

Regular Meeting of the Board of Directors
BANKS SCHOOL DISTRICT 13
450 S. Main Banks, OR
June 13, 2011
Minutes

Work Session

5:30 PM

District Conference Room

Present:

Laurie Schlegel, Richard Bowden, Kathy Edison, Will Moore, Pete Edison, Scott Rose, Gabe Johnson, Joe Fuetsch, Jim Foster, Simon Levear

Chair Kathy Edison called the meeting to order at 5:30 PM

McKinstry – Performance Contracting report

Mr. Levear said that energy savings translates to energy bill savings. Gabe Johnson and Joe Fuetsch from McKinstry presented four different scenarios to the board. Mr. Johnson said the options went from no cost to high out of pocket cost. He said the older buildings provided the greater savings. Mr. Fuetsch is a program manager, and identified different opportunities for upgrades. He said the four different scenarios afforded energy saving/comfort considerations.

The first scenario allowed for high school lighting upgrade to meet new Oregon energy codes. Mr. Johnson said there are energy savings with that measure. The high school would have direct digital controls and an HVAC upgrade. He said the junior high would have the same lighting upgrades as the high school. There would be a boiler/burner replacement in the junior high, an installation of a gas line, and conversion of the boiler. He said the fuel savings would offset the costs. Mr. Johnson said the elementary had lighting upgrade opportunities, and the projects would result in annual utility savings. Mr. Johnson said control installations would allow for better scheduling and energy efficient operations. Mr. Bowden said that he felt that rebalancing of the boiler pumps would allow for optimum efficiency. Mr. Johnson said that HVAC controls would also provide energy savings. He said that projects do not always have energy savings as the primary core, convenience provided by automating system/energy savings/comfort/preventative maintenance all were considerations. The board discussed having a discovery phase with retro commissioning up front. Mr. Johnson said this could be a component to the project. He said that problems/questionable areas could be reviewed but would be slightly outside normal work. Mr. Bowden said that retro commissioning costs a little more upfront, but might save surprises toward the end of the project. He said there probably would not be a change in the duct work.

Mr. Johnson discussed the first scenario. He said the project has a 20-year life cycle. He said this was a conservative estimate, and could actually go 20 to 30 or 40 years. He said SB 1149 is a big catalyst in helping schools get projects done. He said the bill sunsets in 2025, but it doesn't mean it will end and Mr. Johnson says he believes it probably will be extended. He said the district will find out within next few weeks if Banks is eligible for the State Energy Loan Financing.

Mr. Johnson reported that scenario 2 adds new air handlers in the old wing. He said this would be a more efficient air system. Mr. Johnson said that McKinstry sub contracts work to local sub contractors. He said the RFP's are sent out, local contractors bid, and McKinstry can select vendors the district would like to see on the project. He said they try to keep work in the community, and support that end.

Scenario 3 addresses the additional boiler upgrade at the elementary, not classroom heaters in the school. Scenario 4 has everything on the wish list, with a cost of \$1.5 million. He said this is the ideal scenario, and tried to fit it into the district's long term plans.

Bond discussion

Facility Planning Committee report

Pete Edison said there were two issues: the site development master plan, and since the last bond failed, the committee wants some guidance. He said they are prepared to do whatever board wishes. He gave the board the latest DLR-designed site development. He said the FPC has not reviewed this plan yet, and that he will take the plan back from the board, take it to the FPC for additions/changes, and bring back the revised plan to the board. Mr. Edison said this is a rough draft format for board review. He said that different groups have money in hand for projects, and want to participate in developing components of the overall site. Mr. Levear commented that funding for a specific project may come from another source, but the district will have

to maintain it. Mr. Edison said that standards will need to be set, and handled in a manner that will not become a burden to the district down the road. Mr. Edison said that the site master plan does not include all building improvements. He said there will be lots of dialogue, and this is not a linear process. Mr. Edison said the goal is to maximize use of the site, utilization for double purposes such as a centralized parking lot to benefit all students and groups including community use after hours. He said that prioritization of plan components may be considered. The board discussed the current grandstands with current capacity of 725 persons. He said the site plan adds 25%. Mr. Edison said that the proposed athletic storage facility puts it all in one 30X90 building with 15 foot-wide bays (6). A batting tunnel of 40X80 will provide two side by side batting cages that can be modulated, with the opportunity for storage of gear. Mr. Edison said there is a training facility, restrooms (40x40 to meet ADA requirements) and tickets and concessions together since the same people may monitor both. He said the parking and driveways will increase parking by 50 stalls. Soccer fields are included at a size of 210X330 which is optimum for high school. He said the softball field is moved in the plan, and there is a location for team bus access. He said the proposed emergency access road is only in the event of an emergency. Mr. Edison said that the maintenance shed could possibly be relocated under the grandstands.

Mr. Edison said the FPC will be back next month with a more concrete plan, but does want direction from the board.

Kathy Edison asked about the costs to retrofit the junior high. She said possible bond options will be discussed next month. The board discussed the McKinstry proposal, and the question of retrofitting the current junior high versus a brand new building. Mr. Moore said the district will need to file paperwork by the end of August if the board decides to go out in November. He said the City of Banks has a five year police levy on the ballot at a cost of \$1.89/\$1,000. He asked if there were other variations on a bond the board should consider. Mr. Bowden said the district has to have peripherals to continue to operate the district. Mr. Edison agreed. Richard Bowden asked how long before the board should respond to McKinstry. He said the district is not in a position to do expensive stuff. Mr. Foster said the board may want to consider going out for a smaller bond and go back three or four years later. Mr. Rose said that DLR does assist districts that go out for bonds all across county.

2011-12 Compensation discussion – Administrative and non-bargaining unit employees

Mr. Foster said that administrators are budgeted for a 2% salary increase; a 10 day reduction, and an 8% increase in benefits. He said this results in a negative increase and the 2011-12 budget is built on this scenario.

The board recessed into the regular meeting.

The board reconvened into the work session at 7:50 PM

Mrs. Edison said that she felt the district needs to have the fire dept and sunset park on board in order to pass the bond. Mr. Moore said the negative numbers seem to be the same each time but the yes votes have been dropping each time. He said the district needs to do more to energize yes voters. Mrs. Edison said the PAC went thru one by one last time and contacted the voters. Mr. Moore said the no voters are motivated to vote no. Mr. Bowden said there is a list of issues in front of the district and there is no mechanism for correcting them. He said the financial costs are key – nothing can be fixed with the district's budget. The bond is the only avenue to repair the facilities. Mr. Moore said that the board needs to spend time on the campaign strategy. He said he is committed to go out again. Mr. Bowden said that maybe he didn't put as much time in as he should have. Mrs. Edison said it will be a struggle this time and she is disheartened. Laurie Schlegel said that twenty people in her neighborhood voted no since they have received a \$7000 assessment on their gravel road. She said this is a 40 vote swing. She said Mrs. Dimeo-Ediger put her house on market for sale to move out of neighborhood. She said in her opinion without the support of the fire district, the bond can't pass. Mr. Bowden said the district has reduced the maintenance budget year after year. Laurie Schlegel asked what the board will do if the bond doesn't pass, and maybe the board needs an answer. Mr. Moore said he has threatened to vacate the building. Mrs. Edison said she is in favor of going after a bond until it passes. Laurie Schlegel said the district needs a backup plan. Mrs. Edison asked what the district is going to do in the interim. Mrs. Schlegel asked what the district is planning to do for this school year. Mr. Moore said that elementary parents were not active in the bond election. Mrs. Edison said that the information was out there and there were display boards and information everywhere. She said there were flyers in the mail. Board consensus was to go out in November 2011 for a bond. Mrs. Schlegel said she saw no alternative. Mr. Bowden said that nothing on the bond list has been repaired everything was absolute. Mrs. Edison said that the high school and junior high look better than the elementary does. Mr. Moore said that there could be

a major crew of volunteers - capable people could motor through the district and make it look good. Laurie Schlegel stated that Bill said he would volunteer to mow lawns. Mr. Bowden said his church comes out and does work and plans to do a September 11 cleanup. Kathy Edison said that would help with positive perceptions. Mr. Moore said he would spearhead the cleanup plan. The board discussed giving out information to elementary parents at the elementary BBQ. Mrs. Edison said that someone else should lead the PAC. Mr. Moore said the board needs to make their decision early, give the FPC time to work on the site plan and find someone to run the PAC. Mr. Moore said that yes voters have to have the sense of urgency, and the board needs to motivate them. He said the urgency among yes voters needs to overwhelm the negatives.

Possible groups/people to contact:

Past board members

Chamber members

City Council

Fire Board

Leading Community Members

The board discussed having a meeting July 9 for the community. The board discussed gathering in the junior high cafeteria, walking them down, showing bathrooms being used as classrooms. Mr. Edison said there should be a list of costs to seismically retrofit the building. The board consensus was to have the Banks School District Community Summit: What are we going to do?

The board consensus was to have a work session on June 27 at 6:00 PM to go over the presentation being planned for July 9.

The board adjourned at 9:05 PM

Agenda

7:00 pm Regular Session

Present:

Kathy Edison, Chair

Richard Bowden

Laurie Schlegel

Will Moore

Greg Mosser, Mid Columbia Bus Co.

Ellen Hall-Chave, Kathleen Lacock

Administrators Present

Jim Smith, BHS Principal

Mark Everett, BJHS Principal

Simon Levear, Business Manager

Jim Foster, Superintendent

Shelley Mitchell, Student Services Director

Bob Huston, BES Principal

CALL TO ORDER-FLAG SALUTE

Board chair Kathy Edison welcomed everyone to the board meeting, and said there is time for audience comment later in the meeting.

PUBLIC WELCOME/RECOGNITION/COMMENTS

There were no comments.

RECESS INTO BUDGET HEARING

Kathy Edison declared the official public hearing of the 2011-2012 budget was open. She asked if anyone present would like to make comment regarding the 2011-12 proposed budget.

Ellen Hall Chave said she would like to see the board add back the elementary band budget. She said if there had been open discussion, there could have been something like a private/public collaboration that could have prevented the loss of the band director. She said there should have been more advanced notice

of budget cost considerations. She said that the band classes at the elementary school is a key concern for any band director hired, and is the backbone of a school music program. Mrs. Edison thanked her for her input. She said the board understands the support of the band parents and the board gave thought to how people felt about the music program. She said the board recognized cuts had to be made. Kathleen Lacock expressed concern about the transparency of the budget process. She said she and her husband work for Hillsboro/Beaverton School Districts. She said they held numerous listening sessions and proposed multiple budgets. She said there was nothing on the district web site. She said she formally requested to see the budget, and the cuts made. Kathy Edison said there were openings for the budget committee and to feel free to apply for the committee. Mr. Moore said there is a challenge to get information to the public. He said this was an ongoing problem. Mr. Bowden said he was not sure what the most effective method was to share information. He said the budget was a collaborative effort of the administration, and was a robust process. Mr. Smith said the process started in January and effected K-12 education across the board and the elimination of 14 teachers. He said everything was considered, and felt the administration left no stone unturned. He said he was disappointed that people felt the district was not transparent. He said information had been in the Oregonian and it didn't elicit people coming out. He said it is difficult without a local newspaper. He said there were hard decisions that had to be made. Mrs. Edison declared the budget hearing closed, and reconvened back into the regular board meeting.

APPROVAL OF THE AGENDA

Laurie Schlegel made the following motion: "Be it resolved the Banks School District Board of Directors approve the agenda as presented." Richard Bowden seconded and the motion passed unanimously.

PRESENTATIONS

There were no presentations.

CONSENT AGENDA

Approve April 28, 2011 Budget Committee Meeting Minutes

Approve May 11, 2011 Work/Board Session Minutes

Approve Fiscal Report

Approve Routine Personnel Matters

Resignations

Arlene Forcier .49375FTE Playground Supervisor effective 6/9/11

Hiring

The following are effective beginning 2011-12 SY

Shannon Staley .5FTE Elem Teacher (job share with Marjorie Salter)

Change of Status

The following are effective beginning 2011-12 SY

Transfers:

Marjorie Salter 1.0FTE Elem. Teacher to .5FTE Elementary Teacher (job Share w/Shannon Staley)

Sarah Blackman 1.0FTE Secondary Teacher to .5FTE Secondary Teacher (job Share w/Molly Lewis)

Extra Duty Contracts

Extended School Year Contracts 2011-12 SY

Kristin Jones, ESY Teacher

Shari Ragsdale, ESY Aide

Cheryl White, ESY Aide

Lorraine Atoui, SLP

Christa Rogers, ESY Teacher

Retirements

Jim Foster, Superintendent, effective 6/30/11

Recall

For the 2011-12 School Year

Lori Haney .225FTE Kindergarten Aide

Julie Turner .225FTE Kindergarten Aide

Christina Burgess .8125FTE Physical Activity Aide

Melissa Buchanan .46875FTE 4th Grade Instructional Assistant

Kris Bunn .46875FTE 4th Grade Instructional Assistant

Approve 2011-2012 Compensation For Administrative and Non-Bargaining Unit Employees

Approve Jim Foster as Superintendent for the period June 30, 2011 through July 1, 2012

Laurie Schlegel made the following motion: "Be it resolved the Banks School District Board of Directors approve the consent agenda as presented." Richard Bowden seconded and the motion passed unanimously.

ACTION ITEMS

Approval of the 2011-12 Sodexo Food Service Contract

Mr. Foster said this was a continuation of the contract with Sodexo as the District's food service provider. He said the district continues to be pleased with the level of service provided to the District.

Will Moore made the following motion: "Be it resolved that the Banks School District Board of Directors renew the food service contract with Sodexo for the 2011-12 school year." Richard Bowden seconded and the motion passed unanimously.

Resolution 1011-05: Budget Resolutions

There was no discussion.

Will Moore made the following motion: "Be it resolved, the Banks School District Board of Directors authorize Resolution 1011-05 as presented." Laurie Schlegel seconded and the motion passed unanimously.

Approval of custodial contract for 2011-2012

Mr. Foster said this is a continuation of the contract with Sodexo as the District's custodial service provider. He said Sodexo is cutting back 27 days from their contract for 2011-12.

Richard Bowden made the following motion: "Be it resolved that the Banks School District Board of Directors renew the custodial contract with Sodexo for the 2011-2012 school year." Will Moore seconded and the motion passed unanimously.

Policy and Administrative Regulations

GC-AR 1	Regular Education Instructional Assistant
GC-AR 2	Special Education Instructional Assistant
GC-AR 3	Playground Supervisor
GC-AR 13	Physical Activity Aide
IKF	Graduation Requirement
IKF-AR	Graduation Requirement
EFAA	District Nutrition and Food Services
EFAA-AR	Reimbursable School Meals and Milk Program

Mr. Foster said that these were updated to reflect changes of requirements to follow state standards, and changes in wording in the administrative regulations to reflect policy.

Will Moore made the following motion: "Be it resolved that the Banks School District Board of Directors approve Banks School District Policies/Administrative Regulations as presented." Richard Bowden seconded and the motion passed unanimously.

Approval of FFA National Convention trip October 19-22, 2011

Tim Eggleston said he is asking permission to take a FFA group back this fall to the national convention. He said these students will be representing Banks and the state of Oregon. He said the trip is funded thru fundraising at no cost to the district.

Richard Bowden "Be it resolved that the Banks School District Board of Directors approves the FFA trip to the National Convention October 19 thru 22, 2011 as presented." Laurie Schlegel seconded and the motion passed unanimously.

Approval of Intern School Counselor at Banks Elementary School

Mr. Moore said that this item was discussed during last month's work session.

Will Moore made the following motion: "Be it resolved that the Banks School District Board of Directors approves the placement of an intern school counselor at the Elementary School under direction and guidance of LIFEWORKS, the college or university of the intern, and the elementary school principal. In so doing, the Board grants said counselor "official school status" under the Family Educational Rights and Privacy Act relative to the counselor's work at the elementary school. The intern counselor shall serve the elementary school in the capacity of approximately .4 FTE and shall be of no cost or expense to the Banks School District." Richard Bowden seconded and the motion passed unanimously.

DISCUSSION ITEMS

There were no discussion items.

REPORTS

Administrators Reports

Jim Smith had nothing to add to his written report. He thanked teachers for their work in keeping seniors focused these last few weeks. He said graduation came off well.

Mark Everett had nothing to add to his written report.

Bob Huston thanked the teachers for getting through a tough year. He said the Elementary PTO sponsored the Brave Run on June 4 and there were 285 registrants. He said Leslee Petersen headed the fundraiser, and they raised \$6500 with the money to go toward technology. He said funds raised next year will be used for math book adoption. He said there will be document cameras in all classrooms of the elementary school next school year.

Shelley Mitchell said she had nothing to add. She said the district received the YTP grant, and the program is an asset to high school students. She said she would like to acknowledge Jill Schlegel for making the program what it needs to be for students in Banks.

SUPERINTENDENT'S REPORT

Mr. Foster said he watched band perform in the rose parade, and they looked sharp. He said Mr. Everett and Mr. Smith did a nice job in graduation promotions.

AUDIENCE TIME

The request was made for a band parent to be on the hiring committee for the secondary music teacher. The board asked for direction from the superintendent. Mr. Foster said that in past hiring practices typically parents are not involved. Mrs. Lacock said that in Hillsboro School District parents are almost always involved and sit in on interviews. Mrs. Lacock said she would be willing to find a representative from the band parent group to participate.

BOARD OF DIRECTORS

Richard Bowden said he was amazed in the participation by vendors in the Banks Run. He said the activity took a huge amount of effort.

Will Moore said both graduations were nice. He thanked Jim Foster and said he was completely satisfied and pleased with the outcome of the administrative decisions.

Laurie Schlegel said she had a Banks student as an outdoor school counselor for her students. She said she was wonderful and was a great representative of Banks.

Kathy Edison commented that Alex Heath gave one of the best "welcome to the high school" speeches to the 8th graders she has heard. She said she attended the elementary fine arts festival, and said she was impressed by the amazing knowledge of the students. She thanked the administrators and staff for graduation and promotion. She thanked all the retiring teachers and wished them all the best. She thanked Jim Foster and the staff for their contribution to the district.

ADJOURNMENT

The meeting adjourned at 7:44 pm.

The board returned to their work session at 7:50 pm.