

**LAKE COUNTY ESD
REGULAR BOARD MEETING
JUNE 26, 2024**

MEMBERS PRESENT: Judy Springer
Will Cahill
Jim Hiatt
Dale Chiono
Stefani Roseberry

STAFF PRESENT: Lane Stratton, Superintendent
Sara Sarensen, Business Manager

PUBLIC PRESENT: None

OPENING

The meeting was called to order at 6:00 p.m. by Board Chair Will Cahill at the Lake County ESD in Lakeview, Oregon.

CORRESPONDENCE

None.

CONSENT AGENDA

Mr. Stratton asked that the board amend the agenda to remove Action Item 5.10 Approve Speech Pathologist Hire and add Item 6.1 Adjourn Meeting. There being no additions to the presented agenda, Director Roseberry made a motion to approve the amended agenda. Director Hiatt seconded the motion and it carried unanimously.

Director Hiatt made a motion to approve the May 29, 2024 regular board meeting minutes. Director Springer seconded the motion and it carried unanimously.

BOARD REPORT

- Will reported that OSBA has settled their employment issues with Mr. Green.

FINANCIAL REPORT (SARA SARENSEN, BUSINESS MANAGER)

- Sara presented the board report and explained various changes that have been made since the last report.

SPA REPORT (MARK LOUIE)

Mr. Stratton reported on behalf of Mr. Louie that he has been:

- helping districts realign their integrated guidance budgets for next fall,
- working with Paisley to get funding for their greenhouse,
- continuing to work on getting student teachers in to our districts, using the GYO grant as incentive, and
- working on the new ODE required health plans for our districts.

SUPERINTENDENT REPORT (LANE STRATTON)

Mr. Stratton reported that:

- he is busy with end of year reporting, especially the Abbreviated School Day report,
- Eastern Oregon REN awarded scholarships to two Lakeview High School student who are going to college with the goal of becoming a teacher,
- he has been doing a bunch of policy review, especially around SB 923 and tuition agreements, Health Standards, and Division 22 Assurances,
- he has had to address an issue with whether one of our budget committee members is able to be on the committee due to their primary residence being outside of Lake County,

- he is still talking with a speech language pathologist, but has not hired them,
- there was a meeting with the frontier ESDs to create a list of job duties for the legislative liaison,
- this summer will have his last class for his licensure; he has applied for one more year of provisional license, and
- he will be out for most of July, but check in on Mondays.

He also gave a few legislative updates on issues with ODE and TSPC, as well as concerns regarding staff turnover at ODE, COSA, and OSBA. There seems to be a void in leadership and the lack is concerning.

INFORMATION ITEMS

JULY 12, 2023 ORGANIZATIONAL MEETING

A reminder of the July 10th organizational meeting will be held at noon at the ESD. Lunch will be provided for the members who attend in person. As usual, this will be a quick 10-minute meeting. Will, Stefani, and Judy all said they would be here for it. Jim and Dale said they would be happy to call in if needed.

BOARD MEETING CALENDAR 2024-25 – 2ND READING

The board meeting calendar was presented for second reading. There were no additional questions or comments.

STAFF SCHEDULE UPDATE

Mr. Stratton reported updated the board on where he is with solidifying the schedule for ESD employees now that most of our districts are on four day weeks. He is currently considering doing a 36 hour work week (four 9-hour days) for our staff. Not having the half day on Friday resolves some issues that popped up when trying to pencil out a 4.5 day schedule. There are a couple employees who would have the option of working some hours on Friday if the 9-hour day turns out to end too late in the evening for their current situation or if the people they work with also work on Fridays.

Lane also commented that if he goes this route, he will heavily emphasize that if Lake County School Dist. #7 returns to a five day week, we will also return to a five day week. Also, flex time will become more formalized in that preapproval will be required for all flex time. There was a comments made about the board needing to stay informed on this matter in case there are any questions from the community or school employees.

2024-25 ESD SCHOOL YEAR CALENDAR – 2ND READING

The ESD calendar is based on the school calendars of each of our component school districts. It was noted that the Fridays throughout the school year are not designated as being off/closed. Based on this, it was suggested to bring the calendar back for a third reading once the staff schedule decided.

BOARD POLICIES – 1ST READING

a. DJC (P) – Bidding Requirements

This policy...

Lane explained that the old policy needs to be deleted and the new policy incorporates a House Bill that has new dollar amounts and definitions related to this policy. He recommended that the board adopt the first paragraph rather than the second; he also made recommendations regarding the bracketed language on the second page.

b. DJC (AR) – Special Procurements and Exemptions from Competitive Bidding

This policy...

Lane explained that the old AR also needs to be deleted and the new AR also incorporates the House Bill language. There were no changes to be made or bracketed language in this AR.

BOARD POLICIES – 2ND READING

a. BBF (P) – Board Member Standards of Conduct

Lane suggested the board to keep the current ESD policy with the suggested language

update.

- b. **BBFC (P)** – Reporting of Suspected Abuse of a Child
Lane recommended adoption of this policy.
- c. **CB (P)** – Superintendent
Lane recommended adoption of this policy.
- d. **CBC (P)** – Superintendent’s Contract
After further research, Lane recommended not adopting this policy.
- e. **CBG (P)** – Evaluation of Superintendent
Lane recommended adoption of this policy.
- f. **CCG (P)** – Evaluation of Administrators
Lane recommended adoption of this policy.
- g. **DJCA (P)** – Personal Services Contracts
OSBA has recommended that this policy be deleted.
- h. **DJCA (AR)** – Personal Services Contract
OSBA has recommended that this policy be deleted.

EMPLOYMENT CONTRACT RENEWALS

Contracts for Mark Louie, Taylor Hileman, and Sara Sarensen were presented to the Board. Lane explained that there may be some changes to contract days based on staff schedules next year. These contracts include the same 3% cola and \$50 insurance cap increase that all other staff received.

2024-25 DISTRICT MOUS

Mr. Stratton presented individualized MOUs for each of our component districts. In the past, these have been approved by the school boards late in the fall; in an effort to get earlier approvals from the districts, Lane is asking the ESD board to approve them at this meeting so that he can present them at the school districts’ August or September board meetings. This timeline is based on input from school district superintendents.

A question was raised about whether these should be approved by districts prior to July, too, since they become effective July 1st. The board agreed that this would be a good practice.

SPEECH LANGUAGE PATHOLOGIST

Lane reported to the board that he is still in negotiations with the speech language pathologist from Klamath Falls.

BOARD RESOLUTION 2324-04

Ms. Sarensen presented the budget resolution saying it was necessary to move budget allocations to reflect the current year’s actual activities. Lake ESD received more State School Fund money than originally anticipated; this resolution will allocate that revenue in a way that allows us to meet the 90% spending requirement. Additionally, money that was budgeted to hire an aide for the speech services was moved to Transfers to Schools to better align with best practices for showing money flowed through to a district to cover the cost of an employee on their payroll.

ANNUAL CONTRACTS

Included in the board packet are the annual contracts approved each year. There are no changes to the contracts except to update dates, salaries/wages (Adel and North Lake contracts), add a 3% increase to the AccTech contract, and update the ending fund balance requirements for the GASB 54 Resolutions. The following resolution and contracts are up for renewal.

- GASB 54 Resolution
- AccTech Solutions Technology Support
- Adel Principal and Clerk
- North Lake Fiscal Services was not finalized for this meeting.

2024-25 BUDGET

The board was given time to review or ask questions regarding the 2024-25 budget that was presented last month. There were no further conversations.

ACTION ITEMS

APPROVE 2024-25 BOARD MEETING CALENDAR

There being no further discussion, Director Roseberry made a motion to approve the 2024-25 Board meeting calendar. Director Hiatt seconded the motion and it passed unanimously.

APPROVE 2024-25 ESD CALENDAR

There being no further discussion, Director Hiatt made a motion to table the 2024-25 ESD calendar. Director Roseberry seconded the motion and it passed unanimously.

APPROVE BOARD POLICIES

There being no further discussion, Director Chiono made a motion to approve board policies BBF Board Member Standards of Conduct, BBFC Reporting of Suspected Abuse of a Child, CB Superintendent, CGB Evaluation of Superintendent, and CCG Evaluation of Administrators. Director Springer seconded the motion and it passed unanimously.

APPROVE 2024-25 GASB 54 RESOLUTION

There being no further discussion, Director Springer made a motion to approve the 2024-25 GASB 54 resolution. Director Roseberry seconded the motion and it passed unanimously.

APPROVE 2024-25 ACC TECH SOLUTIONS TECH SUPPORT CONTRACT

There being no further discussion, Director Hiatt made a motion to approve the 2024-25 AccTech Solutions and Tech Support contract. Director Springer seconded the motion and it passed unanimously.

APPROVE 2024-25 ADEL CLERK AND PRINCIPAL CONTRACTS

There being no further discussion, Director Hiatt made a motion to approve the 2024-25 Adel Clerk and Principal Contracts. Director Chiono seconded the motion and it passed unanimously.

APPROVE 2024-25 NORTH LAKE FISCAL SERVICES CONTRACT

There being no further discussion, Director Roseberry made a motion to table the 2024-25 North Lake Fiscal Services Contract. Director Springer seconded the motion and it passed unanimously.

APPROVE EMPLOYEE CONTRACT RENEWALS

There being no further discussion, Director Springer made a motion to renew employment contracts for Mark Louie, Taylor Hileman, and Sara Sarensen. Director Chiono seconded the motion and it passed unanimously.

APPROVE 2024-25 DISTRICT MEMORANDUMS OF UNDERSTANDING

There being no further discussion, Director Roseberry made a motion to approve the 2024-25 District MOUs with the addition of Speech paraprofessionals for District 7 and North Lake. Director Hiatt seconded the motion and it passed unanimously.

APPROVE BUDGET RESOLUTION 2324-04

There being no further discussion, Director Springer made a motion to approve Budget Resolution 2324-04. Director Hiatt seconded the motion and it passed unanimously.

CLOSE BUDGET HEARING

Director Roseberry made a motion to close the budget hearing at 7:21pm, Director Hiatt seconded and to motion passed unanimously.

APPROVE 2024-25 BUDGET - AMEND, ADOPT, APPROPRIATE, IMPOSE AND CATEGORIZE TAXES

Director Chiono moved to approve the budget resolutions to adopt the budget in the amount of \$3,448,919, and to impose and categorize taxes as proposed. Director Springer seconded the motion and it passed unanimously.

FOR THE GOOD OF THE ORDER

Chair Cahill asked if we could send a card and gift to the two families who have recently lost close loved ones.

ADJOURN

There being no further business, Director Roseberry made a motion to adjourn the meeting. Director Springer seconded and the meeting adjourned at 7:26 p.m.

Lane Stratton, Superintendent

Will Cahill, Chair