



BANKS SCHOOL DISTRICT BOARD OF DIRECTORS  
12950 NW Main St. Banks OR 97106  
Administration Building  
June 11, 2018

## **REGULAR SESSION**

### **District Board Room**

**The following were in attendance:**

#### **Board of Directors**

Raymond Mott  
Laurie Schlegel  
Ron Frame  
James Harris (via phone)  
Norie Dimeo-Ediger

#### **Staff/Others**

Jeff Leo, Superintendent  
Joni Spencer, Business Manager  
Max Sigander, Technology Director  
Administrators: Jacob Pence, Shelley Mitchell,  
Dan Van Winkle, Darla Waite-Larkin, Ben  
Buchanan, Max Sigander  
Staff, Patrons

## **REGULAR SESSION**

### **District Board Room**

**Call to Order/Flag Salute** Raymond Mott called the meeting to order at 6:00 PM. He welcomed everyone to the meeting and led the flag salute. He asked if any public members would like to make comments, to please fill out a comment card and give it to the board secretary.

## **PUBLIC WELCOME/RECOGNITION**

There were no public recognitions.

## **STUDENT REPRESENTATIVES REPORT**

Marissa Dotson, 2018-19 ASB president, gave the student representative's report.

#### Academics/Extracurricular:

Graduation and Grad Night Party were a success. 8<sup>th</sup> Grade Promotion went really well.

October 6 – Homecoming will be held at Schlegel Hall

January 19 - Winter Formal venue is Camp Turnaround

Prom has not been booked yet

#### Athletics:

Football/Soccer/Cross Country summer practices have started or will start very soon.

## **ELECTION OF 2018-19 CHAIR**

Ron Frame nominated Raymond Mott. Norie Dimeo-Ediger seconded. There were no more nominations. Nominations closed. Vote for Raymond Mott as 2018-19 board chair, effective 7/1/18. Vote was unanimous.

## **ELECTION OF 2017-18 VICE-CHAIR**

Laurie Schlegel nominated Norie Dimeo-Ediger. Ron Frame seconded. There were no more nominations. Nominations closed. Vote for Norie Dimeo-Ediger as 2018-19 board vice-chair, effective 7/1/18. Vote was unanimous.

## **APPROVAL OF AGENDA**

Additions to the Agenda:

Consent Agenda: Addition to Item 4.2 Routine Personnel Matters – Resignation: Alice Saunders .5625FTE District Office Asst. effective 6/30/18

New Business: Addition to Item 6.5 Approve Out of District Trips: BHS Girls Basketball to WOU 6/24-28, 2018

Norie Dimeo-Ediger moved to approve the agenda as amended. Ron Frame seconded.  
Discussion: There was no discussion. Motion passed unanimously.

### **RECESS INTO BUDGET HEARING**

Raymond Mott declared the official public hearing of the 2018-2019 budget was open. He asked if anyone present would like to make comments regarding the 2018-19 proposed budget. There were no comments.

Mr. Mott declared the budget hearing closed, and reconvened back into the regular board meeting.

### **PRESENTATIONS/REPORTS**

There were no presentations or reports.

### **AUDIENCE COMMENTS**

There were no audience comments.

### **CONSENT AGENDA**

Board Minutes: May 14, 2018

Budget Committee Minutes: May 10, 2018

#### **Routine Personnel Matters**

Resignation:

Effective end of 2017-18 SY

Erin Williams 1.0FTE Elementary Counselor

Valerie Helm 1.0FTE Secondary Special Education Teacher

Heather Robinson .49375FTE Playground Aide

Anna Elliott 1.0FTE Elementary Music Teacher

Extra Duty Contracts:

Effective summer 2017-18 SY

Kristin Jones, ESY Teacher

Cheryl White, ESY Aide Wendy

Coffey, ESY Aide

Jennifer Dugre, ESY Aide

Hiring:

Effective start of 2018-19 School Year

Kim Arrowood .49375FTE Playground Aide

Marissa Reichard 1.0FTE Secondary Special Education Teacher

Donna Kopka 1.0FTE Secondary Special Education Teacher

#### **Fiscal Report**

##### **Designations (Effective July 1, 2018)**

Appoint Superintendent as Chief Administrative Officer, School Clerk and Budget Officer

Authorize Superintendent to file for all grants

Appoint Business Manager and Superintendent as Custodian of Funds

Appoint Jeff Leo, Joni Spencer and Marlo Mosser as signers on the Banks School District Bank Accounts

Authorize Superintendent and/or Business Manager to negotiate loans as necessary (e.g. TAN)

Authorize Superintendent and/or Business Manager to invest funds

Authorize fidelity bonds for:

Superintendent/Clerk	\$ 50,000
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Business Manager	\$ 100,000
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Designate *News Times* as official newspaper of record

Designate The Hungerford Law Firm/Miller Nash Graham & Dunn LLP as District's attorneys

Designate Waltz, Sheridan & Crawford as Insurance Agent of Record

Designate U.S. Bank, Columbia Bank and Local Government Investment Pool as Depository of Funds  
Designate Pauly, Rogers, and Co., P.C. as District Auditors  
Designate Board Meeting dates as 2<sup>nd</sup> Monday at 6:00 PM; no July Regular Board Meeting, except in election years

Designate Board Meeting Location as the District Board Room

Authorize expenditure of refunds received when purchased items are returned after an expenditure has been made

Authorize expenditure in the year of receipt of grants, gifts, bequests or devises transferred to the District

Designate Banks School District #13 Board of Directors as the Local Contract Review Board

**Resolution to Establish 2018-19 Substitute Pay**

Certified: \$ 180.09/day for 1<sup>st</sup> ten days in assignment (State rate)

1/190<sup>th</sup> of Column 1-Step 1 after 10 days in an assignment (State requirement)

Classified: 90% Step 1 in job classification

**Approval of 2018-19 Fee and Building Use Schedules**

Ron Frame moved to approve the consent agenda as amended. Laurie Schlegel seconded.

Discussion: There was no discussion. Motion passed unanimously.

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

**RESOLUTION 1718-02: Budget Resolutions**

Ron Frame moved to approve Resolution 1718-02 as presented. James Harris seconded.

Discussion: There was no discussion. Motion passed unanimously.

**Approval of the 2018-19 Sodexo Food Service Contract**

**Approval of the 2018-19 Sodexo Custodial Contract**

**Approval of the 2018-19 Mid-Columbia Bus Co Contract**

Ron Frame moved to approve the 2018-19 contracts as presented. Laurie Schlegel seconded.

Discussion: There was no discussion. Motion passed unanimously.

**Superintendent Contract**

Norie Dimeo-Ediger moved to approve the Superintendent's contract. Ron Frame seconded.

Discussion: There was no discussion. Motion passed unanimously.

**Approve Out-of-District Trips:**

BHS Football to Western Oregon University June 21-24, 2018

BHS Boys Basketball to University of Oregon June 29-July 1, 2018

BHS Leadership to Western Oregon University July 15-19, 2018

Ron Frame moved to approve the out of district trips as presented. Norie Dimeo-Ediger seconded.

Discussion: There was no discussion. Motion passed unanimously.

**BOARD COMMUNICATION**

**Superintendent Comments**

Mr. Leo reported the district has received a \$3000 grant which will fund in part, incoming freshman community home visits in August. Opportunities and information about Banks High School will be shared with students and parents.

DLR will present to the Board in September on the Facility Assessment Project.

There will be no board meeting in July.

The last wellness letter for the school year has been posted on the web and shared with staff.

Negotiations are ongoing. The next meeting is this Thursday.

### **Administrator Comments**

Mr. Pence reported the high school has received the accreditation report. He said the report indicates the district allocates resources well, and we have different offerings to our students compared to other schools our size. The high school will work on positive relationships with students, and a mentoring program would benefit new teachers.

Mrs. Waite-Larkin said that teachers have received reading curriculum training, and staff will be visiting Butternut Creek School to observe their wellness center.

Mr. Van Winkle said the students and staff enjoyed field day.

### **Board Member Comments**

Mr. Frame said he felt the administrators have done an outstanding job this last year. He said the high school seniors visiting the elementary and middle schools was a great send off. Mrs. Waite-Larkin said the teachers were excited to see their old students, and appreciated the activity.

Laurie Schlegel thanked everyone for all their work.

Norie Dimeo-Ediger wished everyone a great summer.

Raymond Mott said it was a great year, and graduating 95 out of 96 seniors was outstanding.

### **ADJOURNMENT**

The meeting adjourned at 6:26 PM.