

**LAKE COUNTY ESD
REGULAR BOARD MEETING
MAY 21, 2025**

MEMBERS PRESENT: Will Cahill
Jim Hiatt
Dale Chiono
Stefani Roseberry
Clayton Sharp, phone

STAFF PRESENT: Lane Stratton, Superintendent
Mark Louie, Special Programs Admin
Sara Sarensen, Business Manager

PUBLIC PRESENT: None

REGULAR SESSION

The meeting was called to order at 6:36 p.m. by Board Chair Will Cahill at the Paisley Community Center in Paisley, OR.

ACTION ITEM

Director Sharp made a motion to appoint Cameron Mitchem to the Lake County ESD Budget Committee, as recommended by the North Lake School Board. Director Roseberry seconded the motion and it carried unanimously.

The meeting was adjourned at 6:37 pm to enter into the Budget Committee meeting. The remainder of the regular board meeting will resume after the Budget Committee meeting.

RESUME REGULAR SESSION

The meeting was resumed and called to order at 7:27 pm by Board Chair Will Cahill at the Paisley Community Center in Paisley, OR.

CORRESPONDENCE

Letters that had been addressed to the individual board members and delivered to the ESD were handed out. Also, a thank you note from Taylor Hileman to the Board was passed around.

CONSENT AGENDA

Supt. Stratton asked that the agenda be amended to include information item 4.8 – OSBA Summer Conference. With no further discussion, Director Roseberry made a motion to approve the amended agenda as presented. Director Hiatt seconded the motion and it carried unanimously.

Director Roseberry made a motion to approve the April 23, 2025 regular board meeting minutes. Director Hiatt seconded the motion and it carried unanimously.

PUBLIC COMMENT

None.

BOARD REPORT

Board Chair Cahill reported that he attended the OAESD Spring Conference with Lane Stratton and Mark Louie. He announced the Amber Eaton, current OAESD Executive Director, would not be returning in the next fiscal year and that a new Director has already been chosen. The position will be reduced to .50 FTE. Lane and Mark also spoke about their takeaways from the conference.

FINANCIAL REPORT (SARA SARENSEN, BUSINESS MANAGER)

Mrs. Sarensen reported that there are no big changes in any individual line item since the previous board meeting and asked if there were any questions on the reports presented. Director Roseberry

asked about three areas in the report that show a projected over expenditure. Ms. Sarensen explained that function 2310 (Board of Directors) was likely overspent due to increased travel costs, some of which has been reimbursed and show up on the revenue side; function 2520 (Fiscal Services) is overspent because the accounting software was charged here instead of to Technology where it was originally budgeted; and function 5300 (Apportionment of Funds) will be overspent because the three partial positions we pay for are reimbursed to schools on at the actual cost, which is higher than originally budgeted. There will be a budget resolution for the Board to approve later in the meeting.

SPECIAL PROGRAMS ADMINISTRATOR REPORT (MARK LOUIE)

Mark reviewed his written report and noted that:

- All Integrated Program applications had been submitted to ODE on time.
- He will be working with Dist. 7 on a grant to revitalize the culinary room.
- The ESD Summer Learning grant application for \$20,000 has been submitted. The Summer Learning grant is a very prescriptive program and the ESD will have to ensure certain requirements are met as we support our county schools in their summer programs.
- Next round of Grow Your Own scholarships through the Eastern Oregon REN will be coming out soon for fall enrollment.
- The Early Literacy team from ODE visited Dist. 7 and he and Lane had a chance to debrief with Dr. Williams (ODE Education Director) at the OAESD conference.

SUPERINTENDENT REPORT (LANE STRATTON)

Lane briefly touched on a few things that were included in his written board report including:

- Sexual Assault and Molestation (SAM) claims will no longer be included in the general coverage through PACE and will instead be a separate rider policy.
- After some research, he learned that the Local Service Plan must be adopted by the ESD board before sending it out for district level approval.
- Contracts are in place for nursing services, librarian, and school psychology services.
- Brittany Lov has been hired as the new Youth Mentor Program Director. She has lots of good ideas and will create a written strategic plan for moving the program forward.
- The June forecast issued by the State of Oregon was not a positive report.
- He also gave updates on each of the component school districts.

INFORMATION ITEMS

LAKE COUNTY YOUTH MENTOR PROGRAM DIRECTOR

As mentioned in the Superintendent Report, Brittany Lov has been hired as the new YMP Director.

2025-26 BOARD MEETING CALENDAR – 2ND READING

The meeting calendar was presented for second reading. Director Roseberry noted that the September meeting date lands on a Thursday. It was agreed that the calendar should be revised to have the meeting on September 24, 2025.

2025-26 ESD SCHOOL YEAR CALENDAR – 2ND READING

The board was presented with a second reading of the 2025-26 ESD school year calendar. Two of the three Fridays in question will be included in the ESD calendar as workdays with the office closed on the third Friday.

2025-26 PROPOSED COLA/INSURANCE CAP

Supt. Stratton has been working on the budget and incorporated a 3% COLA and \$50 insurance cap for the 2025-26 budget. He would like to offer our staff a higher cola in future years, but doesn't feel like the 2025-26 year is the time to do it because we have asked other districts to pick up the cost of part of an ESD position.

2025-26 SCHOOL PSYCHOLOGIST CONTRACT

Supt. Stratton presented the board with the contract with Rex Allison for school psychology services. Mr. Allison has been providing services since January of this year and we have received feedback from

our districts that they are very happy with his services. Additionally, ESD staff have appreciated his perspective and approach. Director Roseberry asked if the language in the contract that says that Mr. Allison is “expected to provide in-person services at least four times per month” could be more precise. ESD staff responded that flexibility of scheduled days and hours is crucial for retaining this contractor; however, effort will be put into finding better wording for this section of the contract for future years.

BUDGET RESOLUTION 2425-02

Ms. Sarensen presented a budget resolution to move money within the General Fund and Car Fund to more accurately reflect how money was actually spent. In the General Fund, payroll costs for the clinical social worker (budgeted under school psych services) were reduced and redistributed to special ed teacher line items and Medicaid Administrative Claiming (MAC) match payments. In the Car Fund, revenue line items were increased to show actual receipts and the depreciable equipment expense line item was increased to reflect the purchase of a new vehicle in December. Other small adjustments were also made.

UPDATE CHECK SIGNER LIST

With Taylor Hileman out of the office on extended leave, it has become necessary to add another signer to the Lake ESD bank account. Currently, Lane, Michael Benson, Taylor Hileman, and Stefani Roseberry are on the account. Supt. Stratton is asking the board to add Mark Louie to the account.

OSBA SUMMER CONFERENCE

Board members were reminded that the OSBA conference will be held at the Salem Convention August 8th – 10th and to please notify Lane or Sara if they would like to attend.

ACTION ITEMS

2025-26 BOARD MEETING CALENDAR – 2ND READING

Director Roseberry made a motion to approve the amended 2025-2026 Board Meeting Calendar. Director Hiatt seconded the motion and it carried unanimously.

2025-26 ESD SCHOOL YEAR CALENDAR – 2ND READING

Director Sharp made a motion to approve the 2025-2026 School Year Calendar. Director Chiono seconded the motion and it carried unanimously.

2025-26 PROPOSED COLA/INSURANCE CAP

Director Hiatt made a motion to approve the 2025-26 staff 3% COLA and \$50 Insurance Cap increase. Director Sharp seconded the motion and it carried.

2025-26 SCHOOL PSYCHOLOGIST CONTRACT

Director Hiatt made a motion to approve the 2025-2026 School Psychologist Contract. Director Sharp seconded the motion and it carried unanimously.

BUDGET RESOLUTION 2425-02

Director Sharp made a motion to approve Budget Resolution 2425-02. Director Chiono seconded the motion and it carried unanimously.

ADDITIONAL CHECK SIGNER

Director Roseberry made a motion to add Mark Louie as a check signer on all Lake County ESD Washington Federal bank accounts. Director Chiono seconded the motion and it carried unanimously.

There being no further business, Director Roseberry made a motion to adjourn the meeting. Director Hiatt seconded and the meeting adjourned at 8:25 p.m.