendance, cooperative purchasing, and Juvenile Detention Center education services.

Instructional Services

Marilyn Olson described goals and objectives of the division. Instructional services specialists work directly with districts by responding to teacher needs in the rapidly changing areas of curriculum and instruction. Services include teacher inservice training, consultation in program development, and evaluation and assistance in meeting state standards and requirements.

Instructional Services (continued):

Superintendent Mead provided a more in-depth look at the Special Education Department. This program provides services to all sixteen school districts based on their needs and includes three major areas: Trainable Mentally Retarded, School Psychology, and Eugene Hearing and Speech Center services.

A proposed addition to this area is a program to serve emotionally handicapped adolescents. Local districts have requested this service, noting that it constitutes their major unmet need for special education assistance.

The proposal, in the form of a resolution service, is based on results of a feasibility study conducted in 1982. It describes the first phase of development and would include a program coordinator, a day treatment center, and support staff.

Media Services:

Jim Maxwell presented "The Media Services Story", a slide-tape overview of media services available to local school districts.

He noted that staff reorganization has made it possible to reduce the number of departments in the division from five to three and also remarked that media staff time will be reduced by further automation.

Program changes being proposed include the following:

- a. Evaluation of micro-computer software through the teaching resource center. This service will not require budgetary resources.
- b. The integration of videotape into the circulating media collection.
- c. Addition of sound slide/filmstrip materials.
- d. Additional tape duplication and editing services.
- e. Typesetting services
- f. Maintenance and repair of microcomputers. The feasibility of this service is currently being studied.

Data Processing Services (OTIS):

The OTIS division serves the sixteen districts in Lane County, as well as approximately 80 other school districts throughout the state on a user fee basis. The division operates as a component of the ESD, with the ESD Board as its governing body. An elected advisory committee provides direction from user districts.

OTIS (continued):

Wyatt Rosenbaum, division director, provided a brief summary of proposed changes in the division. Included are proposed organizational changes, a pilot project on decentralization of service, the establishment of a comprehensive testing program, and the addition of a microcomputer specialist.

Dr. Rosenbaum said the division will continue to make a concentrated effort to listen to and accomodate changing user needs. No increase in user fees is contemplated for the 1983-84 budget year.

3. Next meeting

3. A brief question and answer period followed.


The next meeting of the Lane ESD Budget Committee will be at 7:30 p.m., Tuesday, March 8, 1983, at the ESD Center.


The agenda will include organization of the Budget Committee, presentation of the Budget Message, and beginning review of the budget proposal.

Superintendent Mead said he plans to follow the format used last year. There will be a brief review of budgetary requirements, concentrating for the most part on significant changes.

4. Adjourn

4. Superintendent Mead thanked the Budget Committee members for coming and declared the meeting adjourned.


J. Douglas McKay, Chairman
Lane ESD Board


Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, February 15, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, February 15, 1983

Agenda Topics

1. Call To Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, February 15, 1983, with the following present:

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Cleve Dumdi	Beverly Ficek
Frank Nearing	Hugh Peniston

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Sallie Rainville
Al Pedje	Nicki Laird
Marilyn Simons	

Others attending:

Approximately 20 special education staff and several parents of special education pupils.

- 1B Approval Of Minutes

- 1B. DIRECTOR ARMSTRONG MOVED TO APPROVE THE MINUTES OF FEBRUARY 1, 1983, AS PRESENTED.

Director Nearing seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Statements From The Audience

Stuart
Perlmeter

Sue Lewis

- 2A. A prepared statement was read by Stuart Perlmeter, who stated he was serving as spokesperson for special education teachers and support personnel employed by Lane ESD. Mr. Perlmeter said the purpose of the statement was to inform the Board of what special education teachers do in comparison to regular teachers. After listing examples, Mr. Perlmeter ended his statement by inviting Board members to visit the special education classrooms. Copies of the statement were distributed to Board members.
- 2A. Sue Lewis stated she represented a group of parents who had come to the meeting to support the TMR teachers. She said the parents are very supportive of the special education staff and said she hoped the Board would support their negotiations.

2. Statements

2A Statements From The Audience

Response From Board

3. Correspondence

2. (continued)

There were brief comments in response at this time as well as at a later point in the meeting. In general, Board members stated their support of staff members' work but they felt that program reports should come to the Board through the department supervisor. It was also stated that the Board meeting was not the appropriate place to engage in negotiations.

3. Chairman McKay acknowledged the receipt of a letter from Michael Meyer on behalf of the ESD school psychologists.

The following correspondence was presented:

- A. Letter from Michael Smith, Fern Ridge District 28J, noting his appreciation for the work of ESD school psychologist, Francie Steinzeig.
- B. Directory of 1983 Lane County legislative delegation, compiled by Lane ESD.
- C. Information on 1983-84 L-COG dues structure.
- D. Copy of letter to Oakleigh Middle School parents regarding student art on display at the ESD.

Chairman McKay also acknowledged receipt of a letter from Dick Brannan inviting Board members to the Lane County Uniserve Council teacher-board dinner meeting on February 24.

4. Business Affairs

4A Financial Statements

4A. Superintendent Mead presented ESD and OTIS financial statements for December, 1982. Invoice registers note payments as follows:

ESD	203,695.90
OTIS	53,640.21

5. Action Items

5A AAESA/OAESD Membership

5A. DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT AUTHORIZES PARTICIPATION IN THE COMBINED MEMBERSHIP PLAN OF THE OREGON ASSOCIATION OF EDUCATION SERVICE DISTRICTS (OAESD) AND THE AMERICAN ASSOCIATION OF EDUCATION SERVICE AGENCIES (AAESA).

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

5. Action Items
5B Budget Calendar

5B. DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT APPROVES THE FOLLOWING BUDGET COMMITTEE CALENDAR:

TUESDAY, MARCH 1, 1983 - 6:30 P.M.
ORGANIZATIONAL MEETING, EDUCATION PLAN

TUESDAY, MARCH 8, 1983 - 7:30 P.M.
BUDGET COMMITTEE MEETING/PRESENTATION OF BUDGET MESSAGE

TUESDAY, MARCH 15, 1983 - 7:30 P.M.
BUDGET COMMITTEE MEETING

TUESDAY, MARCH 29, 1983 - 7:30 P.M.
BUDGET COMMITTEE MEETING, APPROVAL OF BUDGET

TUESDAY, JUNE 7, 1983 - 7:45 P.M.
BUDGET HEARING; ADOPTION

IF ADDITIONAL BUDGET COMMITTEE MEETINGS ARE NEEDED, APRIL 5 AND APRIL 12 ARE POSSIBLE DATES, WITH APPROVAL DEFERRED UNTIL THE REVIEW PROCESS IS COMPLETED.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING AND PENISTON VOTING YES.

5C Appointment To
Advisory Council
For Handicapped
Children

5C. DIRECTOR NEARING MOVED:

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF LANE ESD THAT THE FOLLOWING PERSONS ARE HEREBY APPOINTED TO POSITIONS ON THE ADVISORY COUNCIL FOR HANDICAPPED CHILDREN:

HARRY SNYDER (PARENT REPRESENTATIVE)

SUE SUBBOT (AGENCY REPRESENTATIVE - EUGENE 4J SEVERELY HANDICAPPED PROGRAM)

THE TERM OF APPOINTMENT IS THROUGH JUNE 30, 1984.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING AND PENISTON VOTING YES.

5D Designation Of
Holdover Budget
Committee Members
To Rezoned
Positions

5D. DIRECTOR DUMDI MOVED:

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF LANE ESD THAT JAMES JEPPESEN, JR., IS DESIGNATED TO REPRESENT ZONES 1 AND 2 ON THE LANE EDUCATION SERVICE DISTRICT BUDGET COMMITTEE. THE TERM OF OFFICE EXPIRES JUNE 30, 1984.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF LANE ESD THAT BETTY KNIGHT IS DESIGNATED TO REPRESENT

5. Action Items

- 5D Designation of
Holdover Budget
Committee Members
To Rezoned Positons

5D. (continued)

ZONE 3 ON THE LANE EDUCATION SERVICE DISTRICT
BUDGET COMMITTEE. THE TERM OF OFFICE EXPIRES
JUNE 30, 1984.

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF LANE
ESD THAT WAYNE WATKINS IS DESIGNATED TO REPRESENT
ZONE 4 ON THE LANE EDUCATION SERVICE
DISTRICT BUDGET COMMITTEE. THE TERM OF OFFICE
EXPIRES JUNE 30, 1983.

Director Ficek seconded and the MOTION CARRIED
WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY,
NEARING AND PENISTON VOTING YES.

6. Discussion Items

- 6A Review Of
Resolution Services

6A. Superintendent Mead reviewed background information on the resolutions as presented to local districts. He said that the local boards were encouraged to deal with the resolutions as programs and services and to judge them in terms of value to the educational program. Descriptions of each service were provided. For purposes of prioritizing and to give board members an idea of costs to be paid by taxpayers in their district, a projected budget estimate of the levy rate was also provided. Based on 1982-83 assessed values and projected 1983-84 budget estimates, the levy rate per \$1,000 would approximate the following:

1.	Media Services	12.22 cents
2.	Data Processing Services	9.29 cents
3	Career/Vocational Ed. Services	.80 cents
4.	Science/Planetarium Service	1.14 cents
5.	Special Curriculum Projects Services	1.29 cents
6.	Arts Education Services	.52 cents
7.	Science/Global Studies/ Envir. Ed. Services	1.20 cents
8.	Testing and Measurement Services	.68 cents
9.	TMR Services	6.81 cents
10.	Hearing and Speech Services	.66 cents
11.	Direction Services	.91 cents
12.	Attendance/Skipworth Services	.37 cents
13.	Emotionally-Handicapped Services	3.10 cents
Total, all resolutions		48.99 cents/\$1,000

Superintendent Mead pointed out that almost 49
of the 56¢ per \$1,000 ESD levy amount is for
resolution services delivered to local school
districts.

6. Discussion Items
6A Review Of
Resolution Services

6A. (continued)

The descriptions of each resolution service were distributed and briefly reviewed. The Superintendent highlighted the following major differences from last year's package:

Resolution 7: The areas of biological sciences and global studies are being added to environmental education services. These activities will be beneficial to districts in meeting new state standard requirements and in making decisions and purchasing science textbooks and materials.

Resolution 12: The ESD responsibility for the education component of the Skipworth program has been added to the attendance/truancy resolution.

Resolution 13: Emotionally handicapped services is a new resolution. Recommendations are based on district needs identified by the completed feasibility study. The resolution would provide for the first phase of a three-part program, the treatment center.

Superintendent Mead said the 16 local boards will act on the resolutions by early March.

7. Reports
7A Direction Service

7A. A report from Dick Zeller, Executive Director of Lane County Direction Service, was distributed. The report was a summary of the first six months of Direction Service operation under Lane ESD resolution funding.

The following contract tasks have been accomplished:

- * The Direction Service information base, listing over 200 non-school programs serving handicapped children, was provided to all 16 districts and the ESD. Updates are distributed every two months.
- * Personnel directly responsible for the information base in each district received inservice training in its use. Training was also provided to other school staff when requested by the district.
- * Direction assistance was provided to students in 14 districts. A total of 59 newly referred and 87 previously referred (prior to 7/1/82) families were helped to locate and use services.
- * Staff had contacts with 81 separate programs in the county to secure services for children or to facilitate cooperation between schools and other community programs.

7. Reports
7A Direction Service

7A. (continued)

Benefits of Direction Service include:

- * All community resources are brought to bear on a given child's needs, not just school programs.
- * Direction Service provides an impartial ear for parents, schools and other agencies when communication breaks down.
- * Direction Service brings non-school community resources to bear on service needs which otherwise might be the fiscal responsibility of the schools.

Superintendent Mead said he felt Direction Service staff members are doing an excellent job. He said local districts are generally pleased with the service.

7B Cooperative Museum Commission

7B. Chairman McKay reported briefly on the February 8 meeting of the Cooperative Museum Commission. He stated that next year's budget is the main concern; the Commission is still working on reactivating the museum foundation.

7C OTIS Advisory Committee

7C. Chairman McKay reported that the OTIS Advisory Committee had met in Beaverton on February 10 and visited the Beaverton Remote Job Entry site. He also said the Committee had agreed they wished to proceed with the recommendations in the OTIS position paper.

8. Future Agenda Items

8. Future agenda items include further discussion and action on new boundary board policies. (The Superintendent pointed out that Board policy states proposals for policy changes or additions, once introduced, are to remain on the Board agenda until action is taken.)

9. Next Meeting

9. The next meeting of the Lane ESD Board will be Tuesday, March 1, 1983, 6:30 p.m., at the ESD Center, 1200 Highway 99 North, Eugene.

10. Executive Session

10. Chairman McKay recessed the regular Board meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to consider the employment of a public officer, employee, staff member, or individual agent.

11. Reconvene In Open Session

11. Following the Executive Session, Chairman McKay reconvened the Board in regular session.

The following actions were taken:

DIRECTOR ARMSTRONG MOVED TO ACCEPT THE PERSONNEL RECOMMENDATION TO ELECT MICHAEL FRIEDL TO A HALF-TIME POSITION AS FAMILY CONSULTANT TO FILL THE VACANCY CREATED BY A MATERNITY LEAVE GRANTED TO A STAFF MEMBER.

11. Reconvene In Open Session

11. (continued)

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING AND PENISTON VOTING YES.

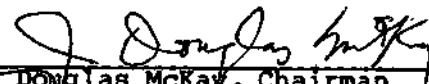
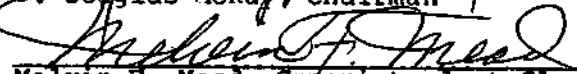
DIRECTOR ARMSTRONG MOVED TO ACCEPT THE PERSONNEL RECOMMENDATION TO ELECT ROBERT E. TAYLOR AS DIRECTOR OF INSTRUCTIONAL SERVICES DIVISION EFFECTIVE MARCH 15, 1983.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING AND PENISTON VOTING YES.

12. Adjourn

12. DIRECTOR PENISTON MOVED TO ADJOURN.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman

Melvin F. Mead, Superintendent-Clerk

Attachment to official minutes: Personnel recommendations.

MM/SR:jv
2/83



Education Service District
1200 Hwy. 99N
P.O. Box 2680
Eugene, Oregon 97402

TELEPHONE: (503) 689-6500

February 10, 1983

TO: Board members
FROM: Mel Mead
SUBJECT: EXECUTIVE SESSION MATERIAL

I have reviewed information provided me by Marv Wilkerson, as summarized in the attached memo. I recommend that Michael Friedl be appointed to fill the half-time family consultant position as indicated.

MM:sr

Attach, Feb 15 1983

February 9, 1983

TO: Mel Mead
FROM: Marv Wilkerson
RE: Board Item

I recommend Michael Friedl to fill the temporary half-time position of Family Consultant while Barbara Herman is on leave. Mr. Friedl has served as a teacher for severely handicapped and a specialist while in South Carolina. Most recently he has been a classroom supervisor in the TMR program at Jackson County ESD, which involved working extensively with parents.

Mr. Friedl has a B.S. in behavioral disabilities from the University of Wisconsin and an M.Ed. with emphasis in severely and profoundly handicapped from the University of Vermont. He comes highly recommended from the programs in which he has worked.

I recommend Mr. Friedl be placed on the Masters Column, Step 5.

MW:cr

Attach, Feb 15, 1983



Education Service District
1200 Hwy. 99N
P.O. Box 2680
Eugene, Oregon 97402
TELEPHONE: (503) 689-6500

February 15, 1983

TO: Board members
FROM: Mel
SUBJECT: Instructional Services Director

I am extremely pleased to recommend that Robert E. Taylor be appointed Director of the Instructional Services Division. The appointment would be effective March 15, 1983.

I recommend that Mr. Taylor's salary for the balance of the 1982-83 year be established at \$2,925.00 per month; that a tax-deferred annuity in the amount of \$205 per month be created; and that the customary employee benefits be provided.

Mr. Taylor has expressed an interest in a multiple-year contract. For the 1983-84 year, I recommend that Mr. Taylor's salary be established through the process of consideration and adjustment of administrative and confidential salaries, and that the prospect of three-year contracts for administrators be a part of that consideration.

I believe that the ESD is very fortunate to recruit Bob Taylor for this important position. I look forward to having him join the team.

MM:sr

Attach., Feb 15 1983

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, February 1, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, February 1, 1983

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, February 1, 1983, with the following present:

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Cleve Dumdi	Beverly Ficek
Frank Nearing	Hugh Peniston
Nile Williams	

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Sallie Rainville
Al Fedje	Nicki Laird
Marilyn Simons	Wanda Vinson
Jim Ekstrom	Bill Ford
Ben Jones	Bill Land
Cheryl Swanson	Jim Swanson

- 1B Approval of Minutes

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF JANUARY 18, 1983, AS PRESENTED.

Director Armstrong seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A SDE Publication

- 2A. Superintendent Mead said that copies of the State Board of Education's Legislative Report are available in the office.

Director Armstrong said she attended a recent meeting of the State Senate Education Committee. She said she feels it is very important for persons from throughout the state to communicate their concerns about education to the Committee members.

3. Correspondence

3. The following correspondence was presented:

- A. 1982-83 ADM-TCV study.
- B. Proposed budget committee calendar.

4. Work Session
4A OTIS Plans

4A. Wyatt Rosenbaum, Director of OTIS, said that if OTIS is to fulfill its basic mission--to offer meaningful, prompt, and efficient data processing services to all members of the consortium--it must be prepared for the future as the world of users changes.

He introduced the OTIS management staff--Jim Ekstrom, Bill Ford, Ben Jones, and Bill Land--who assisted him in expanding on the OTIS position paper distributed earlier to Board members (and attached to the official copy of these minutes).

Summarized in the presentations were options that are being developed in the following priority areas:

Growth to meet user needs

Meeting the challenge of relating effectively to micro and mini computers

Establishment of a testing program

Regional centers

Software and hardware needs

User communication alternatives

Marketing

New services

Restructuring of management

Staffing patterns

Following the presentations and a question and answer period, Dr. Rosenbaum thanked his staff and the ESD Board for their support since he began as Director.

4B Resolution Report

4B. The 1983-84 Resolutions for ESD services were distributed. Local district boards will place consideration of the resolutions on their February meeting agendas.

There are thirteen resolutions. Superintendent Mead reviewed the significant differences from last year's package. Mathematics education is not included in the 1983-84 resolutions. The Lane County Math Project, financed with federal funds, comes to an end in 1982-83. Superintendent Mead said that local school superintendents feel their districts have

4. Work Session
4B Resolution Process

4B. (continued)

generally implemented the problem-solving materials and instructional philosophy of the program.

A new resolution is the proposed program for Seriously Emotionally Disturbed adolescents. The feasibility study for a three-part program has been completed and the resolution describes the proposed program in the first year.

Other changes in resolutions include the addition to environmental education services of biological sciences and global studies and the addition of the ESD's Skipworth program responsibilities to Resolution No 11, Attendance/Tuancy.

A more in-depth review of the resolution services will be scheduled for the February 15 meeting.

5. Reports
5A L-COG

5A. Director Williams reported briefly on the latest meeting of the Lane Council of Governments (L-COG). The agenda included discussion of the Senior Service lunch program.

6. Future Agenda Items

6. Future agenda items include:

- A. Consideration of AAESA/OAESD membership plan
- B. Budget Committee calendar approval
- C. Report from Direction Service personnel
- D. Appointments to Advisory Council for Handicapped Children
- E. Review of resolution services

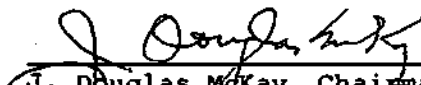
7&8. Executive Session and Reconvene

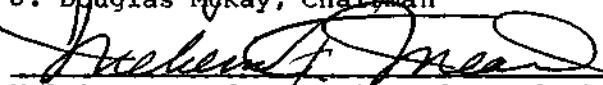
7&8. No Executive Session was held.

9. Adjourn

9. DIRECTOR PENISTON MOVED TO ADJOURN.

Director Williams seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

Attachment to the official minutes: OTIS position paper

Oregon Total Information System

A Position Paper And

Budget Message

1983-84

Attn. Feb 1 1983 Paper filed with Feb. 1, 1983 Packet.

As OTIS management receives direction it must examine it, determine how users will benefit from it, assess if it is fiscally and operationally feasible, and then assign an appropriate priority to it.

This process was employed in charting an overall OTIS initial plan of action for the next three (3) years and this budget is one graphic form of the plan. The plan includes: meeting user needs, confronting the micro movement, establishing a testing program, building regional centers, examining communication alternatives, and assessing our fee structure.

Meeting User Needs

When we urged the addition of a Marketing/Field Services Department in the staffing sub-section of this document, we raised the issue of determining and then meeting the needs of users. We believe this direction is so important we have made it our top priority. Earned or not, in many areas, OTIS has the reputation of being insensitive to user needs. This feeling must be overcome if OTIS is to continue to be successful. We propose that the first step in meeting user needs is to create a climate in which users believe that OTIS listens to them. Obviously the organization, on a cost/benefit basis alone, won't be able to solve every need a user proposes. However, there are undoubtedly some needs which are unmet because users feel there is little use in making them known. If the people in the Marketing/Field Services Department and in every other OTIS department listen, an aura of trust will begin to develop and genuine two-way communication can occur.

Concurrently, a routine continuing effort should be made to find out what users want. A needs assessment instrument which is constantly modified should be developed. Specific attention should be given to ensure that it is accurate in determining needs and is not, in fact, substituting an OTIS bias. The periodic use of this type of inventory instrument should be accompanied by ideas brought back from the districts by field service representatives.

We are continually discovering that a disconcerting number of users are not aware of existing services. Consequently, these users don't realize that OTIS could meet many of their needs. Planned periodic presentations are one way to increase user awareness of existing services. OTIS is beginning to remedy the lack of familiarity with all of our services, but much more has to be done. Whether the organization makes a presentation to a group of administrators in a large district, illustrates its array of business office services to a regional meeting of local district business managers and secretaries, or sends a brief attractive "attention getting" mailer describing a new service, the emphasis must be upon meeting needs. An organized continuous effort must be made to determine needs in all geographic regions where consortium members are located.

The on-going effort by OTIS staff to anticipate needs and to devise ways to meet those needs must occur in every OTIS department. Even though the primary responsibility for these thrusts will reside in the Research and Development Department and the Marketing/Field Services Department, all staff must contribute if solutions are to be viable. All of us must constantly reassess the results of our services. One illustration of reassessment might be to look at a repackaging of our present offerings. Perhaps segmenting our

Attach. 2/1/83

student services package into "bite size chunks" will better meet the need of a very small district because they may not be able to efficiently use, or even afford, the entire package. We should determine whether "mini-packages" will be worth the effort. Will the gain in efficiency for the district be worth the costs involved in leasing a telephone line? There are many more questions which must be answered, but our bottom line must be the fact that we make the effort to find cost effective services for our users.

Micros

Earlier in this document reference was made to the proliferation of micro computers. OTIS management considers the invasion of micros as the single most significant threat to the consortium since the fiscal crisis during the formative years of OTIS.

The problem has its origin in the paucity of knowledge of computers by the generation of adults who now teach and administer in districts. The lack of computer literacy, the declining cost of hardware, and the profusion of salespeople contribute to a climate in which districts are buying micro computers at a rapidly increasing rate without really knowing what their long-range objectives should be. This results in a situation in which educators own micros which may or may not accomplish their intended purpose. These devices may or may not interface with OTIS, they may be under or over-utilized, they may or may not work with appropriate software, required software may not be available and/or be too expensive, maintenance may not be available or be too costly, and adequate training for personnel may not be offered.

To remedy these ills, OTIS intends to launch a major effort to assist members of the consortium. Our first step will be to become familiar with user self-help strategies by working directly with two of the districts in our consortium. We are also working with our ESD, a local district, and the head of the Computer Science Department of the University of Oregon to develop a model program to promote computer literacy for all teachers and administrators in Lane County and then in our entire state. We are also assigning a number of tasks to the manager of our Instruction Department which will result in his acquiring expertise in a variety of appropriate areas. This individual is now involved in learning how other user and non-user districts are utilizing their micros. The manager is an active member of several state-wide and national organizations which are evaluating methods to best utilize micros, to develop and purchase software, and to form cooperatives to purchase supporting products at lower group prices.

The manager will also be the interpreter of relevant information which comes from organizations we will belong to. One of these groups, for example, devotes its resources to evaluating hardware. Knowledge derived from this entity as well as "know-how" gleaned from other sources can be offered for the benefit of all of our users.

The delivery of consultative services can be an invaluable help to the consortium. It can be extended to the practices of OTIS downloading and uploading data and the production of software. It can offer entry into a form of clearinghouse in which ideas, products, strategies, and procedures developed by others are banked at OTIS and become available to members who want to subscribe to this type of service.

Most importantly, consultative services can be of tremendous value when they prevent a district from making a costly mistake. The lack of computer knowledge combined with a salesperson's inaccurate claims can sometimes convince a district that a micro computer can assist them as well as OTIS can. We have an obligation to inform present and potential users about what micros can do and certainly what they can't do.

Establishing a Testing Program

Like many other educational agencies, OTIS' past and present efforts in testing might charitably be called minimal. In recent years the pressure to have OTIS offer a comprehensive testing program has increased. More pressure is being exerted because the companies which publish tests and those which score them are constantly raising their prices. Another phenomenon is that we are seeing more movement toward accountability for school districts in an era of diminishing resources. Testing can supply vital information on how to allocate resources when a district is seeking ways to receive "more bang for the buck."

The reason OTIS' efforts in testing contracted at a time when requests increased is easily explained. OTIS staff has declined even though services have expanded. In addition, consortium membership has continued to climb. As mentioned earlier, this "catch-22" situation happened because field services and research and development were curtailed to hold costs to districts constant. As a result, qualified people were not available to assign to design, manage, and propose a meaningful testing program. Compounding the problem, test publishers and scoring companies are not eager to be cooperative because they are not looking for additional competitors in this lucrative field. There is also the quagmire of educator bias to consider. There is no substantial agreement among educators about the value of one type of test as contrasted to another. Does a district administer a norm referenced test or a criterion referenced test, or both? Does a district develop its own materials or does it purchase commercial instruments? If a district does decide to purchase commercial materials, which ones do they select? The issue of frequency of testing and levels at which they are administered also surface. For all of the reasons listed above, OTIS has done little. Therefore, at this juncture, the OTIS management team views this situation as an opportunity to fill a void and to offer a genuinely needed service.

Soon after the 1983-84 fiscal year begins, we propose that OTIS employ a coordinator of testing who has the following qualities and skills: a thorough knowledge of tests and measurements, a comprehensive background in computers, and a demonstrated ability to successfully interact with people.

We would expect this individual to proceed with building a program in stages, with the following tentative timelines and components: Stage 1, July through October, conduct a thorough needs analysis of users; obtain information from test publishers, scoring services, and exemplary district programs; and generate preliminary publicity about our efforts. The testing coordinator would be assisted in these efforts by the Marketing/Field Services Department, Systems Department, and our Research and Development Department. Stage 2, October through December, make preliminary decisions about tests and services to offer; estimate costs and fees; receive information from users about these decisions and estimates, and when appropriate, revise; explore developing necessary scoring and reporting

Attach. 2/1/87

software. Stage 3, December through April, make the necessary arrangements with publishers, develop or obtain the appropriate software and hardware, and initiate a thorough information effort which could include a series of workshops. We will also field test available portions of the program with a sample of our users. Stage 4, April through August, attempt to eliminate any problems which emerge during the spring field testing period. Preparation for a full range of tests, scoring services, and consultative services for the fall of 1984 will be made during this period. We will kick-off our new program by sponsoring a widely publicized conference on testing which will involve individuals with state-wide and national stature in testing.

Initially, the proposed coordinator of testing will report to the manager of the Systems Department and be a member of that unit. During the developmental stage of the new testing program, a close working relationship with the Systems Department is essential. When the program is operative, although links with the Systems Department will continue to be necessary, the coordinator of testing will be reassigned to the Department of Instruction. At that point, the duties and responsibilities of this individual will be more directly related to instruction and to the purposes of that department.

The 1983-84 fiscal impacts of beginning a comprehensive testing program will center about salary and related costs in the employment of a coordinator of testing. There will also be some costs in acquiring software for test scoring and reporting.

Regional Centers

The subject of regional centers is not a new one for OTIS. For some period of time, two of our larger local district users have operated remote job entry (RJE) operations. The two installations vary because of differences in distance from OTIS and because of differences in each district's data processing expectations and requirements.

OTIS developed a position paper in the fall of 1975 which detailed the advantages and disadvantages of RJE installations to the user and to OTIS. At a December 1975 meeting of the Advisory Committee, a motion to develop RJE capability in one of our largest user districts was approved unanimously. The cost for the installation was paid by the user district. Costs to OTIS were minimal.

Since that time the RJE concept has grown to the point that the district not only uses many of OTIS standard student and business service packages through the network and the RJE installation but also provides for meeting a variety of other needs. Some of these are met by OTIS on a special contractual basis; the remainder are supplied by other data processing entities. Concurrently, the RJE installation in the other large user district has also grown, but at a slower rate.

The concept was next considered by OTIS in 1980. Directed by the superintendent, the data processing coordinator of a district in central Oregon formally requested that OTIS participate in developing an RJE installation in the district. The Advisory Committee voted to table the request at the time.

The issue again surfaced in the fall of 1982, with the agreement of OTIS management. The superintendent of an education service district in central Oregon asked to explore the possibility of working with OTIS in an effort to establish an RJE or regional data processing center which could serve the local districts in two counties. Later in the fall, another education service district contacted OTIS to discuss creating a regional center using monies previously earmarked for replacing their aging computer.

OTIS management met with representatives in the two ESD's and with the people from IBM to tentatively explore what hardware, software, and staffing options were available. Subsequently, OTIS management met with officials of the large user district currently maintaining the most complex RJE installation to determine their attitude about expanding their operation to service other users.

These recent experiences, blended with the OTIS perception of our present environment, have resulted in a decision by OTIS management to continue looking at options available if we move toward a regional concept. We also urge that our Advisory Committee, as soon after the January 7, 1982 meeting as is practical, convene to examine the issues inherent in this concept so that OTIS can receive the guidance it needs to continue the task.

This issue will not "go away" as it has in the past. The reasons for this are varied but center about the sudden invasion of micro computers, the desire for increased applications, local control and faster turn-around time, and the unknowns about future telephone line costs.

Given the inherent technical difficulty and questionable cost effectiveness of linking micros to mainframe computers, OTIS management views regional centers as a way to accommodate the needs of an ever increasing number of districts purchasing micro computers. If we can provide some semi-independent computer power to certain geographic regions which can serve all of our users in those general areas, we could derive substantial benefit. The benefits include:

First, regional centers could allow users to have an opportunity to develop and use any special application they believe they need and which OTIS feels are not cost effective for the entire consortium. When they wanted to avail themselves of the standard OTIS services, they could switch from their own micro capability and some regional mini computer power to the OTIS mainframe. The regional center could also allow the opportunity to obtain and manipulate data during hours when the central OTIS network is not operating. A preliminary opinion is that four (4) regional centers could service the majority of our users, considering the geographical aspect of present user location.

Second, the more distant a user is from Eugene, the more interest in "local control" heightens. The fact that a district could do what it wants when it wants is appealing.

Third, turn-around time is also an emerging factor. If a district had some printing capability available at a regional center, it could mean receiving information faster than they now do depending solely upon ground transportation to bring the materials. Turn-around time and local control were

Attach 2/1/83

elements which weighed heavily in the decision not to join OTIS made by the people in Clackamas County. As Clackamas ESD and other regional centers look to "economy of scale" as they purchase expensive hardware and software, it is conceivable they may attempt to convince present and future OTIS users in close geographic proximity to use their data processing services because of faster turn-around time and local control. It doesn't take much imagination to envision a scenario in which two regional centers merge. The impetus for such a move could be an attempt to spread costs over a larger user base as new equipment is purchased and new services are offered. Right now, one regional data processing center sells testing services to other districts, including members of the OTIS consortium, to help diminish the costs for developing and implementing this service.

Fourth, regional centers may be an answer to the rapidly increasing costs of communication between OTIS and its users. The effects of the announced plan for "Ma Bell" to divest herself of her subsidiaries may result in increased communications expenditures. In theory, the divestiture should lower long distance costs since long distance lines have, in the past, generated more revenue than local service. A regional center could serve as a communications hub for local districts. The local districts could communicate over the shorter distance to the center, and the center run only one larger line to OTIS in Eugene.

Just as faster turn-around times and local control could be used as incentives, non-OTIS regional centers could use lower communications costs as a reason for OTIS users in close geographic proximity to withdraw from OTIS and purchase services from them.

The regional center or RJE concept generates many questions. If OTIS moves to regional centers how should it distribute costs? If OTIS is to retain control to guarantee equity, quality, and "the economy of scale", should it supply over fifty-one (51) percent of the cost? If ESD's or local districts want to allocate money to centers, how much should it be? If OTIS subsidizes regional centers, should it supply hardware, software, or staff? If staff is employed directly by OTIS, who recruits, supervises, and evaluates them? What is the role of OTIS in training and monitoring quality?

Obviously, if a substantial number of users discontinued OTIS services, all users would suffer if fees were increased to compensate for the loss of revenue. However, even if this possibility is discounted, what is the benefit to users geographically close to Eugene if regional centers are developed? These users do not have the same cost problems for communication and they don't have the turn-around problems.

If regional centers were to be located in Umatilla, Coos, Deschutes, and Washington Counties, as defensible geographic locations for present users, should the level of the hardware, software, and staffing differ? Could the expectations and needs vary from one center to another?

Finally, if some level of regional computer power is provided, what are the implications for future upgrading of the mainframe computer in Eugene?

Will the regional centers help in extending the use of the mainframe without additions to it or the replacement of it? If the answer is yes, centers could be of benefit to user districts in close proximity to Eugene by extending the cost obligation for upgrading to some future point.

The questions listed only touch the surface. Therefore we believe it is critically important that these questions and a profusion of others be addressed by the Advisory Committee as quickly as possible. The urgency of this topic is underscored by a recent proposal by a new organization known as the Oregon Municipal Government Computer Users Group to form a data processing trust affiliated with the League of Oregon Cities. An organization such as this could, rather quickly, exert pressure upon OTIS users near certain cities to join with them in forming regional centers. The prospect of "saving money" by joining governmental and quasi-governmental units which are neighbors may prove irresistible to parochial taxpayers in any given locale.

Examining Communications Alternatives

We have made earlier references to escalating costs for communication. During the 1981-82 fiscal year, OTIS spent One Hundred Eight Thousand Dollars (\$108,000) for communicating with others. During the 1982-83 budget year we estimate that we will spend One Hundred Thirteen Thousand Dollars (\$113,000). These sums do not include the teleprocessing costs incurred by our users.

With over four thousand miles of leased telephone lines, OTIS is one of the largest clients of the telephone companies in our state. Consequently, we will be very anxious to find out the results of the Federal Communications Commission rulings which affect Pacific Northwest Bell (PNB). PNB is by far the major supplier of telephone services to OTIS. Although specific information will not be available until after January 1, 1983, we do know that a new subsidiary of American Telephone and Telegraph, American Bell, will handle long distance communications and PNB the local traffic. In addition, our limited advance information indicates that American Bell will begin to provide new communication equipment which will link computers and telephones. Statements have been made which indicate there will be an array of new products which combine computer and communications technologies. We will closely monitor developments as they relate to expanding or diluting the communications capability and costs to OTIS and to its users.

While changes take place in PNB, and as we see the role of American Bell unfold, we are making some changes. All teleprocessing responsibilities at OTIS have been assigned to the manager of the Instructional Services Department. We are reassigning them to the manager of our Operations Department. We are making this shift because we believe that the link between operations and communications is critical, and by structuring the organization in this manner we will increase efficiency.

It is the intention of OTIS, through the Operations, Systems, and Research and Development Departments, to examine the benefits of network-wide word processing and electronic mail. We also intend to explore the advantages to the consortium of shorter lines of communication which may occur by establishing regional centers.

Although the concepts may seem exotic, OTIS will examine alternatives to leased telephone lines. These include cable, microwave, laser, and satellite technology. The investigation will be conducted with other agencies and suppliers. During January, we will meet with the communications manager of an institution that is similar to OTIS and which operates in a neighboring state using alternative communication methods.

Assessing OTIS Fee Structure

OTIS has had an excellent history in keeping the cost to users relatively stable. From 1969 through 1975 the average costs for the Business Services and Student Services packages was Eight Dollars and Ten Cents (\$8.10). For the past six (6) years and into our seventh (fiscal 1982-83), fees have remained the same, Eight Dollars and Seventy-five Cents (\$8.75).

The relatively constant nature of fees charged to user is all the more impressive when one considers the additional services that have been added to the basic business and student packages since 1975-76. A comprehensive list is included in the appendix of this document.

When one also considers what has occurred with salaries, products, and services during the past seven (7) years, and the impact upon OTIS and the districts in the consortium, OTIS costs even border upon the incredible.

As explained earlier, OTIS has held the line in fees (or more topically, "stayed the course") by increasing the efficiency of human and material resources, by cutting back staff in earlier years, and by holding staff constant in more recent years. The line has also been held on costs because of good fiscal skills on the part of the previous director and because of the talent and dedication of a veteran OTIS staff, particularly the four department heads.

Laudable as holding fees constant is, one by-product is the reputation OTIS has developed for being static and unresponsive to the changing educational climate and increasing user needs. In short, if OTIS is to offer the level of service to the present and future user base which will be demanded, revenue must be increased.

The hardware and software needs proposed in this document for the fiscal years 1983-84, 1984-85, and 1985-86 will seriously deplete the hardware and software reserve fund.

The staff addition recommendations for the 1983-84 fiscal year are specifically designed to cut costs or to add revenue. The manager of the proposed Marketing/Field Services Department should develop strategies to serve existing users and to add new members. The communications specialist should assume writing tasks which are now being completed by more highly paid staff and write pieces designed to attract new clients. The coordinator of testing position recommendation was made to fill a need, but that position has the potential to generate many tens of thousands of dollars of new revenue when one recognizes how much money is being paid to commercial testing and scoring companies and other educational regional data processing centers. The project leader position, along with instituting pool programming and providing terminals for programmers, should result in fewer programmers being needed in the future.

However, the staff additions for 1983-84 will most likely not produce sufficient new revenue nor cut enough costs during their first year on the job to compensate for the salary and fringe benefits paid to them. The potential for generating and saving monies would logically occur after they have been trained, after they build a program, and after the programs have had an opportunity to succeed. In a sense, there can be a measurable quality to what they contribute but results will take time. In essence then, the salaries and fringe benefits paid these individuals really represent "risk capital." Furthermore, staff additions which may be proposed for 1984-85 and 1985-86 will be in technical areas and will result in increased service capability but will not increase revenues.

The 1983-84 fiscal year most probably will see our nation and state try to cope with the continuing recession and a diminishing pupil population, therefore we think we should not seek fee increases. However, we believe we should look at increased fees for subsequent years and at other revenue enhancement for fiscal 1983-84 and beyond.

We propose that the OTIS Advisory Committee consider a series of modest fee increases for the 1984-85, 1985-86, and 1986-87 years and beyond as needs and economic conditions warrant and justify. The institution of these fees in increments of Fifty Cents (50¢) per student per year, for example, as contrasted to a major increase in any one year, should be considered at Advisory Committee meetings during 1983-84. Fee increases could also be analyzed during subsequent years prior to levying them. By following a process such as this, economic conditions, costs of serving users, increased consortium membership, and other relevant factors can be carefully assessed.

During this fiscal year, 1982-83, we propose the committee reinforce keeping the existing fee schedule but generating needed money in other ways.

We propose financing expanding services by charging for their use. Actual costs for time, hardware, software, development, and overhead can be assessed and users charged accordingly. We have not done this in the past. A recent example is our work in the immunization reporting system. Our development of the program was costly but we offered it to users at no charge.

Requests for increased services occur almost daily. Recent examples include: install a statistical manipulation program that users can access; offer Oregon Legislative Information System (OLIS) services; institute a period-by-period attendance program. In addition, there are systems requests such as: more editing of input, faster transmission, more capability in query, more individualized reporting, and more sort sequence options.

There are problems associated with retrieving costs. In a statistics package, how do we recover costs if the service is infrequently used, or the inverse? A period-by-period attendance offering can be expensive to design, program, document, as can training users. Systems requests are not easily identifiable for a particular user. However we believe we can put together defensible approximations of costs to OTIS.

We can, and propose we should, identify costs for services with system-wide application and charge users for these. With other services which have a more limited applicability, we probably should institute a "seed money" concept.

If one or more districts want a specialized service, we believe we should develop a justifiable estimate of total new costs to OTIS and have the district or districts fund the entire cost to OTIS of the project. As other users want to use it, if in fact they do, we could begin to repay the originators for their "up-front money."

This document has defined ways that OTIS might better serve users and meet their changing needs head-on through a process of realistically assessing current services, advocating new ones, and exploring directions for future growth. Throughout, an emphasis has been placed on building strengths and recognizing and effectively dealing with weaknesses so that OTIS may continue to offer data processing services that are up-to-date, efficient, meaningful, prompt, and cost effective for the benefit of all consortium members. All proposed changes in hardware, software, staff, and services are designed to keep or bring OTIS to a position of preeminence in the data processing field. Our foremost goal is to achieve the flexibility and strength which will enable OTIS to provide superior service, now and in the future.

The budget accompanying this document is developed to further what we believe to be the basic mission of the Oregon Total Information System (OTIS) -- that is -- to offer meaningful, prompt, and efficient data processing services to all of the school districts in the state of Oregon who are members of the consortium.

If OTIS is to fulfill its basic mission, it must assess its immediate environment, position to successfully interact within it, and prepare for the future.

Effective assessment and preparation require care in gathering data, developing options, allocating resources, and pursuing a course of action.

The OTIS management staff is now in the process of gathering data and developing options. These actions relate to: growth, mini and micro computers, regional OTIS centers, restructuring OTIS management, appropriate software, fiscal needs, user communications alternatives, marketing, new services, and staffing patterns.

Allocating resources to allow OTIS to embark upon a course of action will occur through the finalizing of this budget.

GROWTH

Any view of the future leads to the conclusion that OTIS will be impacted by change. If OTIS elects to remain with a "status quo" posture, the consequences of growth will not be in the interest of the user districts. As other regional centers upgrade their hardware and software and expand staff, the possibility of their offering services beyond their traditional geographic area as they attempt to spread increased costs over a wider user base looks inevitable.

The proliferation of mini and micro computers also poses a major threat. Armed with a variety of hardware and software, a phalanx of salespeople is beginning to descend upon school districts with increasing frequency. The promises they make about the capability of their computers far outweigh their minimal explanations about cost and limitations of software, and the financial burden of maintenance.

When one combines the increasing availability of mini and micro computers and the possible service expansion of other regional centers with OTIS' reputation of an attitude of "status quo" in terms of expanded services, it is not difficult to foresee a diminution in the OTIS user base. In turn, a dilution of the user base can result in increased costs for continuing members of the consortium.

It is clear that growth in small computer capability and the probable expansion of regional centers can have a negative impact. However, growth can also have a positive impact. At present, OTIS offers its data processing services to approximately one-third of the school districts in Oregon and to

nearly one-half of our state's pupil population enrolled in those districts. Consequently, if OTIS should serve an increasing number of districts and students in Oregon, opportunities abound.

The continuous growth of OTIS has been of historical benefit to users. The concept of "economy of scale" has allowed the offering of dependable services at a modest cost. In fact, cost to users has not increased during the past seven (7) years in spite of an inflation rate in our country during that period which has reduced the value of one dollar by over one-half.

Continued growth can also be beneficial in the future. An increased number of users will aid in moderating future service cost increases because meeting the needs of additional users does not mean parallel increases for hardware, software, and staff. In addition, growth in users, particularly those districts which are in close geographic proximity, can allow for variations in the delivery of services which may be more timely and efficient.

OTIS ORGANIZATION

If OTIS is to mitigate the negative and maximize the positive impact of growth, it must position itself correctly. To accomplish this task, OTIS must be organized differently. The present organization is structured as follows: There is a director, an assistant director and department head of Student Services, a head of the Business Services Department, a head of the Operations Department, and a head of the Department of Instruction. The Student Services Department employs two programmer/analysts, and two field representatives. The Business Services Department includes four and one-half programmer/analysts, and two field representatives. Three system librarians and a tape librarian, three distribution people, five operators, and two data management specialists are employed by the Operations Department. One programmer/analyst, one and one-half secretaries, and the OTIS receptionist report to the head of the Department of Instruction.

A reorganization plan would allow OTIS to deploy its human and monetary resources more efficiently and to properly position itself to confront change.

Systems Department

In our judgement, a more meaningful organization of OTIS should include combining the Student Services and Business Services Departments. By merging these two units into one, the detrimental nature of inter-departmental competition which now exists will be eliminated. Pool programming to balance work loads and minimize seasonal unevenness can easily be instituted, as can standards and documentation of programs to ensure ease of use of the same program by various programmer/analysts and quality control. In time, pool programming and the installation of on-line programming in-house terminals for each programmer/analyst can mean that fewer individuals will be needed in our programmer/analyst staff. Equally important, by moving to a pool programming concept, the coordination of efforts to utilize on-line programming will be facilitated. This move will be critically important to us. A project leader position should be created. This position would be delegated the responsibility of communicating with users and with other appropriate OTIS managers

to develop purposeful programs, balance programmer/analyst workloads, ensure adherence to uniform standards and documentation, and to begin to build training programs for incumbents and for novice programmer/analysts employed in the future. Last, but certainly not least, by restricting communication of program needs from users to the department head and the project leader, we can minimize the number of misunderstandings and errors in the transmission of information.

This part of a reorganization plan can be put in place for relatively low front-end costs. We propose that for the 1983-84 budget year the head of the Business Services Department become the head of what we shall refer to as the Systems Department, and that one of the two business services field people be appointed to the position of project leader. In the Systems Department's newly created chain-of-command, there would be the department head, all of OTIS' programmer/analysts, the data management specialists, the project leader, and a coordinator of testing (a position to be proposed later in this document). We propose the addition of another data management specialist for the 1984-85 fiscal year. This individual will be needed to monitor the effectiveness of all new software when it becomes operative.

Operations Department

Some reassignment should take place in the Operations Department. As indicated above, the data management specialists should be moved to the newly created Systems Department because the purpose of the department and the type of work done by the employees involved fit. The systems librarians and the tape librarian should be moved from the Business Services Department, when it is merged with the Student Services Department, to the Operations Department. The shifting should occur because the functions they perform are more closely related to the assigned responsibilities of the Operations Department.

When these moves are made, the Operations Department should include the department head, the operations supervisor, the computer operators, the distribution supervisor and the distribution staff, and, as indicated above, the systems librarians and the tape librarian.

No additional cost would be involved in the realignment of the Operations Department.

Department of Instruction

The Instruction Department is now staffed with a department head and one programmer/analyst. In addition, the department head is assigned the responsibility of coordinating and supervising one full-time and one part-time secretary and the OTIS receptionist. Because no full-time staff person is assigned specifically to the task, the Instructional Department head currently devotes nearly fifty (50) percent of his time, and delegates a sizeable amount of a secretary's time, to teleprocessing responsibilities such as coordinating the installation, maintenance, and billing costs of the communication links between users and OTIS.

Although no recommendation will be made to increase staff size for this department for the 1983-84 budget year, the reordering of priorities and an

Attach. 2/1/83

increasing emphasis upon OTIS involvement in instruction will dictate the addition of an instructional services specialist and a full-time secretary for the 1984-85 fiscal year. If OTIS is to develop expertise in instructional software, serve as a conduit for commercial products, develop programs, offer consultative services in hardware purchases, establish teaching and research opportunities with institutions of higher education, and assume a closer relationship with the Oregon Department of Education, more staff will be needed in future years.

While the thrusts listed above continue to develop, more time may be made available to the head of the Instruction Department for pursuing the new department directions by eliminating his responsibilities in teleprocessing. Those duties should be assigned to the head of the Operations Department. This move will also allow OTIS to take advantage of the more natural link between communication with users and our actual operating component.

Research and Development Department

A basic continuing void in OTIS can be filled by the creation of a Research and Development Department. When OTIS initially evolved it was considered a very innovative organization. The "bread and butter" services which are now the backbone of the OTIS offerings and which are valued by users were "invented" nearly fifteen (15) years ago. A prime example of the early discoveries is the Generalized Education Management System (GEMS). When GEMS was unveiled, it was considered to be the best user transaction process system in the entire industry. As the years have passed, however, and as OTIS has worked hard to keep costs of services constant in spite of spiraling inflation, the ability to be innovative has been diminished by the need to keep staffing at minimal levels even as the user base has expanded.

With the growing threat of micros, the availability of an increasing variety of software, and the changing needs of users which have to be met, the time has come to reinstitute the organization's ability to become innovative.

To accomplish this, we recommend that the present assistant director and head of the Student Services Department be assigned the role of head of Research and Development. The assistant director's knowledge of OTIS past and present and his technical background would serve the consortium well. Working cooperatively with other department heads as projects would relate to their spheres of responsibilities, this individual could offer leadership in research and development endeavors such as regional centers, updating and/or replacing systems such as GEMS, establishing a comprehensive testing program, determining communication alternatives, instituting new programming methods, and exploring the viability of new services.

Marketing/Field Services Department

Another factor which must be dealt with is the need to provide training of user personnel, solve user problems, and to make people aware of the array of new and existing OTIS services.

Whenever one meets users in local districts or at various state meetings, there is a continual request for more people in the field services. This

informal method of receiving opinion is reinforced by the results of a survey of OTIS user priorities which was conducted in the fall of 1980. Still another element to consider is the increasing number of requests for OTIS presentations for both users and non-users. The requests for these presentations cover a wide range of topics and they are being given to a broadening variety of groups. As we assign staff to these events, we are preventing them from devoting sufficient time and effort to their primary assigned responsibilities. As a consequence, important tasks which are critical to the operation of OTIS take longer to complete, or in increasing instances, are not being completed at all. One way to rectify this problem would be to establish a Marketing/Field Services Department. The marketing aspect of a department such as this would actually be a restoration of a unit which was an important part of OTIS in the early years. This component was phased out during a period in which staff was being curtailed throughout the organization.

It is appropriate to reinstate this capability at this time for several reasons. The department could, as its primary responsibility, create an organized effort to make people aware of what OTIS is and what it can contribute to local school districts and education service districts. It could, in a thorough organized manner, determine the needs of present and potential users and keep the other OTIS departments constantly informed of those needs. It could also organize and coordinate all OTIS presentation and training efforts to achieve optimal coverage with a minimal number of staff members. This approach would prevent a duplication of effort by various departments. The marketing component could also foster a political awareness within the total organization.

Political awareness will become increasingly important to OTIS in the next several years. A continuing number of user districts become members of the consortium each year. Our growth rate has averaged approximately four (4) to twelve (12) percent each year. The number of remaining districts, on an independent basis, or those combinations of districts which are served by other regional data processing centers that could be potential users, may not elect to join because of political considerations instead of a cost-benefit basis. The most recent illustration is the experience of negotiating with Clackamas County ESD, representing its twenty-eight (28) local districts, about joining the OTIS consortium. The local districts wanted "local control" and the classified employee union did not want a loss of jobs for its members. In retrospect, Clackamas County ESD had to make a decision based upon their perception of their needs. Therefore the judgement they made was right for them at that particular point in time. The episode should be a learning experience for OTIS. We should be sensitive to the fact that decisions are not made solely upon cost/benefit considerations. When the dimension of the natural "concern" exhibited by other regional centers about the potential of OTIS expanding into their "turf" is added, emphasis should be placed upon learning about the political realities which confront potential users.

Another emerging need is for writing and editorial capability. OTIS has no up-to-date information circulars or marketing brochures. It also has no advertising materials or continuing media of communication with members and non-members. Most serious of all however, is the perplexing process of developing the present menu of OTIS training manuals.

OTIS training manuals are written and updated by our staff people. Programmer/analysts, field people, and other employees not only write them,

they type them as well. The resulting product has been a narrow range of technically oriented and difficult to read manuals.

The addition of a communications specialist to coordinate all OTIS writing efforts would not only enable us to generate a wide array of marketing aids and to renew many of our important training tools, but would also save considerable time and money by relieving many more highly paid technicians from these tasks. An added benefit certainly is the dimension of quality control.

The field representatives presently assigned to the Business Services Department and those reporting to the Student Services Department should, upon the merging of those two departments, be assigned to the newly proposed Marketing/Field Services Department because, as was stated earlier, their missions are so similar. When field representatives work with present users they are reinforcing an OTIS image -- SERVICE. They also are in a position to inform users of additional services OTIS offers of which they may not be aware, and to talk about new services OTIS is evolving. Field representatives are also called upon to make presentations about OTIS services to potential users.

In essence, field representatives are really in the marketing field during part of their regular assignment. If they become members of a department which will be charged with determining needs, as well as marketing present and future services, their efforts can be concentrated in priority areas. Consequently their efforts can be coordinated so that fewer people may be added as OTIS grows.

Staffing of the Marketing/Field Services Department will require hiring a department head and a communications specialist. The two field representatives from Business Services will be deployed in different ways. One person will be assigned as the project leader for the new Systems Department. In that role the person will constantly be communicating with users and translating their needs into programs. From time to time it would be meaningful for the project leader to go into the field to keep a sense of reality and to renew user sensitivity. This person could also inform the Marketing/Field Services Department of needs which emerge during the course of day-to-day activities. The person would also be available to help train a new Marketing Department head and the communications specialist in technical aspects of business services so that those two people can evolve into field representatives for training users when the need for additional people arises. The new head of the Systems Department can also aid in the technical training of these two people. When a need surfaces, this individual can also assume the function of a field representative for a particular training or marketing session. The additional field representative, who is presently in training, will continue in that assignment but that person's assignment will be directed through the new department.

One of the field representatives in the Student Services Department will be assigned to some other vital duties but will be allotted sufficient time to do some field work and to aid in the technical training of the communications specialist and Marketing Department head. The former Student Services Department head who will head the new R & D Department will also be available to train the new people and to aid in specific field training experiences when necessary. The other field representative, who is still in training, will continue in field work but will be assigned to the Marketing/Field Service Department.

Attach 2/1/83

No recommendation is being made relating to additional field representatives for the 1983-84 and 1984-85 fiscal years in spite of the fact that is the most documented need our users have expressed. The reason for this lack of recommendation is two-fold. One is that if needs surface which become critical, there is sufficient time to budget for more people. The second reason relates to the concept of decentralizing OTIS which will be treated later in this document. If OTIS moves toward partial decentralization, field representatives might operate from specific geographic regions instead of from OTIS in Eugene. In that event, fewer field people will operate from the OTIS center and those who do would be assigned to train regional field representatives. This type of organization might unfold because of time and distance constraints and because of the benefit of regional familiarity achieved by assigning people who live in a given area to work with users in that same area.

In summary, the proposed reorganization is meant to accomplish several things. First it is designed to meet the maximum number of needs with a minimum number of people. It calls for the hiring of three new people: a department head for Marketing/Field Services, a communications specialist (editor/writer), and a testing specialist. These additional people will fill some critical voids. The reorganization also will require the new people, and several incumbents whose responsibilities are being changed, to possess more than one set of skills. When the circumstance requires it they can fill in temporarily in areas where they have expertise. This situation will be most beneficial to the organization in developing back-up capability in several areas in the event a vacancy occurs. Having back-up capability is something OTIS has not enjoyed for a long time and it has, in some instances, created a form of tyranny of some incumbents which is intolerable for any organization.

Finally, the reorganization will move some very talented employees into totally new arenas, allowing them to devote the major portion of their time and ability to endeavors which will be for the benefit of the organization and its users.

HARDWARE

Just as the human resource must be deployed differently through a new organizational pattern, change must occur in OTIS' material resources. Part of that change is already underway. The leasing and installation of new hardware during the summer of 1982, which was agreed to by the OTIS Advisory Board and was authorized by the legal governing body, the Lane County Education Service District (Lane ESD Board of Directors), is complete. The IBM Central Processing Unit is considered "state-of-the-art" hardware and, together with other newly purchased auxiliary equipment, has given us a fourfold increase in storage capability and a transaction time that's twice the speed of the unit it replaced.

The hardware was authorized because storage and prompt processing of data was rapidly reaching a saturation point. At this juncture it is obvious that the new unit will meet existing member and projected user growth needs for at least the next three years. With some upgrading, five to six years of service is possible. The increasing use of OTIS services by districts both old and new dictates that hardware be equal to the demands upon it.

At the time OTIS management recommended the leasing of the new central processing unit, it was the most purposeful direction to go. However, at this

time, because the fact situation is changed, the recommendation which we believe is in the best interests of the consortium is to purchase the unit. A purchase plan with a three year payoff schedule will increase OTIS' positive cash flow by a sum in excess of One Hundred Thousand Dollars (\$100,000). At the end of the three years we will own a unit which, depending upon the number of services we offer, the number of users we service at that time, and the potential of regional centers, may meet our needs as is or be able to be upgraded. At that point in time, depending upon the advances in technology and our needs, we could also purchase or lease a newer generation unit. When that time occurs, we will have some residual value in the unit we own so that it could be traded in or sold on the third party market.

The word computer is a generic one, and in spite of the common impression many novices have, a single central processing unit (CPU) does not operate by itself. In order to have our CPU function at its most efficient state, we will need to add additional hardware during the next several fiscal years.

We recommend the acquisition in the 1983-84 fiscal year of a Model 3350 Disk Drive to support the Multiple Virtual Storage (MVS) software package, which we need to obtain and will explain in the software section of this document. We also propose to upgrade our Model 3705 Communication Controller from a Model G to H. We are close to capacity in this unit and can add only twenty-five (25) more terminals. Upgrading to the larger Model H will allow us to accommodate many more user terminals.

We also recommend the installation of three leased 3278 terminals for use by our programmer/analysts to facilitate on-line programming and the leasing of a controller for the 3278 terminals. At an earlier point in this document, we indicated that new hardware would help reduce the number of programmer/analysts. We believe that having terminals for programmers can, over time, significantly increase their productivity and allow us to employ fewer programmers in the future. When OTIS moves to on-line programming over eighty (80) percent of a programmer's time will be spent working on the terminal, therefore we must provide for this eventuality.

During the 1984-85 fiscal year we will need to replace our 1403 printer with the much faster 3211 printer. A longer range view would include providing for the installation of new faster, larger capacity disc drives during the 1985-86 fiscal year.

SOFTWARE

When OTIS management looks at the immediate future it becomes very obvious that we must move to software which will maximize our usage of the new hardware. Much of the software we employ actually is an impediment to efficient operations. The OTIS network is working as far as users can tell, but in-house we know it operates in a manner which is not justifiable in terms of the expenditure of monetary and human resources. Presently OTIS appears responsive because of the efficiency of the new hardware. In effect we are using an "overkill" of the new central processing unit to make things work. However, it will not be long before even that compensation will be insufficient. The only way the situation will be remedied is with the acquisition of software which is also "state-of-the-art."

Attach. 2/1/83

The data processing world is changing. During the 1960's the cost of computers was very high. During that period manufacturers practically gave software to consumers as an incentive to purchase their products. As technology improved, prices of computers fell dramatically and are continuing to fall. As computer prices dropped, the price of software escalated. Many of the computer industry giants have devoted considerable time and resources in evolving new software. As each product surfaces, the producers either totally withdraw support from prior software, or they steadily raise the cost for the support they extend.

We currently are faced with rapidly increasing costs to maintain our systems because many of the software systems we use are not supported by our principal supplier of service, IBM. We are also increasingly confronted with providing compensation time and/or overtime pay for our personnel because of an increasing number of failures in operating systems. We also believe new software must be put in place so that we do not tax the capacity of the new hardware and render it ineffective.

Consequently, we recommend the installation of the Virtual Machine/System Product (VM/SP) operating system. This package would replace our frequently inoperative transitory Virtual Machine system (VM). The VM/SP system provides a migratory operating system to bridge the gap between the 1960's Operating System/Multiple Variable Task (OS/MVT), which we must use when VM doesn't work, to an IBM supported state-of-the-art operating system, Multiple Virtual Storage (MVS). VM/SP will also provide on-line programming capability for our programmer/analysts.

For maximum efficiency, we must acquire and install the Multiple Virtual Storage (MVS) system during the second half of the 1983-84 fiscal year. The system is needed to provide an expanding number of enhancements such as Virtual Storage Access Method. VSAM will provide the most current technology for storing and processing data on disc storage devices.

During the 1984-85 fiscal year we now believe we will need to obtain and use the Customer Information Control System (CICS), a teleprocessing monitoring system which is an industry standard. This system could be a replacement for, or collateral to, GEMS and would be easier to maintain.

We also project the acquisition of the Telecommunications Access Method (TCAM/ACF) in the 1984-85 budget year. TCAM/ACF will give OTIS improved network communication flexibility because it will support the latest types of communications devices.

DIRECTIONS

If OTIS is structured and staffed to meet user needs and if OTIS acquires the necessary hardware and software to enable it to efficiently process all demands made of it, the organization will be ready to move in appropriate directions.

Directions emanate from a variety of sources. We receive them from our Advisory Committee, from staff, from users and non-users, from suppliers, and from the industry in general.

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, January 18, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, January 18, 1983

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, January 18, 1983, with the following present:

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Cleve Dumdi	Beverly Ficek
Frank Nearing	Hugh Peniston
Nile Williams	

ESD staff attending:

Mel Mead, Superintendent	Jim Maxwell
Wyatt Rosenbaum	Sallie Rainville
Nicki Laird	Al Fedje
Marilyn Simons	

Others attending:

Jim Swanson, LCEA President, and approximately 30 others.

- 1B Approval of Minutes

- 1B. DIRECTOR DUMDI MOVED TO APPROVE THE MINUTES OF JANUARY 4, 1983, AS PRESENTED.

Director Williams seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Statement from LCEA

- 2A. Jim Swanson, President of Lane County ESD Employees Association (LCEA) read a prepared statement on behalf of the Association.

He stated that the Association membership had voted not to hold a ratification vote on the proposed Memorandum of Agreement which had been unanimously recommended by the two bargaining teams. The members also directed the Association executive committee to express their concern to the Board about the lack of a settlement on the issue of base increases.

Mr. Swanson said he was not present to negotiate but to give the reasons why the staff felt the last proposal was unfair. He said the Association represents a diversity of jobs and more than 70 of the 150 members are involved in Special Education, some of whom must travel as part of the job.

2. Statements

2A Statement from LCEA

2A. (continued)

He said that staff members feel they are a valuable asset to the ESD and salary is the one way the organization shows its staff that it appreciates the work they do. He said that the staff is aware that there are funds in the budget to meet the salary request.

Mr. Swanson added that staff members live in Lane County and salary paid would go back to the local economy. He said the Association has tried to keep requests reasonable and within the Board's ability to pay and concluded by saying the Association did not understand the Board's position.

Following the statement, Director Williams questioned Mr. Swanson about parts of the statement. Director Dumdi also responded to the statement saying that as a Board member he is obligated to the taxpayers who elect him.

There were additional comments by LCEA members Kathleen Keim-Robinson and Mike Meyers.

2B Comments from
Superintendent

2B. Superintendent Mead said that finalists for the Instructional Services Director position will be interviewed on Monday and Tuesday, January 24 and 25. He invited Board members to meet the candidates on Monday evening at an informal dessert.

3. Correspondence

3. The following correspondence was presented:

A. Letter from Frank Mills, Superintendent of Skipworth Juvenile Detention Center, thanking ESD teacher Mike Lynch and John Harrington for their outstanding contributions to the Skipworth program.

B. A bibliography of material on suicide available to Lane County public schools through the Media Services Division.

C. An announcement of the 1983 Media Fair to be held January 26 at the Lane County Fairgrounds.

4. Business Affairs

4A Portable Office
Partitions

4A. Six bids for office partitions were submitted and reviewed by a staff committee. The reviewing process involved comparing the material used for noise reduction, shelving and electrical raceway capabilities, mobility and flexibility.

4. Business Affairs

4A Portable Office
Partitions

4A. (continued)

Considerable similarity was found in terms of materials and construction in each of the panels.

The following bids were submitted:

1.	Panel Concepts	Office World	\$12,178
2.	Haworth	Emerald Office Supply	\$16,051
3.	Conweb	Mid-Willamette Acoustics	\$14,357
4.	Westinghouse	Curtis Design	\$17,887
5.	Steelcase	Chapman's	\$13,729
6.	Pleion	Chapman's	\$13,565

DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT AUTHORIZES PURCHASE OF PANEL CONCEPTS MOVEABLE OFFICE PARTITIONS FROM OFFICE WORLD, EUGENE, AT THE BID PRICE OF \$12,178.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON AND WILLIAMS VOTING YES.

4B Grant Proposal

- 4B. Superintendent Mead reviewed a proposed grant application for a vocational-technical skills upgrade project. The grant would provide opportunities for vocational educators to work in industrial settings where skills they teach are used, with a goal of improving vocational education opportunities for Lane County students. This would be the third year of the project, which would be coordinated by Marv Clemons, ESD regional coordinator for vocational education.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE ESD BOARD HEREBY APPROVES APPLICATION TO THE STATE DEPARTMENT OF EDUCATION FOR A GRANT IN THE AMOUNT OF \$4,391 FOR SKILLS UPGRADING FOR VOCATIONAL-TECHNICAL TEACHERS AND APPROPRIATES THE FUNDS CONTINGENT UPON PROJECT APPROVAL AND RECEIPT OF MONIES.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON AND WILLIAMS VOTING YES.

5. Action Items

5A Notice of Election

- 5A. The Superintendent informed the Board that it needs to set March 29, 1983, as the date for election of Directors for 1983-1987 terms. The date is prescribed by statute. Board terms expiring June 30 are Position 2 (Frank Nearing) and Position 7 (Nile Williams).

DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD HEREBY NOTIFIES THE ELECTION OFFICER OF ITS INTENT TO CONDUCT THE ELECTION OF DIRECTORS ON MARCH 29, 1983, THE APPROPRIATE ELECTION DATE.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON AND WILLIAMS VOTING YES.

Superintendent Mead pointed out that February 23 is the deadline for candidates to file with the County Elections Department.

5B Appointment of
Budget Committee
Members

- 5B. DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD HEREBY APPOINTS THE FOLLOWING LOCAL DISTRICT BOARD MEMBERS TO THE BUDGET COMMITTEE REPRESENTING THE ZONES INDICATED:

DONNA KERNUTT, DISTRICT 4J	ZONES 1 AND 2
LAROY FLANDERS, DISTRICT 79J	ZONE 5
LAURIE DODGE, DISTRICT 71	AT-LARGE

THE TERM OF APPOINTMENT IS JULY 1, 1982, TO JUNE 30, 1985.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON AND WILLIAMS VOTING YES.

6. Discussion Items

6A OAESD/AAESA
Membership Plan

- 6A. Superintendent Mead reviewed a combined membership plan for Oregon Association of Education Service Districts (OAESD) and American Association of Education Service Agencies (AAESA). He originally proposed a plan at the OAESD summer conference and it has been modified by a subcommittee that he chaired.

The final proposal gives each Oregon ESD the option of joining the state and national association or only the state association. There is a three-level dues structure based on the number of ESDs choosing joint membership.

6. Discussion Items

6A OAESD/AAESA
Membership Plan

6A. (continued)

The objective of the proposal is to bring the benefit of participation in both organizations to each ESD, so it is hoped that most will choose the joint membership plan. The plan includes a provision whereby dues proposed at any level do not exceed the amount which would be paid for separate memberships at the basic dues rate for each organization.

Lane ESD's separate dues would be \$200 for OAESD and \$600 for AAESA. Depending on the level achieved, the combined dues would be \$600, \$650, or \$700.

6B Meeting Reminders

6B. Board members were reminded of the L-COG orientation and open house to be held at Harris Hall on Thursday and of the Lane County School Boards Association winter meeting on February 17 at Sheldon High School.

7. Reports

7A OTIS Advisory
Council

7A. Directors Armstrong, McKay, and Peniston attended the January 7 all-day session of the OTIS Advisory Committee. All said the meeting was very well handled and worthwhile. Director Peniston and Wyatt Rosenbaum briefly reviewed the meeting's agenda.

Chairman McKay said he will schedule an OTIS orientation for a Board work session in the near future.

8. Future Agenda Items

8. Future agenda items include further discussion of boundary board policies.

9. Next Meeting

9. The next meeting of the ESD Board will be on Tuesday, February 1, 1983, 7:45 p.m., at the ESD Center, 1200 Highway 99 North, Eugene.

10. Executive Session

10. Chairman McKay recessed the regular Board meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to consider the employment of a public officer, employee, staff member, or individual agent and ORS 192.660(1)(d) to discuss negotiations.

11. Reconvene

11. Following the Executive Session, Chairman McKay reconvened the Board in regular session.

11. Reconvene

11. (continued)

The following action was taken:

DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT THE ESD BOARD EXTENDS THE SUPERINTENDENT'S CONTRACT THROUGH JUNE 30, 1986.

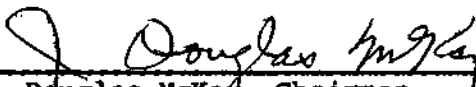
BE IT FURTHER RESOLVED THAT THE BOARD AUTHORIZES THE CHAIRMAN TO APPOINT A BOARD SUBCOMMITTEE TO RECOMMEND THE SUPERINTENDENT'S SALARY FOR THE CURRENT YEAR.


Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON AND WILLIAMS VOTING YES.

12. Adjourn

12. DIRECTOR WILLIAMS MOVED TO ADJOURN.

Director Peniston seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

MM/SR:jv
1/27/83

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, January 4, 1983

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, January 4, 1983

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, January 4, 1983, with the following present:

Board members attending:

Doug McKay, Chairman
Cleve Dumdi
Hugh Peniston

Jeanne Armstrong
Frank Nearing

ESD staff attending:

Mel Mead, Superintendent
Wanda Vinson
Wyatt Rosenbaum
Marilyn Simons

Sallie Rainville
Jim Maxwell
Nicola Laird
Al Fedje

Others attending:

Bill Frye

Carol Mead

- 1B Approval of Minutes

- 1B.. DIRECTOR ARMSTRONG MOVED TO APPROVE THE MINUTES OF NOVEMBER 23, 1982, DECEMBER 7, 1982, AND DECEMBER 21, 1982, AS PRESENTED.

Director Nearing seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Comments by Bill Frye

- 2A. On the eve of departing for Salem to begin service in the Oregon Senate, Bill Frye expressed appreciation for the experience and knowledge he has gained as the Board's attorney. He said education issues had been a major part of his campaign and he will continue to try to be responsive to the needs of education.

Senator Frye said that Gordon Hanna, a law-firm partner, will handle the ESD's legal affairs during the legislative session.

- 2B Comments by Director Nearing

- 2B. Director Nearing spoke in support of the alcohol and drug education programs offered to Lane County schools by Mark Miller.

Director Nearing also commented on a recent State Health Division publication which cited statistics on teenage suicide in Oregon. It is the second leading cause of death among

2. Statements

2B Comments by
Director Nearing

3. Correspondence

4. Business Affairs

5. Action Items

5A Directive: Request
for Proposals to
Provide Audit
Services

5B Authorization for
Grant Application

2B. (continued)

adolescents. Mr. Nearing said he hoped the ESD would continue to offer help to teachers who work with depressed youngsters.

3. The following correspondence was presented:

- A. The December, 1982, issue of the AAESA publication, "Perspective on Service."
- B. A letter from Jule Crume thanking the Board for the opportunity of serving as Director of Instructional Services and for their part in her retirement event.

4. Wanda Vinson presented ESD and OTIS financial statements for November.

Invoice registers note payments for November as follows:

ESD	\$193,547.97
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OTIS	60,680.53
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Superintendent Mead and Mrs. Vinson briefly reviewed the process of the transfer of the ESD checking account from Lane County Finance Department to a commercial institution. It is felt ESD financial transactions will now be more efficiently handled.

5A. DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT HAS DETERMINED TO SOLICIT PROPOSALS FROM CERTIFIED PUBLIC ACCOUNTING FIRMS FOR THE CONDUCT OF THE DISTRICT'S 1982-83 AUDIT. THE BOARD DIRECTS THE ADMINISTRATION TO IMPLEMENT THE PROCESS FOR ISSUING A REQUEST FOR PROPOSALS.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, MCKAY, AND PENISTON VOTING YES.

Director Nearing abstained, declaring conflict of interest.

5B. DIRECTOR PENISTON MOVED:


BE IT RESOLVED THAT THE LANE ESD BOARD AUTHORIZES A GRANT APPLICATION TO PROVIDE INSERVICE ON THE SUPERVISION AND EVALUATION OF SPECIAL EDUCATION PERSONNEL AND PROGRAMS.

5. Action Items
- 5B Authorization for Grant Application
- 5C Request for Maternity Leave
6. Discussion Items
- 6A L-COG Meeting
- 6B Evaluation of Superintendent
7. Reports
- 7A Handicapped Advisory Council
8. Future Agenda Items
9. Next Meeting
- 10.&
11. Executive Session
- 5B. (continued)
- THE AMOUNT OF \$1,791 IS REQUESTED. TEN PERCENT IS INCLUDED IN THE BUDGET FOR ADMINISTRATIVE COSTS OF HANDLING THE FUNDS.
- Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, MCKAY, NEARING, AND PENISTON VOTING YES.
- 5C. DIRECTOR DUMDI MOVED TO ACCEPT THE PERSONNEL RECOMMENDATION TO GRANT MATERNITY LEAVE TO BARBARA L. HERMAN.
- Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, MCKAY, NEARING, AND PENISTON VOTING YES.
- 6A. The Lane Council of Governments Open House and Orientation Session will be held Thursday, January 20, beginning at 7:30 in the Public Service Building.
- 6B. Superintendent Mead distributed copies of a self-appraisal of his major goals for 1982-83 and an evaluation form for Board members to use in reviewing his performance for the past twelve months. The evaluation session will be part of the January 18 meeting.
- 7A. Director Nearing reviewed a report presented to the Handicapped Advisory Council by a representative of the Oregon Association for Retarded Citizens. The OARC is concerned about the lack of opportunities for handicapped persons following high school. Many are currently not being served by any kind of community program. The Association is organizing to seek funding and other assistance for this population.
8. Future agenda items include:
- A. Proposed policy drafts, Boundary Board functions.
- B. Evaluation of the Superintendent.
9. The next meeting of the ESD Board will be on Tuesday, January 18, 1983, 7:45 p.m., at the ESD Center, 1200 Highway 99 North, Eugene.
- 10.&
11. No Executive Session was held.

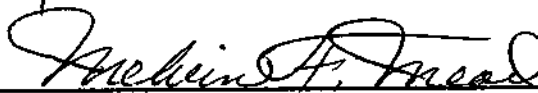
12. Adjourn

12. DIRECTOR DUMDI MOVED TO ADJOURN.

Director Nearing seconded and the MOTION CARRIED
WITH ALL PRESENT VOTING YES.



J. Douglas McKay, Chairman



Melvin F. Mead, Superintendent-Clerk

MM/SR:jv
1/12/83

Lane Education Service District
1200 Highway 99 North
Eugene OR 97402

Office of the Superintendent
Tuesday, December 21, 1982

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, December 21, 1982

Agenda Topics

1. Call to Order
 - 1A. Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 8:00 p.m., Tuesday, December 21, 1982, with the following present:

Board members attending:
Frank Nearing, Vice-chairman
Jeanne Armstrong
Hugh Peniston

ESD staff attending:
Mel Mead, Superintendent Al Fedje
Jim Maxwell Sallie Rainville
Wanda Vinson

2. Statements

2. Superintendent Mead briefly reviewed the process being used to fill the Instructional Services Director position.

3. Correspondence

3. The following correspondence was presented:

A. Letter from Betty Gibson thanking the Board for their part in her retirement celebration.

B. NSBA convention program information.

4. Business affairs

4. ESD and OTIS financial statements for October, 1982, were presented.

Invoice registers note the following payments for October:

ESD	\$204,692.35
OTIS	75,858.47

5. Discussion items

- 5A. Grant application

- 5A. The Superintendent reviewed a grant application recommended by Jule Crume. The S.D.E. grant would fund inservice training for administrators who supervise and evaluate special education programs and personnel.

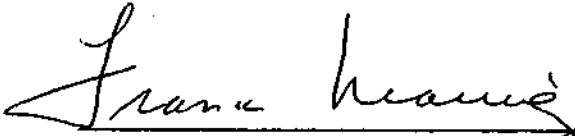
An effective survey form and procedure were developed by Ellen Adler of the ESD staff. Others who have heard about her program of evaluation are asking for help in implementing it.


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|-------------------------------|--|
| 5A. Grant application | 5A. (continued)

If it is funded, this project would provide an inservice this coming summer led by Ellen Adler and Marty Sheehan. As a summer activity, there would be no loss of personnel time to the ESD. |
| 5B. L-COG orientation | 5B. Lane Council of Governments will host an Open House-Orientation Session to acquaint elected and appointed officials throughout the County with the work of L-COG. The session will be held on Thursday, January 20 at 7:30 p.m., at Harris Hall. |
| 6. <u>Action items</u> | 6. Action items noted on the agenda were as follows:

A. Directive on request for proposals to provide audit service
B. Budget committee appointments.

Since a quorum was not present, formal action could not be taken. Both items, however, had been discussed at the December 7 Board work session. Board members felt that consensus at that meeting had been for the Superintendent to proceed in both matters. |
| 7. <u>Reports</u> | 7. The agenda included no reports. |
| 8. <u>Future agenda items</u> | 8. No further items were noted at this time. |
| 9. <u>Next meeting</u> | 9. The next meeting of the Lane ESD Board will be Tuesday, January 4, 1983, 7:45 p.m., at the Lane ESD Center. |
| 10. <u>Adjourn</u> | 10. The meeting was adjourned. |


Frank Nearing, Vice-Chairman


Melvin F. Mead, Superintendent-Clerk

Lane Education Service District
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, December 7, 1982

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, December 7, 1982

Agenda Topics

1. Call to order
1A. Roll call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, December 7, 1982, in the conference room at the Cooperative Museum Commission building. The meeting followed a report on the ESD planetarium and a special showing in the chamber by planetarium director Bill Suggs.

The following were present for the meeting:

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Beverly Ficek	Hugh Peniston
Nile Williams	

ESD staff attending:

Mel Mead, Superintendent	Jule Crume
Nicola Laird	Jim Maxwell
Sallie Rainville	Wyatt Rosenbaum
Marilyn Simons	Wanda Vinson

Others attending:

Sue McCullough	Sandra Hopkins
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2. Statements

- 2A. The Superintendent informed the Board that a standardization team from the State Department of Education will be in the district on January 18 and 19.
- 2B. Director Armstrong and Superintendent Mead commented they had enjoyed the retirement celebration held for Jule Crume and Betty Gibson on Sunday, December 5. The Superintendent thanked those who had helped in the planning.

3. Correspondence

3. No correspondence was presented.

5. Reports

5A. Feasibility study

- 5A. By consensus, this item was moved forward on the agenda, so that the visitors could present their report.

Superintendent Mead reviewed background on the need for the feasibility study. One of the most urgent needs expressed by local districts has been for help with seriously emotionally disturbed adolescents.

5A. Feasibility study

5A. (continued)

As part of the 1982-83 special education support resolution, it was decided to contract for a study of the need for such a program and a proposal of a model for possible implementation in 1983-84. The study also was to establish an information base about present services to this population in Lane County.

Sue McCullough and Sandra Hopkins, who contracted to perform the study, were present to report on its conclusions. Dr. McCullough thanked the Board for the opportunity of doing the study.

She reported that the following conclusions were established:

SED adolescents are underserved in Lane County. Existing resources to serve them have been cut back or eliminated. Public schools are the one mandatory agency through which these youths must pass. Local and state education agencies are ultimately responsible for the education of all severely emotionally disturbed children. Effective models of service delivery to this population do exist across the country. Announced priorities of possible federal funding sources appear to hold promise of support for a program for SED adolescents. A cost-effective model of services is feasible and desirable in Lane County.

The study proposed an educational-treatment model consisting of three components: a day treatment center, an outreach program, and a residential setting. The day treatment component was seen as the most vital and the first that should be implemented.

The report concluded with the following recommendations:

Establish a community-based advisory board.
Reactivate the Child Resource Review Committee.
Adopt the proposed adolescent treatment-educational model for full implementation by the 1984-85 school year.
Utilize the regularly assigned ESD psychologists to provide support services for reintegration activities.

The study will now be reviewed by local district superintendents for possible inclusion as a new ESD resolution service.

4. Work session

4A. Boundary/reorganization board

- 4A. The Superintendent presented and reviewed State Department of Education guidelines and suggested procedures that provide a basic framework to help ESDs with their boundary board and school district reorganization responsibilities.

Current Lane ESD policies say nothing about the Board's responsibilities in these areas. The Superintendent suggested several factors to take into account as the Board considers development of such policies.

Policies should help the Board with decision-making while conforming with statutes and considering the educational needs of children.

Additional questions to be considered in developing policies relating to reorganization functions include:

From whom may such a request be received and accepted?

What findings should the Board require or what reasons should it consider valid to decide that a plan will be developed?

Whom will the Board involve in development of the plan?

What requirements should be necessary?

The Superintendent reviewed reorganization/boundary board policies from Clackamas and Multnomah ESDs.

After discussion, the Board requested that the Superintendent develop a suggested draft of policies dealing with both boundary and reorganization responsibilities.

4B. Budget committee appointments

- 4B. Superintendent Mead recommended that budget committee appointments include districts that have not been represented in recent years. He suggested that board chairmen in the following districts be requested to place the matter of nominating an appointee before their boards and to submit a name to the ESD Board for appointment:

Eugene 4J (Zones 1 and 2)

Marcola 79J (Zone 5)

Junction City 69 (at-large)

Lowell 71 (at-large)

4. Work session

4B. Budget committee
appointments

4B. (continued)

The Superintendent added that two districts that also have not been represented for some time were not included because of Board meeting night conflicts (South Lane) and distance (Siuslaw).

Director Williams felt that a district should not be automatically eliminated from consideration because of distance.

Director Peniston suggested that an ex-officio member (perhaps a former board member) could be named to represent South Lane. (Current statutes require ESD budget committees to be made up of local district board members.)

Director Ficek pointed out that the ESD does reimburse budget committee members for mileage expenses and could possibly add over-night lodging for those from far outlying districts. It was also mentioned in discussion that the Board might want to allow ex-officio representatives to be reimbursed for budget committee related expenses.

Recommendations for the Board's action will be on the next meeting agenda.

4C. 1983-84 designation
of board service
providers

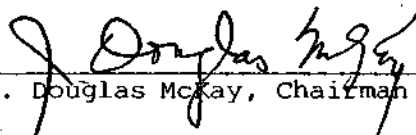
4C. Superintendent Mead briefly reviewed adopted Board procedures for review of possible changes in service providers (audit, legal, and employee relations/negotiations). The procedures suggest that any such consideration begin prior to January 1, so that the Board has time to issue an invitation to firms which might be interested in being considered.


Director Williams said he would like to consider proposals from auditing firms. He felt it would be an advantage to get occasional different perspectives. Wanda Vinson and Superintendent Mead pointed out that the present auditor's familiarity with school accounting and ESD procedures has been an advantage in saving staff time and costs.

After discussion, Board members agreed that after taking all factors into consideration, it would be an advantage to implement the review procedures for the ESD's auditing firm.

Board members agreed they would not want to consider changes in more than one service provider in any one year.

- | | |
|---|---|
| <p>6. <u>Future agenda items</u></p> <p>7. <u>Next meeting</u></p> <p>8. <u>Adjourn</u></p> | <p>6. Future agenda items include action on budget committee recommendations, and future work sessions on boundary/reorganization board policies and a work session to be devoted to auditing firm proposals.</p> <p>7. The next meeting of the Lane ESD Board will be Tuesday, December 21, 1982, 7:45 p.m., at the ESD Center, 1200 Highway 99 North, Eugene.</p> <p>8. DIRECTOR WILLIAMS MOVED TO ADJOURN.</p> <p>Director Peniston seconded and THE MOTION CARRIED WITH ALL PRESENT VOTING YES.</p> |
|---|---|


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, November 23, 1982

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, November 23, 1982

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, November 23, 1982, with the following present:

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Cleve Dumdi	Beverly Ficek
Hugh Peniston	Nile Williams

ESD staff attending:

Mel Mead, Superintendent	Nicola Laird
Jim Maxwell	Sallie Rainville
Al Fedje	

Others attending:

Jack Gossard

- 1B Approval of Minutes

- 1B. DIRECTOR ARMSTRONG MOVED TO APPROVE THE MINUTES OF NOVEMBER 2, AS PRESENTED.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

10. Executive Session

10. Chairman McKay recessed the regular Board meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(d) to conduct deliberations with persons designated to carry on labor negotiations and 192.660(1)(a) to discuss personnel matters.

Following the Executive Session, Chairman McKay reconvened the Board in regular session.

The following action was taken:

DIRECTOR WILLIAMS MOVED TO ACCEPT THE PERSONNEL RECOMMENDATION TO ELECT BERRY BROADBENT TO A HALF-TIME CONTRACT AS SPEECH-LANGUAGE THERAPIST TO FILL THE VACANCY CREATED BY A MATERNITY LEAVE GRANTED TO A STAFF MEMBER.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, PENISTON, AND WILLIAMS VOTING YES.

10. Executive Session

2. Statements

3. Correspondence

4. Business Affairs

4A Financial
Statements

4B Southern Pacific
Tax Payback

10. (continued)

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE ESD BOARD OF DIRECTORS AGREES TO TAKE UNDER ADVISEMENT THE RECOMMENDATIONS OF THE BOARD'S NEGOTIATING TEAM.

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, PENISTON, AND WILLIAMS VOTING YES.

2. The Superintendent announced a COSA-sponsored workshop on the Macomb Marketing Plan to be presented December 1, at Valley River Inn.

The Superintendent also announced that the National School Boards Association (NSBA) annual convention and conference will be held in San Francisco, April 23 through 26. One of the clinics will be sponsored by the American Association of Education Service Agencies and will be moderated by Doug McKay.

3. The following correspondence was presented:

A. A letter from Congressman Jim Weaver stating he agrees with the Board's stand in opposing the President's tuition tax credit proposal.

B. A copy of the October issue of OECC Data.

- 4A. Year end financial statements for fiscal year 1981-82 and financial statements as of September 1982 were presented.

Invoice registers show payments for September as follows:

ESD	\$166,054.05
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OTIS	59,848.04
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- 4B. The Superintendent reviewed current information on the Southern Pacific tax payback issue.

At the request of Lane County school districts, the Lane County Commissioners and county assessor asked Southern Pacific for an extended period to repay the over-taxation. Southern Pacific agreed to a two year period. The obligation will be repaid by all taxing districts and will show as a decrease in prior year's tax collections in the next two years. Lane ESD's total obligation is approximately \$45,000.

4. Business Affairs

4C Rental Fleet Used
Cars

- 4C. Superintendent Mead reviewed an earlier discussion about purchasing a rental fleet vehicle in lieu of a new car for motor pool use.

Vehicles available from rental companies are comparable to those available under state contract and prices are substantially lower. The rental vehicles are more completely equipped than bid or contract cars ordinarily are, making them more comfortable for longer trip driving. (The reduced ESD motor pool fleet is now used primarily for out-of-county driving; staff use their own cars for local transportation.) The cars have approximately 25,000 miles on the odometer and are one year old.

The Superintendent recommended that one such vehicle be purchased as a way of trying this approach. Specifically, he recommended the purchase of a 1982 Chevrolet Cavalier 4-door station wagon from National Car Rental at the quoted price of \$5,500.00.

In answer to Board members' questions, the Superintendent said feed-back from individuals and businesses that have tried this approach has been good. He said the vehicles are generally very well maintained. Mechanical, electrical, and drive-line systems are covered by a warranty comparable to a new car warranty. Prior to acceptance, careful attention would need to be given to such details as sheet metal, trim, upholstery, and paint since they would not be protected by warranty.

Director Dumdi asked if local dealerships had been given an opportunity to quote on their demonstrator models. The Superintendent said such quotes had been solicited and were approximately \$2,000 higher.

DIRECTOR PENISTON MOVED:

BE IT RESOLVED THAT THE LANE ESD BOARD AUTHORIZES THE PURCHASE FROM NATIONAL CAR RENTAL OF ONE 1982 CHEVROLET CAVALIER 4-DOOR STATION WAGON AT THE QUOTED PRICE OF \$5,500.

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTONG, FICEK, MCKAY, PENISTON, AND WILLIAMS VOTING YES. Director Dumdi abstained.

5. Action Items
5A Election Zone
Changes

- 5A. Superintendent Mead said he had discussed the ESD Board election zone changes with Lane County School District Superintendents. They felt it would be preferable to have District 28J (Fern Ridge) included with the western Lane County districts in Zone 4, rather than in Zone 5. This change would also more evenly divide the number of districts in each election zone.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED by the Board of Directors of Lane Education Service District that Board member election zones for the District are declared as follows:

ZONE 1: That portion of Lane County School District No. 4J comprising the north half of said district and including the following voting precincts: Coburg; Mohawk (portion); Norkenzie; East Prairie (portion); River Road #s 1, 3, 6, 8; Santa Clara #2; Santa Clara #3 (portion); Santa Clara #s 4, 6, 7, 8, 9, 10; Santa Clara #12 (portion); Wilkins (portion); Willakenzie #4; Eugene #s 201, 203, 219, 301, 303, 305, 307, 309, 313, 315, 317, 319, 321, 323, 325, 501, 505, 509, 517.

ZONE 2: That portion of Lane County School District No. 4J comprising the south half of said district and including the following voting precincts: Bailey; Camas (portion); College Crest; Fox Hollow; Glenwood; Goshen (portion); Eugene #s 103, 105, 107, 109, 117, 121, 123, 205, 207, 209, 211, 213, 221, 227, 233, 239, 241, 245, 401, 405, 409, 411, 413, 415, 417, 419, 421, 423, 425, 427, 433, 435, 519, 521, 527, 533, 535, 541, 547, 547, 551.

ZONE 3: The entirety of Lane County School District No. 19 and including all voting precincts therein.

ZONE 4: The entirety of Lane County School District Nos. 32, 52, 69, 90, and 97J, and including all voting precincts therein.

ZONE 5: The entirety of Lane County School District Nos. 1, 28J, 40, 45J, 66, 68, 71, 76, and 79, and including all voting precincts therein.

5. Action Items

5A Election Zone
Changes

5A. (continued)

BE IT FURTHER RESOLVED that said designation of election zones shall be effective for the election of directors for the 1983-84 year and therefore until further changes are enacted. (Resolution 82-19)

Director Williams seconded.

DIRECTOR WILLIAMS MOVED TO AMEND RESOLUTION 82-19 TO INCLUDE DISTRICT 28J IN ZONE 4 RATHER THAN IN ZONE 5.

Director Ficek seconded and the AMENDMENT TO THE MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, PENISTON, AND WILLIAMS VOTING YES.

THE MAIN MOTION AS AMENDED CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, PENISTON, AND WILLIAMS VOTING YES.

DIRECTOR DUMDI MOVED:

BE IT FURTHER RESOLVED by the Board of Directors of Lane Education Service District that Director Frank Nearing is designated representative of Zone 2, as defined by the foregoing Resolution No. 82-19. Appointment shall extend from the effective date of this action until June 30, 1983. (Resolution 82-20)

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, PENISTON, AND WILLIAMS VOTING YES.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED by the Board of Directors of Lane Education Service District that Director Jeanne Armstrong is designated representative of Zone 3, as defined by the foregoing resolution No. 82-19. Appointment shall extend from the effective date of this action until June 30, 1985. (Resolution 82-21)

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, PENISTON, AND WILLIAMS VOTING YES.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED by the Board of Directors of Lane Education Service District that Director Cleve Dumdi is designated representative of Zone 4, as

5. Action Items
5A Election Zone
Changes

5A. (continued)

defined by the foregoing resolution No. 82-19. Appointment shall extend from the effective date of this action until June 30, 1986.
(Resolution 82-22)

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, PENISTON, AND WILLIAMS VOTING YES.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED by the Board of Directors of Lane Education Service District that Director Beverly Ficek is designated representative of Zone 5, as defined by the foregoing resolution No. 82-19. Appointment shall extend from the effective date of this action until June 30, 1986.
(Resolution 82-23)

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, PENISTON, AND WILLIAMS VOTING YES.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED by the Board of Directors of Lane Education Service District that Director Hugh Peniston is designated representative of the District at large. Appointment shall extend from the effective date of this action until June 30, 1985. (Resolution 82-24)

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, PENISTON, AND WILLIAMS VOTING YES.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED by the Board of Directors of Lane Education Service District that the Board election position numbers are hereby changed to coincide with redefined election zone numbers; the position numbers, Directors' names, and ending date of current terms by this action becoming:

Position 1 - Zone 1 - Douglas McKay
June 30, 1984

5. Action Items

5A Election Zone
Changes

5A. (continued)

Position 2 - Zone 2 - Frank Nearing
June 30, 1983

Position 3 - Zone 3 - Jeanne Armstrong
June 30, 1985

Position 4 - Zone 4 - Cleve Dumdi
June 30, 1986

Position 5 - Zone 5 - Beverly Ficek
June 30, 1986

Position 6 - At-Large - Hugh Peniston
June 30, 1985

Position 7 - At-Large - Nile Williams
June 30, 1983

(Resolution 82-25)

Director Williams seconded and the MOTION
CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK,
MCKAY, PENISTON, AND WILLIAMS VOTING YES.

6. Discussion Items

6A Budget Committee
Appointments

6A. Superintendent Mead reviewed carry-over
appointees and vacancies existing on the ESD
Budget Committee in terms of the revised Board
election zones.

Past practice has been to attempt to identify a
specific person from a particular board as a
prospective budget committee appointee and then
for the ESD Board to "recruit" that individual.
The Superintendent proposed that this year the
ESD Board determine a choice of combinations of
districts to be represented and that each such
board be requested to choose and submit the
nominee. Appointment would then be made by the
ESD Board.

Board members pointed out the importance of
having committee members who are interested in
the budget process and who will make every
effort to attend and fully participate in all of
the meetings.

Specific recommendations will be made in
December.

6B Proposed Lease for
Planetarium
Quarters

6B. A draft of a proposed lease between CMC and ESD
for use of the planetarium portion of the museum
complex was presented for first review of the
Board.

6. Discussion Items

- 6B Proposed Lease for
Planetarium
Quarters

6. (continued)

The Superintendent said that the draft is now being reviewed by Bill Frye, Lane ESD's attorney.

DIRECTOR DUMDI MOVED TO APPROVE THE LEASE SUBJECT TO THE ESD ATTORNEY'S OPINION. THERE WAS NO SECOND.

THE MOTION DIED FOR LACK OF A SECOND.

Following further review and input from the ESD's attorney, the revised lease will again be brought before the ESD Board and the CMC for review and approval.

7. Reports

- 7A CMC

7A. Chairman McKay reported on items covered at the last two Cooperative Museum Commission meetings. Their agenda items included the planetarium lease, CMC budget concerns, and methods of additional financing, including reactivation of the Museum Foundation. Chairman McKay also reported that Paul Ehinger had been elected CMC Chairman and Tom Wildish Vice-Chairman.

- 7B OTIS Advisory
Council

7B. The OTIS Advisory Committee met in Portland during the OSBA conference. Chairman McKay said that status reports from each OTIS area had been presented and an OTIS management work session was reviewed.

8. Future Agenda Items

8. Proposed boundary board/school district reorganization policy statements will be reviewed at the Board's December work session.

9. Next Meeting

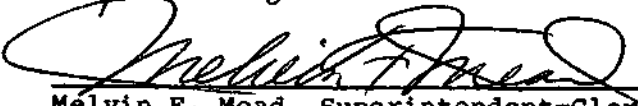
9. The next meeting of the ESD Board will be a work session on Tuesday, December 7, 1982, 7:45 p.m.

10. Adjourn

10. DIRECTOR PENISTON MOVED TO ADJOURN.

Director Williams seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, November 2, 1982

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, November 2, 1982

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, November 2, 1982, with the following present:

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Cleve Dumdi	Beverly Ficek
Frank Nearing	Hugh Peniston
Nile Williams	

ESD staff attending:

Mel Mead, Superintendent	Jule Crume
Nicola Laird	Jim Maxwell
Marilyn Simons	Sallie Rainville

Others attending:

Jack Gossard

- 1B Approval of Minutes

- 1B. DIRECTOR WILLIAMS MOVED TO APPROVE THE MINUTES OF SEPTEMBER 21, SEPTEMBER 30, AND OCTOBER 19, 1982, AS PRESENTED.

Director Peniston seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Media Catalog

- 2A. Jim Maxwell presented copies of the 1982 Media Library Catalog to Board members.

3. Executive Session

3. Chairman McKay recessed the regular Board meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(d) to conduct deliberations with persons designated to carry on labor negotiations and 192.660(1)(a) to discuss personnel matters.

Following the Executive Session, Chairman McKay reconvened the Board in regular session.

The following action was taken:

DIRECTOR DUMDI MOVED TO ACCEPT THE PERSONNEL RECOMMENDATION TO GRANT MATERNITY LEAVE TO BARBARA DEROBERTIS.

3. Executive Session

4. Correspondence

5. Action Items
5A Feasibility Study

3. (continued)

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

DIRECTOR FICEK MOVED TO ACCEPT THE PERSONNEL RECOMMENDATION TO EMPLOY JOANN SOWERS AS HALF-TIME VOCATIONAL TRAINER.

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON AND WILLIAMS VOTING YES.

4. No correspondence was presented.

5A. In order to implement a part of the special education support resolution services, a study of the need for and nature of a program for severely emotionally disturbed teenagers must be conducted.

Jule Crume recommended approval of Dr. Sue McCullough's proposal to conduct the study for the amount of \$9,950. Miss Crume said that Dr. McCullough would supply sufficient information to enable a decision to be made regarding a program for future years. The information to be provided will include the incidence of severely emotionally disturbed teenagers in Lane County, the characteristics of the severely emotionally disturbed adolescent and current practices in identification, treatment, and re-entry in public schools. Based on information collected, Dr. McCullough will also be able to project staff and space requirements and initial and maintenance cost if the project is to be considered.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE LANE ESD BOARD APPROVES THE PROPOSAL OF DR. C. SUE MCCULLOUGH TO CONDUCT A STUDY OF A PROGRAM FOR SERIOUSLY EMOTIONALLY DISTURBED ADOLESCENTS IN LANE COUNTY SCHOOLS FOR THE AMOUNT OF \$9,950. THE STUDY IS TO BE COMPLETED BY DECEMBER 1, 1982.

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

6. Work Session

6A Zone Re-alignment

- 6A. The Board further reviewed two proposals to re-align Board member zones for more equal representation. The proposals were presented to the Board on July 20 and were discussed again on September 7.

The following information, requested by the Board, was distributed:

- a. Population figures of each of the 16 Lane County school districts.
- b. County-wide maps of the two re-alignment options.
- c. Zone population figures for each option.

Board members commented that either option would come vastly closer to achieving equity than the present zones. Preference was to establish zones along school district lines as nearly as possible.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE ESD BOARD ADOPTS THE RECOMMENDATION TO RE-ALIGN BOARD MEMBER ELECTION ZONES AS FOLLOWS:

- ZONE 1. THE NORTHERN HALF OF EUGENE DISTRICT 4J.
- ZONE 2. THE SOUTHERN HALF OF DISTRICT 4J.
- ZONE 3. ALL OF SPRINGFIELD DISTRICT 19.
- ZONE 4. ALL OF MARCOLA, MCKENZIE, OAKRIDGE, LOWELL, PLEASANT HILL, CRESWELL, SOUTH LANE, CROW-APPLEGATE-LORANE, AND FERN RIDGE SCHOOL DISTRICTS.
- ZONE 5. ALL OF SIUSLAW, MAPLETON, BLACHLY, JUNCTION CITY, AND BETHEL SCHOOL DISTRICTS.

DIRECTOR NEARING SECONDED AND THE MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

Superintendent Mead presented information showing how current Board members and terms of

6. Work Session
6A Zone Re-alignment

6A. (continued)

office could be matched to the re-aligned zone structure as follows:

<u>New Zone</u>	<u>Director</u>	<u>Current Position</u>	<u>Terms Expires</u>
1	Doug McKay	1	6/84
2	Frank Nearing	6	6/83
3	Jeanne Armstrong	2	6/85
4	Cleve Dumdi	5	6/86
5	Beverly Ficek	4	6/86
At Large	Nile Williams	7	6/83
At Large	Hugh Peniston	3	6/85

Terms of office will not need to be shifted, but the positions will be renumbered by appropriate Board resolution.

7. Future Agenda Items

7. Future agenda items include development of Board policy on district reorganization requests (next work session).

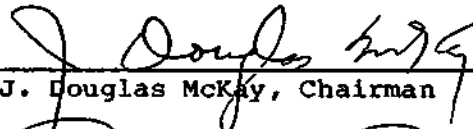
8. Next Meeting

8. The next regular meeting of the Lane ESD Board will be Tuesday, November 16, 1982, 7:45 p.m., Lane ESD, 1200 Highway 99 North, Eugene.

9. Adjourn

9. DIRECTOR WILLIAMS MOVED TO ADJOURN.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

Attachments to Official
Minutes:

Personnel
Recommendations

MM/SR:jv
11/10/82

October 8, 1982

TO: Mel Mead

FROM: Jule Crume

Barbara DeRobertis has requested a maternity leave beginning November 15, 1982 and continuing throughout the current school year (see letter attached).

I recommend approval of her request. She has performed a fine service for us as half-time speech therapist. We see no problem in having a temporary replacement for her by November 15.

cr

Attach. 11/2/82

September 28, 1982

Marv Wilkerson, Supervisor
Special Education
Lane ESD

Dear Marv,

I hereby request a maternity leave of absence for the remainder of the 1982-83 school year. I would like to begin this leave November 15, 1982. I wish to use my accumulated sick days as part of my leave. I understand that the remainder of this leave would be unpaid. I would like to continue my medical insurance with ESD for the remainder of 1982. I am willing to pay the December premium. Thereafter, I will be responsible for a personal policy on my own.

I plan to return to my job sharing position with Patti Zembrosky Barkin in the Fall, 1983.

Your consideration on this matter is appreciated.

Sincerely,

Barbara DeRobertis

Barbara DeRobertis

Attach. 11/2/82

October 4, 1982

TO: Mel Mead

FROM: Jule Crume

RE: Half-time Vocational Trainer

I recommend Jo-Ann Sowers for the half-time position of Vocational Trainer. She has a Bachelors degree in psychology from the University of Virginia, a Masters degree in psychology from Drake University, and expects to complete a Doctorate in special education at the UofO this year. The half-time position works out well with her current schedule.

Her four years of experience in the Food Service Training Program, Child Development and Mental Retardation Center at the University of Washington give her excellent background for the position she will fill at the ESD. The purpose of that program was to provide mildly, moderately, and severely retarded adults with vocational, social, and survival skills. After training, the program found jobs for trainees and provided intense follow up.

Salary placement for Ms. Sowers is MA+45, Step 4.

cr

Attach. 11/2/82

Lane Education Service District
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, October 19, 1982

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, October 19, 1982

Agenda Topics

1. Call to Order
 - 1A Roll call
 - 1A. A regular meeting of the Lane ESD Board was called to order at 8:00 p.m., Tuesday, October 19, 1982, with the following present:

Board members attending:
Doug McKay, Chairman
Beverly Ficek
Hugh Peniston

ESD staff attending:
Mel Mead, Superintendent
Jim Maxwell
Sallie Rainville
Nicola Laird

Jule Crume
Wyatt Rosenbaum
Al Fedje
Marilyn Simons
2. Statements
 2. Since a quorum was not present, Chairman McKay announced that action and discussion items would be carried over to the next meeting agenda.
3. Correspondence
 3. The following correspondence was presented:
 - A. Copy of the resolution opposing Ballot Measure 3 drafted at the Board's request.
 - B. Additional information on Ballot Measure 3 from OSU Extension Service.
 - C. Copy of the "State of the Schools" address by Verne Duncan, state superintendent.
 - D. The September, 1982, issue of AAEA Perspective on Service.
 - E. Copy of article by Mel Mead which appeared in the September issue of The School Administrator.
 - F. Response from Senator Packwood to the Board's tuition tax credit position paper.
 - G. Press release from the Oregon International Council
 - H. Information from the PDK newsletter
 - I. Copy of Pleasant Hill district board resolution opposing Ballot Measure 3.

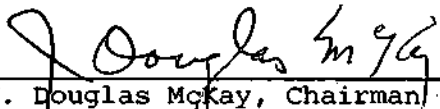
4. Discussion


5. Next meeting

6. Adjourn

4. Board members present briefly discussed remaining agenda items and noted that necessary business would be transacted at the next board meeting, even though it is scheduled as a work session.
5. The next meeting of the Lane ESD Board will be Tuesday, November 2, 1982, 7:45 p.m., at the ESD Center.
6. DIRECTOR FICEK MOVED TO ADJOURN. Director Peniston seconded and THE MOTION CARRIED WITH ALL PRESENT VOTING YES.

SR
10/20/82


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

Lane Education Service District
1200 Highway 99 North
Eugene OR 97402

Office of the Superintendent
September 30, 1982

LANE ESD BOARD OF DIRECTORS MEETING

Thursday, September 30, 1982

Agenda Topics

1. Call to order,
Executive Session

1. An Executive Session of the Lane Education Service District Board was called to order at 9:00 p.m., Thursday, September 30, 1982, at the Valley River Inn. The meeting was called under provisions of ORS 192.660 (1) (d) to conduct deliberations with persons designated to carry on labor negotiations.

Board members attending were:

Doug McKay, Chairman	Jeanne Armstrong
Cleve Dumdi	Beverly Ficek
Frank Nearing	Hugh Peniston
Nile Williams	

ESD staff attending were:

Mel Mead, Superintendent	Sallie Rainville
--------------------------	------------------

Others attending:

Jack Gossard

2. Reconvene

2. Following the Executive Session, Chairman McKay reconvened the Board in open session.

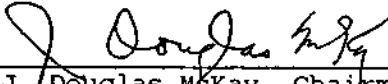
The following action was taken:


DIRECTOR DUMDI MOVED TO REJECT THE FACTFINDER'S REPORT OF WILLIAM J. KNUDSEN JR., DATED SEPTEMBER 17, 1982.

Director Williams seconded and THE MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

3. Adjourn

3. The meeting was adjourned.


J. Douglas McKay, Chairman


Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, September 21, 1982

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, September 21, 1982

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1B Approval of Minutes

2. Statements
 - 2A Statements from Superintendent And Staff

3. Correspondence

- 1A. A regular meeting of the Lane ESD Board was called to order at 7:45 p.m., Tuesday, September 21, 1982, with the following present:

Board members attending:

Doug McKay, Chairman
Hugh Peniston
Nile Williams

Jeanne Armstrong
Frank Nearing

ESD staff attending:

Mel Mead, Superintendent
Jim Maxwell
Al Fedje
Sallie Rainville
Wanda Vinson

Jule Crume
Wyatt Rosenbaum
Nicola Laird
Marilyn Simons

- 1B. DIRECTOR WILLIAMS MOVED TO APPROVE THE MINUTES OF SEPTEMBER 7 AS PRESENTED.

Director Nearing seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

- 2A. Jule Crume distributed copies of the fall issue of "Opportunities for Inservice."

Superintendent Mead reviewed the program of the AAESA/AASA Legislative Conference which he attended September 13-17.

3. The following correspondence was presented:

- A. Copies of letters from Superintendent Mead and Chairperson McKay to the Oregon Congressional delegation and Lane County school board chairpersons regarding the Board's resolution on the tuition tax credit issue and copies of responses from several congressmen and school boards.

- B. Letter from Governor Atiyeh thanking OTIS and Paula Bracken for contributions to the school immunization program.

3. Correspondence

4. Business Affairs

5. Action Items

5A Designation of
Auditor

5B Access to ESD
Personnel Records

3. (continued)

- C. Letter from Bob Burns, Superintendent of Clackamas ESD, regarding their data processing plans.
- D. Announcement of OSBA's fall regional meeting.
- E. Announcement of the fall Lane County School Boards' Association meeting, October 21, 1982.

4. The agenda included no business affairs.

5A. DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT DESIGNATES THE FIRM OF BABCOCK & SOLIN PC AS AUDITORS FOR THE 1981-82 FISCAL AUDIT.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

The procedure for review of professional services was briefly discussed. As adopted by the Board on October 21, 1980, the procedure states that if review is desired, the process should begin in early winter for the following year. Board members asked that this be placed on the agenda in December.

5B. DIRECTOR NEARING MOVED:

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT THAT THE FOLLOWING INDIVIDUALS OR CLASSES OF INDIVIDUALS ARE HEREBY AUTHORIZED ACCESS TO THE PERSONNEL FILE RECORDS OF APPROPRIATE INDIVIDUAL EMPLOYEES OF SAID DISTRICT:

1. The individual employee, to his/her own personnel records.
2. Any individual authorized by an employee, upon presentation of a written instrument granting such authority and signed by the employee.
3. The Superintendent and the Superintendent's secretary.

5. Action Item

5B Access to ESD
Personnel Records

5B. (continued)

4. The staff member designated by the Superintendent as personnel officer, and the secretary of that staff member.
5. The staff members designated by the Superintendent as internal auditor and payroll clerk.
6. The Director of a division and the secretary of that director, to the personnel records of employees of that division.
7. The department head or supervisor of any employee, to the records of that employee upon the written authorization of the Director of the division in which the employee is employed.
8. The Board's legal counsel.
9. A Board member or members when appropriate in the conduct of a meeting, or upon authorization by Board action.

BE IT FURTHER RESOLVED THAT ACCESS TO PERSONNEL RECORDS WILL BE GRANTED ONLY IN ACCORDANCE WITH THE PROCEDURES AND RULES ESTABLISHED FOR SUCH ACCESS. NO ACCESS WILL BE GRANTED EXCEPT AS HEREIN SPECIFIED.

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

6. Discussion Items

6A Ballot Measure 3

- 6A. The Superintendent briefly reviewed for the Board some of the effects of Ballot Measure 3, the 1-1/2% property tax limitation measure which will be on the November ballot.

If it passes, the measure would limit property tax to 1-1/2% of taxable value (\$15/\$1,000 taxable property value would be the maximum rate limitation). It would roll back taxable value of property to its 1979 true cash value and place new construction on the rolls at an estimated 1979 valuation. The measure identifies police, sheriff, fire, ambulance and paramedic as "essential services," and guarantees 1983-84 taxing authority sufficient to insure total revenues equal to total revenues received in 1979-80.

6. Discussion Items

6A Ballot Measure 3

6A. (continued)

All other local governments would be guaranteed taxing authority sufficient to bring total revenues to a level equal to 85% of 1979-80 total revenues.

In addition, the measure requires any changes which are designed to raise revenues to be approved by either 2/3 majority vote of both houses or a majority of the voters in a state-wide election. The measure limits bonding capacity because of the reduction in taxable value of property.

The Board agreed that the measure would create extreme problems for educational and other public services throughout Lane County and the entire state. It would impede the state's economic recovery, offer no guarantee for even essential services, limit bonding capacity and eliminate local control.

After further discussion, Board members agreed they wished to go on record as opposing the measure.

DIRECTOR ARMSTRONG MOVED TO AUTHORIZE THE SUPERINTENDENT AND CHAIRMAN TO DRAFT A RESOLUTION OPPOSING STATE BALLOT MEASURE #3.

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

In addition, Board members said they would plan to join with other constituencies and members of the education community in working to defeat the measure.

7. Reports

7A L-COG

7A. Director Williams summarized several project reviews that have come before the Lane Council of Governments Board recently. He also reviewed the September 16 L-COG Appreciation Dinner.

8. Future Agenda Items

8. No specific items were identified at this time.

9. Next Meeting

9. The next meeting of the ESD Board will be an informal joint dinner meeting with the OTIS Advisory Council on Thursday, September 30, 1982, at 6:30, in the Siuslaw Room at the Valley River Inn. Wyatt Rosenbaum briefly reviewed plans for the meeting of the Advisory Council on the same day.

9. Next Meeting

9. (continued)

By consensus, the Board agreed to cancel the October 5 work session. The next regular meeting of the Lane ESD Board will be Tuesday, October 19, 1982, at 7:45 p.m., at the ESD Center.

10. Executive Session

10. Chairman McKay recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff and 192.660(1)(d) to discuss negotiations and salary matters.

11. Reconvene

11. Following the Executive Session, Chairman McKay reconvened the Board in regular session.

The following action was taken:

DIRECTOR WILLIAMS MOVED TO ACCEPT THE PERSONNEL RECOMMENDATIONS AS SUBMITTED AND ATTACHED TO THE OFFICIAL COPY OF THESE MINUTES.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

A summary of personnel action is as follows:

Resignation: Janet Biskey
Employ: Belinda Peterson, Adaptive
P.E. teacher

DIRECTOR ARMSTRONG MOVED TO APPROVE THE SUPERINTENDENT'S RECOMMENDATION REGARDING COMPENSATION FOR EXEMPT PERSONNEL FOR 1982-83, WITH THE MODIFICATION THAT THE AMOUNTS TO BE GRANTED AS TAX-DEFERRED ANNUITIES TOTAL NO MORE THAN 4% OF THE 1981-82 TOTAL COMPENSATION FOR THESE EMPLOYEES.

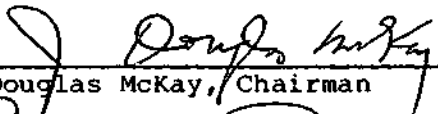
11. Reconvene

11. Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

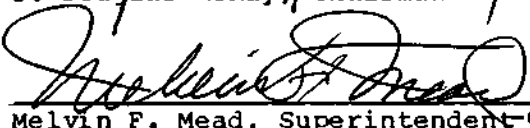
12. Adjourn

12. DIRECTOR WILLIAMS MOVED TO ADJOURN.

Director Armstrong seconded and the MOTION
CARRIED WITH ALL PRESENT VOTING YES.



J. Douglas McKay, Chairman



Melvin F. Mead, Superintendent Clerk

Attachments to Official
Minutes:

Personnel
recommendations

MM/SR:jv
10/12/82

Lane Education Service District
1200 Highway 99 North
P.O. Box 2680
Eugene OR 97402

Office of the Superintendent

ADMINISTRATIVE & CONFIDENTIAL SALARIES, 1982-83

Revised tabulation, authorized by Board resolution 82-15, September 21, 1982

Abbott, Carol	\$23,500	\$24,558	\$600	\$1,860
Livingston, Alan	23,688	24,756	600	1,860
Gibson, Betty	28,740	28,740	720	1,980
Maxwell, Jim	35,100	35,100	1,200	2,460
Crume, Jule	35,100	35,100	1,200	2,460
Suggs, Bill	29,760	29,760	720	1,980
Wilkerson, Marv	33,540	33,540	840	2,100
Babjar, Ron	28,800	28,800	-0-	1,260
Ekstrom, Jim	39,048	39,048	1,200	2,460
Ford, Bill	34,428	34,428	360	1,620
Jones, Ben	34,428	34,428	360	1,620
Land, Bill	34,800	34,800	1,080	2,340
Laird, Nicola	25,992	27,156	600	1,860
Vinson, Wanda	28,500	28,500	720	1,980
Mantel, Michelle	9,876	10,320	-0-	396
Rainville, Sallie	16,692	17,448	420	1,080
Simons, Marilyn	13,080	13,668	360	888

September 14, 1982

TO: Mel Mead

FROM: Jule Crume

Janet Biskey, hired as the new adaptive PE teacher, has supplied the following letter of resignation. I don't know the details, but there are some kind of personal problems.

We are reevaluating the papers of the other 33 applicants for the position and will then determine whether to advertise again or not.

Janet will work until we have a replacement. The payment of 1/12 of her annual salary which she received at the end of August will have been earned by her as of the end of the day September 21. Any payment beyond that time should be on a per diem basis.

cr

c: Wanda Vinson
personnel file

Attachm. 9/21/82

September 20, 1982

TO: Mel Mead

FROM: Jule Crume

RE: Hiring of Adaptive PE Teacher

I recommend employment of Belinda Peterson as a teacher of adaptive physical education. She was second in line among applicants for the position earlier (second only because she has had less experience than the applicant originally selected for the job).

She graduated with honors in PE and Health from Oregon State University, has substituted in Lane County the past year and worked the fall of 1979 as part of her college program to improve physical abilities of autistic children.

Belinda's position on the salary schedule should be BA-0.

cr

Attachment 9/21/82

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, September 7, 1982

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, September 7, 1982

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. A work session meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, September 7, 1982, with the following present:

Board members attending:

Doug McKay, Chairman	Jeanne Armstrong
Cleve Dumdi	Beverly Ficek
Frank Nearing	Hugh Peniston
Nile Williams	

ESD staff attending:

Mel Mead, Superintendent	Jule Crume
Al Fedje	Nicola Laird
Jim Maxwell	Wyatt Rosenbaum
Sallie Rainville	Marilyn Simons

- 1B Approval of Minutes

- 1B. Item 1B in the minutes of August 17, 1982, was corrected to read "Director Williams moved to approve the minutes of July 20 as presented."

DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF AUGUST 17 AS CORRECTED.

Director Ficek seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Statements From Board

- 2A. Director Armstrong said that she was one of nine candidates for appointment to the vacant position on the Springfield School District 19 Board of Directors.

Director Dumdi asked that the regular starting time of 7:45 be continued for work sessions as well as for regular Board meetings.

Director Dumdi announced that the U.S. Department of Agriculture is sponsoring an agricultural education workshop in Portland on September 29 and 30.

2. Statements

2B Statements From
Superintendent And
Staff

- 2B. Superintendent Mead announced that the ESD Board/OTIS Advisory Council joint dinner meeting will be held on September 30.

The Superintendent also announced that Bill Bannack will be in Oregon in March to present four COSA-sponsored workshops on the Macomb Marketing Plan. It is hoped that several Oregon districts will be ready to implement the plan on a pilot basis by that time.

Nicola Laird told the Board that the ESD United Way Campaign will take place September 20 through 24. The goal is \$4,200.

3. Work Session

3A Re-zoning of ESD
Election Zones

- 3A. Re-zoning of election zone boundaries so that they are more equal in census population has been pending Board consideration for several years. The Board reviewed its July 20 discussion of the issue and gave further consideration to two proposals for realignment.

Option 1 (which was included in the Board's packet as the blue map) would constitute the following five zones:

1. The northern half of Eugene District 4J.
2. The southern half of District 4J.
3. All of Springfield District 19.
4. All of Marcola, McKenzie, Oakridge, Lowell, Pleasant Hill, Creswell, South Lane, Crow-Applegate-Lorane, and Fern Ridge.
5. All of Siuslaw, Mapleton, Blachly, Junction City, and Bethel.

Option 3 (included as the green map) would realign the zones as follows:

1. The northern half of Eugene 4J
2. The southern half of District 4J
3. All of Springfield District 19

3. Work Session

3A Re-zoning of ESD
Election Zones

3A. (continued)

4. Marcola, McKenzie, Oakridge, Lowell, Pleasant Hill, Creswell, South Lane, Crow-Applegate-Lorane Districts, plus the Fern Ridge and Veneta precincts from District 28J.
5. Siuslaw, Mapleton, Blachly, Junction City, and Bethel, plus the Noti, Demming, Walton, and Elmira precincts from District 28J.

(In two instances, this proposal utilizes the option allowed by statute to follow voting precinct boundaries. It comes closest to achieving equal population alignment.

The Board discussed implications of the two options and studied population figures for the proposed zones. Some other combinations to consider as possible options were suggested by Board members.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS ADOPTS THE RECOMMENDATION TO RE-ALIGN BOARD MEMBER ELECTION ZONES AS STATED IN OPTION 3 ABOVE.

Director Nearing seconded.

In discussion following, some Board members said they would like to receive additional information and to have more time to study this matter.

DIRECTOR DUMDI MOVED TO TABLE THE MOTION TO THE NEXT WORK SESSION.

Director Williams seconded. THE MOTION TO TABLE CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES. DIRECTOR FICEK VOTED NO.

Material to be included in the packet mailed before the next work session will include county-wide maps of the two above proposals plus other options suggested by Board members. The maps will include census population figures for each proposed zone. Census population figures

3. Work Session

3A Re-zoning Of ESD
Election Zones

3A. (continued)

for each of the 16 school districts will also be included, as well as further information on Board member terms and how incumbent members could accommodate the proposed new zones.

3B Board Policy -
District
Reorganization
Requests

3B. The Board received copies of the State Department of Education's suggested policies and procedures for formation of administrative school districts. The material was formulated in response to the recent Attorney General's Opinion on the Jackson High School (Portland) matter.

The Superintendent said that Clackamas ESD has developed Board policies for responding to such deconsolidation requests from constituents, as well as to boundary change petitions.

After discussion and review of the information, Board consensus was for the Superintendent to develop similar policy and guidelines for Lane ESD.

Board members requested that the policy also include guidelines on how to judge the validity of deconsolidation requests.

4. Next Meeting

4. The next regular meeting of the Lane ESD Board will be Tuesday, September 21, 1982, 7:45 p.m., at the Lane ESD Center.

5. Executive Session

5. Chairman McKay recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff and 192.660(1)(d) to discuss negotiations.

6. Reconvene

6. Following the Executive Session, Chairman McKay reconvened the Board in regular session.

The following action was taken:

DIRECTOR WILLIAMS MOVED TO ACCEPT THE PERSONNEL RECOMMENDATIONS AS SUBMITTED AND ATTACHED TO THE OFFICIAL COPY OF THESE MINUTES.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

A summary of personnel action follows:

Employ Stuart Perlmeier as a teacher in the TMR program.

7. Adjourn

7. DIRECTOR DUMDI MOVED TO ADJOURN.

Director Ficek seconded and the MOTION CARRIED
WITH ALL PRESENT VOTING YES.



J. Douglas McKay, Chairman



Melvin F. Mead, Secretary-Clerk

Attachments to Official
Minutes:

Personnel
recommendations

MM/SR:jv
9/15/82

September 2, 1982

TO: Mel Mead

FROM: Jule Crume

RE: Board Item

I recommend Stuart Perlmeter be employed as a teacher in the TMR program for the 1982-83 year. He is well acquainted with our program because he did his special education internship at Guy Lee Elementary School, and his practicums at Laurel Hill School and Monroe Junior High School.

Mr. Perlmeter has a BA degree in Anthropology from the University of Oregon and he is expecting to complete his Master's Degree in Special Education at the University of Oregon in December 1982. He has a current teacher certificate with an endorsement for Basic Severely Handicapped Learner. His placement on the salary schedule would be BA+45-0.

Sept 7, 1982 Attachment

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, August 17, 1982

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, August 17, 1982

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, August 17, 1982, with the following present:

Board members attending:

Doug McKay, Chairman	Beverly Ficek
Frank Nearing	Hugh Peniston
Nile Williams	

ESD staff attending:

Mel Mead, Superintendent	Jule Crume
Al Fedje	Nicola Laird
Jim Maxwell	Sallie Rainville
Wyatt Rosenbaum	Marilyn Simons

Others attending:

Bill Frye

- 1B Approval of Minutes

- 1B. DIRECTOR WILLIAMS MOVED TO APPROVE THE MINUTES OF JULY 20 AS PRESENTED.

Director Peniston seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Bill Frye

- 2A. Speaking as a private citizen and a candidate for the State Senate, ESD attorney Bill Frye endorsed strongly the Board's suggested position statement against proposed tuition tax credit legislation.

Mr. Frye said he hoped the Board would adopt the position statement; he said he felt the proposed tax credit legislation could greatly harm public education, which he considers to be the cradle of democracy.

Mr. Frye also encouraged the Board to coordinate with local school district boards in an effort to understand the potential effect of State Ballot Measure 3. He said he is on record as being opposed to this measure and feels it is very important that people realize the effects such a law could have on education.

2B Special Education
Publications

2C Computer Installed

3. Correspondence

4. Business Affairs

5. Action Items

5A Appointment of
Members; Handi-
capped Advisory
Council

5B Appointment of
Board Members to
Committee and
Liaison Positions

2B. Jule Crume shared with the Board two recent publications of the U. of O. Center on Human Development. Both publications recognize the work of the ESD Special Education staff in integrating severely handicapped children and in working with high school TMR students.

2C. Superintendent Mead and Wyatt Rosenbaum told the Board that the new 4341 computer was installed with minimal problems and that the changeover was made with no inconvenience to users at all.

3. No correspondence was presented:

4. The agenda included no business affairs.

5A. Board members reviewed the current membership list of the Advisory Council for Handicapped Children and persons recommended by the council for 1982-1984 terms. Jule Crume said a special effort had been made to choose replacement members who will make a commitment to regular attendance and participation.

DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT THE LANE ESD BOARD HEREBY APPOINTS THE FOLLOWING INDIVIDUALS TO POSITIONS ON THE ADVISORY COUNCIL FOR HANDICAPPED CHILDREN:

JOAN LUCKEY, DOROTHY MCNAIR, CHERYL HIGGINS, AND PENNY HEIDER.

THE TERM OF APPOINTMENT IS JULY 1, 1982, THROUGH JUNE 30, 1984.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS FICEK, MCKAY, NEARING, PENISTON AND WILLIAMS VOTING YES.

5B. A memo from Chairman McKay was presented listing the following Board liaison and committee appointments:

A. Lane Council of Governments Board, 1982-83: Nile Williams (Cleve Dumdi, alternate).

B. Cooperative Museum Commission, January 1, 1982 to December 31, 1985: Doug McKay, incumbent.

C. Lane ESD Advisory Council for Handicapped Children, July 1, 1981 to June 30, 1983: Frank Nearing, incumbent.

5. Action Items

5B Appointment of
Board Members to
Committee and
Liaison Positions

5C Board Position
Paper--Federal
Tuition Tax Credit
Legislation

5B. (continued)

- D. OTIS Advisory Committee, 1982-83: Hugh Peniston (Doug McKay, alternate).
- E. Negotiations Committee, 1982-83: Doug McKay (Bev Ficek, alternate).
- F. Input Committee, 1982-83: Jeanne Armstrong.
- G. Grievance Committee, 1982-83: Bev Ficek, Cleve Dumdi.
- H. Georgia-Pacific Scholarship Committee, 1982-83: Bev Ficek.

DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE LANE ESD BOARD ENDORSES THE CHAIRMAN'S BOARD LIAISON AND COMMITTEE APPOINTMENTS AS PRESENTED.

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

5C. Director Williams said he felt Director Peniston had stated very well the Board's position on proposed tuition tax credit legislation as discussed at earlier meetings.

He moved to adopt the position statement as follows:

RESOLVED that the Board of Directors of Lane Education Service District goes on record as being opposed to the Administration's Tuition Tax Credit proposal introduced as S.2673 and as HR.6701.

We are opposed to this on the following grounds:

1. Timing. It is estimated that this proposal will cost the U.S. Treasury 100 million dollars in the first year and reach 1.5 billion by FY 1985. In a time when it is already proving extremely difficult if not impossible to balance the federal budget, it would seem totally

5. Action Items

5C Board Position
Paper--Federal
Tuition Tax Credit
Legislation

5C. (continued)

irresponsible to take such sums from a seriously unbalanced budget.

2. Damage to the public schools.
This proposal would undoubtedly take funds away from public education, setting public and private education in competition for the same funds. We feel that such competition would be extremely unfortunate at a time when all educational agencies, public and private, and their supporters should be working together for the improvement of quality education in this country and a time when support for educational efforts generally seems to be eroding.

In addition,

We are concerned about a number of questions for which answers do not seem to be available. For example, what efforts will be made by private schools to meet federal mandates to educate handicapped students under Public Law 94-142? To what extent will federal laws applicable to public schools become applicable to private schools?

We believe that a strong system of public education is essential to our democracy and are opposed to anything that would weaken it. We urge all citizens to oppose the enactment of proposed tuition tax credit legislation by writing to their senators and representatives and publicly stating their opposition. We urge public school boards to go on record stating their positions in regard to this legislation and advising appropriate public officials of their position.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS FICEK, MCKAY, AND WILLIAMS VOTING YES AND DIRECTOR NEARING VOTING NO.

5. Action Items

5C Board Position
Paper--Federal
Tuition Tax Credit
Legislation

5D OSBA Board

6. Discussion Items

7. Reports
7A CMC

8. Future Agenda Items

9. Next Meeting

5C. (continued)

(Director Nearing felt there should also be support of parochial schools and said he did not believe tuition tax credits would critically affect public education.)

5D. The Oregon School Boards Association nominating committee is soliciting suggestions for nominees for the OSBA Board. Member boards will be notified 45 days prior to the annual business meeting in November of the nominating committee's selections. Additional persons may be nominated by submitting a petition at least 15 days prior to the meeting.

It was agreed that the Board should strive for local representation in the Association.

Director Williams moved that Hugh Peniston's name be suggested to the OSBA nominating committee for Fourth District Director.

Director Peniston declined the nomination and moved that Frank Nearing's name be suggested. The MOTION CARRIED WITH ALL PRESENT VOTING YES.

6. The agenda included no discussion items.

7A. Chairman McKay reported that he is serving on the nominating committee for selection of a chairman for the Cooperative Museum Commission.

8. Future agenda items include:

A. Boundary Board/school district reorganization--policies and procedures (September 7).

B. ESD elections/rezoning (September 7).

C. Discussion of effects of Ballot Measure 3.

9. The next meeting of the Lane ESD Board will be a work session on Tuesday, September 7, 1982, at 7:45 p.m., at the ESD Center.

The next regular business meeting of the Board will be Tuesday, September 21, 7:45 p.m., at the ESD Center.

The Board also discussed a joint meeting with the OTIS Advisory Council. This will be an informal dinner meeting, probably during the last week of September.

10. Executive Session

11. Reconvene

10. Chairman McKay recessed the regular meeting and called the Board to Executive Session under provisions of OR 192.660(1)(a) to consider the employment of staff.

11. Following the Executive Session, Chairman McKay reconvened the Board in regular session.

The following action was taken:

DIRECTOR WILLIAMS MOVED TO ACCEPT THE PERSONNEL RECOMMENDATIONS AS SUBMITTED AND ATTACHED TO THE OFFICIAL COPY OF THESE MINUTES.

Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS FICEK, MCKAY, NEARING, PENISTON AND WILLIAMS VOTING YES.

A summary of personnel action follows:

Resignation:

Cynthia Koehler, TMR teacher
(effective June 10, 1982)

Elected to staff positions:

Janet Biskey - adaptive P.E. teacher
James Lynch - juvenile home classroom teacher

A letter from Jule Crume, stating her intention to retire effective December 31, 1982, was received.

Board members offered expressions of appreciation and gratitude for Miss Crume's work through the years. They commented that her effective performance had made their service more pleasant.

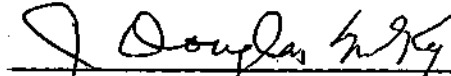
DIRECTOR WILLIAMS MOVED TO ACCEPT JULE CRUME'S RESIGNATION FOR RETIREMENT, EFFECTIVE DECEMBER 31, 1982, WITH DEEP REGRET AND SINCERE THANKS.


Director Ficek seconded and the MOTION CARRIED WITH DIRECTORS FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

12. Adjourn

12. DIRECTOR FICEK MOVED TO ADJOURN.

Director Williams seconded and the MOTION
CARRIED WITH ALL PRESENT VOTING YES.


J. Douglas McKay, Chairman


Melvin F. Mead, Secretary-Clerk

Attachments to Official
Minutes:

Personnel
recommendations

MM/SR:jv
8/25/82

August 17, 1982

LANE ESD BOARD MEETING

Personnel recommendations

The following persons are recommended for election to staff positions:

Janet Biskey - adaptive PE teacher for one year, to fill the position of Nola Colvin, who is on leave. Her placement on the salary schedule would be BA+45-6.

James M. Lynch - Juvenile Center classroom teacher. Placement would be BA+45-4. The position also involves an extended contract.

A letter of resignation has been received from Cynthia Koehler, a teacher in the TMR program. I recommend that the Board accept this resignation, effective June 10, 1982, contingent upon availability of a suitable replacement and upon repayment of insurance payments subsequent to June 30, 1982.

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, July 20, 1982

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, July 20, 1982

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, July 20, 1982, with the following present:

Board members attending:

Doug McKay, Chairman
Cleve Dumdi
Frank Nearing

Jeanne Armstrong
Beverly Ficek
Hugh Peniston

ESD staff attending:

Mel Mead, Superintendent
Al Fedje
Sallie Rainville
Marilyn Simons

Jule Crume
Betty Gibson
Wyatt Rosenbaum

Others attending:

Garth Miller, UofO graduate student
Lucinda Peytal, UofO student, College of Education

- 1B Approval of Minutes

- 1B. DIRECTOR ARMSTRONG MOVED TO APPROVE THE MINUTES OF JUNE 22 AS PRESENTED.

Director Nearing seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Committee Assignments

- 2A. Chairman McKay asked Board members to indicate their preferences for assignments to Board committees and liaison positions and distributed a form for this purpose.

- 2B Building Grounds

- 2B. Superintendent Mead complimented Al Fedje for his work in coordinating and directing the improvement of the ESD Center grounds.

- 2C Thanks

- 2C. Director Ficek thanked the Board for the opportunity to serve as Chairperson and thanked the Superintendent for his help. Board members expressed appreciation to Director Ficek for her service.

3. Correspondence

3. The following correspondence was presented:

A. AASA Legislative Alert, June 25, 1982.

4. Business Affairs

5. Action Items

- 5A Special Education
Grant Proposal

- 5B Pearl Buck Center
School Calendar

- 5C Board Position
Paper Tuition Tax
Credits

6. Discussion Items

- 6A Revision of ESD
Election Zones

4. The agenda included no business affairs.

- 5A. Board members reviewed for the second time the application to the Department of Education for inservice funds for personnel working with handicapped students.

DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AUTHORIZES APPLICATION FOR INSERVICE FUNDS FOR PERSONNEL WORKING WITH HANDICAPPED STUDENTS. THE PROPOSED GRANT AMOUNT IS \$1,406.

BE IT FURTHER RESOLVED THAT THE BOARD OF DIRECTORS APPROPRIATES FUNDS IN THE AMOUNT OF \$1,406, CONTINGENT UPON PROJECT APPROVAL AND RECEIPT OF PROJECT MONIES.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING AND PENISTON VOTING YES.

- 5B. Jule Crume recommended approval of the school-year calendar proposed by Pearl Buck Center. She said the 11-month program now in its third year has worked well for students, parents and teachers. The schedule provides 178 days of classroom instruction which is comparable to most districts in Lane County and is three days more than state standards require.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE LANE ESD BOARD APPROVES THE 1982-83 PEARL BUCK CENTER SCHOOL CALENDAR ATTACHED TO THE OFFICIAL COPY OF THE MINUTES.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

- 5C. Director Peniston read a draft of a statement opposing current tuition tax credit legislation. A copy of the position statement will be included in the next agenda mailing, to give Board members time to react before developing a Board resolution on the issue.

- 6A. The present election zone boundaries for ESD Board members do not conform to the mandate that zones be "as nearly equal in census population as practicable."

6. Discussion Items

6A Revision of ESD
Election Zones

6A. (continued)

Rezoning to meet this mandate is a matter that has been pending Board consideration for several years.

The Superintendent pointed out that the boundaries of Lane ESD zones have not been changed since they were established. It is evident that community of interest and geographic distribution were considered more important than population equity at that time.

ORS 334.032 which governs ESD election zoning provides the following:

- a. The number of zones may not be less than two nor more than five (the remainder of Board members are elected at-large).
- b. The boundaries of zones are to be established along local school district boundary lines.
- c. (However) voting precinct boundaries may be used in order to achieve greater equality of population.
- d. The Board may readjust the boundaries of zones once each year. The Board shall readjust the boundaries of zones immediately upon any change in ESD boundaries.

The Superintendent presented three alternatives which would realign the zone boundaries in line with 1980 federal census figures and also meet the above requirements.

The alternative which he recommended retains school district boundary lines in the main. The Superintendent said he felt this to be necessary and important given the nature of the ESD's role and purpose. The proposal does utilize the option to follow voting precinct boundaries in two instances.

The proposed zones and percentages of population are as follows:

- | | | |
|----|----------------------------------|-------|
| a. | The northern half of district 4J | 22.9% |
| b. | The southern half of district 4J | 21.9% |

6. Discussion Items

6A Revision of ESD
Election Zones

6A. (continued)

- c. All of district 19 21.4%
- d. All of the Marcola, McKenzie, 17.0%
Oakridge, Lowell, Pleasant Hill,
Creswell, South Lane, and Crow-
Applegate-Lorane districts, plus
the Fern Ridge and Veneta
precincts from district 28J.
- e. All of the Siuslaw, Mapleton, 16.8%
Mapleton, Blachly, Junction
City, and Bethel districts, plus
the Noti, Walton, Demming, and
Elmira precincts from district 28J.

This proposed realignment does not achieve complete population equity, but comes vastly closer to the goal than the present zones. (For example the present Zone 1 comprises the entire district 4J, which includes nearly half of the county's total population.)

The Superintendent said that incumbent Board members could accommodate the proposed new zones by some shifting among positions, or the new zones could be "grandfathered" into existence as current Board terms expire.

Further discussion will be scheduled for a Board work session, probably in September.

7. Reports

7A CMC

- 7A. Director McKay reported the following items covered at the July 20 breakfast meeting of the Cooperative Museum Commission:
- a. Alice Carnes has been named Director of WISTEC. She is being paid half-time by WISTEC and is volunteering half-time. Glenn Mason, of the Lane County Museum, is leaving the county.
 - b. The agreement between L-COG and CMC was reviewed. L-COG provides shared insurance coverage, payroll services, and fiscal recordkeeping services.
 - c. The 1982-83 CMC budget was reviewed; additional revenue in the form of higher than expected cash carryover has been identified. The director and secretary are working four-day weeks at 80% salary to help with the budget concerns.

7. Reports
7A CMC

7A. (continued)

- d. A nominating committee for commission officers consisting of two board members and one executive advisory committee member will be named.
- e. The Museum Center Foundation has applied for a grant from the Barker Foundation. The Museum Center Foundation also expects to coordinate museum grant applications from all CMC participating agencies.

8. Future Agenda Items

8. Future agenda items include:

- A. Work session on re-zoning.
- B. Work session on boundary change and deconsolidation request policy.

9. Next Meeting

9. The next regular meeting of the Lane ESD Board will be Tuesday, August 17, 1982, 7:45 p.m., at the ESD Center.

10. Executive Session

10. (Director Dumdi left the meeting prior to the Executive Session.)

Chairman McKay recessed the regular session and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to consider employment of staff and ORS 192.660(1)(d) to discuss negotiations.

11. Reconvene

11. Following the Executive Session, Chairman McKay reconvened the Board in regular session.

The following action was taken:

DIRECTOR NEARING MOVED TO ACCEPT THE PERSONNEL RECOMMENDATIONS AS SUBMITTED AND ATTACHED TO THE OFFICIAL COPY OF THESE MINUTES.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING AND PENISTON VOTING YES.

A summary of personnel action is as follows:

Elected to staff position:

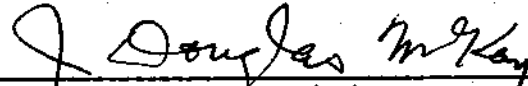
Field Services/TRC Supervisor: Frank W. Landrum

One year unpaid leave of absence:
Nola Colvin

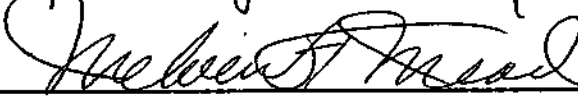
12. Adjourn

12. DIRECTOR NEARING MOVED TO ADJOURN.

Director Ficek seconded and the MOTION CARRIED
WITH ALL PRESENT VOTING YES.



J. Douglas McKay, Chairman



Melvin F. Mead, Secretary-Clerk

Attachments to Official
Minutes:

PBC School Calendar

Personnel
Recommendations

MM/SR:jv
8/12/82

SEPTEMBER

S	M	T	W	T	F	S
			1	2	X	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	X	25
26	27	28	29	30		

OCTOBER

S	M	T	W	T	F	S
					X	2
3	4	5	6	7	8	9
10	11	12	13	14	X	16
17	18	19	20	21	22	23
24	25	26	27	28	X	30
31						

NOVEMBER

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	X	20
21	22	23	24	X	X	27
28	29	30				

School opens September
September 8, 1982

School closes
July 28, 1983

Holidays

Labor Day
Veterans Day
Presidents Day
Memorial Day
Independence Day

Teacher Workdays

September 1, 2, 7
October 8
December 3
March 11
May 20
July 29

Thanksgiving Vacation

November 25 & 26

Christmas Vacation

December 20 - 31

Spring Vacation

March 18 - 25

Other Vacation Days
As Indicated

CLASSROOM INSTRUCTION - 178
TEACHER WORKDAYS - 8
HOLIDAYS - 5

DECEMBER

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	X	11
12	13	14	15	16	17	18
19	X	X	X	X	X	25
26	X	X	X	X	X	

1
9
8
2

CALENDAR

1
9
8
3

JANUARY

S	M	T	W	T	F	S
						1
2	3	4	5	6	X	8
9	10	11	12	13	X	15
16	17	18	19	20	21	22
23	24	25	26	27	X	29
30	31					

FEBRUARY

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	X	12
13	14	15	16	17	X	19
20	22	23	24	25	26	
27	28					

MARCH

S	M	T	W	T	F	S
		1	2	3	X	5
6	7	8	9	10	11	12
13	14	15	16	17	X	19
20	X	X	X	X	X	26
27	28	29	30	31		

APRIL

S	M	T	W	T	F	S
					X	2
3	4	5	6	7	8	9
10	11	12	13	14	X	16
17	18	19	20	21	X	23
24	25	26	27	28	29	30

MAY

S	M	T	W	T	F	S
	1	2	3	4	5	X
8	9	10	11	12	X	14
15	16	17	18	19	20	21
22	23	24	25	26	X	28
29	31					

JUNE

S	M	T	W	T	F	S
		1	2	X		4
5	6	7	8	9	X	11
12	13	14	15	16	X	18
19	X	X	X	X	X	25
26	27	28	29	30		

JULY

S	M	T	W	T	F	S
					X	2
3	4	5	6	7	8	9
10	11	12	13	14	X	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- X VACATION DAYS
- TEACHER WORKDAYS /OCT. 8, INSERVICE DAY
- HOLIDAYS

-5B(2)-

Attach. 7/20/82

LANE ESD BOARD MEETING

TUESDAY, JULY 20, 1982

EXECUTIVE SESSION

TO: Board members
FROM: Mel
SUBJECT: Personnel matters

1. Frank W. Landrum has been recommended for appointment to the Media Services field services/TRC supervisor's position for the 1982-83 year. I support that recommendation and request that Mr. Landrum be elected at an annual salary of \$24,500. The contract for the position is for twelve months (239 days). Since Mr. Landrum would be available to begin duties September 1, the salary and contract will be prorated.

2. Nola Colvin, an adapted physical education teacher in the TMR program for the past four years, has requested unpaid leave of absence for the 1982-83 year. Jule Crume has recommended that her request be approved. I support the recommendation.

(Background material was included in your packets.)

MM:sr

Attach. 7/20/82

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, June 22, 1982

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, June 22, 1982

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1A. A regular meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, June 22, 1982, with the following present:

Board members attending:

Doug McKay, Vice-Chairperson	Jeanne Armstrong
Frank Nearing	Hugh Peniston
Nile Williams	

ESD staff attending:

Mel Mead, Superintendent	Al Fedje
Nicola Laird	Jim Maxwell
Sallie Rainville	Wyatt Rosenbaum
Marilyn Simons	Wanda Vinson

- 1B Approval of Minutes

- 1B. DIRECTOR WILLIAMS MOVED TO APPROVE THE MINUTES OF THE JUNE 1, 1982, BUDGET COMMITTEE MEETING AND JUNE 1, 1982, BOARD MEETING AS PRESENTED.

Director Armstrong seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Get Well Wishes
 - 2B Introduction

- 2A. Board members extended best wishes to Mrs. Hugh Peniston, who is recovering from a heart attack.
- 2B. Superintendent Mead introduced Wyatt Rosenbaum, newly appointed OTIS Director. The Superintendent also reported that negotiations are proceeding well regarding the addition of Clackamas ESD schools to the OTIS network.

3. Correspondence

3. The following correspondence was presented:
 - A. A letter from Sandi Fink, Coordinator, Eugene 4J severely retarded program, complimenting Special Education teacher Jean Mendenhall and commending Lane ESD for providing quality classroom services to the TMR population.
 - B. June 1982 issue of AAESA Perspectives on Service.

4. Business Affairs
4A Budget Hearing

4A. Vice-Chairperson McKay declared the 1982-83 ESD Budget Hearing open. He stated the ESD operating budget (as outlined below) is within the tax base and notice of the Budget Hearing was published as required by law, in two issues of the Eugene Register-Guard. The budget summary is as follows:

<u>Fund</u>	<u>Est. Exp.</u>	<u>Est. Rcpts.</u>	<u>Levy</u>
General	\$6,301,242	\$2,662,005	\$3,639,237
School Support	3,501,223	-0-	3,501,223
OTIS	2,332,425	2,332,425	-0-
Title IV-C Math	104,000	104,000	-0-
Math Adoption			
Grants	30,000	30,000	-0-
Technical Skills			
Upgrade	4,453	4,453	-0-
CETA	5,500	5,500	-0-
Equipment Reserve	65,518	65,518	-0-
OTIS Equipment			
Reserve	569,856	569,856	-0-
Joint Purchasing	770,000	770,000	-0-
Working Capital	30,000	30,000	-0-
TOTAL	\$13,714,217	\$6,573,757	\$7,140,460
Estimate, taxes not to be received			<u>485,125</u>
TOTAL ESD LEVY, WITHIN TAX BASE			<u>\$7,625,585</u>

Vice-Chairperson McKay declared the Budget Hearing closed.

4B Adoption of 1982-83 Budget

4B. DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT ADOPTS THE BUDGET FOR 1982-83 IN A TOTAL SUM OF \$13,714,217, AS NOW ON FILE IN THE OFFICE OF THE SUPERINTENDENT.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, PENISTON AND WILLIAMS VOTING YES.

4C Levy of Ad Valorem Taxes

4C. DIRECTOR PENISTON MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT DETERMINES THE REQUIRED TAX LEVY FOR 1982-83 TO BE THE AGGREGATE AMOUNT OF \$7,625,585; THAT THESE TAXES ARE HEREBY LEVIED UPON ALL TAXABLE PROPERTY WITHIN SAID DISTRICT AS OF 1 A.M., JANUARY 1, 1982; AND

4. Business Affairs

4C Levy of Ad Valorem
Taxes

4C. (continued)

THAT THE DISTRICT CLERK IS HEREBY DIRECTED TO CERTIFY THE LEVY TO THE COUNTY ASSESSOR. THE FOLLOWING LEVY AMOUNTS CONSTITUTE THE ABOVE AGGREGATE LEVY:

GENERAL FUND	\$4,124,263
SCHOOL SUPPORT FUND	3,501,223

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

4D Appropriation of
Budget

4D. DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT FOR THE FISCAL YEAR BEGINNING JULY 1, 1982, THE AMOUNTS SHOWN BELOW ARE HEREBY APPROPRIATED FOR THE PURPOSES INDICATED WITHIN THE FUNDS LISTED:

GENERAL FUND:

Instruction	\$1,458,823	
Support services	3,388,718	
Community services	-0-	
Interagency/fund transfer	479,001	
Debt service	15,000	
Operating contingency	359,700	
Unappropriated ending fund balance	<u>600,000</u>	
Total General Fund		
Appropriation		\$6,301,242

SCHOOL SUPPORT FUND:

Supporting Services	3,501,223	
Total School Support Fund		
Appropriation		3,501,223

OTIS:

Supporting Services	2,332,425	
Total OTIS Fund Appropriation		2,332,425

Title IV-C MATH:

Supporting Services	104,000	
Total Math Fund Appropriation		104,000

MATH ADOPTION GRANT:

Supporting Services	30,000	
Total Math Adoption Grant		
Appropriation		30,000

TECHNICAL SKILLS UPGRADE:

Supporting Services	4,453	
Total Skills Upgrade Fund		
Appropriation		4,453

4. Business Affairs
4D Appropriation of
Budget

4D. (continued)

<u>CETA:</u>		
Supporting Services	5,500	
Total CETA Fund Appropriation		5,500
 <u>EQUIPMENT RESERVE:</u>		
Supporting Services	65,518	
Total Equipment Reserve		
Fund Appropriation		65,518
 <u>OTIS EQUIPMENT RESERVE:</u>		
Supporting Services	569,856	
Total OTIS Equipment Reserve		
Fund Appropriation		569,856
 <u>JOINT PURCHASING:</u>		
Supporting Services	770,000	
Total Purchasing Fund		
Appropriation		770,000
 <u>WORKING CAPITAL:</u>		
Supporting Services	30,000	
Total Working Capital Fund		
Appropriation		<u>30,000</u>
 <u>TOTAL APPROPRIATION</u>		 \$13,714,217

Director Armstrong seconded and the MOTION
CARRIED WITH DIRECTORS ARMSTRONG, MCKAY,
NEARING, PENISTON, AND WILLIAMS VOTING YES.

4E Designation of
Signatories

4E. DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF
LANE ESD DESIGNATES MELVIN F. MEAD AND WANDA J.
VINSON AS SIGNATORIES FOR ALL DISTRICT FINANCIAL
ACCOUNTS FOR THE 1982-83 FISCAL YEAR.

Director Armstrong seconded and the MOTION
CARRIED WITH DIRECTORS ARMSTRONG, MCKAY,
NEARING, PENISTON, AND WILLIAMS VOTING YES.

4F Designation of
Depositories

4F. DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF
LANE ESD DESIGNATES THE FOLLOWING FINANCIAL
INSTITUTIONS AS OFFICIAL DEPOSITORIES FOR ESD
FUNDS FOR THE 1982-83 FISCAL YEAR:

UNITED STATES NATIONAL BANK OF OREGON
FIRST NATIONAL BANK OF OREGON
PACIFIC WESTERN BANK
OREGON BANK

4. Business Affairs

4F. Designation of
Depositories

4F. (continued)

SERVICE EMPLOYEES OF LANE COUNTY CREDIT
UNION (SELCO)
EQUITABLE SAVINGS AND LOAN ASSOCIATION
DEPARTMENT OF FINANCE AND AUDITING, LANE
COUNTY

Director Williams seconded and the MOTION
CARRIED WITH DIRECTORS ARMSTRONG, MCKAY,
NEARING, PENISTON, AND WILLIAMS VOTING YES.

4G. Authorization of
Clerk's Bond

4G. DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF
LANE ESD AUTHORIZES RENEWAL OF THE CLERK'S BOND
FOR THE AMOUNT OF \$50,000 FOR THE 1982-83 FISCAL
YEAR.

Director Armstrong seconded and the MOTION
CARRIED WITH DIRECTORS ARMSTRONG, MCKAY,
NEARING, PENISTON, AND WILLIAMS VOTING YES.

4H. OTIS Data
Processing Form
Contracts

4H. Results of requests for quotations to supply
printed forms and form stock for data processing
were reviewed. Printing of data processing
forms is an area exempt from formal bidding
requirements. The quotation process is used.

DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF
LANE ESD AUTHORIZES CONTRACTS FOR OTIS DATA
PROCESSING FORMS FOR THE 1982-83 YEAR TO THE
VENDORS INDICATED AND IN ACCORDANCE WITH THE
RECOMMENDATION ATTACHED AS A PART OF THESE
MINUTES.

Director Armstrong seconded and the MOTION
CARRIED WITH DIRECTORS ARMSTRONG, MCKAY,
NEARING, PENISTON, AND WILLIAMS VOTING YES.

4I. Financial
Statements

4I. Wanda Vinson presented the ESD and OTIS
financial statements as of May, 1982, and
reviewed the ESD financial statement by area.

Invoice registers show payments for May as
follows:

ESD	151,583.45
OTIS	38,493.73

4. Business Affairs

4J Vocational Program
Improvement Grant

4J. Pleasant Hill School District has requested the ESD to apply for vocational program improvement funds on their behalf and to act as fiscal agent. It is a state requirement that these grants go through the ESD. Superintendent Mead said this is the same type of grant program as that for which the ESD applied on behalf of McKenzie schools in 1981-82.

The grant budget of \$2,200 includes \$220 to cover the ESD's expense as fiscal/administrative agent.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AUTHORIZES APPLICATION FOR VOCATIONAL EDUCATION GRANT FUNDING ON BEHALF OF THE PLEASANT HILL SCHOOL DISTRICT. THE PROPOSED PROJECT TITLE IS "METAL CLUSTER GUIDE REVISION." THE PROPOSED GRANT AMOUNT IS \$2,200.00.

BE IT FURTHER RESOLVED THAT THE BOARD OF DIRECTORS APPROPRIATES FUNDS IN THE AMOUNT OF \$2,200, CONTINGENT UPON PROJECT APPROVAL AND THE RECEIPT OF PROJECT MONIES.

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

5. Action Items

5A Organization of
Board

5A. Director Williams nominated Doug McKay as Chairperson of the ESD Board for 1982-83.

DIRECTOR NEARING MOVED THAT NOMINATIONS CEASE AND A UNANIMOUS BALLOT BE CAST TO ELECT DOUG MCKAY AS CHAIRPERSON OF THE ESD BOARD FOR THE 1982-83 YEAR.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

Director Armstrong nominated Frank Nearing as Vice-Chairperson.

DIRECTOR WILLIAMS MOVED NOMINATIONS CEASE AND A UNANIMOUS BALLOT BE CAST TO ELECT FRANK NEARING AS VICE-CHAIRPERSON FOR THE 1982-83 YEAR.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

5. Action Items

5B Adoption of Board
Meeting Calendar

5B. Superintendent Mead recommended that the Board move to a practice of holding only one formal business meeting per month, on the third Tuesday. He suggested that the first Tuesday of the month be reserved for other Board activities (work sessions, in-depth background discussions, special reports, informal joint meetings with local boards and other information and discussion activities).

Two meetings would generally be held each month, but the Chairperson and Superintendent may occasionally determine that the informal session is not necessary (i.e. during summer months). The public would be notified of all meetings.

Board members asked that the Superintendent determine the answers to several questions they had about the schedule, such as whether a policy change regarding first and second reading of action items would be necessary and about whether Executive Sessions could be held on the informal meeting dates.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD ADOPTS THE CALENDAR OF FORMAL MEETING DATES ATTACHED HERETO FOR THE 1982-83 YEAR.

Director William seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

5C Designation of
District Clerk

5C. DIRECTOR PENISTON MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD DESIGNATES SUPERINTENDENT MELVIN F. MEAD AS CLERK OF THE BOARD FOR THE 1982-83 YEAR.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

Director Williams asked whether the district should designate a Deputy Clerk.

The Superintendent said he would research this matter. Since Wanda Vinson is authorized as a signatory on all fiscal matters, she would be the person he would name if formal designation is to be made.

5. Action Items

5D Budget Officer

5E 1982-83 School-Year
Calendar

6. Discussion Items

6A Special Education
Inservice Grant
Proposal

6B ESD Board
Position: Tuition
Tax Credit
Legislation

5D. DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD DESIGNATES SUPERINTENDENT MELVIN F. MEAD AS BUDGET OFFICER FOR THE 1982-83 YEAR.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

5E. Superintendent Mead presented the recommended 1982-83 school year calendar. This calendar establishes dates for the instructional staff. Because of differences in Eugene and Springfield calendars, an alternate calendar was recommended for the ESD's Eugene-based teachers and psychologists.

DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT THE LANE ESD BOARD ADOPTS THE 1982-83 SCHOOL CALENDAR ATTACHED TO THE OFFICIAL COPY OF THESE MINUTES.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

6A. A need has been identified for inservice for teachers who are mainstreaming handicapped children into their classrooms.

Superintendent Mead reviewed an application for a state grant for this purpose. Funds would provide inservice to help teachers acquire skills needed for special children. Sessions would focus on classroom organization, teaching strategies in a positive environment, and program evaluation. The three-day workshop would be presented for 45 teacher from throughout Lane County. The total requested budget is \$1,406.00.

6B. The Board has considered current proposed tuition tax credit legislation and wishes to develop a position statement on the issue.

A discussion paper, developed by Director Armstrong, was reviewed. Following discussion, Board members present agreed in general that they do not support the currently proposed tuition tax credit bill; however, there was not complete agreement with the proposed position paper.

6. Discussion Items

6B ESD Board

Position: Tuition
Tax Credit Issue

7. Reports

7A L-COG

7B OAESD Conference

7C School District
Reorganization/
Secession Requests

6B. (continued)

Director Peniston will draft a statement incorporating some of the points covered in discussion for further consideration by the Board.

7A. Director Williams presented a brief summary of the May Board meeting of the Lane Council of Governments (L-COG).

7B. Superintendent Mead and Directors Nearing and Peniston reported on the business meeting and sessions of interest at the annual Oregon Association of Education Service Districts (OAESD) meeting held June 13-15 in Bend.

Board members said they were pleased that the organization is becoming more representative of its general membership. It should continue to become stronger through such cooperation. It was agreed it would be helpful to the Association's officers to receive a statement of support from the Lane ESD Board.

7C. The Superintendent reviewed a recent Attorney General's opinion on new school districts. It was written in response to questions generated by the attempt of Portland's Jackson High School to "secede" from the Portland school district as a result of a closure decision. In that case, the Multnomah ESD Board is now holding hearings to decide whether they will develop a reorganization plan to establish Jackson as a separate school district. (Clackamas ESD will also be involved since part of the Jackson area is in that county.)

Because school closures and possible deconsolidation requests are a matter of public interest throughout the state, including several areas of Lane County, Superintendent Mead suggested the Board should plan to develop policies on reorganization and boundary changes due to declining enrollments.

He briefly reviewed recent inquiries from Lane County residents that could result in Boundary Board hearings and summarized briefly some of the research that has been done.

- | | |
|--|---|
| <p>8. <u>Future Agenda Items</u></p> <p>9. <u>Next Meeting</u></p> <p>10. <u>Executive Session</u></p> <p>11. <u>Reconvene</u></p> | <p>8. Future agenda items include:</p> <ul style="list-style-type: none">A. ESD Board election zoning adjustments (1980 census data)B. Reorganization and boundary change request policiesC. Action on special education inservice grant proposalD. Position paper on tuition tax credit issue <p>9. The next regular meeting of the Lane ESD Board will be Tuesday, July 20, 1982, 7:45 p.m., at the Lane ESD Center.</p> <p>10. Chairperson McKay recessed the regular session and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to consider the employment of staff and ORS 190.660(1)(d) to conduct deliberations with persons designated to carry on labor negotiations.</p> <p>11. Following the Executive Session, Chairperson McKay reconvened the Board in regular session.</p> <p>The following action was taken:</p> <p>DIRECTOR WILLIAMS MOVED TO ACCEPT THE PERSONNEL RECOMMENDATIONS AS SUBMITTED AND ATTACHED TO THE OFFICIAL COPY OF THESE MINUTES.</p> <p>Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.</p> <p>A summary of personnel action is as follows:</p> <p>Resignation:
Glenda Kimerling</p> <p>One year unpaid leave of absence:
Carolyn Wilson</p> <p>Elected to staff positions:
Psychologist:
Joan Anderson
Classroom teacher, TMR:
Brian W. Reid
TMR Specialist:
Ronald L. Williams</p> |
|--|---|

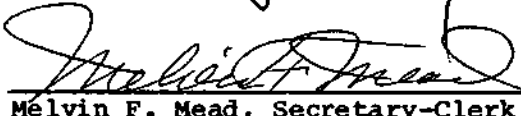
12. Adjourn

12. DIRECTOR PENISTON MOVED TO ADJOURN.

Director Armstrong seconded and the MOTION
CARRIED WITH ALL PRESENT VOTING YES.



Doug McKay, Chairperson



Melvin F. Mead, Secretary-Clerk

Attachments to Official
Minutes:

Data processing forms
contract information

1982-83 Board meeting
calendar

1982-83 School Calendar

Personnel
recommendations

MM/SR:jv
7/14/82

OREGON TOTAL INFORMATION SYSTEM
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

S P E C I F I C A T I O N S

QUOTATIONS ON DATA PROCESSING FORMS

1. Quotations will be received and opened at OTIS Central, 1200 Highway 99 North, Eugene, on Thursday, June 3, 1982, at 11:00 a.m., to supply form requirements for fiscal year 1982-83 as requested on the attached form.
2. The Lane County ESD Board of Directors reserve the right to reject any and all quotations and to waive any and all informalities.
3. Orders will be placed with successful vendors as soon as possible after opening of quotations.
4. All deliveries must be shipped FOB, OTIS Central, 1200 Highway 99 North, Eugene, Oregon.
5. All forms are continuous.
6. Forms must duplicate the samples in paper weight and quality, color, perforation, cut, etc. Deviations may cause the form to be unsatisfactory.
7. Samples of forms are available from Jim Ekstrom at OTIS who is the contact for any further information.
8. All items may be delivered by vendor at his convenience, as long as it precedes the latest delivery date specified on the attached bid form.
9. A bond or check of 5% of the total quoted price is required from each bidder.
10. Vendor to invoice on shipment.
11. Please submit quotations on the sheets provided, with attachment covering options pertinent to your quotation.
12. Locator cards must be packaged with fan-fold every two cards. A fan-fold every three cards has not been satisfactory. For clarity, a "set" of locator cards exists between horizontal perforations.
13. Address labels must be horizontally perforated at each 12-inch fan-fold only.
14. Please note that the quantity of labels requested is a count "across the web". A 'label' is thus 8" wide, which, during manufacture, is die-cut into three pieces.
15. Self-mailer grade reports should be fan-folded every two forms. Please quote this form with two options:
 - a. Exactly as is.
 - b. Same composition but with vertical side perforation to allow hand stripping before bursting.

B I D F O R M

FORM NAME	QUANTITY	LATEST DELIVERY DATE	COST/M	EXTENDED COST	REMARKS
Locator Cards - see specification 12	800M	Sept 1, 1982			
Permanent Class Record	100M	Sept 1, 1982			
Temporary Class Record	200M	Jul 1, 1982			
Attendance Data Collection Sheets	200M	Sept 1, 1982			
Verification of Enrollment Data, S-9	200M	Aug 1, 1982			
Address Labels, 7 13/16" x 15/16" See specifications 13 and 14	2000M	Jul 1, 1982 (part shipment)			
Report of Grades, O.T.I.S. S-4	200M	Oct 1, 1982			
Grade Reports, self-mailers, O.T.I.S. S-3, see specification 15	250M	Oct 1, 1982			

4 H (3)

QUOTATION OFFERED BY:

FIRM NAME

JE:jt
May 11, 1982

Attache 6/12/82

RECAP OF BIDS

JUNE 3, 1982

FORM NAME	QUANTITY	Globe Ticket Company	Northwest Business Forms	Intern'l Business Forms	Moore Business Forms	Uarco Business Forms	Uarco Alternate Bid	EXTENDED COST
Locator Cards - see specification 12	800M	--	15.15	--	17.08	16.21	--	12,120.00
Permanent Class Record	100M	--	*21.19	22.50	*20.43	*28.39	--	2,043.00
Temporary Class Record	200M	--	*21.19	24.50	*20.43	*28.39	--	4,086.00
Attendance Data Collection Sheets	200M	--	13.69	16.00	18.96	#10.67	#11.39	2,134.00
Verification of Enrollment Data, S-9	200M	--	9.98	10.00	14.12	#10.67	#11.39	2,134.00
Address Labels, 7 13/16" x 15/16" See specifications 13 and 14	2000M	4.96	5.36	5.33	--	4.78	--	9,560.00
Report of Grades, O.T.I.S. S-4	200M	--	12.74	13.75	12.54	--	#11.39	2,508.00
Grade Reports, self-mailers, O.T.I.S. S-3, see specification 15	250M	--	26.11	27.70	31.32	28.61	--	6,527.50

RECOMMENDATIONS OF AWARD ARE CIRCLED
BOTH # AND * INDICATE ALL OR NOTHING BIDS

41,112.50

JE:jt
June 4, 1981

4 H (4)



Education Service District

1200 Hwy. 99N

P.O. Box 2680

Eugene, Oregon 97402

TELEPHONE: (503) 689-6500

June 17, 1982

TO: Board members
FROM: Mel
SUBJECT: 1982-83 Board calendar

It is time once again to consider and adopt the meeting calendar for the year. In presenting a calendar, I will once more recommend that the Board move to a practice of basically reserving Tuesday nights for Board activities, but that it plan only one formal meeting per month. I am convinced that one meeting is adequate for the actual formal business that the Board conducts. I also believe that a better use of additional Tuesday night time would be for less structured work sessions, background discussions, special reports, informal joint meetings with local boards, and other information/discussion activities.

The recommended calendar which I would propose would be:

Tuesday, July 20, 1982	7:45 p.m.
Tuesday, August 17, 1982	7:45 p.m.
Tuesday, September 21, 1982	7:45 p.m.
Tuesday, October 19, 1982	7:45 p.m.
Tuesday, November 16, 1982	7:45 p.m.
Tuesday, December 21, 1982	7:45 p.m.
Tuesday, January 18, 1983	7:45 p.m.
Tuesday, February 15, 1983	7:45 p.m.
Tuesday, March 15, 1983	7:45 p.m.
Tuesday, April 19, 1983	7:45 p.m.
Tuesday, May 17, 1983	7:45 p.m.
Tuesday, June 21, 1983	7:45 p.m.

MM:sr

Instructional Services Division
Lane Education Service District

CERTIFIED EMPLOYEES

Tentative Calendar
1981 - 1982

Employees on 192 Day Contract

	<u>Number of Workdays</u>	<u>Comments</u>
July	0	
August	1 day	Teachers report August 31, 1982.
September	22 days	Paid holiday September 6. Classes begin September 8.
October	21 days	
November	22 days	Includes paid holidays November 11 and November 25-26.
December	16 days	Holiday break December 23-31.
January	21 days	
February	20 days	Teacher work day February 21. No classes.
March	18 days	Spring Break March 21-25.
April	21 days	
May	22 days	Includes paid vacation May 30.
June	8 days	Last day of work June 10.

Alternate 192 Day Schedule

(For Eugene based Psychologists and TMR Teachers)

Christmas holidays -- December 20-31
Last day of work -- June 15

Specialists

First day of work -- August 16
Last day of work -- June 16
207 days including 5 paid holidays.

June 22, 1982

EXECUTIVE SESSION

TO: Board members

FROM: Mel

SUBJECT: Personnel actions: resignations, leaves,
and elections

A number of personnel actions which require Board action have developed. They are:

1. Glenda Kimerling, who has been a part of the Math Project staff for the past four years, has submitted her resignation.
2. Carolyn Wilson, a school psychologist, has requested a one-year, unpaid leave of absence.
3. Joan Anderson has been recommended for appointment as a school psychologist to fill the position which Carolyn Wilson's leave request creates. Placement would be at MA+45-6.
4. Brian W. Reid has been recommended for appointment as a classroom teacher for the TMR program. Mr. Reid would fill the position vacated by the resignation of Danna Bailey. His placement would be at MA-4.
5. Ronald L. Williams has been recommended for appointment as a member of the specialist staff in the TMR program. His job title would be Resource/Behavioral Management Specialist. The appointment will fill the vacancy created by the retirement of Mary Simmons.

Mr. Williams' placement would be at MA-8.

It is my recommendation that these resignations, leaves, and appointments be approved.

MM:sr

attach 6/22/82

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, June 1, 1982

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, June 1, 1982

Agenda Topics

1. Call to Order
 - 1A Roll Call

- 1B Approval of Minutes

2. Statements
 - 2A Director Nearing

- 2B Introduction

- 2C Agenda Addition

3. Correspondence

- 1A. A regular meeting of the Lane ESD Board of Directors was called to order at 8:00 p.m., Tuesday, June 1, 1982, with the following present:

Board members attending:

Beverly Ficek, Chairperson	Cleve Dumdi
Doug McKay	Frank Nearing
Hugh Peniston	

ESD staff attending:

Mel Mead, Superintendent	Jule Crume
Al Fedje	Jim Maxwell
Sue Motsinger	Sallie Rainville
Marilyn Simons	Jim Swanson
Wanda Vinson	

Others attending:

Ed Goodenough

- 1B. DIRECTOR NEARING MOVED TO APPROVE THE MINUTES OF MAY 18, 1982, AS PRESENTED.

Director Dumdi seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

- 2A. Director Nearing commented that education in the United States is enriched by other cultures. He was pleased to see that an Oregon student originally from Vietnam had won a state spelling contest.

- 2B. Superintendent Mead introduced Al Fedje, the newly appointed Administrative Services Coordinator.

- 2C. An agenda item regarding bids for printing equipment was added to the agenda (Item 4B). Timelines for the bid opening did not allow material to be included in the packet as mailed.

3. The following correspondence was presented:

- A. Certificate of recognition from Lane County Health Department.

4. Business Affairs

4A Financial
Statements

4A. ESD and OTIS financial statements and the summary report by area for April were presented. Superintendent Mead said the information reflects a strong financial position.

Invoice registers show payments for April as follows:

ESD \$167,835.09

OTIS \$ 67,749.59

4B Automated Duplicat-
ing System Bids

4B. The following were received in response to the call for bids for an automated duplicating system:

1. AM International - TCS/4 Copy
Center with TC 45-120 Sorter \$46,675.00

Option 1: Trade-in allowance
for AM 2350 Electrostatic
Copier \$ 1,000.00

2. Xerox Corporation - 9200
Automated Duplicating
Center (re-manufactured)
Purchase \$88,874.00

Annual Lease (varies
with volume) \$17,940.00 - \$31,140.00

Option 1: None

3. Litho Development and
Research (Platemaker only) -
3 M. Platemaker - 1165 \$ 8,790.00

Option 1: None

Jim Maxwell, Media Services Director, presented a staff analysis of the three different bids, with the approximate seven-year (estimated longevity) cost to the ESD.

He and the Superintendent recommended that the AM International bid for both the Copy Center/Sorter and the trade-in for the existing Electrostatic copier be accepted. Mr. Maxwell and Ed Goodenough, AM International representative, answered questions about the equipment.

4. Business Affairs

5. Action Items

5A Ad Hoc Committee
Position Paper

6. Discussion Items

6A OAESD/AAESA Single
Membership Proposal

6B Annual Conference
Program and Plans

4. (continued)

Director McKay said he was aware that the company has had some financial problems; he wondered if obtaining necessary parts might become a problem.

Mr. Maxwell said he was confident that this division of AM will remain viable.

Mr. Goodenough said that the company's cash position was improving and he felt improvements will continue. He also remarked that parts for the equipment are available from other suppliers.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AWARDS A CONTRACT FOR A TCS/4 COPY CENTER WITH TC 45-120 SORTER TO AM INTERNATIONAL FOR \$46,675, AND ACCEPTS AM INTERNATIONAL'S OFFER OF \$1,000 TRADE-IN FOR THE AM 2350 ELECTROSTATIC COPIER NOW IN USE.

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

5A. This agenda item was deferred.

6A. Superintendent Mead has developed a proposal for joint membership for Oregon ESDs in the Oregon Association of Education Service Districts (OAESD) and the American Association of Educational Services Agencies (AAESA). The proposal has been submitted to all ESD superintendents and board members for consideration at the June OAESD Conference.

Material explaining implementation of the program and a tabulation of current and projected dues costs was reviewed. The Superintendent said existing and potential services and programs of AAESA would make membership worthwhile for all ESDs.

6B. The program for the June 13-15 conference of the Oregon Association of Education Service Districts was presented. Board members planning to attend will be contacted regarding transportation plans.

7. Reports

7A National School
Boards Association
(NSBA)

7B Cooperative Museum
Commission

7C Lane Council of
Governments

8. Future Agenda Items

9. Next Meeting

10. Executive Session

7A. Director Nearing briefly summarized several of the interesting presentations at the April National School Boards Association Convention in Atlanta. He reported that the NSBA Assembly had sent the President and Congress a message of opposition to proposed tax credit/educational voucher legislation.

7B. Director McKay reported on the June 1 Commission meeting. The 1982-83 budget (of \$48,000 total) was adopted; it will require temporary reduction of both paid staff positions to half-time each. He said the Commission will make an additional attempt to obtain some funding from Lane County and LCC. The Museum Foundation is being activated and will attempt to obtain grant funding to help in operation of the CMC. Director McKay also reported that the CMC Intergovernmental Agreement has now been approved by all participants except Lane County.

7C. This agenda item was deferred.

8. Future agenda items include:

A. Budget hearing, 1982-83 budget - June 22, 1982, 7:30 p.m

B. Adoption of budget, 1982-83

C. Appropriation of budget, 1982-83

D. Certification of ad valorem tax levy, 1982-83

E. Organization of Board, 1982-83

F. Adoption of Board meeting calendar, 1982-83

9. The next regular meeting of the Lane ESD Board will be at 7:45 p.m., Tuesday, June 22, 1982, at the Lane ESD Center.

10. Chairperson Ficek recessed the regular session and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to hear complaints or charges brought against a public officer, employee, staff member, or individual agent (grievance procedure) and ORS 192.660(1)(d) to discuss negotiations.

11. Reconvene


12. Adjourn

11. Following the Executive Session, Chairperson Ficek reconvened the Board in regular session.

No action was taken.

12. DIRECTOR DUMDI MOVED TO ADJOURN.

Director Peniston seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


Beverly Ficek, Chairperson


Melvin F. Mead, Secretary-Clerk

MM/SR:jv
6/11/82

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, June 1, 1982

LANE ESD BUDGET COMMITTEE MEETING
Tuesday, June 1, 1982

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1B Reading of Minutes

2. Review of Modifications

- 1A. The Lane ESD Budget Committee met at 7:30 p.m., Tuesday, June 1, 1982, with the following members present:

Budget Committee members attending:

Wayne Watkins, Chairperson	Cleve Dumdi
Beverly Ficek	Jim Jeppesen
Betty Knight	Doug McKay
Frank Nearing	Hugh Peniston

ESD staff attending:

Mel Mead, Superintendent	Jule Crume
Al Fedje	Jim Maxwell
Sallie Rainville	Marilyn Simons
Wanda Vinson	

- 1B. Minutes of the February 16 Budget Committee meeting (approved by ESD Board action) were distributed and reviewed.
2. Superintendent Mead reviewed the special levying authority granted by HB 3088 which allows part of the unused ESD tax base to be levied for certain specialized programs. At the request of local districts, a special resolution to levy the amount authorized was formulated and presented to local district Boards for approval. The Superintendent said that the resolution has been approved with 13 local Boards having approved the resolution. Two districts still to vote are also expected to approve. One district has rejected.

The Superintendent then reviewed modifications to expenditures as follows:

Administrative Services:

As part of the new resolution services, the ESD would assume administrative responsibility for education of Lane County residents in detention at Skipworth Juvenile Detention Center. Half of the cost will be supported by ESD levy funds and half by

2. Review of Modifications

2. (continued)

contractual funds from local districts (based on resident average daily attendance at Skipworth).

Instructional Services:

The resolution also provides for an assessment and planning study for possible establishment in 1983-84 of a program for seriously emotionally disturbed children. \$10,000 is budgeted for this study. (If the study cannot be done for that amount the funds will be added to the amount transmitted to local districts).

The remaining amount authorized by the legislation (\$194,564) will be transmitted to local districts for appropriate services provided by the district under contract to the ESD. (Services authorized include Special Education, English as a second language, and talented and gifted.)

Superintendent Mead then reviewed modifications to resources as follows:

Delinquent taxes to be collected:

This has been reduced to \$209,500, based on experience this year.

Tuition:

This \$16,869 item is added; it is the amount to be collected from local districts for their half of the cost of the educational program at Skipworth.

Interest:

This amount has been increased by \$25,000 from that estimated earlier, to a total amount of \$200,000.

Planetarium services:

This amount (which is collected from non-Lane County school users of the planetarium) has been reduced by \$1,000 to \$6,500 total, based on this year's experience.

2. Review of Modifications

3. Approval of Budget

4. Budget Hearing

12. Adjourn

2. (continued)

Mental health funds for TMR children:

Based on data from the state Mental Health Division, the estimated amount to be realized has been increased to \$215,000.

3. DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE LANE ESD BUDGET COMMITTEE APPROVES THE GENERAL AND SPECIAL FUND REQUIREMENTS AND RESOURCES AS PRESENTED FEBRUARY 16, 1982, AND AMENDED JUNE 1, 1982.

Committee member Jeppesen seconded and the MOTION CARRIED WITH COMMITTEE MEMBERS DUMDI, FICEK, JEPPESEN, KNIGHT, MCKAY, NEARING, PENISTON, AND WATKINS VOTING YES.

4. The Budget Hearing for the 1982-83 budget will be held June 22, 1982, at 7:45 p.m.

5. Chairperson Watkins thanked Committee members and staff and adjourned the meeting.

Wayne Watkins
Wayne Watkins, Chairperson

James Jeppesen
James Jeppesen, Secretary

Melvin F. Mead
Melvin F. Mead, Secretary-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, May 18, 1982

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, May 18, 1982

1. Executive Session

2. Call to Order
Regular Session
2A Attendance

2B Minutes Approved

3. Statements
2A Georgia-Pacific
Scholarship

1. Chairperson Beverly Ficek convened the Lane ESD Board in Executive Session at 7:30 p.m., Tuesday, May 18, 1982. The meeting was called under provisions of ORS 192.660(1)(d) to conduct deliberations with persons designated to carry on labor negotiations.

2A. Following the Executive Session, a regular meeting of the Lane ESD Board of Directors was called to order at 9:00 p.m., with the following present:

Board members attending:

Beverly Ficek, Chairperson
Cleve Dumdi
Hugh Peniston

Jeanne Armstrong
Frank Nearing
Nile Williams

ESD staff attending:

Mel Mead, Superintendent
Nicola Laird
Sallie Rainville

Jule Crume
Jim Maxwell
Marilyn Simons

No action was taken on Executive Session matters.

2B. DIRECTOR WILLIAMS MOVED TO APPROVE THE MINUTES OF MAY 4, 1982, AS PRESENTED.

Director Dumdi seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

3A. Director Williams said he had recently served as the Board's representative on the Georgia-Pacific Scholarship interview committee. (Lane ESD assists the G-P Foundation by coordinating the screening and interview process for Lane County students who apply for the three \$10,000 scholarships.)

Director Williams thanked Jule Crume for coordinating and organizing the committee and said he had enjoyed serving on it.

3. Statements

3B AAESA Council

3B. Superintendent Mead had just returned from a meeting of the Executive Council of the American Association of Educational Service Agencies (AAESA) in Long Island, New York, where he was elected president of this national organization. He reported briefly on the meeting and on plans for next winter's pre-conference, which will be held in Atlantic City. He also reported on the group's visit to the Nassau County, New York, Board of Cooperative Education Services (BOCES).

4. Correspondence

4. No correspondence was presented.

5. Business Affairs

5. The agenda included no action items.

6. Action Items

6A Oath of Office
Administered

6A. Chairperson Ficek administered the Oath of Office to Director Frank Nearing, who was re-elected March 30 to at-large Position 6 for the balance of an unexpired term commencing July 1, 1982, and ending June 30, 1983.

7. Discussion Items

7A CMC Amendments

7A. Revisions to the Cooperative Museum Commission Intergovernmental Agreement were reviewed. The major change is in the article dealing with the budget process. The newly written version specifies more clearly that the CMC budget must be approved by member agencies.

The Agreement has now been approved by three of the member agencies (Lane ESD, City of Eugene, and LCC).

7B OAESD Constitution
Proposal

7B. Information related to a proposal to revise the OAESD constitution was discussed.

The proposal, which originated with an OSBA task force of ESD Board members, will be discussed at the June OAESD Conference.

Board members expressed general dissatisfaction with the task force proposal.

Chairperson Ficek appointed Directors Armstrong, Nearing and Peniston to an ad hoc committee to draft a Lane ESD position statement on the issue for consideration at the June 1 meeting. A letter stating the Lane ESD Board's position will then be sent to other ESD boards.

7. Discussion Items

7C Tuition Tax Credit
Proposal

7C. In response to the request of Board members, several items of background information on President Reagan's tuition tax credit proposal were presented for review.

Pros and cons of the issue were discussed, with interesting background information contributed by various Board members.

Because the meeting had been lengthy, time was not taken to attempt to develop an ESD position statement on the issue.

8. Reports

8. This agenda item was deferred to the June 1 meeting.

9. Future Agenda Items

9. Future agenda items include:

A. Budget committee meeting, June 1

B. Reports deferred from this agenda

C. Bid award, printing equipment

D. Report of ad hoc committee regarding OAESD constitution proposal

10. Next Meeting

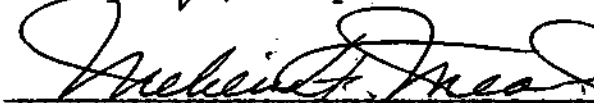
10. The next regular ESD Board meeting will be Tuesday, June 1, 1982, 7:45 p.m., at the ESD Center, 1200 Highway 99 North, Eugene.

11. Adjourn

11. DIRECTOR DUMDI MOVED TO ADJOURN.

Director Armstrong seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


Beverly Fick, Chairperson


Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, May 4, 1982

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, May 4, 1982

Agenda Topics

1. Call to Order
 - 1A. Attendance

- 1A. A regular meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, May 4, 1982, with the following present:

Board members attending:

Beverly Ficek, Chairperson
Doug McKay
Nile Williams

Jeanne Armstrong
Hugh Peniston

ESD staff attending:

Mel Mead, Superintendent
Betty Gibson
Marilyn Simons

Jule Crume
Sallie Rainville

- 1B. Minutes Approved

- 1B. DIRECTOR ARMSTRONG MOVED TO APPROVE THE MINUTES OF APRIL 20, 1982, AS PRESENTED.

Director McKay seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A. LCSBA Meeting

- 2A. Directors Armstrong, Ficek, McKay, and Peniston said they plan to attend the May 27 Lane County School Boards Association meeting at Oaklea Middle School, Junction City.

- 2B. Images Book

- 2B. Jule Crume distributed copies of Images, the 1982 Lane County student literary book, coordinated by the Special Projects department.

Board members asked that their thanks and commendations be extended to the staff who worked on the writing project, and also on the outstanding Imagination Celebration.

- 2C. OTIS Services Presentation

- 2C. Superintendent Mead advised Board members that he, Jim Ekstrom, and Bill Land were travelling to Clackamas ESD the following morning. They, with the help of Dr. Zeno Katterle, OTIS Advisory Committee Chairman, will make a presentation on OTIS services to an ad hoc study committee of Clackamas County educators. The probable outcome will be the addition of Clackamas ESD's 46,000 students and 28 school districts to the OTIS network in 1983-84.

3. Correspondence

3. The following correspondence was presented:

- A. Letter to Dick Brannan from Glenn Butler, Siuslaw District Superintendent, thanking him for presenting an excellent series of workshops for Siuslaw teachers.
- B. Letter from Kermit Horn, Environmental Education Specialist, thanking persons who assisted with successful Arbor Day activities for Lane County schools.
- C. AASA Legislative Alert, April, 1982.

(Directors asked that further information on the tuition tax credit issue discussed in this publication be presented at the next meeting.)

4. Business Affairs

4A Cooperative
Purchasing Bid
Awards

- 4A. Board members reviewed the tabulation of bid award recommendations for Cooperative Purchasing supplies and equipment. Bids were reviewed by committees representing participants in the program. In each case, the recommended product and vendor is the lowest bid which meets specifications, taking into account item group bids.

DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AWARDS CONTRACTS FOR THE PROVISION OF SUPPLIES AND EQUIPMENT TO LISTED VENDORS FOR THE AMOUNTS INDICATED, THE TOTAL OF SUCH CONTRACTS BEING FOR THE AMOUNT OF \$411,666.61. THE LISTING OF VENDORS AND AMOUNTS IS ATTACHED AS A PART OF THE OFFICIAL MINUTES OF THE MEETING.

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, PENISTON, AND WILLIAMS VOTING YES.

5. Action Items

5. The agenda included no action items.

6. Discussion Items

6A Special Education
Support Resolution

- 6A. Material explaining the Special Education support resolution was distributed and discussed. The resolution has been sent to local district superintendents for placement on a May Board agenda.

This resolution would allow the ESD to utilize special levy authority enacted by HB 3088. It would provide support to constituent district

6. Discussion Items

6A Special Education
Support Resolution

6A. (continued)

efforts to meet Special Education needs and mandates. Service areas would be as follows:

1. The ESD would assume administrative responsibility for the education component for Lane County residents in detention at Skipworth Juvenile Detention Center. Cost of this program would be supported half by ESD levy funds and half by contractual funds from local districts, based on the resident average daily attendance by juveniles involved.
2. Assessment and planning for the probable establishment in 1983-84 of a program for seriously emotionally disturbed children. Funding limit for this area is \$10,000. If it is determined that an effective effort cannot be undertaken for that amount, these funds would instead be used for district contracts.
3. Funds levied under the authorization of HB 3088 will be paid to constituent districts for appropriate services provided by the districts under contract to the ESD. Funds available will be pro-rated among all sixteen districts based on the ratio of students between six and twenty-one recorded on the most current PL 94-142 census of handicapped children. Services to be contracted will be determined between the individual district and the ESD. The district may choose the program or portion of program to be contracted as long as it is within the areas specified by HB 3088 (Special Education; English as a Second Language; or Talented and Gifted).

The ESD budget committee will be reconvened June 1 to review changes in the budget document and to approve the finalized budget.

Consensus was that the ESD Board would approve implementation of the proposed program, if the special resolution is approved by constituent district boards.

7. Reports

7A AAESA/AASA

- 7A. Director Armstrong's written conference report was presented.

8. Future Agenda Items

9. Next Meeting

10. Executive Session

11. Reconvene
11A Superintendent's
Salary

11B OTIS Director

8. The following future agenda items were identified:

- A. Administration of Oath of Office - Frank Nearing
- B. NSBA Conference report
- C. Discussion of tuition tax credit issue
- D. Discussion of Frank Pender's OAESD constitution proposal

9. The next regular meeting of the Lane ESD Board will be Tuesday, May 18, 1982, 7:45 p.m., at the Lane ESD Center.

10. Chairperson Ficek recessed the regular session and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to discuss employment of staff and 192.660(1)(d) to discuss negotiations.

11. Following the Executive Session, Chairperson Ficek reconvened the Board in regular session.

The following action was taken:

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE ESD BOARD ESTABLISHES THE SUPERINTENDENT'S SALARY FOR THE CURRENT YEAR (1981-82) IN ACCORDANCE WITH THE RECOMMENDATION OF THE BOARD SUB-COMMITTEE.

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, PENISTON, AND WILLIAMS VOTING YES.

11B. DIRECTOR MCKAY MOVED:

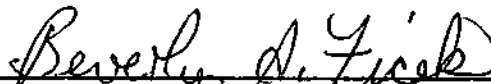
BE IT RESOLVED THAT THE LANE ESD BOARD ACCEPTS THE PERSONNEL RECOMMENDATION TO EMPLOY WYATT I. ROSENBAUM AS DIRECTOR OF OREGON TOTAL INFORMATION SYSTEM, TO BE EFFECTIVE NOT LATER THAN JULY 1, 1982.


Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, PENISTON, AND WILLIAMS VOTING YES.

12. Adjourn

12. DIRECTOR ARMSTRONG MOVED TO ADJOURN.

Director Williams seconded and the MOTION
CARRIED WITH ALL PRESENT VOTING YES.


Beverly Fick, Chairperson


Melvin F. Mead, Secretary-Clerk

Attached to official minutes:

Cooperative Purchasing
Vendor List

MM/SR:jv
5/12/82

COOPERATIVE PURCHASING

BID AWARDS

1982-83

AUDIO VISUAL SUPPLIES

AUDIO VISUAL EQUIPMENT

LIBRARY SUPPLIES

INSTRUCTIONAL/OFFICE SUPPLIES

FILING CABINETS

CUT PAPER

ART SUPPLIES

CUSTODIAL SUPPLIES

4A(27)

COOPERATIVE PURCHASING
BID AWARD RECAP
1982-83

SECTION #10 & #15	6,555.25
SECTION #20	3,320.03
SECTION #30	60,209.33
SECTION #35	1,337.44
SECTION #40	243,836.83
SECTION #50	27,739.77
SECTION #60	68,667.96

GRAND TOTAL ALL SECTIONS

411,666.61

4A(3)

COOPERATIVE PURCHASING
BID AWARD SUMMARY 1982-83 SUPPLIES

AUDIO VISUAL SUPPLIES AND EQUIPMENT

Sections #10 and #15

Audio Visual Education Systems	1,432.10
Metz Supply, Inc.	731.22
Northwestern, Inc.	437.60
NWI - Photo and Sound Company	30.00
Tersch Products	3,840.07
White Office and School Supply, Company, Inc.	84.26
TOTAL	6,555.25

LIBRARY SUPPLIES

Section #20

Boise Cascade Office Products	28.93
Brodart, Inc.	1,160.15
Gaylord Bros., Inc.	2,130.95
TOTAL	3,320.03

INSTRUCTIONAL/OFFICE SUPPLIES

Section #30

Blake, Moffitt & Towne	11,723.45
Boise Cascade Office Products	14,818.46
Brooks Office Equipment	2,329.06
Chaselle, Inc.	1,342.60
Elan Publishing Company	823.60
Elgin School Supply Company	1,883.52
Hammond & Stephens Company	84.26
Kenneth Lee James	776.85
Mail-Well Envelope Company	80.90
Metz Supply, Inc.	5,040.12
Northwest Business Supply	1,623.98
Pacific Stationery Company	5,030.22
Rose City Business Supply	287.63
Standard Stationary Supply Company	4,170.29
White Office and School Supply, Inc.	4,620.38
Zellerbach Paper Company	5,574.01
TOTAL	60,209.33

4A(4)

FILING CABINETSSection #35

Liska School Equipment	1,178.14
Office World	114.40
White Office & School Supply Company, Inc.	44.90
TOTAL	1,337.44

CUT PAPERSection #40

Blake, Moffitt & Towne	1,149.76
Fraser Paper Company	10,437.85
Zellerbach Paper Company	233,249.22
TOTAL	243,836.83

ART SUPPLIESSection #50

Blake, Moffitt & Towne	1,900.15
Boise Cascade Office Products	449.56
Chaselle, Inc.	51.48
Dick Blick Company	2,282.12
Elgin School Supply Company, Inc.	207.50
Pacific Stationery Company	13,674.22
S & S Arts and Crafts	800.46
Sax Arts and Crafts	253.58
Seattle Pottery Supply, Inc.	211.25
Triarco Arts & Crafts	876.31
Tru-Art Distribution Company	732.25
Valley Potters Guild	1,176.26
Western Paper Company	2,650.57
White Office and School Supply Company, Inc.	130.92
Zellerbach Paper Company	2,343.14
TOTAL	27,739.77

CUSTODIAL SUPPLIESSection #60

American Brush Company	800.00
Blake, Moffitt & Towne	8,739.84
Boise Cascade Office Products	273.63

4A(5)

CUSTODIAL SUPPLIES (continued)
Section #60

Great Lakes Chemical Corporation	248.40
Industrial Chemical Corporation	548.21
McDonald Wholesale	290.20
Metz Supply, Inc.	2,470.08
Packer-Scott Supply Company, Inc.	35,218.52
Scot Supply Company	10,844.82
Western Paper Company	5,318.41
Zellerbach Paper Company	3,915.85

TOTAL	<u>68,667.96</u>
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GRAND TOTAL ALL SECTIONS	<u><u>411,666.61</u></u>
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4A(6)

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, April 20, 1982

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, April 20, 1982

Agenda Topics

1. Call to Order
 - 1A Attendance

1B Minutes Approved

2. Statements
 - 2A Imagination Celebration

2B Illness

3. Correspondence

- 1A. A regular meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, April 20, 1982, with the following present:

Board members attending:

Beverly Ficek, Chairperson
Cleve Dumdi

Jeanne Armstrong
Doug McKay

ESD staff attending:

Mel Mead, Superintendent
Jim Maxwell
Marilyn Simons

Dick Lennox
Sallie Rainville
Wanda Vinson

Others attending:

Dennis Solin and Bruce Montgomery
John Schreiber, UofO student

- 1B. DIRECTOR ARMSTRONG MOVED TO APPROVE THE MINUTES OF APRIL 6, 1982, AS PRESENTED.

Director McKay seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

- 2A. Dick Lennox, ESD Arts Education Specialist, told about the 1982 Imagination Celebration scheduled on the downtown mall April 26 through May 1. The program is an outreach activity of the Kennedy Center for the Performing Arts and is locally sponsored by the Lane County Regional Arts Council. Lane ESD is a co-sponsor. A schedule of events was distributed.

- 2B. The Superintendent said that both Director Williams and Jule Crume were absent because of illness in their families.

3. The following correspondence was presented:

A. Perspective on Service, April issue.

- B. A memo from George Kloepel, L-COG Executive Director, regarding proposed administrative consolidation of Regional Agencies, dated March 19, 1982.

3. Correspondence

3. (continued)

C. Announcement of May 27 Lane County School Boards Association meeting.

D. Follow-up memo from George Kloepel dated April 16, reporting progress on the consolidation efforts described in his March 19 memo.

4. Business Affairs

4A Audit Report

4A. Bruce Montgomery and Dennis Solin reviewed the 1980-81 ESD audit. Mr. Montgomery indicated that financial records were generally in good order. He pointed out the following recommendations from the management letter:

A. Consideration be given to development of a policy on accountability of fixed assets.

B. The larger than expected cash carry-over as of June 30, 1981, (due to higher than anticipated revenues and under-expenditures in some areas) be reflected as a resource in the 1982-83 budget.

C. Even greater attention be given to be certain that funds received during the year, but not known when the budget is adopted (usually grants), be appropriated by Board resolution before they are spent.

Mr. Montgomery and Mr. Solin said the ESD Accounting Department is very well run and the staff is competent and cooperative. They encouraged Board members to study the monthly financial statements. They also invited calls if there were further questions.

4B Financial Statements

4B. Wanda Vinson reviewed ESD and OTIS financial statements and the summary of expenditures by area for March, 1982.

Invoice registers note March payments as follows:

ESD	\$140,692.70
OTIS	\$ 41,842.26

4. Business Affairs

4C Bid Award, OTIS
Disc Drive

4C. Board members reviewed bids received for the purchase of an additional IBM 3330 Model 11 disc drive and disc packs as authorized at the February 2, 1982, Board meeting.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AWARDS A BID CONTRACT TO DIAMOND PAGE INTERNATIONAL CORPORATION TO PROVIDE ONE (1) IBM MODEL 3330 DISC DRIVE, IN ACCORDANCE WITH SPECIFICATIONS AND FOR THE AMOUNT OF \$15,400.00.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK AND MCKAY VOTING YES.

5. Action Items

5A Policy Revision,
Immunization

5A. DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AMENDS BOARD POLICY NO. 502, AND ADOPTS THE AMENDED WORDING OF SAID POLICY ATTACHED HERETO AS AN OFFICIAL PART OF THESE MINUTES.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK AND MCKAY VOTING YES.

5B Purchasing
Preference Policies

5B. The Superintendent recommended that no preferential purchasing language be adopted, but that as a matter of common sense the procedure be followed that local (Lane County or state) vendors be selected in every case if bids are equal in price, quality, and service.

In discussion, Board members indicated their desire to expend funds wisely and to maintain flexibility.

The Superintendent said that the concept of pricing differential is no longer supported by state law; local preference awarding has been successfully challenged in the past.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE CURRENT LANE ESD BOARD POLICIES ON PURCHASING (POLICIES 604 AND 605) REMAIN IN EFFECT AS ADOPTED BY THE BOARD ON MAY 20, 1980.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, AND MCKAY VOTING YES.

5. Action Items

- 5C Canvass of Vote and
Certification of
Election

Oath
Administered

6. Discussion Items

- 6A ESD Needs and
Goals: Community
Relations/Com-
munications

7. Reports

- 7A Cooperative Museum
Commission

5C. DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD DECLARES THAT IT HAS CANVASSED THE OFFICIAL TABULATION OF AN ELECTION HELD MARCH 30, 1982. BE IT FURTHER RESOLVED THAT THE BOARD HEREBY CERTIFIES THAT BEVERLY A. FICEK WAS DULY ELECTED RESPRESENTATIVE OF ZONE 4 FOR A FOUR-YEAR TERM COMMENCING JULY 1, 1982, AND ENDING JUNE 30, 1986; THAT CLEVE E. DUMDI WAS DULY ELECTED REPRESENTATIVE OF ZONE 5 FOR A FOUR-YEAR TERM COMMENCING JULY 1, 1982, AND ENDING JUNE 30, 1986; AND THAT FRANK NEARING WAS DULY ELECTED TO AT-LARGE POSITION 6 FOR THE BALANCE OF AN UNEXPIRED TERM COMMENCING JULY 1, 1982, AND ENDING JUNE 30, 1983.

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, AND MCKAY VOTING YES.

Vice-Chairman McKay administered the oath of office to Directors Dumdi and Ficek.

- 6A. Board members discussed the Macomb Marketing Plan, an advertising campaign that stresses positive things about schools and builds understanding and support for public education. The program is focused on local districts and coordinated by a regional agency.

The plan has been presented to local superintendents and the level of interest in future implementation is being assessed. Consensus was to support implementation if local districts need and want such service.

Other community relations topics were discussed. An ESD open house for constituent district board members will be held in late summer or early fall.

- 7A. Minutes of the March 11 and 23 Cooperative Museum Commission meetings were distributed. Director McKay summarized major topics from those meetings and one held the morning of April 20.

He said that the Commission has agreed to sign the ESD Agreement documenting ownership of ESD equipment at the planetarium.

As a result of efforts to consolidate operations of Lane County intergovernmental agencies, CMC payroll services will be provided by L-COG.

7. Reports

7A Cooperative Museum
Commission

7A. (continued)

CMC budget cutbacks will result in two-thirds staffing level and very few additional expenditures in 1982-83. Mr. McKay briefed the Board on plans to activate the CMC Foundation. Mr. McKay also said that the CMC has given notice to WISTEC that after July 1 Carole Daly will no longer serve as WISTEC administrator in addition to her CMC duties.

8. Future Agenda Items

8. No future agenda items were identified at this time.

9. Next Meeting

9. It was agreed that a special Executive Session would be held on Friday, April 23, 7:30 a.m., at the Chalet Pancake House, for the purpose of discussing negotiations and employment of staff.

The next regular meeting of the ESD Board will be Tuesday, May 4, 1982, 7:45 p.m., at the Lane ESD Center.

10.&

10.&

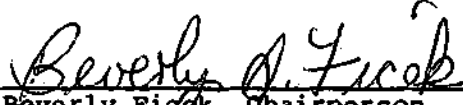
11. Executive Session

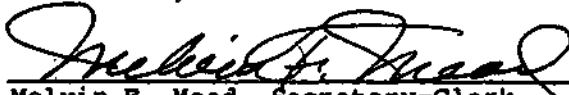
11. No Executive Session was held.

12. Adjourn

12. DIRECTOR ARMSTRONG MOVED TO ADJOURN.

Director Dumdi seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


Beverly Ficek, Chairperson


Melvin F. Mead, Secretary-Clerk

Attached to Official
Minutes:

Board Policy No. 502

MM/SR:jv
4/29/82

POLICY

No. 502

Lane Education Service District

STUDENTS

IMMUNIZATION

In order to safeguard the school community from the spread of certain communicable diseases and in recognition that prevention is a means of combatting the spread of disease, the Board requires all students to be immunized against certain diseases in accordance with state statute, unless specifically exempt for religious or medical reasons.

All students enrolling in education programs of this District must present written evidence of meeting minimum requirements for immunization as required by Oregon law.

The Board shall exempt from its requirements for immunization each student whose parents object to the requirements on the grounds that such immunization is contrary to his/her religious beliefs. The parent's objection shall be made in a written statement which will be kept on file in the District as long as the child is enrolled in the District. The Board shall further exempt from the requirements each student who has a medical exemption signed by a physician.

The County Health Department will exclude from school any student who fails to comply with these requirements for immunization.

ORS 433.235-433.280

Date Adopted: May 20, 1980

Date Revised: April 20, 1982

page 1/1

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, April 6, 1982

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, April 6, 1982

Agenda Topics

1. Call to Order
 - 1A Attendance

1B Minutes Approved

2. Statements

3. Correspondence

- 1A. A regular meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, April 6, 1982, with the following present:

Board members attending:

Beverly Ficek, Chairperson
Doug McKay
Hugh Peniston

Jeanne Armstrong
Frank Nearing
Nile Williams

ESD staff attending:

Mel Mead, Superintendent
Sallie Rainville
Wanda Vinson

Jim Maxwell
Marilyn Simons

- 1B. DIRECTOR WILLIAMS MOVED TO APPROVE THE MINUTES OF FEBRUARY 16, 1982, AND MARCH 16, 1982, AS PRESENTED.

Director Armstrong seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Director Armstrong briefly reviewed an OSBA-ESD Committee meeting which she recently attended.

The Superintendent reported he had presented information on the Macomb Marketing Plan at a meeting of the OAESD superintendents.

3. The following correspondence was presented:

- A. Copy of letters to ESD Budget Committee members.
- B. Perspective on Service, February, 1982, issue.
- C. Reprint from Education USA, March, 1982, issue.
- D. Reprint from Springfield News, March 16, 1982.

4. Business Affairs

4A Financial
Statements

- 4A. The Superintendent and Wanda Vinson reviewed ESD and OTIS financial statements and the summary of expenditures by area for February, 1982. Invoice registers noted February payments as follows:

ESD \$156,943.70

OTIS \$ 70,771.48

4B Authorization to
Bid on Press

- 4B. The Superintendent recommended that the Board authorize staff to proceed with bidding for an automated press system which will replace the press now in use and which is included in the 1982-83 budget proposal.

He said that a substantial amount of lead time is required by the manufacturers of this equipment. It is important to have the equipment in place and functioning in July in order to avoid delays in planned projects.

DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT AUTHORIZES INVITATION FOR BIDS FOR AUTOMATED PRESS EQUIPMENT. THE EFFECTIVE DATE OF ANY CONTRACT AWARDED AS A RESULT OF THE BID INVITATION WILL BE JULY 1, 1982, OR LATER.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

4C OTIS Vehicle
Replacement

- 4C. Bid invitations to replace an OTIS passenger vehicle were extended to Lane County automobile dealers and four were received as follows:

Betz Chevrolet, Cottage Grove	\$9,563.29
Betz Chevrolet, Cottage Grove	\$9,232.97
Gibson Motors, Junction City	\$9,148.00
Kendall Ford, Eugene	\$8,364.45

The Superintendent recommended that the Board authorize purchase through the State General Services Department, since the lowest bid is almost 21% higher than the State contract price.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS AUTHORIZES PURCHASE OF ONE (1) MID-SIZED FOUR-DOOR SEDAN BY THE OTIS DIVISION THROUGH THE GENERAL SERVICES DEPARTMENT, STATE OF OREGON, AT A PRICE NOT TO EXCEED \$6,917.27.

4. Business Affairs
4C OTIS Vehicle
Replacement

5. Action Items
5A Surplus Property

5B L-COG Alternate

6. Discussion Items
6A LCSBA Meeting

6B Agenda Order
Revision

4C. (continued)

Director McKay seconded and the MOTION CARRIED WITH ARMSTRONG, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

5A. The Oregon State Agency for Surplus Property is updating its files of public agencies which are eligible to purchase surplus property.

The Superintendent recommended that the ESD retain this authorization.

DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD ADOPTS THE AUTHORIZATION OF PARTICIPANTS RESOLUTION REQUESTED BY THE OREGON STATE AGENCY FOR SURPLUS PROPERTY, WHICH IS ATTACHED AS A PART OF THESE MINUTES.

Director Peniston seconded and the MOTION PASSED WITH ARMSTRONG, FICEK, MCKAY, NEARING, PENISTON AND WILLIAMS VOTING YES.

5B. DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD ENDORSES THE CHAIRPERSON'S APPOINTMENT OF DIRECTOR CLEVE DUMDI AS ALTERNATE TO DIRECTOR NILE WILLIAMS AS REPRESENTATIVE OF THE ESD TO THE BOARD OF DIRECTORS, LANE COUNCIL OF GOVERNMENTS.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

6A. Legislative concerns to include in planning for the May 27 Lane County Boards Association meeting were discussed.

6B. At the last meeting, a request was made to consider holding Executive Sessions before the regular Board meeting since pressures of time and fatigue often result from the end-of-the-meeting placement. The Superintendent briefed the Board on pros and cons of such a change. Other possibilities, such as scheduling special meetings or using second meetings for Executive Sessions, were also reviewed.

6. Discussion Items

**6B Agenda Order
Revision**

6C Board Policy
Amendments and
Additions
Immunization,
Policy 502

Purchasing

7. Reports

8. Future Agenda Items

9. Next Meeting

10. Executive Session

6B. (continued)

Following discussion, consensus of the Board was to maintain flexibility in scheduling Executive Sessions depending upon the issues to be considered. Responsibility for agenda placement would remain with the Superintendent and Chairperson.

The Board also discussed ideas for developing process skills to use in Executive Session discussions.

6C. A suggested revision of ESD Policy 502, Immunization, was presented. The revision would bring the policy into context with 1981 statute changes.

Possible policy revisions concerning purchasing preference for local vendors (Policies 604 and 605) were presented.

The Superintendent said the revised policies, if adopted, would be effective only as long as they were not successfully challenged. The concept of preference is no longer supported by state law and local preference awarding has been successfully challenged in courts in the past.

7. The agenda included no reports.

8. Items to be included on the next meeting agenda include:

A. Certifying March 30 election results and swearing in of re-elected Board members.

Other future agenda items include:

A. Report on 1980-81 audit.

9. The next regular meeting of the Lane ESD Board will be Tuesday, April 20, 1982, 7:45 p.m., at the ESD Center, 1200 Highway 99 North, Eugene.

10. Chairperson Ficek called the Board to Executive Session under provisions of ORS 192.660(1)(a) to consider employment of staff and 192.660(1)(d) to discuss negotiations.

11. Reconvene

11. Following the Executive Session, Chairperson Ficek reconvened the Board in regular session. The following action was taken:

DIRECTOR WILLIAMS MOVED:


BE IT RESOLVED THAT THE LANE ESD BOARD ACCEPTS THE PERSONNEL RECOMMENDATION TO EMPLOY ALFRED M. FEDJE AS ADMINISTRATIVE SERVICES COORDINATOR, EFFECTIVE JULY 1, 1982.

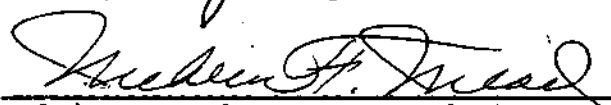
Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

12. Adjourn

12. DIRECTOR MCKAY MOVED TO ADJOURN.

Director Williams seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


Beverly Ficek, Chairperson


Melvin F. Mead, Secretary-Clerk

Attached to Official
Minutes:

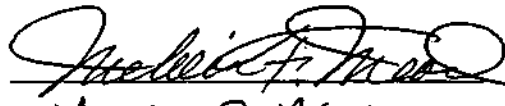

Resolution

MM/SR:jv
4/15/82

AUTHORIZATION OF PARTICIPANTS

RESOLUTION

"BE IT RESOLVED by the Governing Board, OR by the Chief Administrative Officer of those organizations which do not have a governing board, and hereby ordered that the official(s) and/or employee(s) whose name(s), title(s), and signature(s) is (are) listed below shall be and is (are) hereby authorized as our representative(s) to acquire federal surplus property from the Oregon State Agency for Surplus Property under the Terms and Conditions listed on the reverse side of this form."

NAME <small>(Print or type)</small>	TITLE	SIGNATURE
MELVIN F. MEAD	Superintendent	
NICOLA LAIRD	Administrative Assistant	

PASSED AND ADOPTED this 6th day of April, 19 82, by the Governing Board of Lane Education Service District

I, Melvin F. Mead, Clerk of the Governing Board of Lane Education Service District do hereby certify that the foregoing is a full, true and correct copy of a resolution adopted by the Board at a regular meeting thereof held at its regular place of meeting at the date and by the vote above stated, which resolution is on file in the office of the Board.

Lane Education Service District
Name of organization
P O Box 2680
Mailing address
Eugene OR Lane 97402
City County ZIP Code

[Signed] 
(Legally Authorized Official)

OR

AUTHORIZED this _____ day of _____, 19____, by:

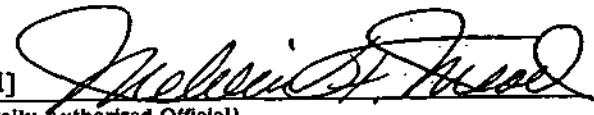
Name of chief administrative officer

Name of organization

Mailing address

City County ZIP Code

Title

 [Signed] 
(Legally Authorized Official)

Attachm. April 6, 1982

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, March 16, 1982

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, March 16, 1982

Agenda Topics

1. Call to Order
 - 1A Attendance

1B Minutes Approved

2. Statements
 - 2A Agenda Modification

3. Correspondence

- 1A. A regular meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, March 16, 1982, with the following present:

Board members attending:

Beverly Ficek, Chairperson
Cleve Dumdi
Frank Nearing
Nile Williams

Jeanne Armstrong
Doug McKay
Hugh Peniston

ESD staff attending:

Melvin Mead, Superintendent
Jim Ekstrom
Jim Maxwell
Marilyn Simons

Jule Crume
Nicola Laird
Sallie Rainville

Others attending:

Carol Mead

- 1B. DIRECTOR ARMSTRONG MOVED TO APPROVE THE MINUTES OF JANUARY 12, 1982, JANUARY 26, 1982, AND FEBRUARY 2, 1982, AS PRESENTED.

Director Peniston seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

- 2A. Board action regarding an ESD budget committee appointment was added to the agenda (Agenda Item 5B).

3. The following correspondence was presented:

- A. A letter from Margaret Gontrum, member of the Eugene 4J school board, expressing her thanks for ESD services and programs.
- B. Memo from Jim Maxwell announcing the retirement of Sylvia Boring, a long-time Media Services Division employee.
- C. Letter from Pat Konopatzke, Elmira High School media specialist, thanking staff members Don Foster and Marsha Gant for exceptional service.

3. Correspondence

4. Business Affairs

4A Financial
Statements

4B Local Government
Investment Pool

3. (continued)

- D. Letter from Lorraine Duncan, State Health Division, thanking Jim Ekstrom and Paula Bracken for reprogramming to correspond to new state immunization laws.
- E. The January issue of the American Association of Educational Service Agencies (AAESA) newsletter, Perspective on Service.

4A. The Superintendent presented ESD and OTIS financial statements dated January 31, 1982, and an update on year-to-date revenues received.

Invoice registers for January noted payments as follows:

ESD \$198,517.43

OTIS \$ 48,629.71

4B. DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE LANE EDUCATION SERVICE DISTRICT DESIRES TO CONTINUE PARTICIPATION IN THE LOCAL GOVERNMENT INVESTMENT POOL AS PROVIDED BY ORS 294.810.

BE IT FURTHER RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AUTHORIZES THE LANE COUNTY DEPARTMENT OF FINANCE AND MANAGEMENT SERVICES AND ITS FINANCE OFFICER TO INVEST DISTRICT FUNDS IN HIS CUSTODY IN THE LOCAL GOVERNMENT INVESTMENT POOL FOR THE BENEFIT OF THE DISTRICT.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT LANE EDUCATION SERVICE DISTRICT IS DESIROUS OF PARTICIPATING IN CERTAIN INVESTMENTS AS AUTHORIZED BY ORS 294.035.

BE IT FURTHER RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AUTHORIZES THE LANE COUNTY DEPARTMENT OF FINANCE AND MANAGEMENT SERVICES AND ITS FINANCIAL OFFICER TO INVEST DISTRICT FUNDS IN HIS CUSTODY IN SECURITIES APPROVED BY ORS 294.035 AND SPECIFIED ON THE LIST PUBLISHED BY THE STATE TREASURER UNDER ORS 294.046.

4. Business Affairs

4B. Local Government
Investment Pool

4B. (continued)

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

4C. Promising Practices
Grant

4C. Grant funding has been approved for three career/vocational education promising practices grant proposals requested for the McKenzie School District, through the ESD as fiscal agent. (Nine percent of the total grant remains with the ESD as compensation.) The grants will enable McKenzie schools to implement innovative practices into their curriculum.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD APPROPRIATES THE SUM OF \$3,002 RECEIVED AS GRANT FUNDING FOR THE "PROMISING PRACTICES DIFFUSION" PROJECT ON BEHALF OF MCKENZIE SCHOOL DISTRICT #68, AND THEREBY CREATES THE APPROPRIATE SPECIAL BUDGET FUND IN THE 1981-82 ESD BUDGET.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON AND WILLIAMS VOTING YES.

4D. OTIS Vehicle

4D. The current OTIS budget includes funds for replacement of two vehicles. One (a light delivery van) was previously authorized by the Board and is on order. The Superintendent requested authorization to bid the second vehicle, an intermediate-sized passenger car. He suggested soliciting bids from all interested Lane County dealers and then making a decision between awarding the contract to the most favorable local bid or purchasing the vehicle through the Oregon General Services Department under state contract.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS AUTHORIZES AN INVITATION FOR BIDS FOR ONE (1) INTERMEDIATE-SIZED FOUR-DOOR PASSENGER SEDAN, AS A REPLACEMENT UNIT FOR THE OTIS VEHICLE POOL.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON AND WILLIAMS VOTING YES.

4. Business Affairs
4D OTIS Vehicle

4D. (continued)

Director Dumdi said he felt the Board should give favorable consideration to local dealers if their bids were within ten percent of the state bid.

Following discussion, DIRECTOR DUMDI MOVED TO ASK THE SUPERINTENDENT TO PREPARE A SUGGESTED POLICY ON PURCHASING AND BIDDING.

Director Armstrong seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

5. Action Items
5A CMC Agreement

- 5A. The Superintendent reviewed the redrafted Intergovernmental Agreement which forms the Cooperative Museum Commission. He and Director McKay, Board representative to the Commission, said they felt this draft seems to clear up the problems discussed at previous meetings.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE EDUCATION SERVICE DISTRICT AUTHORIZES THE SUPERINTENDENT TO SIGN ON BEHALF OF THE DISTRICT THAT CERTAIN REVISED INTERGOVERNMENTAL AGREEMENT DATED JANUARY 25, 1982, CONTINUING AND GOVERNING THE LANE COUNTY COOPERATIVE MUSEUM COMMISSION.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON AND WILLIAMS VOTING YES.

5B Budget Committee
Appointment

5B. DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT BETTY KNIGHT IS APPOINTED TO THE LANE ESD BUDGET COMMITTEE AS A MEMBER-AT-LARGE FOR THE TERM JULY 1, 1981, TO JUNE 30, 1984.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

6. Discussion Items
6A Service to Private
Schools

- 6A. The Superintendent said he had been visited recently by parochial school administrators who requested the ESD to consider making services available to their schools at cost. The Board reviewed the request as well as past discussions on this matter. Superintendent Mead will provide several items of background information for future consideration.

7. Reports

7A Conventions

7A. Those who attended the American Association of Educational Service Agencies (AAESA) and American Association of School Administrators (AASA) Conferences shared their impressions. Consensus was that both were well planned and worthwhile.

7B Cooperative Museum
Commission

7B. Director McKay reviewed CMC correspondence and summarized the most recent Commission meetings. He said the main concern at this time is obtaining operating funds for next year. Because of the current economic environment, all intergovernmental agencies that require Lane County support have been requested to explore cost reductions. Mr. McKay reviewed a rationale for a scaled down budget prepared by Carole Daly, CMC Director.

7C Lane Council of
Governments

7C. Director Williams commented that L-COG bylaws authorize that each L-COG board member should be supported by an alternate designated by the appointing member agency. He pointed out that Lane ESD at the present has not designated an alternate, and recommended that Director Dumdi be appointed.

7D Lane County School
Boards Association

7D. Nicola Laird announced that the next meeting of the Lane County School Boards Association would be on May 27 at Oaklea Middle School, Junction City. State legislators will be invited to answer board member's questions and discuss their concerns. Superintendents are being asked to develop possible questions at their April board meetings, so that they can be summarized and presented to the attending legislators before the May meeting.

Director Nearing suggested the Association might wish to sponsor a forum for State Superintendent of Schools candidates at a later meeting.

8. Future Agenda Items

8. Future agenda items include:

- A. Discussion of suggested purchasing and bidding policy
- B. Discussion of service to private schools
- C. Appointment of alternate delegate to L-COG Board.

9. Next Meeting

9. The next regular meeting of the Lane ESD Board will be Tuesday, April 6, 1982, 7:45 p.m., at the ESD Center, 1200 Highway 99 North, Eugene.

10. Executive Session

11. Reconvene

10. Chairperson Ficek called the Board to Executive Session under provisions of ORS 192.660(1)(a) to consider employment of staff.

11. Following the Executive Session, Chairperson Ficek reconvened the Board in regular session. The following action was taken:

DIRECTOR DUMDI MOVED TO EXTEND THE MEETING TIME PAST 10:00 P.M.

Director Nearing seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT THE LANE ESD BOARD APPROVES THE SUPERINTENDENT'S RECOMMENDATION FOR ADMINISTRATIVE AND CONFIDENTIAL STAFF SALARIES FOR THE 1981-82 YEAR AS PRESENTED.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE LANE ESD BOARD APPROVES MARTA TURKSEL'S REQUEST FOR A LEAVE OF ABSENCE FOR THE COMING SCHOOL YEAR FOR FALL AND WINTER TERMS FOR THE PURPOSE OF FURTHER EDUCATION.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

DIRECTOR NEARING MOVED:

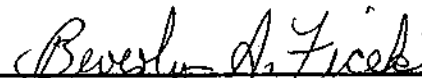
BE IT RESOLVED THAT THE LANE ESD BOARD HEREBY RE-ELECTS THE CERTIFICATED STAFF MEMBERS PRESENTED IN ACCORDANCE WITH THE SUPERINTENDENT'S RECOMMENDATIONS FOR THE 1982-83 SCHOOL YEAR.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

12. Adjourn

12. DIRECTOR NEARING MOVED TO ADJOURN.

Director McKay seconded and the MOTION CARRIED
WITH ALL PRESENT VOTING YES.


Beverly Ficek, Chairman


Melvin F. Mead, Secretary-Clerk

MM/SR:jv
3/31/82

Attach.

1. Conf. & Adm. pers. rec.
2. Pers. rec., Marta Turkel
3. Cert. staff re-election recom.

Executive Session

<u>Name</u>	<u>Division</u>	<u>1980-81</u>	<u>1981-82</u>	<u>Annuity</u>
Abbott, Carol	Media	*	\$2,044 *	\$ 50.00
Babjar, Ron	OTIS	\$1,940	\$2,400	-0-
Crume, Jule	Instruction	\$2,685	\$2,925	\$100.00
Ekstrom, Jim	OTIS	\$2,997	\$3,254	\$100.00
Ford, Bill	OTIS	\$2,566	\$2,869	\$ 30.00
Gibson, Betty	Media	\$2,195	\$2,395	\$ 60.00
+ Gil, Linda	Admin.	\$1,138	\$1,206	-0-
Jones, Ben	OTIS	\$2,566	\$2,869	\$ 30.00
Laird, Nicola	Admin.	*	\$2,166 *	\$ 50.00
Land, Bill	OTIS	\$2,647	\$2,900	\$ 90.00
Livingston, Alan	Media	\$1,809	\$1,974	\$ 50.00
Maxwell, Jim	Media	\$2,685	\$2,925	\$100.00
+ Rainville, Sallie	Admin.	\$1,275	\$1,391	\$ 35.00
+ Simons, Marilyn	Admin.	*	\$1,090 *	\$ 30.00
Suggs, Bill	Instruction	\$2,273	\$2,480	\$ 60.00
Vinson, Wanda	Admin.	\$2,177	\$2,375	\$ 60.00
Wilkerson, Marv	Instruction	\$2,562	\$2,795	\$ 70.00

* Indicates employee placed since July 1, 1981, at the monthly salary shown.

+ Indicates confidential employee.

Attach. 1, March 16, 1982

March 8, 1982

TO: Mel Mead

FROM: Jule Crume

SUBJECT: Certificated Staff Contract Renewals

I recommend the following staff members for contracts for the 1982-83 year as indicated below:

1. Re-elect, contingent upon continued state and federal funding from Mental Health Division; State Department of Education; ESEA Title I:

TMR Teachers

Bailey, Danna (BA-2)
Griffe, Marianne (MA-9)
Hall, Linda (MA-14)
Jungjohann, Kathy (MA+45-8)
Koehler, Cindy (MA-7)
Lucyshyn, Joe (BA+45-4)
Mendenhall, Jean (MA-3)
Sprague, Jeff (MA-1)
Stroll, Cheryl (MA-4)
Todd, Anne (BA-3)
Waggoner, Mick (BA+45-8)
Woods, Connie (MA-4)

TMR Support Staff and Psychologists

Adler, Ellen; Urban Specialist (MA+45-10)
Colvin, Nola; Adaptive PE (MA-7)
DeRobertis, Barbara; Speech and Language (BA-2) (½ time, job share)
Finholt, Joan; Adaptive PE (MA+45-13)
Granzin, Alexander; Psychologist (PhD-2)
Herman, Barbara; Family Consultant (MA-6) (½ time)
Hess, Richard; Psychologist (PhD-10)
Holmes, Deborah; Psychologist (MA-1)
Keim-Robinson, Kathlyn; Psychologist (MA-2)
McDonald, James; Psychologist (PhD-12)
Meyer, Mike; Psychologist (MA-1)
Reinker, Pat; Psychologist (MA+45-4)
Scott, Stephen; Psychologist (PhD-11)
Sheehan, Marty; Vocational/Career Specialist (MA+45-9)
Simon, Mary; Speech and Language (MA-8)
Simpson, Robert; Psychologist (PhD-14)
Steinzeig, Frances; Psychologist (PhD-4)
Wilson, Carolyn; Psychologist (MA-45-8)
Zembrosky-Barkin, Patti; Speech and Language (MA-10) (½ time, job share)

Attach. 3, March 16, 1982

2. Re-elect contingent upon continued Title IV-C funding (Math Project):
Brannan, Richard (MA-15)
Kimerling, Glenda (BA+45-14)
3. Re-elect contingent upon continued Vocational Education Act funding:
Clemons, Marvin; Voc/Career Education Specialist (MA+45-15)
4. Re-elect:
Horn, Kermit; Specialist (PhD-13)
Lennox, Richard; Specialist (MA-10)
Olson, Marilyn; Specialist (MA-12)
Suggs, William; Supervisor
Swanson, James; Specialist (MA+45-15)
Turksel, Marta; Field Instructor (BA-4)
Wilkerson, Marvin; Supervisor

attachment 2, March 16, 1982

March 2, 1982

TO: Mel Mead
FROM: Jule Crume
SUBJECT: Leave of Absence

Marta Turksel is requesting a leave of absence for the coming school year from September through spring break in March. See attachment. She has wanted for some time to take sufficient hours to complete teacher certification. With some job insecurity she feels the need to be qualified as a teacher to be paramount. I heartily recommend approval of her request.

cr

12

Attachment 2, March 16, 1982

MEMORANDUM

To: Jule Crume, Director
Instructional Services Division

From: Marta Turksel MT

Subject: Leave of absence.

Date: February 26, 1982

I wish to request a leave of absence to complete my teacher certification program with Lewis and Clark College in Portland. I will need to be absent September, 1982-March, 1983. I would expect to return to my present position after spring break; March, 1983.

MT:es

cc: Kermit Horn

Attachm. 2, 3/16/82

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, February 16, 1982

LANE ESD BUDGET COMMITTEE
Tuesday, February 16, 1982

Agenda Topics

1. Attendance

1. The Lane ESD Budget Committee met at the ESD on Tuesday, February 16, 1982, with the following members present:

Board members attending:

Wayne Watkins, Chairperson	Jeanne Armstrong
Vange Bigham	Jim Jeppesen
Betty Knight	Doug McKay
Frank Nearing	Hugh Peniston
Nile Williams	

ESD staff attending:

Melvin Mead, Superintendent	Jule Crume
Nicola Laird	Jim Maxwell
Sallie Rainville	Jim Swanson

Others attending:

Carol Mead

2. Minutes Approved

2. DIRECTOR ARMSTRONG MOVED TO APPROVE THE MINUTES OF FEBRUARY 9 AS PRESENTED.

Committee member Jeppesen seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

3. Budget Review

3. Chairman Watkins turned the meeting over to the Superintendent for continued review of the proposed budget.

Proposed budgetary requirements and resources for special funds in the ESD budget were reviewed. The Superintendent pointed out that special funds generate income to equal expenditures.

Oregon Total Information System (OTIS) (Fund 600): \$2,332,425

Significant changes in OTIS budget requirements were pointed out as follows:

There is a need for one additional field service staff member due to new districts coming on the system (Object 114).

3. Budget Review

3. (continued)

An increasing user base results in an increasing general office work load. There is a request for an additional one-half time position (Object 116).

Object 314 is increased by \$5,000 to provide for the increased staff development needs anticipated in connection with a major system upgrade during the summer of 1982.

The same system upgrade will replace much of the present hardware with leased equipment; Object 322 (maintenance) is therefore reduced by \$57,000. A reduction in rental charges (Object 324) is for the same reason; the system upgrade modifies the need.

Object 340 is increased by \$7,000 in anticipation of increase staff development and customer service needs.

Other Special Funds:

The purpose of each fund and estimated resources and requirements were reviewed as follows:

Title IVC Math Project (Fund 221):
\$104,000

This is the federally-funded portion of the Math Project. It is expected that next year will be the final year for this project.

Math Project Adoption Grants (Fund 230):
\$30,000

This revolving fund provides a means for Oregon school districts outside of Lane County to purchase problem solving materials from the Math Project.

Technical Skills Upgrade (Fund 264):
\$4,453

This state funded grant provides opportunities for vocational teachers to visit and work in business and industrial settings where skills they teach are used.

3. Budget Review

3. (continued)

CETA (Fund 280) \$5,500

The proposed budget is the same as for the current year and would be used if a CETA grant for staff help becomes available.

Equipment Transfers, ESD (Fund 400):
\$73,413 and OTIS (Fund 410): \$569,856

These are for transfers of amounts from the general fund and OTIS budgets for amortization of the purchase costs of major equipment.

Cooperative Purchasing (Fund 610):
\$770,000

This revolving fund is for purchase and sale of supplies to local school districts and other governmental units. Volume purchasing results in savings.

Working Capital (Fund 900): \$30,000

This provides a revolving fund for receipt and expenditure of costs related to ESD workshops and activities, such as tuition and meal payment, that are not actually part of the ESD budget.

School Support Fund: \$3,712,593

The Superintendent presented background information on this fund.

He explained that 1981 legislation directs ESD's to certify a levy for 1982-83 which includes their entire tax bases. The State Department of Education, in turn, is directed to offset the "frozen" (equalization) portion of those tax bases with funds which will then be distributed to local districts as the School Support Fund.

The purpose of the 1981 legislation is simply to preserve the "frozen" tax bases for another period of time, so that future legislatures will retain the option to consider future needs and uses for such funds.

3. Budget Review

3. (continued)

Other Information:

Information members had requested on salary projections for the TMR program and on staffing changes in Media Services was reviewed.

The Budget Information Booklet was also distributed. This supplement to the Budget Document gives background information and detailed explanations of each budget item.

Levy Review:

A levy authority - levy recommendation comparison was distributed and reviewed.

The Superintendent called attention to the special levying authority granted by HB 3088 which allows a part of the unused ESD tax base to be levied for certain specialized programs.

As proposed, the budget suggests that this levy amount be foregone. However, the Superintendent said that a request has recently been made that the ESD explore the feasibility of levying the amount authorized for the purpose of assuming greater responsibility for the special education program for the educable mentally retarded.

If it is decided after further study that there is merit in this idea, it will be presented to the ESD Board and to local district boards as an additional resolution service.

4. Tentative Approval of the Budget

4. The Budget Committee will meet again in late May or early June. At that time, state and federal fiscal developments will be considered prior to final approval. Committee members will be kept advised by mail and through regular Board meetings.

DIRECTOR MCKAY MOVED:

BE IT RESOLVED THAT THE LANE ESD BUDGET COMMITTEE TENTATIVELY APPROVES THE GENERAL AND SPECIAL FUND BUDGET REQUIREMENTS AND RESOURCES AS PRESENTED.

4. Tentative Approval of
the Budget

4. (continued)

Director Peniston seconded and the MOTION
CARRIED WITH COMMITTEE MEMBERS ARMSTRONG,
BIGHAM, JEPPESEN, KNIGHT, MCKAY, NEARING,
PENISTON, WATKINS, AND WILLIAMS VOTING YES.

5. Adjourn

5. The meeting was adjourned.

Wayne Watkins, Chairman
Wayne Watkins, Chairman

Jim Jeppesen
Jim Jeppesen, Secretary

Melvin F. Mead
Melvin F. Mead, Secretary-Clerk

MM/SR:jv
3/19/82

Lane Education Service District
1200 Highway 99 North
Eugene OR 97402

Office of the Superintendent
February 9, 1982

LANE ESD BUDGET COMMITTEE
Tuesday, February 9, 1982

Agenda Topics

1. Attendance

1. The Lane ESD Budget Committee met at the ESD on Tuesday, February 9, 1982, with the following present:

Board and Budget Committee Members attending:

Wayne Watkins, Chairman	Jeanne Armstrong
Vange Bigham	Cleve Dumdi
Beverly Ficek	Jim Jeppesen
Betty Knight	Doug McKay
Frank Nearing	Hugh Peniston
Nile Williams	

ESD staff attending:

Melvin Mead, Superintendent	Jule Crume
Nicola Laird	Jim Maxwell
Sallie Rainville	Jim Swanson
Wanda Vinson	

Others attending:

Carol Mead

2. Minutes approved

2. DIRECTOR DUMDI MOVED TO APPROVE THE MINUTES OF FEBRUARY 2 AS PRESENTED.

Director Armstrong seconded and THE MOTION CARRIED WITH ALL PRESENT VOTING YES.

3. Budget review

3. Chairman Watkins turned the meeting over to the Superintendent Mead for a review of the proposed 1982-83 budget resources and requirements.

RESOURCES:

The Superintendent distributed and reviewed a table comparing 1981-82 and estimated 1982-83 resources including tax funds; a table comparing 1980-81 and 1981-82 ad valorem tax collections, and a comparison of general fund expenditures.

The proposed budget is within the six percent statutory growth limitation and will probably result in a decreased ESD tax rate.

REQUIREMENTS:

Proposed budgetary requirements of three of the ESD divisions were reviewed. The Superintendent highlighted significant changes as follows:

Administrative Services:

ESD Board (program 10): The only significant change is a decrease in the amount requested for election service. The request is for the maximum anticipated for one election.

(Administrative Services - continued)

Superintendent's office (program 11): Function 2590 is increased to provide for leasing space in the Co-operative Museum occupied by the ESD planetarium.

Administrative support services (program 12): The amount proposed for the equipment reserve account (2545/710) has been increased. The Superintendent said the level of the reserve needs to be raised; the rate of transfer in the past has not been realistic.

ESD physical plan expenses (program 14): The only change is a request for funds to provide low dividers for vision and noise control in the front office area.

Data processing resolution services (program 15): Reductions in amounts in this program come as a result of fewer enrolled pupils in the county and because of the shift this year to purchased terminals.

Instructional Services:

No changes (other than to account for inflation) are proposed for nine of the ten budget areas in this division.

Special education (program 89): In addition to inflationary increases in salary and other accounts, the following changes are also proposed.

One additional certificated employee to be hired on a part-time basis as a behavior management specialist; in addition, there is a requested increase to account for 4.0 FTE aides. A steady rise in the incidence of profoundly retarded children requires the need for aides to work one-on-one with these children.

A new addition to this program (Function 2126) is an information, referral, and coordination program titled Direction Service. This service has been requested by the metropolitan school districts and is proposed as a resolution service.

The Superintendent also explained that three elements of the special education 1981-82 program budget have been deleted. These were proposed as resolution services last year, but were not approved.

(Instructional Services - continued)

There were several questions about proposed salary increases in this area. The Superintendent explained that all salary items throughout the budget are based on the current year's salary levels. He said further information on special education salaries will be provided at the next meeting.

Media Services:

Division administration (program 30): Decreases in salary objects are as a result of continued reorganization of the division staff.

Function 2223/316 is reduced by \$6,500 because one-time costs of programming for bar code scanning of library items has now been completed.

Increases in this program are to cover costs of binding the media catalog (printed every three years) (2223/360) and to increase the equipment reserve fund in order to build up the fund and amortize costs more effectively.

Media Library (program 31): Increases in this program are for equipment costs necessary to include video cassette materials in the circulating library (2223/541) as well as to increase more realistically the equipment reserve account (2223/710).

Production Department (program 32): The Superintendent explained that this department generates a significant amount of revenue which partially offsets its operating costs. Increases in the program are due to the need to replace the automatic press which is no longer serviceable (2223/541 and 710).

Teaching Resource Center (program 33) and Electronics Maintenance (program 34): No increases, other than to reflect inflation, are proposed for these two programs.

4. Committee calendar 4. The next meeting of the ESD Budget Committee will be held Tuesday, February 16, at 7:30 p.m. Requirements for OTIS and other special funds will be reviewed.

The Superintendent explained a change in the budget committee process from that followed in prior years. The 1981 Legislature repealed special budget adoption dates for ESDs, making their budget calendars the same as for local school districts. The Superintendent therefore suggested that following review and tentative approval of the budget proposal, the committee be called back for another session toward the end of May or early June.


(Committee calendar - continued)

If it becomes necessary, any adjustments due to changes in state and federal funding sources could then be incorporated into the budget document prior to final approval.

5. Adjourn

5. The meeting adjourned.


Wayne Watkins, Chairman


Jim Jeppesen, Secretary


Melvin F. Mead, Superintendent-Clerk

MM:SR
2/11/82

LANE ESD BOARD AND BUDGET COMMITTEE
Tuesday, February 2, 1982

Agenda Topics

1. Attendance

1. The Lane ESD Board and Budget Committee met at the ESD on Tuesday, February 2, 1982, for dinner, presentation of the educational plan, and the Budget Committee organizational meeting.

Board and Budget Committee members attending were:

Beverly Ficek, Chairperson pro tem	
Jeanne Armstrong	Cleve Dumdi
Doug McKay	Frank Nearing
Hugh Peniston	Nile Williams
Jim Jeppesen	Betty Knight
Toby Moore	Wayne Watkins

ESD staff attending were:

Superintendent Melvin Mead	Carol Abbott
Dick Brannan	Jule Crume
Jim Ekstrom	Nicola Laird
Alan Livingston	Jim Maxwell
Marilyn Olson	Marilyn Simons
Sallie Rainville	Wanda Vinson
Marvin Wilkerson	

2. Educational Plan

2. Superintendent Mead welcomed those attending. Presentations included overviews of the four ESD divisions, with short reports highlighting one or two of the services provided by each.

Instructional Services:

Jule Crume described general responsibilities of the Instructional Services Division and briefly reviewed services its eight departments provide to Lane County educators.

A more in-depth look at two of the departments was provided by Marilyn Olson, special projects specialist, and Marvin Wilkerson, special education supervisor.

Media Services:

Jim Maxwell reviewed the purposes and goals of the Media Services Division and summarized services available through its four departments. He also distributed copies of the division's annual report.

A slide-tape on operation of the media library and services it provides was presented.

OTIS:

Jim Ekstrom reviewed the history and background of OTIS and presented a summary of services provided through the three departments in the division.

For a more detailed look at one service, Mr. Ekstrom explained the new health record program designed to help districts to meet requirements of the new state law on immunization.

2. Educational Plan 2. (continued)
- Administrative Services:
The Superintendent distributed a summary of the services provided by the Administrative Services Division.
3. Budget document and message 3. Superintendent Mead then presented the 1982-83 budget message and preliminary budget document. He told the Committee that discussion and review would begin at the next meeting.
4. Budget Committee organization 4. Chairperson pro-tem Ficek called the Budget Committee organizational meeting to order at 9:30 p.m., and opened nominations for Budget Committee Chairperson.
- DIRECTOR WILLIAMS NOMINATED WAYNE WATKINS TO CHAIR THE BUDGET COMMITTEE.
- DIRECTOR MCKAY MOVED THAT NOMINATIONS BE CLOSED AND THE SECRETARY BE INSTRUCTED TO CAST AN ELECTIVE BALLOT FOR WAYNE WATKINS TO CHAIR THE BUDGET COMMITTEE.
- Director Nearing seconded and THE MOTION CARRIED WITH ALL PRESENT VOTING YES.
- Chairperson Watkins declared nominations open for Budget Committee secretary.
- DIRECTOR ARMSTRONG NOMINATED JIM JEPPESEN TO SERVE AS SECRETARY TO THE BUDGET COMMITTEE.
- DIRECTOR NEARING MOVED THAT NOMINATIONS BE CLOSED AND THE SECRETARY BE INSTRUCTED TO CAST AN ELECTIVE BALLOT FOR JIM JEPPESEN TO SERVE AS SECRETARY TO THE BUDGET COMMITTEE.
- Director Ficek seconded and THE MOTION CARRIED WITH ALL PRESENT VOTING YES.
5. Next meeting 5. The next regular meeting of the Lane ESD Board and Budget Committee will be Tuesday, February 9, at 7:30 p.m., at the Lane ESD Center.
6. Adjourn 6. The meeting was adjourned.

Wayne Watkins, Chairman
Wayne Watkins, Chairperson

Jim Jeppesen, Secretary
Jim Jeppesen, Secretary

Melvin F. Mead
Melvin F. Mead, Superintendent-Clerk

Lane Education Service District
1200 Highway 99 North
Eugene OR 97402

Office of the Superintendent
Tuesday, February 2, 1982

LANE ESD BOARD MEETING
Tuesday, February 2, 1982

Agenda Topics

1. Attendance

1. A regular meeting of the Lane ESD Board of Directors was called to order at 9:45± p.m., Tuesday, February 2, 1982, with the following members present:

Board members attending:

Beverly Ficek, Chairperson	Jeanne Armstrong
Doug McKay	Frank Nearing
Hugh Peniston	Nile Williams

ESD staff attending:

Melvin Mead, Superintendent	Jim Ekstrom
Sallie Rainville	

2. Action items

2. At its January 28 meeting, the OTIS Advisory Committee acted to approve and recommend to the ESD Board an equipment upgrade to an IBM 4341-2 computer, with accompanying changes in peripheral equipment. It was recommended that major hardware elements, the computer and the high-speed printer, be leased for an initial period rather than purchased outright. The Superintendent said this arrangement would provide flexibility for possible adjustments; he said also that seventy-five percent of the lease payments would accrue to purchase credits.

DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT THE LANE ESD BOARD APPROVES THE OTIS ADVISORY COMMITTEE'S RECOMMENDATION TO LEASE THE FOLLOWING EQUIPMENT: 1 IBM 4341-MO2 COMPUTER, 2 IBM 3278 DISPLAY CONSOLES, 1 IBM 3211 2000-LINE PRINTER, 1 IBM 3216 PRINT TRAIN, 1 IBM 3811 PRINTER CONTROLLER, AT A MONTHLY COST OF \$16,711, AND TO PURCHASE 1 IBM 3330-11 DISK STORAGE UNIT AND 4 IBM 3101 CRT DISPLAY TERMINALS.

Director McKay seconded and THE MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

3. Adjourn

3. The meeting was adjourned.

Beverly A. Ficek
Chairperson

Melvin Mead
Superintendent-Clerk

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, January 26, 1982

Agenda topics

1. Call to order
Attendance

1. A regular meeting of the Lane ESD Board of Directors was called to order at 7:00 p.m., Tuesday, January 26, 1982, with the following members present:

Board members attending:

Beverly Ficek, Chairperson	Jeanne Armstrong
Cleve Dumdi	Doug McKay
Frank Nearing	Hugh Peniston
Nile Williams	

ESD staff attending:

Melvin F. Mead, Superintendent	Jule Crume
Nicola Laird	Jim Maxwell
Sallie Rainville	

2. Action items

2. DIRECTOR ARMSTRONG MOVED TO ACCEPT THE PERSONNEL RECOMMENDATION TO EMPLOY DEBORAH HOLMES FOR THE POSITION OF SCHOOL PSYCHOLOGIST.

Director Dumdi seconded and THE MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

3. Work session

3. A work session to study 1982-83 ESD budget resources and requirements was held. The ESD resolution process was also reviewed.

4. Discussion items

4. Director Williams distributed information from Lane Council of Governments (L-COG) including proposals for charter revisions and member dues increase schedule. Following discussion, consensus of the Board was that Director Williams should vote against the proposed dues increase.

5. Next meeting

5. The next regular meeting of the Lane ESD Board will be the first budget committee session, February 2, 1982, 6:30 p.m., at the ESD Center.

6. Adjourn

6. DIRECTOR NEARING MOVED TO ADJOURN.

Director Armstrong seconded and THE MOTION CARRIED WITH ALL PRESENT VOTING YES.

attachment to official minutes:
Personnel recommendation

Beverly A. Ficek
Chairperson

Melvin F. Mead
Superintendent-Clerk

January 25, 1982

TO: Mel Mead
FROM: Jule Crume
SUBJECT: Psychologist

I am recommending Deborah Holmes for the position of psychologist, replacing Christine Walken. Ms. Holmes has a BA degree from Northern Arizona University in Psychology and has just completed an MS degree in Psychology at the University of Oregon.

Through our association with her in the application-interview process and follow up activities to gain certification, we have been impressed both with her skills and personal qualifications for the position.

Her salary is at the MA-0 step.

cr

Attachment 1/26/82

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, January 12, 1982

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, January 12, 1982

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1B Minutes Approved

2. Statements
 - 2A Agenda Modification

- 2B LCSBA

3. Correspondence

- 1A. A regular meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, January 12, 1982, with the following members present:

Board members attending:

Beverly Ficek, Chairperson	Jeanne Armstrong
Cleve Dumdi	Doug McKay
Frank Nearing	Hugh Peniston
Nile Williams	

ESD staff attending:

Melvin Mead, Superintendent	Jule Crume
Betty Gibson	Nicola Laird
Sallie Rainville	Marilyn Simons
Wanda Vinson	

- 1B. DIRECTOR WILLIAMS MOVED TO APPROVE THE MINUTES OF DECEMBER 1, 1981, DECEMBER 8, 1981, AND DECEMBER 16, 1981, AS PRESENTED.

Director McKay seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

- 2A. The Superintendent asked that agenda items be added regarding OTIS delivery van bids (4B) and budget calendar (5E).

- 2B. Directors Armstrong, Nearing, Peniston, and Williams said they planned to attend the Lane County School Boards Association meeting on January 21. The Superintendent will also attend.

3. The following correspondence was presented:

- A. December issue of Perspective on Service.
- B. OECC Data, November, 1981.
- C. A letter from Director Armstrong to Senator Packwood asking him to reconsider his position on tuition tax credits.
- D. A letter from Frank Pender, president of Oregon ESD board members association.

3. Correspondence

3. (continued)

- E. A letter from Verne Duncan, State Superintendent, thanking Lane ESD for hosting a regional resource management conference.
- F. A letter from Jim Howard, Pleasant Hill, thanking OTIS for the new immunization data programs.

4. Business Affairs

4A Financial Statements

4. ESD and OTIS financial statements for October were presented by the Superintendent and Wanda Vinson. Invoice registers noted payments as follows:

ESD	\$177,018.01
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OTIS	\$ 58,720.12
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4B OTIS Delivery Van Bids

- 4B. On November 17 a recommendation to purchase a light delivery van through the State of Oregon General Services Department was tabled and the Board requested that bids be called from local dealers. These bids were opened on January 5 and were as follows:

Gibson Motor Company	\$7,996.80
Uncle Bud Betz	\$7,664.00
Kendall Ford	\$7,658.10
Joe Romania	\$7,596.16
Don Byars GMC	\$7,461.11

Because the lowest local bid exceeded the State contract price by 7-1/2%, the Superintendent recommended that the bids be rejected.

DIRECTOR PENISTON MOVED:

BE IT RESOLVED THAT THE ESD BOARD REJECTS ALL BIDS RECEIVED AND OPENED ON JANUARY 5.

BE IT FURTHER RESOLVED THAT THE BOARD REMOVE RESOLUTION 81-24 OF NOVEMBER 17, 1981, FROM THE TABLE, AND AUTHORIZE THE PURCHASE OF A VAN THROUGH THE STATE OF OREGON PURCHASING CONTRACT AS STATED IN THAT MOTION.

Director Williams seconded. DIRECTOR ARMSTRONG, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTED YES. DIRECTOR DUMDI VOTED NO. THE MOTION CARRIED.

5. Action Items

5A Approval of
Planetarium Use
Agreement

5A. The Board reviewed a proposed renewal contract between the ESD and WISTEC covering WISTEC's use of the planetarium. The Superintendent indicated that the proposed wording dealt with several issues which were not covered in the expired contract, and had been carefully reviewed and the terms negotiated by both staffs.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AUTHORIZES THE PROPOSED RENEWAL CONTRACT BETWEEN THE ESD AND WILLAMETTE SCIENCE AND TECHNOLOGY CENTER AND APPROVES THE TEXT ATTACHED HERETO AS AN OFFICIAL PART OF THESE MINUTES.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICKE, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

5B L-COG Membership

5B. As ESD's representative to the L-COG Board, Director Williams recommended that membership be maintained for the coming year.

He said he feels L-COG services have value to the ESD as well as to the smaller school districts which the ESD membership also represents.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS AUTHORIZEZ CONTINUED MEMBERSHIP DURING 1982-83 IN THE LANE COUNCIL OF GOVERNMENTS (L-COG).

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

5C Approval of
Representation
Agreement, Math
Project Materials
Publication

5C. Jule Crume reviewed math project developments. Requests have come to the U.S. Department of Education for purchase of materials developed through Lane ESD's Math Project. The Department has named Linc Resources, Inc., of Columbus, Ohio, to be its representative in arranging for the publication and distribution of the Math materials. An agreement form has been submitted to the ESD which, if approved by the Board, would authorize Linc to serve in the same capacity for the ESD. Linc would then represent both parties in working out an agreement for sale of materials to a publisher.

5. Action Items

5C Approval of
Representation
Agreement, Math
Project Materials
Publication

5D Policy Revisions

5E Budget Calendar

5C. (continued)

When and if details of a sale are worked out, the actual contract would come to the ESD Board for approval.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE LANE ESD BOARD OF DIRECTORS OF LANE ESD AUTHORIZES THE SIGNING OF THE DEVELOPER'S WARRANTY AND REPRESENTATION AGREEMENT, THEREBY APPOINTING LINC RESOURCES, INC., AS THE DISTRICT'S AGENT IN THE NEGOTIATIONS OF ANY SALE OF PUBLICATION RIGHTS FOR MATERIALS DEVELOPED BY THE LANE COUNTY MATH PROJECT.

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

5D. DIRECTOR MCKAY MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AMENDS POLICIES NO. 804 AND 903; ADOPTS NEW POLICY NO. 904 (SELECTION OF INSTRUCTIONAL MATERIALS); RE-NUMBER OLD POLICIES 904 AND 905 TO BECOME POLICIES 905 AND 906; AMENDS NEWLY-NUMBERED POLICY 905, AND ADOPTS THE TEXTS ATTACHED HERETO AS A PART OF THE OFFICIAL MINUTES OF THIS MEETING.

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

5E. As a part of HB 2644, the 1981 Legislature repealed special budget adoption dates for ESDs, thus making them in one more way the same as local school districts. For this reason, and because of the uncertainty of funding levels from state and federal sources, the Superintendent recommended revising and delaying the budget calendar from that followed in previous years.

The Superintendent also suggested that the Board hold one or two work sessions on proposed requirements prior to the organization of the budget committee.

5. Action Items
5E Budget Calendar

5E. (continued)

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE ESD BOARD OF DIRECTORS APPROVES THE BUDGET CALENDAR AS FOLLOWS:

DECEMBER 1 - CONSTITUENT DISTRICTS, REVIEW
FEBRUARY 19 AND ACTION ON 1982-83
RESOLUTIONS.

JANUARY 26 BOARD WORK SESSION ON REQUIRE-
MENTS BUDGET PROPOSALS

FEBRUARY 2 FIRST BUDGET COMMITTEE MEETING.
EDUCATIONAL PLAN PRESENTATION;
ORGANIZATION; BUDGET MESSAGE.

FEBRUARY 9 BUDGET COMMITTEE MEETING(S).
(AND
FOLLOWING
TUESDAYS AS
NECESSARY)

JUNE 1 BUDGET HEARING.

JUNE 15 ADOPTION OF BUDGET; APPROPRIA-
TION; SETTING OF LEVY.

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

6. Discussion Items
6A Vocational Grant
Proposal

6A. Jule Crume reviewed proposed grant application for a vocational-technical skills upgrade project. The grant would provide opportunities for vocational educators to visit and work in business and industrial settings where skills they teach are used, with a goal of improving vocational education opportunities for Lane County students. She said the application is for a similar project to that approved last summer.

DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT THE ESD BOARD HEREBY APPROVES APPLICATION TO THE STATE DEPARTMENT OF EDUCATION FOR A GRANT FOR SKILLS UPGRADING FOR VOCATIONAL/TECHNICAL TEACHERS IN THE AMOUNT OF \$4,453.00.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

10. Chairperson Ficek called the Board to Executive Session under ORS 192.660(1)(d) to consider employment of staff.

11. Reconvene

11. Following the Executive Session, Chairperson Ficek reconvened the Board in regular session. The following action was taken:

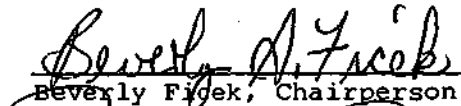
DIRECTOR WILLIAMS MOVED TO ACCEPT THE RESIGNATION OF CHRISTINE WALKEN, SCHOOL PSYCHOLOGIST, WITH REGRETS.

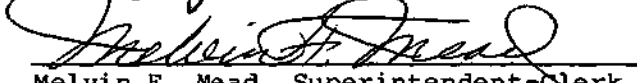
Director McKay seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

12. Adjourn

12. DIRECTOR WILLIAMS MOVED TO ADJOURN.

Director McKay seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


Beverly Ficek, Chairperson

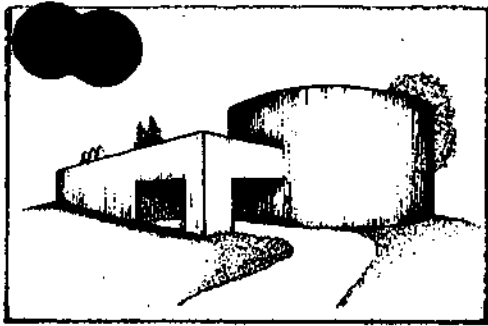

Melvin F. Mead, Superintendent-Clerk

Attached to official minutes:

ESD-WISTEC Agreement for
Use of Planetarium

Policy revisions
changes: 800 and 900

MFM/SR/jv
1/21/82



**WILLAMETTE
SCIENCE and
TECHNOLOGY
CENTER
(WISTEC)**

file Co 724

RECEIVED

November 20, 1981

NOV 24 1981

LANE E S D

BY _____

Mel Mead, Superintendent
Lane Education Service District
P.O. Box 2680
Eugene, Oregon 97402

Dear Mel:

Enclosed for signature are three copies of the "Agreement Between Lane Education Service District and Willamette Science and Technology Center Regarding the Use of the Planetarium".

After the ESD's Board Chairperson executes the agreement, please return one copy to WISTEC.

Thank you very much for your patience and cooperation.

Very truly yours,

Carole

Carole Daly
Acting Administrator

CD:kc
enclosures

Attachm #1- 1/20/82

AGREEMENT

Between the State of Oregon acting by and through the State Board of Higher Education on behalf of the University of Oregon, hereinafter "University", and the Lane Educational Service District, hereinafter "ESD",

Whereas ESD desires to utilize up to 3 University Graduate Teaching Fellows to provide instructional services for the Science Museum Planetarium, and

Whereas the University, through its Department of Physics, is desirous of providing this community service as well as an educational opportunity for the students to be involved.

It is hereby agreed as follows:

1. University will appoint and assign up to 3 Graduate Teaching Fellows (GTF's) to ESD for the purpose of making instructional presentations, primarily to Junior High and High School students, at the Science Museum Planetarium.
2. .30 FTE GTF's will be expected to work an average of 150 hours per academic term including time for planetarium presentations, preparation, and travel.
3. GTF's will be under the direct supervision of Dr. William Suggs, Director of the Planetarium.
4. GTF's will be selected by Dr. Suggs, although it is understood that the official University appointment as GTF's will be subject to the normal University appointment requirements and procedures, and that the selectees will be expected to enroll for at least 9 graduate credit hours per term, which must be part of a degree program approved by the University's Department of Physics. As teaching assistants, .30 GTF's will pay no tuition for up to 16 credit hours per term, but must pay the mandatory fee each term.
5. Formal evaluation of the GTF's performance will be made by Dr. Suggs in a form and at times to be specified by the University's Department of Physics.
6. Estimated cost of this agreement is \$4,666 per .30 FTE GTF, or a maximum of \$14,000. This includes salary payments to the GTF's, and the employer fringe benefit costs estimated at 5%, and no other costs.

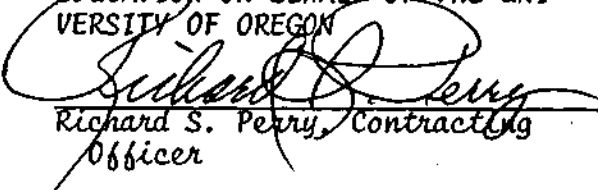
Attach #1 1/12/82

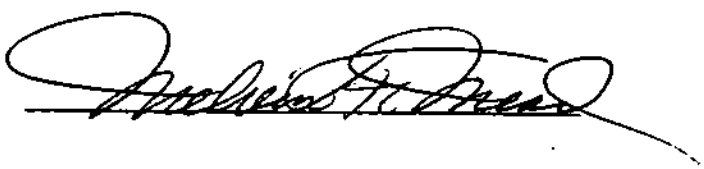
7. Payment by ESD to the University will be made once each academic term upon receipt of invoices based on actual costs of GTF's services provided.
8. The agreement shall be effective for the period September 15, 1981 through June 15, 1982.

Witnesseth:

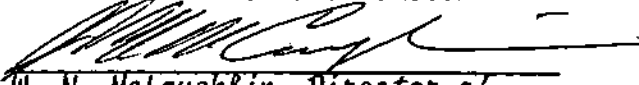
STATE OF OREGON, ACTING BY AND
THROUGH THE STATE BOARD OF HIGHER
EDUCATION ON BEHALF OF THE UNI-
VERSITY OF OREGON

LANE EDUCATIONAL SERVICE DISTRICT


Richard S. Perry, Contracting
Officer



FOR THE UNIVERSITY OF OREGON


W. N. McLaughlin, Director of
Business Affairs

Date 5-18-81

AGREEMENT

Between
Lane Education Service District (ESD)
and the
Willamette Science and Technology Center (WISTEC)
Regarding Use of the Planetarium

WHEREAS ESD and WISTEC share the planetarium/science museum facility in Alton Baker Park, Eugene, Oregon, and

WHEREAS the agreement between WISTEC and the Cooperative Museum Commission, dated March 6, 1975, stipulates limited use of the planetarium facilities by WISTEC, and,

WHEREAS total oversight of the planetarium facility in matters of administration, programming, maintenance and staffing is reserved to ESD; therefore be it

RESOLVED THAT:

1. The planetarium instrument and chamber will be available for the use of WISTEC at times when it is not specifically reserved by the ESD for programs for public schools within the county during the school day or for other users in the education field.
2. The Board of WISTEC shall be empowered to set and charge admission fees to public users and to school groups external to the ESD area.
3. ESD will be empowered to enter into agreements with other members of the Cooperative Museum Commission to provide such planetarium services as may be part of their educational programs.
4. School groups external to the Lane ESD service area and the general public will be admitted to educational programs on a space available basis.
5. WISTEC agrees to pay ESD \$8.50 per hour for staff services when the planetarium instrument, or other audio visual equipment requiring an operator, is needed, plus \$5.50 per hour for instrument maintenance costs.
6. WISTEC's use of the planetarium chamber for programs not requiring the use of the planetarium instrument or ESD personnel for operation of special audio visual equipment shall be provided free of charge provided:
a) such use is scheduled in advance through ESD, and b) WISTEC pays a pro rata share of the janitorial services and utility costs.
7. Production costs for programs which are not a part of the regular school planetarium offerings will be charged to the user. Charges may be made for research, secretarial services, automation, audio visual duplication, audio visual materials, special equipment, etc. Such charges will be made on a per cost basis, and a detailed estimate shall be provided in advance. Use of such programs by ESD will be provided at a per showing cost to be set by

Attn: 1/12/82

WISTEC, based on production costs, or production costs may be shared if extensive use will be made by both parties.

8. Representatives of WISTEC and ESD shall draft a schedule by July 1, of public planetarium shows for the year beginning in September. This schedule may consist of original ESD shows and shows from other sources.

ESD shall provide prior to July 1 a brief description of all planned public in-house shows, including topic, outline of content, sources of visual materials, planned uses of the star and peripheral projectors and estimate of production costs.

WISTEC shall provide to ESD programs obtained from outside sources for examination and estimate of automation costs prior to the schedule meeting.

Once a schedule has been agreed upon, ESD agrees to make shows available for preview at least three weeks before the scheduled opening date. WISTEC reserves the right to reject ESD productions and automations until they are done in a satisfactory manner, and WISTEC should not be responsible for production costs until a show has been formally accepted for presentation. (Necessary modifications in outside planetarium programs shall be agreed upon in advance by ESD and WISTEC.)

9. The Guidelines for Planetarium Use, (see attached) are accepted by WISTEC as a condition of this agreement.

10. This agreement shall remain in force from the time this agreement is signed by all parties through June 30, 1982. Thereafter, the terms of the agreement shall be subject to yearly approval by both parties.

IN WITNESS WHEREOF the parties have caused two counterparts hereof to be signed this _____ day of _____, 19__.

LANE EDUCATION SERVICE DISTRICT

By Beverly A. Fick
Board Chairperson

By Stephen F. Friend
Superintendent-Clerk

WILLAMETTE SCIENCE AND TECHNOLOGY CENTER

By Larry B. B...
Board Chairperson

Attachment #1 1/12/82

GUIDELINES FOR PLANETARIUM USE

The following guidelines will govern general use of the planetarium facility.

I. Fees and Charges

- A. The ESD will assess a fee from users other than ESD constituent districts for planetarium programs.
- B. The fee charged will serve to reimburse Lane ESD for the following items:
 - 1. Operator wages and fringe benefits.
 - 2. Planetarium instrument maintenance
 - 3. Public utilities and janitorial costs
- C. The fee will be re-evaluated and set on an annual basis.
- D. For planetarium operations which make additional demands on staff, equipment or facilities, ESD will be entitled to direct cost reimbursement from agencies external to its service area.

Such additional costs may include but are not limited to production costs for programs not in regular planetarium offerings; including:

- 1. Labor costs for research, secretarial services, automation, instrument preparation, audio and visual duplication
- 2. Auxiliary services costs (script writing; narration)
- 3. Costs of audio visual materials

II. Use of Planetarium Chamber as a Lecture Facility

- A. Lane ESD shall claim reimbursement for use of the planetarium as a lecture facility based on the nature and extent of special services and equipment requested. When no special services or equipment are needed and use of ESD personnel is not required, there shall be no charge except a pro rata fee for janitorial services and utility costs.
- B. Use of the facility must be scheduled in advance using the appropriate form to supply details of time, date, nature of use, requested equipment and/or services.

Attachment # 1, 1/12/82

III. Other Uses of the Facility

- A. Additional uses of the planetarium chamber other than those cited shall be considered on an individual basis by the ESD administration and will be subject to such charges and conditions as may be determined by the ESD Board of Directors to be appropriate to their needs and interests.
- B. Children under six years of age will be admitted to public planetarium programs when accompanied by an adult.

POLICY

No. 804

Lane Education Service District

OPERATIONS

INSURANCE

The Board believes that the prudent operation of the District requires that the assets and resources of the District be protected by insurance coverage.

The Board shall insure the property of the District against loss or damage. The Board shall insure the District against liability for damages for death, injury to person, or damage or loss of property.

The Board shall insure members of the Board, officers, and employees of the District against personal liability for damages resulting from death, injury to person, damage to or loss of property, breach of contract, or any tort caused by the negligent act of any Board member, officer, or employee when acting within the scope of his/her office or employment.

The Board shall insure the Superintendent against statutory liability for contracts made in violation of the limitation on his/her agency power to make such contracts.

In the purchase of insurance coverage the Board shall be guided by the price of such coverage, the ability of the insurer to meet prescribed obligations promptly and fully, the reputation and past performance of the agent of the insurer, and the desirability of distributing the insurance coverage of the district through an agent-of-record.

The Board shall appoint an insurance agent-of-record who shall review the insurance program of the District, consider alternatives, and report his/her recommendations to the Board; assist the Superintendent in the establishment and maintenance of property, valuation, and insurance records; recommend such measures as may reduce the cost of insurance premiums; and advise and assist in the settlement of claims.

ORS 30.282, 332.437, 342.598, 656.506, 657.005 et seq

Date Adopted: May 20, 1980

Date Revised: January 12, 1982

page 1/1

TABLE OF CONTENTS

Lane Education Service District

900	RELATIONS
901	Public Relations Objectives
902	Public Participation in Board Meetings
903	Public Complaints
904	Policy for Selection of Instructional Materials
905	School Visitors
906	News Media Relations

POLICY

No. 903

Lane Education Service District

RELATIONS

PUBLIC COMPLAINTS

Any person or group having a legitimate interest in the Lane Education Service District shall have the right to present a request, suggestion, or complaint concerning district personnel, the program, or the operations of the District. At the same time, the Board has a duty to protect its staff from unnecessary harassment. It is the intent of this policy to provide the means for judging each public complaint in fair and impartial manner and to seek a remedy where appropriate.

It is the desire of the Board to rectify any misunderstandings between the public and the Lane Education Service District by direct discussions of an informal type among the interested parties. It is only when such informal meetings fail to resolve the differences that more formal procedures shall be employed.

Any requests, suggestions, or complaints reaching the Board, Board members, and the administration shall be referred to the Superintendent for consideration according to procedures set forth in the administrative regulations of the District. Irate telephone calls regarding District personnel are to be referred to the Superintendent.

As appropriate and when not infringing on the privacy of any individuals, the Board shall recognize the right of a person or group having registered a complaint about District personnel, programs, operations, or instructional materials to summarize briefly during the public session of a regular Board meeting any such complaint which has been brought to the attention of the Board, so that the matter becomes a part of the Board minutes, the official public record.

However, no complaint concerning any employee, officer, or Board member will be heard or reviewed by the Board unless the complaint is stated in writing and presented in accordance with District procedures and the requirements of Oregon statutes.

Date Adopted: May 20, 1980
Date Revised: January 12, 1982

page 1/1

POLICY

No. 904

Lane Education Service District

RELATIONS

POLICY FOR SELECTION OF INSTRUCTIONAL MATERIALS

The Board recognizes the importance of instructional materials in achieving quality teaching and learning. The Board recognizes the responsibility of the ESD to provide high quality materials both for its own classrooms and for the classrooms of the constituent districts.

It shall be the policy of the Board to provide and maintain instructional materials which may contribute to the instructional programs of the ESD and its constituent districts, are appropriate to the learning levels of users, are relevant to the diverse problems, aspirations, attitudes and ideas of the contemporary world, provide stimulus to creative thinking, and are of acceptable technical quality. The Superintendent shall promulgate regulations and develop procedures to assure that materials selected for and maintained by the ESD meet these criteria.

The Board recognizes that in encouraging the selection of materials that contribute to the understanding of the diverse attitudes and values of this society and which meet the varying curriculum needs and values of the several communities, honest differences of opinion may occur about the appropriateness of those materials. The Superintendent shall promulgate administrative policy to assure that challenges are handled in the best interests of the students, teachers and citizens of the District. That policy shall contain provisions for handling concerns about materials used in ESD classrooms of its constituent districts. Nothing within the policy or administrative procedures shall be construed to be in conflict with the provisions of Policy No. 903.

Date Adopted: January 12, 1982
Date Revised:

page 1/1

POLICY

No. 905

Lane Education Service District

RELATIONS

SCHOOL VISITORS

The Board welcomes and encourages visits to the Trainable Mentally Retarded classrooms by parents, other adult residents of the community and interested educators. But in order for the educational program to continue undisturbed when visitors are present, it is necessary to invoke visitor controls.

The Superintendent shall promulgate regulations that will protect students and employees of the district from disruption to the educational program or the efficient conduct of their assigned tasks.

Persons other than parents wishing to visit a class should make arrangements in advance with the school office or classroom teacher. Upon their arrival at the school, visitors must register at the office, where they will receive instructions.

A student is not permitted to leave the school with anyone who has not been clearly identified as his or her parent or guardian, or a person authorized to act on behalf of the parent or guardian. Should the student be in the legal custody of one parent, and that fact is made known to the school in writing, the school shall release the student only to the parent having custody, or to a person authorized to act on that parent's behalf.

Visitors are permitted to photograph or tape record children only with the written permission of parents/guardians and after clearance has been received from the building principal or director and/or the supervisor of the Trainable Mentally Retarded Program.

Parents or guardians may visit classrooms to participate or observe without an appointment.

Date Adopted: May 20, 1980
Date Revised: January 12, 1982
(renumbered from 904 to 905)

page 1/1

attach # 2 1/12/82

POLICY

No. 906

Lane Education Service District

RELATIONS

NEWS MEDIA RELATIONS

Representatives of the local press, radio, and TV are important links in the communication chain between District and community. The maintenance of good working relationships with media representatives is essential to meeting those objectives of the District's community relations program which require the support and cooperation of the news media.

The Board shall approve basic policies concerning relations between the news media and the District. The chief communication representative for the Board shall be the Superintendent, who may designate certain communication functions to a staff member or staff members.

The Superintendent shall be responsible for:

1. Providing media representatives upon their request with all facts that provide a true picture to the best of his/her knowledge.
2. Keeping media representatives fully informed with regard to District programs in all aspects, activities, and changes, so that any reporting will be done on the basis of a complete and valid overview.
3. Submitting, suggesting or requesting feature stories or articles which are of interest or importance.
4. Assisting the Board in the preparation of regular and special publications for the public.
5. Making presentations about the District to various community, civic and governing bodies.

Date Adopted: May 20, 1980

Date Revised: January 12, 1982

(renumbered from 905 to 906)

page 1/1

900-7

Attachment #2, 1/12/82

Lane Education Service District
1200 Highway 99 North
Eugene OR 97402

Office of the Superintendent
Wednesday, December 16, 1981

LANE ESD BOARD OF DIRECTORS MEETING

Wednesday, December 16, 1981

Agenda topics

**1. Call to order
Attendance**

1. A special meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Wednesday, December 16, 1981, with the following members present:

Board members attending:

Beverly Ficek, Chairperson	Frank Nearing
Jeanne Armstrong	Hugh Peniston
Cleve Dumdi	Nile Williams

ESD staff attending:

Melvin Mead, Superintendent	Sallie Rainville
-----------------------------	------------------

Others attending:

Jack Gossard

2. Executive session

2. Chairperson Ficek recessed the regular meeting and called the Board to Executive Session under ORS 192.660(1)(d) to conduct deliberations with persons designated to carry on labor negotiations.

3. Reconvene

3. Following the Executive Session, Chairperson Ficek reconvened the Board in regular session. The following action was taken:

DIRECTOR PENISTON MOVED TO RATIFY THE CONTRACT SETTLEMENT WITH LCEA AS PRESENTED BY THE BOARD'S NEGOTIATORS.

Director Williams seconded and THE MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, NEARING, PENISTON, AND WILLIAMS VOTING YES.

4. Adjourn

4. DIRECTOR PENISTON MOVED TO ADJOURN.

Director Williams seconded and THE MOTION CARRIED WITH ALL PRESENT VOTING YES.


Beverly Ficek, Chairperson


Melvin F. Mead, Superintendent-Clerk

LANE ESD BOARD OF DIRECTORS
Tuesday, December 8, 1981

Agenda Topics

1. Call to order
Attendance

1. A special meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, December 8, 1981, with the following members present:

Board members attending:

Beverly Ficek, Chairperson
Jeanne Armstrong
Cleve Dumdi
Doug McKay

Frank Nearing
Hugh Peniston
Nile Williams

ESD staff attending:

Mel Mead, Superintendent
Sallie Rainville

Nicola Laird

Others attending:

Jack Gossard

2. Executive session

2. Chairperson Ficek called the Board to Executive Session under ORS 192.660(1)(d) to conduct deliberations with persons designated to carry on labor negotiations.

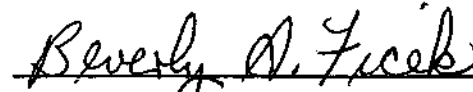
3. Reconvene

3. Following the Executive Session, Chairperson Ficek reconvened the Board in regular session. No action was taken.

4. Adjourn

4. DIRECTOR NEARING MOVED TO ADJOURN.

Director Williams seconded and THE MOTION CARRIED WITH ALL PRESENT VOTING YES.


Beverly Ficek, Chairperson


Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, December 1, 1981

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, December 1, 1981

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1A. A regular meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, December 1, 1981, with the following members present:

Board members attending:

Beverly Ficek, Chairperson	Jeanne Armstrong
Cleve Dumdi	Doug McKay
Frank Nearing	Hugh Peniston

ESD staff attending:

Melvin Mead, Superintendent	Jule Crume
Nicola Laird	Jim Maxwell
Sallie Rainville	Marilyn Simons
Wanda Vinson	Dick Brannan

Approximately 45 LCEA members also attended part of the meeting.

- 1B Minutes Approved

- 1B. DIRECTOR ARMSTRONG MOVED TO APPROVE THE MINUTES OF NOVEMBER 17 AND NOVEMBER 24 AS PRESENTED.

Director Dumdi seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Statement From Staff

- 2A. Dick Brannan, President of Lane County ESD Education Association, read the following statement:

"The membership of the Lane County ESD Education Association wants to express its concern over the Lane ESD Board of Directors' failure to ratify the proposed agreement between the two bodies. The LCEA negotiations team has felt all along that Mel Mead, Jack Gossard and Bev Ficek were representing the views of the Board of Directors. We were able, as a team, to recommend ratification of the proposed agreement because we thought this was a Board proposal.

"Historically the employees of the Lane ESD have felt the Board of Directors have been supportive of the concerns of the staff. This failure to ratify the proposed agreement undermines that special relationship that has existed. Many

2. Statements

2A Statements From the Staff

2A. (continued)

staff members perceive the action as an expression of no confidence in the management and staff of the ESD.

"Please understand that we know, in fact as employees are acutely aware, of your concerns for the future of the economy. In addition to the statute that is part of the Oregon Revised Statutes, the Executive Board of LCEA unanimously voted on a memorandum of agreement to reopen negotiations if the situation should arise that sufficient tax monies are not collected. We feel both items give the Board an 'out' if the economy does nosedive.

"At present, LCEA does not want a one-year contract because it does not provide the opportunity to balance inequities that have built up over several years. A three-year contract will accomplish this goal. Besides the three-year contract was originally proposed by the Board's negotiation team.

"In light of the strong showing of support by the membership of LCEA and in light of the undeniable fact that negotiations have been going on for nine months and employees have continued to work under the provisions of the previous contract for five months, LCEA suggests the Lane ESD Board of Directors rethink and reconsider their decision to not take action on the proposed agreement. Adequate safeguards for the Lane ESD have been built into the proposed agreement. We strongly urge ratification of the proposed agreement.

"Thank you for your time and attention."

Chairperson Ficek thanked Mr. Brannan and the staff for coming.

2B Agenda Modification

2B. The Superintendent asked that an agenda item be added regarding two grant proposals for which the ESD has been asked to serve as fiscal agent.

3. Correspondence

3. The following correspondence was presented:

A. Program for AAESA Conference in Biloxi, February 24-25.

B. AASA Office of Governmental Relations Advisory Memo.

4. Business Affairs

5. Action Items

5A Policy Revisions

5B Grant Applications

4. The agenda included no business affairs.

5A. The Superintendent asked that consideration of suggested revisions to ESD Bylaws and Policy, Chapters 800 and 900 be deferred to the next regular meeting.

5B. Jule Crume presented two grant proposals for the Board's approval. Both proposals are for pre-school incentive grants.

Pearl Buck Center has requested \$7,225 to provide parent training which will enable parents to work more effectively with their developmentally delayed children. The project would enable PBC to hire a person who would work with parents and assist in organizing special resources for the child.

The second proposal is from Headstart and seeks a grant of \$15,000 to employ a teacher to work with regular classroom teachers in developing appropriate programs for preschool children who have learning disabilities.

Miss Crume explained that funds for both grants would come through the State Department of Education. If the projects are approved, however, funds must be received and disbursed through either an ESD or a local school district. Thus, Lane ESD has been asked to serve as a fiscal agent for both.

Lane ESD has functioned as a fiscal agent for similar grants in the past. The ESD TMR program would benefit from the grants, since the pre-school children involved will eventually be a part of the ESD's program.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE ESD BOARD AUTHORIZES LANE ESD TO SERVE AS FISCAL AGENT FOR PRESCHOOL INCENTIVE GRANTS TO PEARL BUCK CENTER AND LANE COUNTY HEADSTART.

Director Nearing seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICKER, MCKAY, NEARING, AND PENISTON VOTING YES.

6. Discussion Items

6A L-COG Membership

6A. This agenda item was postponed because of Director Williams' absence.

6. Discussion Items

- 6B Revision of CMC
Intergovernmental
Agreement

- 6B. The current Cooperative Museum Commission agreement and a draft copy of the revised agreement to be presented to the Commission on December 10 were reviewed. The Superintendent indicated that the revised agreement is being analyzed by the ESD's attorney.

Chairperson Ficek said she had asked Director McKay to serve as the ESD Board's representative to the CMC, following the expiration of Director Armstrong's term in December.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE LANE ESD BOARD ENDORSES THE CHAIRPERSON'S APPOINTMENT OF DOUG MCKAY AS THE ESD'S REPRESENTATIVE TO THE COOPERATIVE MUSEUM COMMISSION.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

7. Reports

- 7A OSBA Convention

- 7A. Director Armstrong, Nearing, and Peniston and Superintendent Mead presented brief reports on sessions attended at the Oregon School Boards Association annual convention.

8. Future Agenda Items

8. Future agenda items included:

- A. Discussion of the Packwood-Moynihan tuition credit bill.
- B. Policy revisions, Chapters 800 and 900.
- C. L-COG membership.

9. Next Meeting

9. The next regular meeting of the Lane ESD Board will be held Tuesday, December 15, 1981, 7:45 p.m., Lane ESD Center, 1200 Highway 99 North, Eugene.

There is a possibility that a special Board meeting will be scheduled in the interim. A further possibility is that the regular meeting will be cancelled.

10. Executive Session

10. Chairperson Ficek recessed the regular meeting and called the Board to Executive Session under ORS 192.660(1)(d) to conduct deliberations with persons designated to carry on labor negotiations.

11. Reconvene

11. Adjourn

11. Following the Executive Session, Chairperson Ficek reconvened the Board in regular session.

No action was taken.

11. DIRECTOR ARMSTRONG MOVED TO ADJOURN.

Director Peniston seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

Beverly A. Ficek
Beverly Ficek, Chairperson

Melvin F. Mead
Melvin F. Mead, Superintendent-Clerk

MPM/SR/jv
12/14/81

Lane Education Service District
1200 Highway 99 North
Eugene OR 97402

Office of the Superintendent
Tuesday, November 24, 1981

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, November 24, 1981

Agenda Topics

1. Call to order
 - 1A. Attendance
 - 1A. A special meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, November 24, 1981, with the following members present:

Board members attending:
Beverly Ficek, Chairperson Frank Nearing
Jeanne Armstrong Hugh Peniston
Cleve Dumdi Nile Williams
Doug McKay

ESD staff attending:
Melvin Mead, Superintendent Sallie Rainville
2. Executive session
 2. Chairperson Ficek recessed the regular meeting and called the Board to Executive Session under ORS 192.660(1)(d) to conduct deliberations with persons designated to carry on labor negotiations.
3. Reconvene
 3. Following the Executive Session, Chairperson Ficek reconvened the Board in regular session. The following action was taken:


DIRECTOR PENISTON MOVED:

BE IT RESOLVED THAT THE FOLLOWING POSITION STATEMENT BE ADOPTED: IT IS OUR CONSENSUS THAT WE NOT TAKE ACTION ON THE PROPOSED AGREEMENT TONIGHT, IN THAT IT IS UNACCEPTABLE TO US IN ITS PRESENT FORM. IT IS UNACCEPTABLE BECAUSE IT WOULD PUT US IN AN IMPOSSIBLE POSITION DURING THE SECOND AND THIRD YEARS OF THE PROPOSED AGREEMENT IF THE ECONOMY DOES NOT IMPROVE OR DETERIORATES FURTHER.

Director Dumdi seconded and THE MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.
4. Adjourn
 4. DIRECTOR PENISTON MOVED TO ADJOURN.

Director Armstrong seconded and THE MOTION CARRIED WITH ALL PRESENT VOTING YES.


Beverly Ficek, Chairperson


Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, November 17, 1981

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, November 17, 1981

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1A. A regular meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, November 17, 1981, with the following members present:

Board members attending:

Beverly Ficek, Chairperson
Cleve Dumdi
Doug McKay

Frank Nearing
Nile Williams

ESD staff attending:

Melvin Mead, Superintendent
Jule Crume
Jim Ekstrom
Nicola Laird

Jim Maxwell
Sallie Rainville
Marilyn Simons

Others Attending:

Jack Gossard

- 1B Minutes Approved

- 1B. DIRECTOR DUMDI MOVED TO APPROVE THE MINUTES OF NOVEMBER 3 AS PRESENTED.

Director Williams seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Agenda Modifications

- 2A. Two items were added to the agenda:

4A. Authorization for purchase of OTIS van.

4B. Authorization of SelectCare as optional alternative to staff medical coverage.

3. Correspondence

3. The following correspondence was presented:

A. AAESA newsletter, Perspective on Service, October, 1981.

B. Correspondence relating to Federal Department of Education.

C. Letter from the University of Oregon Specialized Training Program about the Oregon High School Project developed in cooperation with Lane ESD. The project has received federal funding for three years.

3. Correspondence

3. (continued)

D. Letter from Donald Miller, Oregon Small Schools Association, commending Bill Suggs for participation in the 1981 Small Schools Fall Regional Workshop.

4. Business Affairs
4A OTIS Van

4A. The Superintendent reminded Board members that purchase of a light delivery van was recommended last spring by the OTIS Advisory Committee, but action was deferred until the state purchasing contracts for the 1982 model year were negotiated. Since that contract information is now available, he recommended that the Board approve the purchase.

DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AUTHORIZES THE PURCHASE OF ONE (1) 1982 DODGE VAN THROUGH THE STATE OF OREGON PURCHASING CONTRACT BY AND FOR THE OTIS DIVISION, AT THE CONTRACT PRICE OF \$6,942.72.

Director Dumdi seconded.

Board members then asked for further information on state contract procedures and costs. In the past, it has been a saving for the ESD to go with the state contract. However, Board members felt this now might have changed and local prices may be more comparable.

DIRECTOR DUMDI MOVED TO TABLE THE MOTION.

Director Williams seconded and the MOTION TO TABLE CARRIED WITH ALL PRESENT VOTING YES.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE ESD BOARD AUTHORIZE THE CALL FOR BIDS FROM LOCAL DEALERS FOR A LIGHT DELIVERY VAN FOR OTIS DIVISION USE. BIDS RECEIVED WILL BE COMPARED TO THE PRICE QUOTED THROUGH THE STATE OF OREGON PURCHASING CONTRACT.

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, NEARING, AND WILLIAMS VOTING YES.

4B Authorization
SelectCare

4B. The Superintendent presented background information on Health Maintenance Organization (HMOs) and SelectCare, the only authorized Lane County HMO. He said federal law requires employers of more than 25 to offer the

6. Work Session
6B Policy Review

6B. (continued)

classroom materials used in the ESD's TMR classrooms and instructional materials provided through the Media Services Division for use of local districts.

(If the new Policy 904 is adopted, current policies 904 and 905 would be renumbered.)

7. Future Agenda Items

7. Future agenda items include:

A. Budget committee appointments.

B. 1982-83 L-COG membership recommendations.

8. Next Meeting

8. The next regular meeting of the Lane ESD Board will be held Tuesday, December 1, 1981, 7:45 p.m., Lane ESD Center.

9. Executive Session

9. Chairperson Ficek recessed the regular meeting and called the Board to Executive Session under ORS 192.660(1)(d) to conduct deliberations with persons designated to carry on labor negotiations.

Director McKay entered the meeting at 9:10 p.m.

10. Reconvene

10. Following the Executive Session, Chairperson Ficek reconvened the Board in regular session.

The following action was taken:

DIRECTOR DUMDI MOVED TO EXTEND THE MEETING BEYOND 10:00 P.M.

Director McKay seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE RECOMMENDATION OF THE ESD BOARD NEGOTIATING TEAM TO BE ACCEPTED AS PRESENTED.

There was no second. The MOTION DIED FOR LACK OF A SECOND.

DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT A SPECIAL MEETING OF THE ESD BOARD OF DIRECTORS BE HELD ON TUESDAY, NOVEMBER 24, OR SOONER IF IT CAN BE ARRANGED, FOR PURPOSED OF CONSIDERATION OF THE BOARD NEGOTIATING TEAM'S RECOMMENDATIONS.

4. Business Affairs
4B Authorization
SelectCare

4B. (continued)

preventive-care oriented program as an alternative to current health coverage, if requested by the union or employee's association.

The Superintendent said LCEA has requested this alternative. He said that any staff member choosing it must pay the difference in cost between coverage currently provided and the SelectCare program.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AUTHORIZES SELECTCARE AS AN EMPLOYEE-OPTION ALTERNATIVE TO THE REGULAR ESD MAJOR MEDICAL GROUP COVERAGE. ANY PREMIUM COST IN EXCESS OF THAT AUTHORIZED FOR THE REGULAR MAJOR MEDICAL GROUP COVERAGE IS TO BE BORNE BY THE EMPLOYEE CHOOSING THE SELECTCARE OPTION, AND PAYROLL DEDUCTION IS HEREBY AUTHORIZED FOR THAT PURPOSE.

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, NEARING, AND WILLIAMS VOTING YES.

5. Action Items

5. Appointment of budget committee members was deferred.

6. Work Session
6A Conference
Attendance

6A. The Superintendent asked the Board members to consider whether they wished to attend the AAESA/AASA Conference or the NSBA Convention. The AAESA pre-conference will be held in Biloxi and AASA in New Orleans. Dates are February 24 through March 1. NSBA will be held in Atlanta, April 17 through 20.

6B Policy Review

6B. Chapters 800 and 900 of the Bylaws and Policy were read and reviewed.

Suggestions for possible change included rewording of a part of Policy 804 in order to better explain Board members' liability coverage.

It was also suggested that the portion of Policy 903 relating to individual staff members should be further reviewed.

A draft of a new Policy 904 (Selection of Instructional Materials) was reviewed, as well as the administrative rule that would be used to implement it. The suggested policy deals with

11. RECONVENE

11. (continued)

Director Nearing seconded.

DIRECTOR DUMDI MOVED TO TABLE THE MOTION.

Director Williams seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD NEGOTIATING TEAM BE ASKED TO GO BACK AND ASK THE ASSOCIATION IF THEY WOULD ACCEPT A THREE-YEAR CONTRACT BASED ON LANGUAGE, BUT ACCEPT NO SALARY SETTLEMENT AT THIS TIME, EXCEPT FOR THE FIRST YEAR.

Director McKay seconded.

DIRECTORS WILLIAMS, DUMDI, AND MCKAY VOTED YES. DIRECTORS NEARING AND FICEK VOTED NO. THE MOTION FAILED.

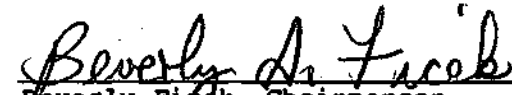

CHAIRPERSON FICEK RESTATED THE TABLED MOTION.

THE MOTION CARRIED WITH DIRECTORS DUMDI, FICEK, MCKAY, NEARING AND WILLIAMS VOTING YES.

11. Adjourn

11. DIRECTOR NEARING MOVED TO ADJOURN.

Director Williams seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


Beverly Ficek, Chairperson

Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, November 3, 1981

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, November 3, 1981

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1B Minutes Approved

2. Statements
 - 2A From Board Members

- 2C From Staff

3. Correspondence

- 1A. A regular meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, November 3, 1981, with the following members present:

Board members attending:

Beverly Ficek, Chairperson	Frank Nearing
Jeanne Armstrong	Hugh Peniston
Cleve Dumdi	Nile Williams
Doug McKay	

ESD staff attending:

Melvin Mead, Superintendent	Jim Maxwell
Jule Crume	Sallie Rainville
Nicola Laird	

Others Attending:

Carol Mead

- 1B. DIRECTOR ARMSTRONG MOVED TO APPROVE THE MINUTES OF OCTOBER 20 AS PRESENTED.

Director Dumdi seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

- 2A. Director Nearing commented about a meeting of the Advisory Council for Handicapped Children held at Pearl Buck Center. He said Mrs. Waechter, PBC Director, had expressed appreciation to the ESD Board and staff for their help and cooperation.

- 2C. Jule Crume showed the book Guidelines for Physical Educators of Mentally Handicapped Youth written by LESD special education staff members Nola Colvin and Joan Finholt. The material was developed by Nola and Joan for their ESD adapted PE classes. It has been published by Thomas Books.

3. The following correspondence was presented:

- A. Letter from Walt Turner, AAESA, regarding the national AAESA Conference and workshop February 24-25.

3. Correspondence

3. (continued)

(The Superintendent reminded Board members that this was a pre-conference to the AASA Convention February 26-March 1, and encouraged them to consider attending both conferences.)

- B. Resolution from L-COG regarding their provision of advice and technical assistance to public and private agencies.

- C. Guidelines for Planetarium Use.

(These guidelines have been modified following discussion and input by the Board and staff. They will become part of the new contract between ESD and WISTEC for use of the planetarium facilities.)

4. Business Affairs

4. The agenda included no business affairs.

5. Action Items

5. DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AMENDS POLICIES NO. 503, 505, 507, AND 610 OF THE LANE ESD BYLAWS AND POLICIES AND ADOPTS THE TEXTS ATTACHED HERETO AS A PART OF THE OFFICIAL MINUTES.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

6. Discussion Items
6A Budget Committee

- 6A. The Superintendent reviewed the status of the ESD Budget Committee as follows:

Zone 1 (Eugene) -

Jim Jeppesen - term expired June 30, 1981.

Zone 2 (Springfield, McKenzie, Marcola) -

Jan Lively, whose term would expire in 1982, has moved out of the county.

Zone 3 (Pleasant Hill, Creswell, South Lane, Lowell, Oakridge)

Kamy Walter, whose term would expire in 1982, resigned from the Committee last year.

Zone 4 (Fern Ridge, Mapleton, Crow-

Applegate-Lorane, Blachly, Siuslaw)
Bruce Geenway, Fern Ridge - term expires 1983.

6. Discussion Items
6A Budget Committee

6A. (continued)

Zone 5 (Bethel, Junction City)
Wayne Watkins, Bethel - term expires 1983.

At-large Position 6
Norman Few, Creswell - term expired June, 1981.

At-large Position 7
Art Sand, Crow - term expired June, 1981.

Superintendent Mead recommended the following appointments or reappointments:

Jim Jeppesen, Zone 1; Toby Moore (Marcola), Zone 2; Vange Bigham (Creswell), Zone 3.

All have been contacted and would be pleased to serve.

Board members identified several potential appointees to the vacant at-large positions.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE LANE ESD BOARD OF DIRECTORS APPOINTS THE FOLLOWING TO THE ESD BUDGET COMMITTEE IN ACCORDANCE WITH ORS 334.240 AND 294.336:

JIM JEPPESEN (ZONE 1) - Three-year term, July 1, 1981-June 30, 1984.

TOBY MOORE (ZONE 2) - Remaining year of Zone 2 term, expiring June 30, 1982.

VANGE BIGHAM (ZONE 3) - Remaining year of Zone 3 term, expiring June 30, 1982.

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

6B Suggested Calendar of Joint and Special Meetings

6B. Ideas for work sessions and special joint meetings for the balance of the year were discussed. These would be held as the second meeting of the month, with the first meeting being the regular business session. The Superintendent said that joint meetings with other boards would provide an informal, flexible setting in which to establish liaison and discuss mutual concerns.

6. Discussion Items

6B Suggested Calendar
of Joint and
Special Meetings

6C HB 3088 -
Prospective
Amendments

7. Reports

7A L-COG

7B CMC

8. Future Agenda Items

9. Next Meeting

10.&

11. Executive Session

6B. (continued)

An attempt will be made to arrange an ESD-WISTEC joint board meeting on November 17, with an alternate date being December 15.

It was also suggested that an ESD open house for local board members be held. Plans will be drawn together and presented at a future meeting.

6C. A detailed analysis of HB 3088 (the "ESD tax base bill") has been made by SDE fiscal experts and Department of Revenue staff. They have discovered that the bill, as passed during the final days of the 1981 session, contains language errors and differences from what its authors intended.

The OAESD Legislative Committee has considered this expert analysis and drafted language which would bring the effect of the bill closer to the intent. It is hoped that the amendments can be introduced during the special session of the Legislature which is expected to be called.

A copy of the re-drafted bill was distributed for the Board's information.

7A. Director Williams reviewed the October L-COG Board meeting and gave a summary of project reviews considered. He mentioned that his suggestion of including information on Executive Committee action in the Board packet had been implemented by the new Director.

7B. Director Armstrong reviewed the CMC annual meeting and discussed ESD-CMC and WISTEC concerns.

8. No future agenda items, other than those identified in 6B above, were discussed.

9. The next regular meeting of the Lane ESD Board will be held Tuesday, November 17, 1981, with the place to be announced.

10.&

11. No Executive Session was held.

12. Adjourn

12. DIRECTOR DUMDI MOVED TO ADJOURN THE MEETING.

Director McKay seconded and the MOTION CARRIED
WITH ALL PRESENT VOTING YES.


Beverly Fick, Chairperson


Melvin F. Mead, Superintendent-Clerk

Attachments to the official
minutes: Amended Policies:
503, 505, 507, 610.

MFM/SR/jv
11/12/81

POLICY

No. 503

Lane Education Service District

STUDENTS

USE OF MEDICATIONS

The administration of prescribed medication to a student upon a doctor's written instruction and during school hours will be permitted only when failure to take such medication would jeopardize the health of the student or would make his/her attendance at school impossible.

For purposes of this policy, "medication" shall include all medicines prescribed by a physician. Before any medication may be administered to or by any student during school hours, the Board shall require the written request of the parent which shall give permission for such administration, and the written order of the prescribing physician which shall include the dosage, method of administration, the time at which or special circumstances under which medication shall be administered, the purpose of the medication, length of period for which medication is prescribed and possible side effects of medication.

Both documents shall be kept on file in the student record file. All medication shall be administered by the teacher or designee. Medications shall be securely stored and kept in the original labeled container, and all medications shall be brought to school by the parent and shall be picked up at the end of the school year or the end of the period of medication, whichever is earlier.

Date Adopted: May 20, 1980
Date Revised: November 3, 1981

page 1/1

500-4

Attach. 11/3/81

STUDENT

Student Records - Page 6

- h. Information gathered for research purposes shall not be released in any manner which would allow personal identification of students.

4. Right to Challenge Content of the Student Record

Upon reviewing the student records, a parent who believes such records to be inaccurate, inappropriate, or misleading may take steps to correct the records.

- a. A parent may request correction or deletion of the inaccurate, inappropriate or misleading data.
- b. If the person responsible for the record does not concur with the parent, hearing procedures shall be instituted as follows:
 - 1) Parent shall make request for a hearing in which the objections are specified in writing to
 - 2) The Supervisor of Special Education shall establish the location and a date not later than ten (10) school days after the parent request for the hearing. The time and place shall be agreeable to both parties. He/she shall serve as the hearings officer.
 - 3) The hearing shall involve the following persons:
 - a) The hearing officer
 - b) The person responsible for the record
 - c) The parent(s) or guardian(s) or the student if he or she is 18 years of age or older
 - d) A disinterested third party chosen by the Director of the Instructional Services Division.
 - e) A member chosen by the parent

STUDENT

Student Records - Page 7

- 4) The hearing shall be private. Only those persons named above and witnesses shall be admitted.
- c. The Supervisor of Special Education or a designee shall preside over the panel. He/she shall hear evidence from both parties to determine the point(s) of disagreement. The Supervisor of Special Education shall determine what steps, if any, are needed to correct the record. Such decision shall be made in writing to the parents.
- d. If after such hearing, parents are not satisfied with the action, parents may appeal within 30 days to the Board of Education where the action of the hearing panel shall be reviewed and affirmed, reversed, or modified.

ORS 336.105, 336.197, 336.205, 336. 215
OAR 581-22-258

Date Adopted: May 20, 1980
Date Revised: November 3, 1981

page 7/7

attest. 11/3/81

POLICY

No. 507

Lane Education Service District

STUDENT

PRIVACY OF STUDENTS

The Board recognizes that an integral part of its responsibility for the students entrusted to its care is the safeguarding of information about those students.

The Board respects the privacy of the students of this District and their right to be immune from public disclosure. To this end, the Board directs that:

1. The names of students classified as handicapped shall not become part of the agenda or minutes of a public meeting nor part of any public record of the Board, except as specified in Policy No. 505.
2. No student's picture may be reproduced without the consent of his/her parent and where possible the student himself/herself.
3. Lists of students and individual students' names may be released when such students have achieved a distinction of honor granted by this District or have participated in particular school activities.
4. Information shall not be solicited from a student regarding the attitudes or practices of the student or his/her family in areas such as family life style, morality, religion, or politics, unless written consent for such solicitation has been given by the student's parent or guardian.

Public Law 94-142

Date Adopted: May 20, 1980

Date Revised: November 3, 1981

page 1/1

attach. 11/3/81

POLICY

No. 610

Lane Education Service District

FINANCE

PAYROLL DEDUCTIONS

The Board may in its discretion act in behalf of individual employees to deduct a certain amount from the employee's paycheck and remit an equal amount to an agent designated by the employee. It is the purpose of this policy to designate those purposes not otherwise mandated by law for which the Board is willing to act in behalf of an employee.

No deduction may be made from the wages of an employee without proper written authorization except for those required by law: federal income tax withholding; social security taxes; state income tax withholding; and workers compensation. PERS deductions shall be certified by the Public Employees' Retirement System; bargaining unit dues and fair share amounts in accordance with a current, valid collective bargaining agreement shall be certified by the employee and/or collective bargaining representative officers. No other deduction shall be authorized by anyone other than the employee.

The Board authorizes that deductions may be made from an employee's paycheck, upon his/her signed authorization on the appropriate form, for the following purposes:

1. Health and welfare insurance premiums for approved coverages for the employee and/or his/her dependents.
2. Payments to credit unions.
3. Tax-deferred annuities and approved deferred compensation plans.
4. Contributions to authorized charity campaigns.

Date Adopted: May 20, 1980
Date Revised: November 3, 1981

page 1/1

600-11

Attach. 11/3/81

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, October 20, 1981

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, October 20, 1981

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1B Minutes Approved

2. Statements
 - 2A Statements From Board Members

- 2B Statements From Staff

3. Correspondence

4. Business Affairs
 - 4A Financial Statements

5. Action Items

- 1A. A regular meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, October 20, 1981, with the following members present:

Board members attending:

Beverly Ficek, Chairperson	Frank Nearing
Jeanne Armstrong	Hugh Peniston
Doug McKay	Nile Williams

ESD staff attending:

Melvin Mead, Superintendent	Jim Maxwell
Jule Crume	Sallie Rainville
Nicola Laird	Marilyn Simons
Wanda Vinson	

- 1B. DIRECTOR WILLIAMS MOVED TO APPROVE THE MINUTES OF OCTOBER 6 AS PRESENTED.

Director Nearing seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

- 2A. Director Williams said he hoped the ESD and LCC could cooperate to assist the Junction City schools in planning alternative programs for their graduating seniors, should such assistance become necessary because of a levy failure.

- 2B. Board members were invited to attend any preview and evaluation sessions that are of interest.

3. The following correspondence was presented.

- A. Letter from Bill Proppe, OAESD President, regarding ESD involvement in the OSBA Convention November 6-8.

- 4B. ESD and OTIS financial statements for September were presented. Invoice registers note payments as follows:

ESD	\$82,194.53
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OTIS	\$59,099.70
------	-------------

5. The agenda included no action items.

6. Reports
6A Program Reductions

- 6A. The Superintendent said the ESD has been living with the reality of a six percent statutory limitation on property tax increases as well as with a shrinking supply of funds from other sources since 1976. Only one area, special education, has received increased funding, due to the mandates of P.L. 94-142.

Consolidations and rescissions made in each of the four ESD Divisions were reviewed by the Superintendent.

7. Work Session

7. Chapters 500 and 600 of Lane ESD Bylaws and Policies were reviewed and discussed.

The following change in Policy 503 (Use of Medications) was proposed (last paragraph):

Both documents shall be kept on file in the student record file. All medications shall be administered by the teacher or designee.....

Other possible revisions discussed were in Chapter 505 (wording change only - ISAC to Instructional Services); Chapter 507 (numbers 3 and 4); and Chapter 610 (possible addition to list of authorized payroll deductions).

8. Future Agenda Items

8. Future agenda items include:

- A. Rezoning - 1980 census.
- B. Appointment of budget committee members.

9. Next Meeting

9. The next regular meeting of the Lane ESD Board will be held Tuesday, November 3, 1981, 7:45 p.m., at the Lane ESD Center, 1200 Highway 99 North, Eugene.

10.&
11. Executive Session

- 10.&
11. No Executive Session was held.

12. Adjourn

12. DIRECTOR NEARING MOVED TO ADJOURN THE MEETING.

Director Williams seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

Beverly A. Ficek
Beverly Ficek, Chairperson

Melvin F. Mead
Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, October 6, 1981

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, October 6, 1981

Agenda Topics

1. Call to Order
 - 1A Attendance

- 1A. A regular meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, October 6, 1981, with the following members present:

Board members attending:

Beverly Ficek, Chairperson
Jeanne Armstrong
Cleve Dumdi

Frank Nearing
Hugh Peniston
Nile Williams

ESD staff attending:

Melvin Mead, Superintendent
Jule Crume
Nicola Laird

Jim Maxwell
Sallie Rainville
Wanda Vinson

- 1B Minutes Approved

- 1B. DIRECTOR PENISTON MOVED TO APPROVE THE MINUTES OF SEPTEMBER 1, SEPTEMBER 15, AND SEPTEMBER 29, 1981, AS PRESENTED.

Director Williams seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. Statements
 - 2A Agenda Modifications

- 2A. The following topics were added to the agenda: 1980-81 year end and August, 1981, financial statements (4A); courier van bid awards (4B); Special Ed. grant proposal (6B); Career Ed. consortium proposal (6C); CMC report (7B); L-COG report (7C).

A report on program reductions was deferred to the October 20 meeting.

- 2B OSBA Conference

- 2B. The OSBA annual convention is November 6-8 at the Portland Marriott. Board members planning to attend will be registered through the ESD office.

- 2C United Way

- 2C. Jim Maxwell, Campaign Co-Chairperson, reported that the staff's goal has been surpassed. At this point pledges total \$4,161. Chairperson Ficek expressed the Board's congratulations to the staff.

3. Correspondence

3. The following correspondence was presented.

Memo from Freeman Holmer, Government Affairs Coordinator, Eugene Area Chamber of Commerce, detailing the Chamber's process for citizen review of local budgets.

4. Business Affairs

4A Financial Statements

4B. The Superintendent presented the ESD and OTIS financial statements for June, 1980 (year-end statements).

He said the ESD's cash balance was substantially higher than had been expected. Both the ESD and OTIS ended the year in good financial shape.

In answer to Board members' questions, the Superintendent said some reasons for the larger than usual carryover were that contingency funds were not spent and several items that must be budgeted for "worst case" possibility (such as elections costs and legal charges) did not actually cost as much as they might have. The main reason, however, was that revenues exceeded estimates by a substantial margin.

Financial statements for August, 1981, were also presented. Invoice registers noted payments as follows:

ESD \$119,192.77

OTIS \$ 45,101.22

4B Courier Van Re-bid

4B. The following bids were received for purchase of two replacement courier vehicles:

Gibson Motors	11,708.00
Holloman	11,578.40
Romania	11,292.79
Betz Chevrolet	11,043.54
Brattain International	24,500.00

DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT THE ESD BOARD HEREBY AWARDS THE BID FOR PURCHASE OF TWO COURIER VANS TO BETZ CHEVROLET, AT A COST OF \$11,043.54 EACH.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, NEARING, PENISTON, AND WILLIAMS VOTING YES.

The Superintendent said information on cost of diesel vans had also been requested from Brattain Motors. Although cost per mile would be less, the initial cost of \$49,000 exceeds the amount available in the budget.

5. Action Items
5A Committee
Appointments

5A. DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE LANE ESD BOARD ENDORSES THE CHAIRPERSON'S BOARD LIAISON AND COMMITTEE APPOINTMENTS AS FOLLOWS:

Input Committee	-- Hugh Peniston
L-COG	-- Nile Williams
Grievance	-- Cleve Dumdi, Bev Ficek
OTIS	-- Doug McKay
Handicapped Adv. Council	-- Frank Nearing
Georgia-Pacific Scholarship	-- Nile Williams
Negotiations	-- Bev Ficek
	-- Jeanne Armstrong (alternate)
CMC	-- Jeanne Armstrong

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, NEARING, PENISTON, AND WILLIAMS VOTING YES.

6. Discussion Items
6A Personnel File
Access Resolution

6B Special Education
Grant Proposal

6A. The Board's November 20, 1979, resolution authorizing access to ESD personnel records was reviewed and re-endorsed.

6B. Jule Crume reviewed progress of a grant proposal for "Project Assist" approved by the Board in May, 1980. The proposal, to provide classroom assistance to mildly handicapped children, was not approved because of federal budget cut-backs. However, a private foundation which assists handicapped children has expressed interest in the project.

Miss Crume said the staff still feels strongly that the three-year project would be of great assistance to the ESD Special Education program as well as to regular classroom teachers in local districts.

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE ESD BOARD SUPPORTS A PROPOSAL FOR A PRIVATE FOUNDATION GRANT TO FUND "PROJECT ASSIST," TO DEVELOP MATERIALS AND ASSISTANCE FOR HANDICAPPED CHILDREN IN REGULAR CLASSROOMS.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, NEARING, PENISTON, AND WILLIAMS VOTING YES.

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| <p>6. <u>Discussion Items</u>
6C Career Education Consortium Proposal</p> <p>7. <u>Reports</u>
7A Curriculum Assistance Projects</p> <p>7B CMC</p> <p>7C L-COG</p> <p>8. <u>Future Agenda Items</u></p> <p>9. <u>Next Meeting</u></p> <p>10. <u>Executive Session</u></p> | <p>6C. The ESD has been notified that funds to be received for the Career Education Consortium grant have been reduced due to federal cut-backs. The \$14,000 to be received will provide technical assistance to local districts in developing state required curriculum plans.</p> <p>7. A report on participation in ESD-sponsored inservice and workshop activities was presented. The information was from a computer program designed to collect and assemble data on workshop attendance.</p> <p>Jule Crume reviewed highlights of the report which showed that a total of 1,802 educators from throughout the county took part in the workshops offered in 1981-82.</p> <p>7B. Director Armstrong reported on the annual election of CMC officers to be held in November and discussed nominations procedure.</p> <p>7C. Director Williams reported on the last two L-COG meetings, the annual banquet, and a meeting with L-COG Director George Kloepel. He said a proposed bylaws change to include E.P.U.D. as an L-COG member had been defeated.</p> <p>8. Future agenda items include:</p> <ul style="list-style-type: none">A. Program reductions and staff consolidations, 1976-81.B. L-COG services provided to school districts.C. Rezoning - 1980 census. <p>9. The next regular meeting of the Lane ESD Board will be held Tuesday, October 20, 1981, 7:45 p.m., at the Lane ESD Center, 1200 Highway 99 North, Eugene.</p> <p>10. Chairperson Ficek recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(d) to discuss negotiations.</p> |
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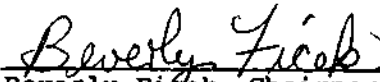
11. Reconvene

11. Following the Executive Session, Chairperson Ficek reconvened the Board in regular session. No action was taken.

12. Adjourn

12. DIRECTOR WILLIAMS MOVED TO ADJOURN THE MEETING.

Director Armstrong seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


Beverly Ficek, Chairperson


Melvin F. Mead, Superintendent-Clerk

MEF/SR/jv
10/15/81

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene OR 97402

Office of the Superintendent
Tuesday, September 29, 1981

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, September 29, 1981

Agenda Topics

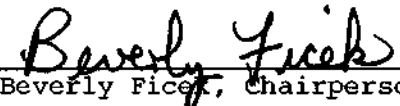
1. Call to order 1. A special meeting of the Lane ESD Board of Directors was called to order at 7:00 p.m., Tuesday, September 29, 1981, with the following members present:

Board members attending:
Beverly Ficek, Chairperson Frank Nearing
Jeanne Armstrong Hugh Peniston
Doug McKay Nile Williams

ESD staff attending:
Melvin Mead, Superintendent Sallie Rainville

Others attending:
Jack Gossard
2. Executive Session 2. Chairperson Ficek recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(d) to discuss negotiations.
3. Reconvene 3. Following the Executive Session, Chairperson Ficek reconvened the Board in regular session. No action was taken.
4. Adjourn 4. DIRECTOR PENISTON MOVED TO ADJOURN.

Director McKay seconded and THE MOTION CARRIED
WITH ALL PRESENT VOTING YES.


Beverly Ficek, Chairperson


Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
Eugene OR 97402

Office of the Superintendent
Tuesday, September 15, 1981

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, September 15, 1981

Agenda Topics

1. Call to order

1. A regular meeting of the Lane ESD Board of Directors was called to order at 5:45 p.m., Tuesday, September 15, 1981, at Valley River Inn, with the following members present:

Board members attending:

Jeanne Armstrong
Frank Nearing
Nile Williams

Cleve Dumdi
Hugh Peniston

ESD staff attending:

Melvin Mead

Sallie Rainville

Others attending:


George Parsons

2. Work session

2. The meeting was turned over to George Parsons, a communications consultant. Mr. Parsons led the group in a process and communications workshop.

3. Adjourn

3. Following the work session, the meeting was adjourned by consensus.


Beverly Fick, Chairperson


Melvin F. Mead, Superintendent-Clerk

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, September 1, 1981

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, September 1, 1981

Agenda Topics

1. Call to Order
 - 1A Attendance

1B Minutes Approved

2. Statements
 - 2A Agenda Modification

10. Executive Session

11. Reconvene

- 1A. A regular meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, September 1, 1981, with the following members present:

Board members attending:

Beverly Ficek, Chairperson
Jeanne Armstrong
Cleve Dumdi

Doug McKay
Frank Nearing
Hugh Peniston

ESD staff attending:

Melvin Mead, Superintendent
Nicola Laird
Sallie Rainville

Jule Crume
Jim Maxwell

Others attending:

Zeno Katterle

- 1B. DIRECTOR PENISTON MOVED TO APPROVE THE MINUTES OF AUGUST 18 AS PRESENTED.

Director Nearing seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

- 2A. By consensus, Board members agreed to hold the Executive Session at this point in the meeting.

10. Chairperson Ficek recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to consider employment of staff, and 192.660(1)(d) to discuss negotiations.

11. Following the Executive Session, Chairperson Ficek reconvened the Board in regular session. The following action was taken:

DIRECTOR ARMSTRONG MOVED TO ACCEPT THE PERSONNEL RECOMMENDATION REGARDING SALARY FOR JOHN BARTOS, NEWLY SELECTED OTIS DIRECTOR, AS ATTACHED TO THE OFFICIAL COPY OF THESE MINUTES.

Director Peniston seconded and the MOTION WAS CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

11. Reconvene

11. (continued)

DIRECTOR PENISTON MOVED TO ACCEPT THE PERSONNEL RECOMMENDATION TO EMPLOY NICOLA LAIRD AS ADMINISTRATIVE ASSISTANT, AS ATTACHED TO THE OFFICIAL COPY OF THESE MINUTES.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES AND DIRECTOR DUMDI VOTING NO.

DIRECTOR MCKAY MOVED TO ACCEPT THE INSTRUCTIONAL SERVICES DIVISION PERSONNEL RECOMMENDATIONS ATTACHED TO THE OFFICIAL COPY OF THESE MINUTES.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

A summary of these personnel recommendations is as follows:

Employ as TMR teacher - Cynthia Koehler

Employ as School Psychologist - Michael Meyer

Employ as Speech and Language Therapist - Deborah Rock.

3. Correspondence

3. No correspondence was presented.

4. Business Affairs

4. The agenda included no business affairs.

5. Action Items

5A Bylaws and Policy
Amendments

5A. DIRECTOR MCKAY MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AMENDS ARTICLES IV, V, AND VI OF THE BYLAWS, AND POLICIES 315, 413, AND 603 OF THE POLICIES AND ADOPTS THE TEXTS ATTACHED HERETO AS PART OF THE OFFICIAL MINUTES.

Director Armstrong seconded.

Discussion following the motion centered on Article V, Section 2(a) which read as follows (with suggested deletions lined through and suggested additions underscored):

- a. Officers shall serve for two years one year or until their respective successors have qualified. No member may shall serve as Chairperson or Vice-Chairperson for more than one term in succession. two (2) years in succession.

5. Action Items

5A Bylaws and Policy
Amendments

5A. (continued)

Some Board members felt that officers should be limited to one-year terms.

DIRECTOR MCKAY MOVED TO AMEND HIS RESOLUTION TO RESOLVE TO AMEND ARTICLES IV AND VI AND POLICIES 315, 413, AND 603 AS PRESENTED AND ARTICLE V AS PRESENTED EXCEPT FOR SECTION 2(a) WHICH WOULD READ AS FOLLOWS: "Officers shall serve for one year or until their respective successors have qualified. No member shall serve as Chairperson or Vice-Chairperson for more than one term in succession."

Director Armstrong withdrew her second.

Director Nearing seconded the motion.

DIRECTOR DUMDI MOVED TO REMOVE ARTICLE V FROM THE MAIN MOTION AND VOTE ON IT SEPARATELY.

DIRECTOR ARMSTRONG SECONDED AND THE MOTION TO WITHDRAW ARTICLE V CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

Chairperson Ficek re-read the original resolution as moved by Director McKay and seconded by Director Armstrong as follows:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AMENDS ARTICLES IV AND VI OF THE BYLAWS AND POLICIES 315, 413, AND 603 OF THE POLICIES AND ADOPTS THE TEXTS ATTACHED HERETO AS A PART OF THE OFFICIAL MINUTES.

THE MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

Further discussion of Article V (Board organization) followed.

In brief, some members said that terms of office should be limited to one term of one year, because this was more democratic and dynamic for the organization.

Others felt that circumstances might arise when it would be beneficial for the chairperson to remain for two terms. They felt the policy should allow that option.

5. Action Items

5A Bylaws and Policy
Amendments

5A. (continued)

DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS AMENDS ARTICLE V OF THE BYLAWS AS PRESENTED EXCEPT FOR SECTION 2(a) WHICH WOULD READ: "OFFICERS SHALL SERVE FOR ONE YEAR OR UNTIL THEIR RESPECTIVE SUCCESSORS HAVE QUALIFIED. NO MEMBER SHALL SERVE AS CHAIRPERSON OR VICE-CHAIRPERSON FOR MORE THAN ONE TERM IN SUCCESSION."

Director Nearing seconded.

After further discussion, the Superintendent read the statute governing organization of local school boards (and now, ESD Boards as well). The statute stated "No member shall serve as chairman for more than two years in succession." The Superintendent said nothing in the statute would prevent the Board from changing officers after one year. The suggested wording change, however, would bring the policy into conformity with the statute.

WITH THE APPROVAL OF THE SECOND, DIRECTOR DUMDI WITHDREW HIS MOTION.

DIRECTOR DUMDI THEN MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD AMENDS ARTICLE V OF THE ESD BYLAWS AND ADOPTS THE TEXT ATTACHED HERETO AS PART OF THE OFFICIAL MINUTES.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

6. Discussion Items

6A Membership,
Chambers of
Commerce

6A. Superintendent Mead reviewed membership costs of organized Chambers of Commerce within Lane County. The cost of joining all would be about \$375 per year. He recommended that the ESD take no membership.

DIRECTOR NEARING MOVED:

BE IT RESOLVED THAT THE ESD BOARD HOLD NO MEMBERSHIPS IN CHAMBER OF COMMERCE ORGANIZATIONS.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, AND PENISTON VOTING YES.

6. Discussion Items

6B Tuition Tax Credit
Information

6C L-COG Services

6D OSBA Convention

7. Reports

8. Future Agenda Items

9. Next Meeting

12. Adjourn

6B. Superintendent Mead said the Moynihan-Packwood bill appears dead for the present, and tuition tax credits are unlikely to be enacted during this Congressional session.

6C. A summary of L-COG services was presented. Tangible benefits provided by membership include access to all data bases maintained by L-COG; access to specific technical services; technical assistance; and coordination and technical assistance with grants and grant proposals.

6D. Superintendent Mead reported that Director Nearing's name had been sent to OSBA as a suggested nominee for OSBA Director. No resolutions were identified to be submitted.

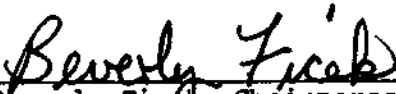
7. The agenda included no reports.

8. Director Dumdi asked that the Board receive an update on staff structure changes over the last three to four-year period. It was agreed such a summary would be helpful information.

9. The next regular meeting of the Lane ESD Board will be held Tuesday, September 15, 1981, 7:45 p.m., at the Lane ESD Center. If the workshop on Board process can be arranged, the time and location will be changed.

12. DIRECTOR PENISTON MOVED TO ADJOURN THE MEETING.

Director Armstrong seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


Beverly Fick, Chairperson


Melvin F. Mead, Superintendent-Clerk

Attachments to official
minutes:

Articles No. IV, V, and VI

Policy No. 315, 413, 603

Personnel Recommendations

MFH/SR/jv
9/9/81

ARTICLE IV

Membership - page 2

Section 2. Qualifications. Each member of the Board shall meet the following qualifications:

- a. He or she shall be 18 years of age or older, a citizen of the state, a resident of the district and/or the zone which he or she represents, a registered voter and not disqualified by the Constitution or laws of the state from holding civil office.
- b. He/she shall have been nominated in accordance with ORS 255.235.
- c. He/she shall, before entering the duties of his/her office, take and subscribe the oaths prescribed by statute. (Oregon Constitution)
- d. No person who is an employee of the District shall be eligible to serve as a member of the Board.

Section 3. Election. Members of the Board shall be elected in the manner specified by law. (ORS Chapter 331, ORS 334.025-334.090.)

Section 4. Vacancies. Any vacancy on the Board shall be filled by appointment by the remaining members of the Board from among the qualified persons within the zone in which the vacancy occurs. Any vacancy in an at-large Board position shall be filled by appointment by the remaining members of the Board from among the qualified persons within in the District as a whole.

The Board of Directors shall declare the office of Director vacant upon the happening of any of the following:

- a. When the incumbent dies or resigns;
- b. When the incumbent is removed from office or the election hereto has been declared void by the judgment or decree of any court of competent authority;
- c. When the incumbent ceases to reside within the District;

ARTICLE IV

Membership - page 3

Section 4. Vacancies (continued)

- d. When the incumbent ceases to discharge the duties of office for two consecutive months unless prevented therefrom by sickness or other unavoidable causes;
- e. When the incumbent is recalled.

A Director who is elected from a particular zone and who subsequently moves to another zone shall continue to serve until the next regular election, at which time a successor shall be elected from the vacated zone to serve the remainder of the unexpired term.

Section 5. Term. The term of each Board member shall commence on July 1 of the year in which he/she is elected, and shall continue for four (4) years. The term of a Director appointed to fill a vacancy shall continue until the next regular election, at which time the appointee or his/her successor shall be elected for the balance of the unexpired term.

Section 6. Removal. A Board member may be removed from the Board if found guilty of malfeasance in office or misfeasance. (ORS 334.090(4) and 332.020)

Section 7. Compensation. A Board member may not receive compensation for his/her services. Expenses of a Board member incurred in the performance of his/her Board duties shall be reimbursed on presentation of a voucher in accordance with procedures established for staff members. (ORS 334.100(3))

Date Adopted: May 20, 1980
Date Revised: September 1, 1981

page 3/3

BYLAWS

No. 050

Lane Education Service District

ARTICLE V

ORGANIZATION

Section 1. Organization Meeting. The Board shall organize at a meeting held after the regular election of Board members but not later than the last day of July. (ORS 334.100)

Section 2. Officers. The Board shall organize by the election of a Chairperson and a Vice-Chairperson from among its members. (ORS 334.100) The Superintendent shall be appointed Clerk/Secretary of the Board. (ORS 332.515) Election shall be by a majority of the full Board.

- a. Officers shall serve for one year or until their respective successors have qualified. (ORS 334.100) No member may serve as Chairperson or Vice-Chairperson for more than two (2) years in succession.
- b. An officer may be removed by a majority vote of the full Board should he/she refuse to perform the duties of his/her office imposed upon him/her by law or these bylaws.
- c. In case an office of the Board becomes vacant, the Board shall fill the vacancy for the unexpired term.
- d. Chairperson. The Chairperson of the Board shall have the following duties:
 1. Conduct all meetings and hearings of the Board, public or executive.
 2. Make all decisions as to the procedure to be followed in any meeting of the Board.
 3. Call special meetings.
 4. Make such appointments to committees and select representatives of the Board as may be required from time to time. Unless otherwise specified, all appointments will be for one-year terms, to be reviewed annually.

ARTICLE V

Organization - page 3

Section 5. Committees of Board Members. Ad Hoc Committees of Board members may, when specifically charged to do so by the Board, conduct studies, make recommendations to the Board and act in an advisory capacity, but shall not take action on behalf of the Board. Members shall be appointed by the Chairperson, and members shall serve until the committee is discharged. Each Board committee shall be convened by a chairperson who shall be appointed by the Chairperson or by the committee from among its members.

Section 6. Advisory Committees. The Board authorizes that citizen advisory committees be used for funded programs as the law requires or where special need exists.

Date Adopted: May 20, 1980
Date Revised: September 1, 1980

page 3/3

BYLAWS

No. 060

Lane Education Service District

ARTICLE VI

MEETING

Section 1. Parliamentary Authority. Robert's Rules of Order, Newly Revised, shall govern the Board in its deliberations in all cases in which it is not inconsistent with statute, the administrative code or these bylaws; except that rules of order may be amended or set aside at any meeting by a majority of those present and voting.

Section 2. Quorum. A majority of the number of members constituting the Board shall constitute the quorum of the Board. Less than a quorum may meet and adjourn from time to time, and compel the attendance of absent members.

Section 3. Presiding Officer. The Chairperson shall preside at all meetings of the Board. In his/her absence, disability, or disqualification, the Vice-Chairperson and then any member so designated by the Board shall preside. The act of any duly designated presiding officer shall be legal and binding.

Section 4. Regular Meetings. Regular meetings of the Board shall be public (ORS 192.620, 192.630) except as provided by law, and shall take place at the time and place set annually by the Board, except that any regular meeting may be waived at a regular meeting previous to waived meeting.

The order of business for each regular meeting shall be as follows unless altered by the presiding officer or a majority of those present and voting:

1. Call to Order
2. Statements
3. Communications
4. Action Items
5. Discussion Items
6. Reports

ARTICLE VI

Meetings - page 2

7. Suggested Agenda Items for Future Meetings.
8. Date and Place of Next Meeting
9. Executive Session
10. Reconvene to Regular Session
11. Adjournment

Section 5. Special Meetings. Special meetings shall be public (ORS 192.620) except as provided by law and shall be called by the presiding officer or by a majority of the members of the Board. The Superintendent shall notify each member and such newspaper and radio or television stations as have requested notice, of the date, time, and place of each special meeting and the purpose for which it is called at least 24 hours prior to the meeting. (ORS 192.640) Waiver of such notice may be given by any member at or prior to the time of the meeting and the presence of any member at the meeting shall constitute waiver of notice. The order of business shall be as follows unless altered by the Chairperson or a majority of those present and voting:

1. Call to Order
2. Roll Call
3. Reading of Notice of Meeting
4. Transaction of Business for Which Meeting Was Called
5. Adjournment

Section 6. Agenda. It shall be the responsibility of the Superintendent to prepare an agenda of the items of business to come before the Board at each regular and special meeting. The agenda shall be posted in accordance with the law. The Board, except in any emergency, may act only on posted agenda items and shall not ordinarily deliberate items except those appearing on the posted agenda or those publicly announced and added thereto.

Section 7. Hearing of Citizens. A member of the public present at a meeting of the Board may address the Board during the meeting provided that he/she is first recognized by the Chairman and has identified

ARTICLE VI

Meetings - page 3

himself/herself by name, address and/or affiliation. Each person so recognized and identified may address the Board only on matters properly before that body and shall do so as briefly as the subject allows.

The presiding officer is responsible for the orderly conduct of the meeting and shall rule on such matters as the speaker's right to address the Board, the time to be allowed for public discussion, the appropriateness of the subject being presented and the suitability of the time for such a presentation.

Where citizens wishing to impress the Board create such a disturbance as to render the orderly conduct of the meeting unfeasible, the Board may cause the removal of the offending individuals and, if that does not restore order, may clear the room except for orderly members of the press. Continued disturbances may result in arrest or misdemeanor charges under ORS 166.025, 166.045 or 166.065.

Section 8. Voting. All votes by which the Board acts shall require a majority affirmative vote of the entire Board. A member may abstain from voting without giving a reason. The result of all votes and the vote of each member shall be recorded. (ORS 192.650)

Section 9. Minutes. Minutes shall be kept of all public meetings of the Board and shall be maintained in a suitable journal of proceedings. (ORS 192.650, 332.065) Such minutes shall record every official act of the Board and be kept in sufficient detail to show compliance with the law. The minutes shall be part of the public record of this Board and shall be available for public inspection. (ORS 192.420)

Minutes shall be kept of all executive sessions of the Board. (ORS 192.650) Such minutes shall not be public. The contents of such minutes shall be limited to material the disclosure of which is not inconsistent with ORS 192.660.

ARTICLE VI

Meetings - page 4

Section 10. Executive Session. The Board shall meet as a committee of the whole during a regular or special meeting only to consider the appointment, employment, or dismissal of a public employee; hear complaints or charges brought against a public employee, unless such employee requests a public hearing; discuss among the Board's members or with the Board's representatives, its position regarding any matter within the scope of labor negotiations and instruct its designated representatives; consider the expulsion, suspension or discipline of any pupil where such disclosure may violate ORS 332.061; consider legal matters which come within the attorney-client privilege; discuss labor disputes with the State Counciliator when he/she has intervened as authorized by law; discuss matters of school security with law enforcement agents or agencies; and/or consider records which are exempt by law from public inspection. (ORS 192.500, 192.660)

No executive session may be held for the purpose of taking any final action or making any final decision. (ORS 192.660(4)).

Date Adopted: May 20, 1980
Date Revised: September 1, 1981

page 4/4

POLICY

No. 315

Lane Education Service District

CERTIFICATED STAFF

CRITICAL ILLNESS LEAVE

The Board shall provide for a certificated employee's absence for emergency critical illness in the employee's immediate family.

For purposes of this policy, "immediate family" is defined to mean: "spouse, children (including adopted or foster children), grandchildren, mother, father, mother-in-law, father-in-law, brother and sister."

The specific provisions governing the application of this policy will be contained in the administrative regulations. The Board reserves the right to specify the manner of proof required for the use of critical illness leave.

Date Adopted: May 20, 1980
Date Revised: September 1, 1981

page 1/1

POLICY

No. 413

Lane Education Service District

CLASSIFIED STAFF

CRITICAL ILLNESS LEAVE

The Board shall provide for a classified employee's absence for emergency critical illness in the employee's immediate family.

For purposes of this policy, "immediate family" is defined to mean: "spouse, children (including adopted or foster children), grandchildren, mother, father, mother-in-law, father-in-law, brother and sister."

Specific provisions governing the application of this policy will be contained in the administrative regulations. The Board reserves the right to specify the manner of proof required for the use of critical illness leave.

Date Adopted: May 20, 1980
Date Revised: September 1, 1981

page 1/1

POLICY

No. 603

Lane Education Service District

FINANCE

BUDGET PREPARATION

The Board considers the preparation of the budget to be one of its most important functions. The budget is designed to mesh the services and financial programs of the district and should contain three major parts: the service program, the program of expenditures and the program of resources.

The budget should be scrutinized with care by each member of the Board during its preparation; but once adopted, it deserves the support of all members of the Board regardless of their position when adoption was voted.

In order to insure adequate time for the preparation and review of the proposed budget, the Board requests that the Superintendent present to the Board each year a calendar of budget preparation events which will insure completion of the budget development process as required by law.

The budget for the operation of the Lane Education Service District shall be reviewed and approved annually by the Budget Committee.

The Budget Committee shall be comprised of the Board of the Lane Education Service District and seven freeholder members appointed by the Board. Appointed freeholders shall be members of common school district boards within the Lane Education Service District.

The Budget Committee shall at its first meeting after appointment elect a chairperson and a secretary from among its members.

ORS 334.240

Date Adopted: May 20, 1980

Date Revised: September 1, 1981

page 1/1

September 1, 1981

TO: Mel Mead
FROM: Jule Crume
RE: New Employees

I recommend the following persons for employment for the 1981-82 school year;

1. Cynthia Koehler -- TMR Teacher

She has a BS from Michigan State University in Music Therapy and Psychology and an MS from the University of Oregon in Special Education. She has had a variety of experiences - largely in state institutions working both with children and adults.

Ms. Koehler's salary placement is at the Master's Column at Step 6.

2. J. Michael Meyer -- School Psychologist

He has a BA in zoology and liberal arts from the University of Wisconsin and an MS from the University of Oregon in School Psychology. He has done a variety of practica relating to special education and did a year of internship in School Psychology at Springfield High School

His salary placement is at the Master's Column, Step 0.

3. Deborah Rock -- Speech and Language Therapist

She has a Bachelor's Degree in Speech Pathology and Audiology from California State College and a Master's Degree in Speech and Hearing Sciences from the University of Washington. Her experience has been related to her graduate program as a speech and language intern and an assistant in university programs in children's speech and language disorders.

Her salary placement is at the Master's Column, Step 0.

September 1, 1981

TO: Board members
FROM: Mel
SUBJECT: Personnel appointments

Nicola Laird, currently a department head in Media Services, has been selected as the top applicant for appointment as administrative assistant. It is my recommendation that she be approved for appointment to this new position at a salary of \$2,167 per month (\$26,000 per year, pro-rated from the date of transition).

Nicki has expressed an interest in moving into general educational administration for some time. She has been most effective in her administrative responsibilities in Media Services, and has the skills, competence, and motivation to assimilate quickly the knowledge necessary in those areas where her experience is limited. Her work as a specialist and linker in ERIC have already served to broaden her awareness and knowledge considerably beyond that of the typical pure specialist.

I also recommend the election of Cynthia Koehler, J. Michael Meyer, and Deborah Rock to the positions indicated by Jule Crume in the accompanying memorandum.

MM:sr

August 27, 1981

TO: Board members
FROM: Mel
SUBJECT: OTIS Directorship

At the July meeting, the Board acted to approve the recommendation of the superintendent and the screening/interview committee concerning the selection of John Bartos as OTIS Director, and gave approval to a salary offer of \$3,400 a month.

Subsequently (and much delayed because of my absence on vacation as well as other extenuating factors), Mr. Bartos has indicated a need for a higher salary figure.

It is my recommendation that the salary to be paid be increased to \$3,750 per month, from the date of the assumption of duties until salaries are further adjusted July 1, 1982, or thereafter.

The Board will recall that the six-member screening/interview committee, consisting of Doug McKay, Hugh Peniston, Zeno Katterle (Beaverton), Bill Lewellen (Springfield), Ken Stanhope (Umatilla ESD), and me, was unanimous in its judgment that Mr. Bartos was clearly the strongest candidate in a field of six outstanding finalists and that the field of finalists was exceptionally strong. The six finalists were selected from ninety-seven applicants.

The members of the committee have all been apprised of Mr. Bartos' indication that the salary initially suggested was not sufficient, and his further indication that the major circumstance affecting his decision in that regard was the real estate market -- more specifically current high market values and extraordinarily high mortgage interest rates.

The members of the committee are unanimous in their belief that John Bartos is the man they wish to see directing OTIS; that he has the right combination of management skills and data processing expertise to lead OTIS in a thorough, objective assessment of its strengths and weaknesses and in the establishment of new goals and improved functions. Committee members feel that the salary offer should be increased to the amount discussed as a top offer at the time the recruitment process was being planned.

I concur with that assessment, with no reservations. Mr. Bartos is a top candidate and merits a top offer, in my judgment.

This recommendation will be brought in executive session next Tuesday, September 1.

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, August 18, 1981

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, August 18, 1981

Agenda Topics

1. Call to Order
 - 1A Attendance

1B Minutes Approved

2. Statements
 - 2A Invitation

2B. Agenda Modification

3. Correspondence

- 1A. A regular meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, August 18, 1981, with the following members present:

Board members attending:

Doug McKay, Vice-Chairperson	Hugh Peniston
Jeanne Armstrong	Nile Williams
Frank Nearing	

ESD staff attending:

Melvin Mead, Superintendent	Jim Maxwell
Jule Crume	Sallie Rainville

- 1B. DIRECTOR ARMSTRONG MOVED TO APPROVE THE MINUTES OF JULY 21 AS PRESENTED.

Director Peniston seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

- 2A. On behalf of the staff, Superintendent Mead extended an invitation to Board members to attend the ESD picnic on Wednesday evening, September 2, at Armitage Park.
- 2B. The Superintendent requested that an action item regarding bids for delivery vans be added to the agenda. (Item 5A)
3. The following correspondence was presented:
 - A. A letter of thanks from Jack Billings.
 - B. A letter from Thomas Rigby about submitting nominations and resolutions for the OSBA annual convention in November.

(Following discussion, Director Armstrong moved that Director Nearing's name be suggested to the OSBA nominating committee as a potential director.

Director Peniston seconded and the motion carried with all present voting yes.

3. Correspondence

4. Business Affairs

5. Action Items

- 5A Bid for Delivery
Vans

6. Discussion Items

- 6A Policy Amendments
Mandated by
Legislation

6. Discussion Items

- 6B Review of Chapter
400 Bylaws and
Policy

3. (continued)

The Superintendent will submit the nomination form to OSBA by the August 20 deadline.)

- C. Memo from Carole Daly responding to Superintendent Mead's earlier memo regarding WISTEC's laser plans.
- D. Letter from Ron Wilkerson, OAESD Legislative Chairperson, reviewing the 1981 legislative program of the Association.

4. The agenda included no business affairs.

- 5A. A memo from Jim Maxwell indicated that the ESD bid invitation occurred at a time when remaining 1980-81 vehicles were in short supply and prior to the issuance by major manufacturers of firm prices to their dealers for 1982 models. He recommended that bids received be rejected and vehicles re-bid in the fall after dealers have firm price information for 1982 models.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE ESD BOARD REJECTS ALL BIDS RECEIVED FOR DELIVERY VANS AT THE BID OPENING ON JULY 24, 1981. BE IT FURTHER RESOLVED THAT VEHICLES BE RE-BID THIS FALL.

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

- 6A. The Superintendent presented the first reading of changes in Articles IV, V, and VI and Chapter 600 of the Bylaws and Policy. The suggested changes are made because of the passage of HB 2644, which revises procedures to make ESD Board service more consistent with local school district boards. The wording changes would bring the policy document into conformity with statutes.

- 6B. Chapter 400 of the ESD Bylaws and Policy was read and reviewed.

DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT THE ESD BOARD AMENDS POLICY NO. 411 OF THE ESD BYLAWS AND POLICY AND ADOPTS THE TEXT ATTACHED HERETO AS AN OFFICIAL PART OF THE MINUTES OF THIS MEETING.

6. Discussion Items

6B Review of Chapter
400 Bylaws and
Policy

6B. (continued)

Director Peniston seconded and the MOTION
CARRIED WITH DIRECTORS ARMSTRONG, MCKAY,
NEARING, PENISTON, AND WILLIAMS VOTING YES.

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE ESD BOARD AMENDS
POLICIES NO. 413 AND 315 OF THE ESD BYLAWS AND
POLICY AND ADOPTS THE TEXT ATTACHED HERETO AS AN
OFFICIAL PART OF THE MINUTES OF THIS MEETING.

Director Williams seconded and the MOTION
CARRIED WITH DIRECTORS ARMSTRONG, MCKAY,
NEARING, PENISTON, AND WILLIAMS VOTING YES.

7. Reports

7A L-COG

7A. Director Williams briefly reviewed the recently
distributed L-COG survey. The Superintendent
said a report is being prepared on the services
provided to the ESD and local school districts
as a result of the ESD's membership. A thorough
review of the question of continuation of L-COG
membership for 1982-83 and thereafter will be
scheduled for a November or December meeting.

7B CMC

7B. Director Armstrong discussed concerns of the CMC
staff and Board and reviewed the recent CMC-
WISTEC joint work session.

8. Future Agenda Items

8. The Board discussed scheduling a facilitated
group process session on a regular Tuesday
meeting date.

9. Next Meeting

9. The next regular meeting of the Lane ESD Board
will be held Tuesday, September 1, 1981,
7:45 p.m., at the Lane ESD Center, 1200 Highway
99 North, Eugene.

10. Executive Session

10. Chairperson McKay recessed the regular meeting
and called the Board to Executive Session under
provisions of ORS 192.660(1)(a) to consider
employment of staff and 192.660(1)(d) to discuss
negotiations.

11. Reconvene

11. Following the Executive Session, Chairperson
McKay reconvened the Board in regular session.
The following action was taken:

DIRECTOR WILLIAMS MOVED TO ACCEPT THE PERSONNEL
RECOMMENDATIONS ATTACHED TO THE OFFICIAL COPY OF
THESE MINUTES.

Director Armstrong seconded and the MOTION
CARRIED WITH DIRECTORS ARMSTRONG, MCKAY,
NEARING, PENISTON, AND WILLIAMS VOTING YES.

11. Reconvene

11. (continued)

A brief summary of the personnel recommendations report is as follows:

Request for sabbatical leave granted - Marilyn Olson

Employ as school psychologist - Christine Walken

Employ as family consultant (.5 FTE) - Barbara Herman

Employ as Special Education Teacher - Jeff Sprague

Employ as specialist (temporary, .75 FTE) - Sherrie Kuhl

Accept resignations of John McDonnell and Reah Harris-Lematta.

12. Adjourn

12. DIRECTOR WILLIAMS MOVED TO ADJOURN THE MEETING.

Director Peniston seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


Doug McKay, Vice-Chairperson


Melvin F. Mead, Superintendent-Clerk

Attachments to official minutes:

Policy No. 411, 413, 315

Personnel Recommendations

MFH/SR/jv
8/26/81

POLICY

No. 411

Lane Education Service District

CLASSIFIED STAFF

SICK LEAVE

The Board shall, in accordance with law, provide for a compensated leave of absence for any employee who is compelled to be absent from duty because of accidental injury, illness or quarantine.

The Board reserves the right to specify, within the limits of the statutes, the

1. Total allowable sick leave;
2. Manner of proof required of injury or illness;
3. Records maintained of sick leave use; and
4. Discipline to be enacted for misuse of sick leave.

Employees employed full time (five days per week and forty hours per week) are entitled to ten (10) days sick leave or one (1) day per month each fiscal year commencing on the first day of employment. Those employed part-time are entitled to sick leave computed on a pro-rata basis, if they work at least twenty (20) hours per week.

Should a part-time employee be transferred from a day of less than full time to one of greater time, said employee's accumulated sick leave days shall be reduced in inverse proportion to the increased length of the work day. (Accumulated sick leave hours shall remain the same.)

Unused sick leave may be accumulated without limit. If an employee transfers to another school district covered by the provisions of ORS 342.596, however, no more than 75 days (600 hours) may be transferred for sick leave purposes.

The earned sick leave of any newly hired employee who has been employed by another school district, whose employment was terminated for reasons

page 1/2

CLASSIFIED STAFF

Sick Leave - page 2

other than action initiated by that school district for cause, and who is hired by this District within one (1) year of such termination shall be allowed to transfer up to ten (10) days per year of service and a maximum of seventy-five (75) days of accumulated sick leave. Such transfer shall be made at the initiative of the employee and shall be credited only after thirty (30) days of employment by this District.

Whatever the claim of disability, no day of absence on which any employees of the District have engaged in a concerted work stoppage shall be considered a sick leave day.

Whatever the claim of disability, no day of absence on which the employee sought, prepared for, or engaged in other gainful employment shall be considered a sick leave day.

The Superintendent may grant extended sick leave without pay at his/her discretion and upon request of the employee. The Board may grant extended sick leave with pay at its discretion and upon request of the employee. Board consideration of such requests will be based upon guidelines developed for that purpose.

Date Adopted: May 20, 1980
Date Revised: August 18, 1981

page 2/2

POLICY

No. 413

Lane Education Service District

CLASSIFIED STAFF

CRITICAL ILLNESS LEAVE

The Board shall provide for a classified employee's absence for emergency critical illness in the employee's immediate family.

For purposes of this policy, "immediate family" is defined to mean: "spouse, children (including adopted or foster children), mother, father, mother-in-law, father-in-law, brother and sister, and grandchild."

Specific provisions governing the application of this policy will be contained in the administrative regulations. The Board reserves the right to specify the manner of proof required for the use of critical illness leave.

Date Adopted: May 20, 1980
Date Revised: August 18, 1981

page 1/1

400-16

8/18 attach.

POLICY

No. 315

Lane Education Service District

CERTIFICATED STAFF

CRITICAL ILLNESS LEAVE

The Board shall provide for a certificated employee's absence for emergency critical illness in the employee's immediate family.

For purposes of this policy, "immediate family" is defined to mean: "spouse, children (including adopted or foster children), mother, father, mother-in-law, father-in-law, brother and sister and grandchild."

The specific provisions governing the application of this policy will be contained in the administrative regulations. The Board reserves the right to specify the manner of proof required for the use of critical illness leave.

Date Adopted: May 20, 1980
Date Revised: August 18, 1981

page 1/1

300-20

8/18 attach.

August 18, 1981

TO: Mel Mead
FROM: Jule Crume
SUBJECT: Personnel

I recommend the following individuals for employment by the ESD beginning with the 1981-82 school year:

1. Psychologist -- Christine Walken

Mrs. Walken has a Doctorate in Special Education and Education Psychology from the UofO. She is certificated as a teacher, supervisor and psychologist. Her experiences in education have been broad, including a teacher of retarded children for 3 years; a Learning Specialist in Pendleton, Oregon, for 2 years; a Coordinator of Special Education in South Lane School District for 5 years and a practicum supervisor in special education at the University of California for 1 year.

Her salary would be on the Doctor's Column, at Step 12.

2. Family Consultant -- Barbara Herman

Ms. Herman has a Bachelor's Degree in Psychology from the University of California and a Master's Degree in family counselling from the UofO. She currently has an Oregon teaching certificate with a norm for Severely Handicapped Learner.

Ms. Herman served as a teacher and therapist for handicapped children, as a counsellor at the DeBusk Center at the UofO, and as a special education consultant at Crow-Applegate-Lorane District. Last year she was an intern at the Child Center in Springfield where she worked in therapy programs with handicapped children and their parents.

This employee would be placed on the Master's Column, at Step 5 to be employed half-time.

3. Teacher -- Jeff Sprague

This individual was approved by the Board for a half-time job sharing position. Since that job has now become a full-time position (with the resignation of John McDonnell as noted below) I recommend the change in status to a full-time teacher.

4. Specialist: Sherrie Kuhl

If the Board approves a sabbatical for Marilyn Olson, I recommend employment of Mrs. Kuhl on a 3/4 time basis to temporarily head the Special Projects Department for the 1981-82 year.

She has a Bachelor's Degree in English and Journalism and has taught at both junior and senior high schools in Medford and in Eugene for 15 years. I recommend a salary of \$16,065 adjusted according to the change in salary approved in the new Agreement between the Board and LCEA.

The following letters of resignation have been received:

1. Teacher -- John McDonnell

The UofO has made possible an opportunity for John's part-time employment in the Special Education program there while he completes work on his doctorate. He, therefore, wishes to resign his position with the ESD for the 81-82 year.

2. Psychologist -- Reah Harris-Lematta

For personal reasons Mrs. Lematta is leaving the Eugene area.

August 18, 1981

TO: Mel Mead
FROM: Jule Crume
SUBJECT: Sabbatical for Marilyn Olson

Attached is a request for Marilyn Olson for a sabbatical leave for the 1981-82 school year. District Policy 310 provides for a program of Sabbatical Leave and it is my understanding that such leave in the past has contained the following conditions:

- a. Such leave will be granted to only one staff member in any one year.
- b. The program to be pursued by the employee is to be approved by the Board.
- c. The district will pay the employee one-half his/her annual salary and full fringe benefits for the year.
- d. The employee will agree to return to the district the year following the sabbatical or forfeit the salary received the preceding year.

The attachment speaks not only to Marilyn's request. It also describes her program.

RECOMMENDATION

I recommend approval of the sabbatical. Marilyn has given excellent service to the ESD and constituent districts; she has demonstrated her willingness and ability to work with a variety of publics having need for services in several curriculum areas; she given generously of her time in a spirit of interest and enthusiasm.

ADVANTAGES TO ESD

There are several advantages to the ESD in granting the sabbatical as I see it:

- a. a specialist better prepared to assist districts in curriculum design and evaluation of instruction -- two areas of growing need for districts.
- b. a growing liaison with key persons at the UofO and, therefore, greater cooperative efforts in areas where such assistance will benefit constituent districts.
- c. greater potential for ESD assistance to districts facing the growing problem of student dropouts in the secondary program.

8/18 Attach.

PLAN FOR SPECIAL PROJECTS 1981-82

If the sabbatical is approved, I suggest that Marilyn's responsibilities be covered this current year as follows:

a. One person be hired on a temporary basis at 3/4 time to cover areas of:

1. written composition, literature, spelling
2. talented and gifted
3. global studies

b. The equivalent of ~~one~~ ^{one/quarter} FTE be employed on a short term contract basis for:

1. Achieving Your Potential
2. middle school programs
3. and/or such other specific program needs as may be determined by the Director.

8/18

Lane Education Service District

MELVIN F. MEAD
SUPERINTENDENT-CLERK



July 15, 1981

TO: Jule Crume, Director of Instructional Services
FROM: Marilyn Olson, Specialist, Special Projects
RE: Request for Sabbatical Leave during 1981-82.

I would like to request a sabbatical leave for the school year 1981-82. I understand that such a request would require me to design a program that would have benefits for the ESD as well as provide professional growth for me. A proposed program follows:

Program: During the 1981-82 school year I have the opportunity to participate in the following activities:

- (1) Post-graduate work at the University of Oregon in curriculum and instruction, particularly courses focusing on (a) the art and evaluation of instructional technique, (b) curriculum content and design as it relates to student needs and interests, and (c) methods for developing skills, attitudes and substance in groups of learners.
- (2) Supervision of student teachers in local school settings.
- (3) Development and supervision of a curriculum model for students age 14-18 who are not succeeding in the regular school setting.

Rationale: For the past seven years I have been creating and presenting new materials, new topics, new techniques, new ideas for teachers to use in their own programs. I feel it is essential that I now spend some time: (1) concentrating on materials, topics, techniques and ideas others have created and presented; (2) studying teachers, students and curriculum in actual classroom settings for extended periods of time; (3) compiling results of past projects so that teachers can use the materials that proved most beneficial; and (4) observing the educational process from a different perspective.

My reading recently has forced me to look at two areas of educational concern that, according to the sources I read, will so influence education that our present systems will "either adapt to meet the challenges or will be phased out." One of the factors involved is new technology, particularly

200 HWY 99 NORTH
PO BOX 2680
EUGENE, OREGON 97402
PHONE (503)689-6500

computers. The other is the dropout rate (32%) and/or declining enrollments. The "problems" surrounding these two factors have been created outside of schools as well as inside, but do indeed affect the skills, substance and attitudes of the learner, the teacher, and the curriculum.

These two areas are perhaps only symptomatic of the larger problem of education and society, but they help provide focus for exploring roles that service agencies such as ESD's can provide for schools now and in the future.

Benefits to the ESD:

- (1) Development of a better, more experienced curriculum specialist.
- (2) Increased communication and cooperation between Lane ESD and the College of Education (Division of Teacher Education) at the University.
- (3) Increased credibility with teachers as they see evidence that the ESD is designing and providing programs that represent the most current and most relevant topics and issues in education.
- (4) Increased use of services by teachers who perceive ESD personnel as dependable and believable sources for professional training, for curriculum leadership, and for expertise in dealing with specific teaching problems.

Present status related to sabbatical program:

- (1) I have been granted admission to the University of Oregon Graduate School to pursue a doctoral program in Curriculum and Instruction.
- (2) The University of Oregon has offered me a one year part-time appointment as a Graduate Teaching Fellow in the Division of Teacher Education to supervise student teachers.
- (3) I have been asked to serve as Consultant for a group in Bend, Oregon, who are developing a curriculum to meet the needs of students age 14-18 who have either dropped out of school or have been expelled.

Present status of program for Special Projects for 1981-82 at Lane ESD:

- (1) Several workshops/activities are planned for the fall of 1981:
 - a. Talented and Gifted session for sharing materials and methods, one evening, October 1. Preparation involves promotion, contacting publishers, planning the program, setting up exhibits, and brief follow-up.
 - b. Achieving Your Potential seminar, six evening sessions, September and October, on Tuesday nights. Preparation involves

8/18

promotion, program planning, and coordinating materials.

- c. Writing Workshops with Jim Sabol, two days each for two different groups of teachers during December. Preparation involves promotion and coordination.
- d. Seminar on Attitudes with Dr. Jerold Jampolsky, two or three full days in November. Reservations have been made at the Rodeway Inn. Preparation involves promotion, program development, coordination, registration and short follow-up.
- e. Literary Book planning and promotion.
- f. County Spelling Competition planning.

(2) Winter workshops planned include:

- a. Achieving Your Potential seminar (six evenings).
- b. Thirty hour writing course with teacher-presenters (10 evenings).
- c. Completion of Sabol Training (one day each for two groups in January).
- d. Literary Book evaluation of manuscripts.
- e. County Spelling Competition promotion.

(3) Spring workshops planned include:

- a. Achieving Your Potential seminar (six evenings).
- b. Annual Symposium (Jampolsky, if he cannot come in November).
- c. Literary Book selections, production, distribution and party.
- d. Spelling Competition and awards.

(4) Other topics needing additional services include:

- a. Newspaper availability
- b. Social Studies (global studies)
- c. Talented and Gifted
- d. Others as determined by the Needs Assessment Committee for Instructional Services.

These programs could be planned and conducted by someone else. However, I am open to the possibility of contracting with the ESD to be the coordinator/consultant for any of them.

5/18

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

Office of the Superintendent
Tuesday, July 21, 1981

LANE ESD BOARD OF DIRECTORS MEETING
Tuesday, July 21, 1981

Agenda Topics

1. Call to Order
 - 1A Attendance

1B Minutes Approved

2. Statements
3. Correspondence

4. Business Affairs

- 1A. A regular meeting of the Lane ESD Board of Directors was called to order at 7:45 p.m., Tuesday, July 21, 1981, with the following members present:

Board members attending:

Beverly Ficek, Chairperson	Frank Nearing
Jeanne Armstrong	Hugh Peniston
Cleve Dumdi	Nile Williams
Doug McKay	

ESD staff attending:

Melvin Mead, Superintendent	Jule Crume
Jim Maxwell	Sallie Rainville

- 1B. DIRECTOR PENISTON MOVED TO APPROVE THE MINUTES OF JUNE 30 AS PRESENTED.

Director McKay seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.

2. There were no statements.
3. The following correspondence was presented:
 - A. From Wally Priestley, Portland Public School Board, stating that Portland Board passed a unanimous resolution on June 8 supporting a bilateral nuclear weapons freeze. They are asking other boards to do the same.

After discussion, consensus of the Board was to take no official action on this matter.
 - B. IFG newsletter reprint "Tuition Tax Credits for Schools."
 - C. From Bill Suggs regarding federal laser regulation compliance.
4. The agenda included no business affairs.

5. Action Items

5A. Organization of
Board, 1981-82

5A. The Superintendent pointed out that statutes specifying the organization of ESD boards and establishment of meeting calendars have been changed to conform to those governing local board meetings. Chairperson and vice-chairperson are to be elected for one-year terms.

DIRECTOR PENISTON MOVED:

BE IT RESOLVED THAT THE LANE ESD BOARD OF DIRECTORS HEREBY ELECTS BEVERLY FICEK AS CHAIRPERSON FOR THE 1981-82 TERM.

Director Armstrong seconded.

After discussion, it was determined that Board members wished to open nominations.

DIRECTOR PENISTON WITHDREW HIS MOTION WITH THE CONSENT OF THE SECOND.

CHAIRPERSON FICEK DECLARED NOMINATIONS FOR CHAIRPERSON OF THE BOARD FOR THE 1981-82 TERM OPEN.

DIRECTOR PENISTON NOMINATED BEVERLY FICEK.

DIRECTOR WILLIAMS NOMINATED CLEVE DUMDI.

Mr. Dumdi declined the nomination.

DIRECTOR DUMDI MOVED THAT NOMINATIONS CEASE AND A UNANIMOUS BALLOT BE CAST TO ELECT BEVERLY FICEK AS CHAIRPERSON OF THE BOARD FOR 1981-82.

Director Armstrong seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

CHAIRPERSON FICEK DECLARED NOMINATIONS FOR VICE-CHAIRPERSON OF THE BOARD FOR 1981-82 OPEN.

DIRECTOR ARMSTRONG NOMINATED DOUG MCKAY.

DIRECTOR DUMDI MOVED THAT NOMINATIONS CEASE AND A UNANIMOUS BALLOT BE CAST TO ELECT DOUG MCKAY AS VICE-CHAIRPERSON OF THE BOARD FOR 1981-82.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

5. Action Items

5B Adoption of Board
Calendar

5B. DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD ADOPTS THE CALENDAR OF MEETINGS ATTACHED TO THE OFFICIAL COPY OF THESE MINUTES, DESIGNATING THE FIRST AND THIRD TUESDAY OF EACH MONTH AS ITS OFFICIAL MEETING DATES.

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

The Superintendent recommended that regular, formal business of the Board be conducted on the second Tuesday of each month, with the focus of the first meeting to be informal, work-session activities. These might include joint dinner meetings with local district boards, OTIS Advisory Committee, CMC, and others. A proposed schedule for work session meetings will be developed.

5C Designation of
Auditor and Legal
Counsel

5C. DIRECTOR DUMDI MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD DESIGNATES THE FIRM OF BABCOCK & SOLIN PC AS AUDITORS FOR THE 1980-81 FISCAL AUDIT.

Director McKay seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

DIRECTOR WILLIAMS MOVED:

BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF LANE ESD DESIGNATES WILLIAM F. FRYE, FRYE & SMITH ATTORNEYS, AS ITS LEGAL COUNSEL FOR 1981-82.

Director Dumdi seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

The procedure for review of professional services was briefly discussed. As adopted by the Board on October 21, 1980, the procedure states that if review is desired, the process should begin in late fall or early winter. Board members suggested possible evaluation/review of the Board's negotiator should be considered along with other services.

6. Discussion Items

6A Board Committee and Representation Appointments

6B District Membership

6A. The Superintendent represented a recap of 1980-81 Board representative and liaison assignments. Appointments are made yearly by the Board Chairperson and are ratified by the Board.

6B. Organizations in which the ESD holds an institutional membership were reviewed as follows:

Oregon School Boards Association (annual dues \$2,000)

Oregon Association of ESDs (\$200)

Oregon School Study Council (\$90)

Lane Council of Governments (\$400)

Eugene Area Chamber of Commerce (\$50)

American Association of Educational Service Agencies (\$600)

The Superintendent recommended that membership in all of the organizations be continued for the 1981-82 year. Benefits and services provided by each were briefly summarized. Board members requested further details on services provided by L-COG, especially as these concern the smaller districts the ESD represents. Information was also requested on other chambers of commerce in Lane County.

There was also a brief discussion on the Lane County School Boards Association. Since it is open to all school board members in Lane County, Board members and the Superintendent felt the organization could serve as a forum for discussion of current educational issues and concerns.

7. Reports

7A CMC

7B L-COG

7A. Director Armstrong reported on recent CMC work sessions. On July 23, the CMC will meet with the WISTEC Board. Because the ESD is closely concerned with WISTEC's problems, Director Armstrong suggested the Board may also wish to schedule its own meeting with WISTEC in the near future.

7B. Director Williams reported on an L-COG survey to be filled out by all Board members. He said he will have it distributed prior to the next meeting.

7. Reports
7C Legislation

7C. Superintendent Mead reported further progress on two bills of concern to ESDs.

HB 2971, which removes limitations on leasing and acquiring property by ESDs, has been signed by the Governor and will go into effect 90 days following adjournment.

HB 3088, which would preserve the ESD tax base, was rewritten in the House Revenue Committee. Approval of local boards through the resolution process and a levy election would now be required. This version has come out of Committee with a do pass recommendation.

8. Future Agenda Items

8. Future agenda items include:

A. Board policies review: adoption of amendments mandated by 1981 legislation.

B. ESD Board zone modifications, 1980 census data.

9. Next Meeting

9. The next regular meeting of the Lane ESD Board will be held Tuesday, August 18, 1981, 7:45 p.m., at the Lane ESD Center.

10. Executive Session

10. Chairperson Ficek recessed the regular meeting and called the Board to Executive Session under provisions of ORS 192.660(1)(a) to consider employment of staff.

11. Reconvene

11. Following the Executive Session, Chairperson Ficek reconvened the Board in regular session. The following action was taken:

DIRECTOR ARMSTRONG MOVED:

BE IT RESOLVED THAT THE ESD BOARD OF DIRECTORS ELECTS JOHN BARTOS TO THE POSITION OF DIRECTOR OF THE OREGON TOTAL INFORMATION SYSTEM (OTIS) AT A MONTHLY SALARY OF \$3,400. BE IT FURTHER RESOLVED THAT THE BOARD APPROVES PARTIAL PAYMENT OF RELOCATION EXPENSES UP TO AN AMOUNT OF \$2,000.

Director Peniston seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

11. Reconvene

11. (continued)

DIRECTOR DUMDI MOVED:

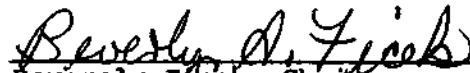
BE IT RESOLVED THAT THE ESD BOARD OF DIRECTORS ELECTS JEFF SPRAGUE AND JOSEPH LUCYSHUN TO TEACHING POSITIONS ACCORDING TO THE PERSONNEL RECOMMENDATIONS ATTACHED TO THE OFFICIAL COPY OF THESE MINUTES.

Director Williams seconded and the MOTION CARRIED WITH DIRECTORS ARMSTRONG, DUMDI, FICEK, MCKAY, NEARING, PENISTON, AND WILLIAMS VOTING YES.

12. Adjourn

12. DIRECTOR PENISTON MOVED TO ADJOURN.

Director Armstrong seconded and the MOTION CARRIED WITH ALL PRESENT VOTING YES.


Beverly Ficek, Chairperson


Melvin F. Mead, Superintendent-Clerk

Attachments to official minutes:

Board Calendar for 1981-82.

Personnel Recommendations:

Lucyshun and Sprague.

MPM/SR/jv
8/13/81

The proposed meeting calendar of the old, conventional nature would be first and third Tuesdays, as follows:

*Tuesday, July 21, 1981	*Tuesday, January 19, 1982
*Tuesday, August 18, 1981	Tuesday, February 2, 1982
Tuesday, September 1, 1981	*Tuesday, February 16, 1982
*Tuesday, September 15, 1981	Tuesday, March 2, 1982
Tuesday, October 6, 1981	*Tuesday, March 16, 1982
*Tuesday, October 20, 1981	Tuesday, April 6, 1982
Tuesday, November 3, 1981	*Tuesday, April 20, 1982
*Tuesday, November 17, 1981	Tuesday, May 4, 1982
Tuesday, December 1, 1981	*Tuesday, May 18, 1982
*Tuesday, December 15, 1981	Tuesday, June 1, 1982
Tuesday, January 5, 1982	*Tuesday, June 15, 1982

If the Board chooses to hold one formal business meeting per month, I would propose the dates marked with an asterisk.

MM:sr

5B(2)

7/21 - attach. #1

Education Service District
1200 Hwy. 99N
P.O. Box 2680
Eugene, Oregon 97402
TELEPHONE: (503) 689-6500

July 16, 1981

TO: Board members
FROM: Mel
SUBJECT: Board meeting calendar, 1981-82

It is recommended that the Board adopt a meeting calendar essentially the same as for the year past, unless you wish to consider a rather basic change which I have had in mind for some time.

The change which I recommend be considered would amount to a further extension of the direction taken this past year. Specifically, the Board might consider reducing the regular, formal business meeting schedule to one meeting per month rather than the customary two. In the place of the second meeting of prior years, I'd suggest an expansion of the work session concept, but with the following variations as possibilities:

1. Some of the work sessions might be scheduled as they have been this past year -- same time but with a total or near-total commitment to the informal work-session type of agenda.
2. Some of the sessions might be for essentially the same kinds of work-session purposes, but at a different time of day. Examples would be noon luncheon work sessions or breakfast meetings.
3. Some of these meeting dates might be used for the joint dinner meetings with local district boards, OTIS Advisory Committee, CMC, and others. In fact, one could easily develop a full schedule of 8 or 9 such meetings per year -- all that time would permit, given the usual budget-season and summer intrusions.
4. Some might be used for the planning and in-service kinds of activities that we wish for but never quite squeeze in.

A shift of this sort would present two challenges. The one monthly business meeting would need to be carefully and closely planned to use the time very efficiently. Second, the work sessions would require careful planning and more innovation and forethought, particularly if the Board favored an emphasis on alternative 3.

LANE EDUCATION SERVICE DISTRICT
1200 Highway 99 North
P.O. Box 2680
Eugene, Oregon 97402

MEMORANDUM

DATE: July 13, 1981

TO: Mel Mead
FROM: Jule Crume
RE: New Employees

I recommend the following persons be employed to fill positions in the TMR Program for the 1981-82 school year:

1. Jeffrey Sprague - Special Education teacher half-time in a job sharing arrangement with John McDonnell.

Mr. Sprague has a BA in Special Education from the University of Oregon and expects to complete his Master's Degree in Special Education in August of this year at the University of Oregon. He has worked in our program in his practicum assignment and in the research project which includes students in the TMR Program from both North and South Eugene High Schools. His certification will be basic Oregon Severely Handicapped Learner.

Contingent upon completion of his Master's Degree, Jeff's salary will be at the MA column, Step 0.

2. Joseph Lucyshun - Teacher in the Special Education program.

He has a BS degree in psychology from the University of Illinois and expects to complete his MS in Special Education in August of 1981 and have the appropriate teaching certificate prior to the opening of school.

Mr. Lucyshun has three years of teaching experience in a center for severe behavior disordered children and has worked as a research assistant at the University of Illinois in programs for the mentally retarded children.

His salary for the 1981-82 school year, contingent upon achieving his MS degree, should be figured at the Master's column, Step 3.

JC:ck

7/21 attach.#2