

**LAKE COUNTY ESD  
REGULAR BOARD MEETING  
AUGUST 21, 2024**

**MEMBERS PRESENT:** Jim Hiatt  
Will Cahill  
Stefani Roseberry  
Judy Springer  
Samantha Hall

**STAFF PRESENT:** Lane Stratton, Superintendent  
Sara Sarensen, Business Manager  
Taylor Hileman, Administrative Assistant

**PUBLIC PRESENT:** None

**OPENING**

The board meeting was called to order at 5:59 p.m. by Board Chair Will Cahill at the Lake County ESD in Lakeview, OR.

**CORRESPONDENCE**

None.

**CONSENT AGENDA**

An amended agenda was presented to include information item 4.6 ESD staff survey. Stefani Roseberry made a motion to approve the amended agenda as presented. Samantha Hall seconded the motion and the motion carried.

There was one suggested correction to be made to the June 26, 2024 regular board meeting minutes to say "financial report" instead of board report under the financial report. Jim Hiatt made a motion to approve the minutes with the suggested correction. Stefani Roseberry seconded the motion and it carried unanimously.

Further, there being no changes or correction to the July 10, 2024 organizational meeting minutes, Samantha Hall made a motion to approve the minutes. Stefani Roseberry seconded the motion and the motion carried.

**PUBLIC COMMENT**

None

**BOARD REPORT**

Board Chair, Will Cahill reported on the two conferences he attended this summer for OAESD and OSBA. Will also spoke on the development of the rural caucus board.

**FINANCIAL REPORT**

Mrs. Sarensen provided a close out report for the 2023-24 year. This is an un-audited report so there is a chance for change due to future tax calculations. Sara showed that the ESD came in right under the \$300,000 cash carry over goal and that the ESD met the 90%.

**SPA REPORT (MARK LOUIE)**

Mark Louie was not in attendance at the meeting but did provide the board with a report. Mr. Statton spoke on behalf of Mark. Lane explained that Mark is starting the IG process over for the new year. There is an ODE visit scheduled for September to visit Lake County ESD and component school districts. Mark traveled to Southern Oregon University to visit with teachers that are in their master's program about teacher positions in all of Eastern Oregon. Mark has completed all districts health service plans for Division 22.

### **SUPERINTENDENT REPORT (LANE STRATTON)**

Superintendent Stratton included a report in the board packet. A few things that were not included were:

- Lake County ESD hosted a TBI (traumatic brain injury) training for the administration of Lake County. Southern Oregon ESD presented the training and was free because of regional inclusive services.
  - The trainers traveled to Paisley for a staff training and will be traveling to North Lake at a later date for a staff training there as well.
- The ESD hosted the annual summer admin luncheon in Paisley.
- Lane attended the monthly Frontier ESD meetings.
- ESDs have not receive funding from regional inclusive services. ESDs are trying to be proactive for next year to be able to receive this funding.
- There is a continued rise in homeschool registrations at the beginning of the school year.
- Lane updated the board of the ESD office hours and staff hours for the 2024-25 school year.
- Lane explained the discrepancy of COSA and Oregon Small School membership.
- Mr. Stratton has contracted through Delta Health for a virtual SLP. The ESD is also providing a para for both North Lake and District 7 to help assist students with their virtual therapy sessions.
- Interviews were held for the Youth Mentor Program Assistant position.
- Lane provided updates on all the component school districts.
- Mr. Stratton has completed his District level administration program.
- Lane mentioned trying to meet with Lake County Local Doctors to bridge the gap of TBI communication between doctor protocol and the school districts.

### **INFORMATION/DISCUSSION ITEMS**

#### **2024-25 ESD SUPERINTENDENT GOALS**

Superintendent Stratton provided the board his goals for the 2024-25 school year. Lane has three main focuses for this year:

1. Increase knowledge and skills in managing state and federal grants.
2. Increase and improve public school districts' knowledge and perception of the ESD and its services.
  - Standard #3 - Communication and Community Relations
3. Leadership through empowering others, visioning, help shape ESD culture and climate and understanding differences in our various districts.
  - Standard #1 - Leadership
  - Standard #5 - Human Resources Management
  - Standard #7 - Special Education

#### **BOARD POLICIES 1<sup>ST</sup> READING**

##### **EBBA (P) – FRIST AID/STUDENT HEALTH SERVICES**

The ESD does not have a current EBBA policy and OSBA recommends this policy only if the ESD operates a school. This policy was provided to the board and was recommended to not adopt.

##### **EBBA (AR) – FRIST AID – INFECTION CONTROL**

The ESD does not have a current EBBA AR. OSBA suggest deleting this policy in lieu of current OSBA requirements. This AR was not provided to the board.

##### **EBBAA (P) – INFECTION CONTROL AND BLOODBORNE PATHOGENS**

This is a current ESD policy with the suggested OSBA updates. Bracketed language will be updated for the second reading.

##### **EBBB (P) – INJURY OR ILLNESS REPORT**

This is a current ESD policy with OSBA suggested updates. Bracketed language will be updated for the second reading.

### **EBC (P) – EMERGENCY PROCEDURES PLAN AND FIRST AID**

The ESD does not have a current EBC policy. Lane suggests adoption of this policy. Bracketed language will be updated for the second reading.

### **EBCA (P) – SAFETY THREATS**

This is not a current ESD policy. Lane suggests adopting. Bracketed language will be updated for the second reading.

### **EBCB (P) – EMERGENCY PROCEDURE DRILLS AND INSTRUCTION**

This is not a current ESD policy. Lane suggests adopting. Bracketed language will be updated for the second reading.

### **GBEB (P) – COMMUNICABLE DISEASE IN SCHOOLS**

This is a current ESD with OSBA suggested language updates.

### **GBEB (AR) – STAFF – HIV, AIDS AND HBV**

This is a current AR with OSBA suggested updates.

## **BOARD POLICIES 2<sup>ND</sup> READING**

### **DJC (P) – BIDDING REQUIREMENTS**

There were no further questions or concerns for this policy.

### **DJC (AR) – SPECIAL PROCUREMENTS AND EXEMPTIONS FROM COMPETITIVE BIDDING**

There were no further questions or concerns for this AR.

## **ESD LEGISLATIVE ADVOCATE**

The board was provided a copy of the contract between Lake ESD and Wallowa ESD for the Frontier ESD Legislative Advocate. There were no further questions or concerns.

## **COMPONENT DISTRICT SERVICE REQUESTS**

Lane explained that District 7 came to Lane with a four-page list of requested services from the ESD that went beyond the approved 2024-25 Local Service Plan. Lane has reviewed the requests and, before making any decisions, talked to the staff who would be responsible for the services. After talking to the staff, Lane was able to agree to a few of the requests including: Mark Louie being District 7's CTE liaison and CTE licensure, Alina Bradbury being Union School Special Education Teacher, Discontinuation of autism consultation in AD Hay and Fremont Schools, Discontinuation of mentoring services, and Jeanette Grant transferring from Lakeview High School to AD Hay/Fremont for Behavior Specialist.

## **ESD STAFF SURVEY**

At the June board meeting the board requested a survey be sent to the staff at the beginning of the school year and then again at the end of the year. This survey will give the board better insight from our staff and help in the process of the Superintendent's review. Samantha Hall provided questions to be asked on the survey. The board agreed to have Lane be able to review the results at the September board meeting.

## **ACTION ITEMS**

### **BOARD POLICIES - 2<sup>ND</sup> READING**

With no further questions or concerns regarding the DJC policy and DJC AR, Samantha Hall made a motion to approve the board policies 2<sup>nd</sup> reading. Jim Hiatt seconded the motion and the motion carried.

### **FRONTIER ESD LEGISLATIVE ADVOCATE**

There being no further questions or concerns, Samantha made a motion to approve the \$10,000 contract agreement between Wallowa ESD and Lake County ESD for the Frontier ESD Legislative Advocate. Judy Springer seconded the motion and it passed.

**ADJOURN**

With no further business, Jim Hiatt made a motion to adjourn the meeting. Stefani Roseberry seconded the motion. The meeting adjourned at 7:30pm.

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Lane Stratton, Superintendent

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Will Cahill, Board Chair