

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

June 18, 2012

**Regular Session
Minutes**

Minutes are official after Board approval

Work Session

5:30 PM

District Conference Room

Present:

Board: Laurie Schlegel, Richard Bowden, Kathy Edison, Will Moore
Others Present: Jim Foster, Joni Spencer, Pete Edison, Bob Huston

Readerboard updates – Jim Foster

- High School parents club in process of getting needed permits from the city.
- The units will then be built, with installation scheduled for July.

McKinstry update – Joni Spencer

- Small amount of work being finished in elementary.
- Shut down of all systems for summer, McKinstry will come back in fall to make sure all systems are balanced and running smoothly.
- McKinstry has been slow in billing the district for work completed.
- Justin from McKinstry will come in and do measurements when work is completed. There has been no savings measurement yet. They will be keeping close tabs on results and do not expect a savings until winter.

Bond discussion – Kathy Edison

Bond Committee met June 13. Attendees: Rick Rainone, Bob Huston, Joni Spencer, Shelley Mitchell and Kathy Edison.

Copy of resolution approving DLR as architect requested by board chair to be given to business manager.

Kathy Edison reported on the June 13 meeting as follows:

- Cornerstone Consulting's schedule put project completion out to March 2014.
 - September 2013 completion would require a fast track for construction.
- Per Cornerstone, the best time to go out for contracting for school districts is March.
- DLR can have their part completed by December.
- District does not want to cross years of moving students in and out.
- Mr. Rainone expressed concerned about the availability of modulars.
 - Bob Huston reported he did a walk through with Shelley Mitchell in the existing modulars. Four would work, and there could be three classrooms used in high school.
 - Consideration of location of modules in building is a concern.
- June 21 there will be a meeting with Cornerstone on transitioning. Two considerations:
 - Start status quo and move students out when ready to start demolition phase.
 - Begin year in other classrooms, not in the junior high classrooms at all.
 - Bathroom facilities will be needed for modulars.
 - Locker rooms in junior high are scheduled for remodel also.

- Chair Kathy Edison would like clarification on attendees to meetings.
 - Consideration of facilities planning committee members and Skip Smetana on committees.
 - Chair Edison would like Mr. Everett be asked to serve on design committee if he so chooses.
 - Mr. Edison said the five lay members of the facilities planning committee (Deb Mott, Vicky Van Domelen, Dan Streblow, Ron Frame and Pete Edison) have expressed interest in serving on committees related to the bond.
 - Mr. Huston said he would hope to include members of the FPC on the committees, their input would be invaluable.
- Notes/minutes documentation will need to be kept.

Consensus of board: meeting on Thursday June 21 will be a work session.

- Four budgets will be developed for the projects – elementary, junior high, high school and district.
 - Projected budgets will be presented June 21.
 - Direct costs will be to schools; indirect costs to district budget.
- The bond committee will be meetings with Rick Rainone and Scott Rose and deal with the construction calendar, budgets, anything involved in getting the project off the ground.
- Dates of the meetings will be posted.
- Community meetings will be informational.
- The basic schematic of the project will be done in September.
- It is important to have K-12 contractors – building during school time safety is a huge issue.
- Possible delays: core borings, tree removals (clearance through city tree board/tree ordinances)
- Knowledge of any costs that could be incurred from the city is vital.
 - Cost considerations could include unforeseen conditions and design clarifications.

Bond selling is planned for mid August.

- Personnel to keep track of costs of project is needed.
 - Verify Cornerstone has employees that handle this process.
- Administrative management will be discussed during Thursday meeting.
- Mr. Rainone has correct budget with \$877,000 for maintenance including portable roofs.

Joni Spencer handed out the Preliminary Official Statement to be reviewed by board members. She asked that any changes/comments be sent to her by Friday afternoon.

- Laurie Schlegel reported Jenny Compton has money she would like to spend on the softball complex.
 - Consensus was for her to formulate a list and submit it to the board for consideration.

Proposed change from Junior High to Middle School model – Bob Huston

- Mr. Huston reported that studies indicate grades 6-8 middle school models are very effective.
- May 2011 Duke University study reports in the middle school model 6th graders have higher rates of discipline issues, test scores decline. Mr. Huston reported the negatives found in the study concerning middle schools don't exist in Banks.
- Mr. Huston supports the self-contained “school within a school” middle school model.
- This is in discussion phase. Information will need to be made available to the community, and shared in community meetings.
- 6th grade staff not in favor, however, 6th grade students are in favor of the middle school concept.

1st and 2nd grade elementary enrollment review – Bob Huston

- The elementary has dropped one teacher position.
- Numbers indicate class size will be 34.5 students/class; 36 students/class is the limit.
 - If the numbers hold, Mr. Huston proposes morning aides in both sections in the morning for reading and math.
- He will watch the numbers carefully over the summer and the start of the year.

Visioning – Kathy Edison

- Mrs. Edison asked if the board wanted to continue with the visioning process this summer.
 - Board consensus was to revisit the subject in November

Board/Superintendent training through OSBA – Kathy Edison

- Board consensus was to have a workshop on the identification of the board's expectations of the new superintendent and the new superintendent's expectations of the board. OSBA will be contacted to set a date and time for the work session.

Email lists – Bob Huston

- Mr. Huston reported the administrative team has discussed email lists.
- Email addresses are gathered on registration forms.
- Most parents are OK with using email address for communication.
- Mr. Moore would like emails sent to those who opt out to verify their decision. The district is attempting to improve communication between the district and the community – the most viable method is through updates or alerts. He said the emails could be used for routine information and people could depend on regular updates.

2012-13 Compensation discussion – Administrative and non-bargaining unit employees - Jim Foster

- Administrative and non-represented employees have a pay freeze, except Shelley Mitchell and Bob Huston. There is no medical cap increase, and they will take 10 furlough days.

The meeting adjourned 6:58 PM

Regular Board Meeting – District Board Room
7:00 pm

Board Present:
Kathy Edison, Chair
Richard Bowden
Will Moore
Laurie Schlegel

Others Present:
Kristin Trout
Shawnda Sewell
Maddie Turner

Administrators Present:
Mark Everett, BJHS Principal
Bob Huston, BES Principal

Jim Foster, Superintendent
Shelley Mitchell, Student Services Director
Joni Spencer, Business Manager

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

Mr. Foster introduced Maddie Turner, who will be the student representative to the board next year. She said she will be a junior next year, is an aide in Leadership class, and will give a report to the board every month.

RECESS INTO BUDGET HEARING

Kathy Edison declared the official public hearing of the 2012-2013 budget was open. She asked if anyone present would like to make comment regarding the 2012-13 proposed budget. There were no comments.

Mrs. Edison declared the budget hearing closed, and reconvened back into the regular board meeting.

APPROVAL OF AGENDA

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

PRESENTATIONS

Mr. Huston introduced Shawnda Sewell, the new principal for Banks Elementary School. She told the board she is from Forest Grove, has four children, and is excited to be at Banks. Mr. Huston said she will start August 1.

CONSENT AGENDA

Approve May 31, 2012 Budget Committee Meeting Minutes

Approve May 14, 2012 Work/Board Session Minutes

Approve June 6, 2012 Special Board Session Minutes

Approve Fiscal Report

Approve Personnel Matters

Resignations

Jim Smith, High School Principal effective end of the 2011-12 SY

Hiring

The following are effective beginning 2012-13 SY

Shawnda Sewell, 1.0FTE Elementary Principal

Anthony Richeson 1.0FTE JH Science Teacher

Lisa Venable, .4FTE ELL Teacher

Deanna Cintas 1.0FTE Counselor (.4FTE JH/.6FTE Elementary)

Leave of Absence

Cami Henderson, 1.0FTE Teacher 2012-13 SY

Change of Status

The following are effective beginning 2012-13 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 2012-13 SY

Kristin Jones, ESY Teacher

Judy Stone, ESY Aide

Cheryl White, ESY Aide

Lorraine Atoui, SLP

Recall

For the 2012-13 School Year

Bethany Exline .62FTE Kindergarten Teacher

Approve 2012-2013 Compensation For Administrative and Non-Bargaining Unit Employees

Approve Memos of Understanding for certified and classified bargaining units contract year 2012-13.

Will Moore made the motion to move all Action Items to the Consent Agenda. Laurie Schlegel seconded. Motion passed unanimously.

Will Moore made the following motion: "Be it resolved that the Board of Directors approve the agenda as amended." Richard Bowden seconded. Motion passed unanimously.

ACTION ITEMS

Approval of the 2012-13 Sodexo Food Service Contract
Approval of the 2012-2013 Sodexo Custodial Contract
Resolution 1112-09: Budget Resolutions
Approval of Banks School District Achievement Compact 2012-13
Resolution 1112-10 Authorizing the issuance, sale and delivery of General Obligation Bonds
Resolution 1112-11: Determination of the results of the May 15 election

The action items were moved to the Consent Agenda and approved.

DISCUSSION ITEMS

There are no discussion items.

ADMINISTRATOR'S REPORT

➤ Mark Everett had nothing to add to his report. He said the junior high is down a minor amount in test scores, and hopefully the numbers will come back up next year. Testing is online, and only those students with extended assessment have other venues for the tests.

- Vice Principal interviews are tomorrow, with six applicants being interviewed.

➤ Bob Huston said that the student growth models have helped students on their self-esteem and has been a success.

- Staff is being moved to fill slots at the elementary for next year.

➤ Shelley Mitchell reported there will be a Title grants audit in September.

- Discussions are ongoing in student services on the delegation of duties for next year.

SUPERINTENDENT'S REPORT

Mr. Foster said he had nothing to add. He thanked the board for the opportunity to serve as the district's superintendent.

Kathy Edison thanked Mr. Foster for his years of service. The board presented him with a carved bear as a token of their appreciation.

AUDIENCE TIME

There were no comments.

SUPERINTENDENT'S REPORT

Mr. Bowden wished Mr. Foster well.

Will Moore thanked Mr. Foster and said he has been a positive contributor to the district.

Laurie Schlegel echoed Mr. Moore's comments.

Kathy Edison congratulated the graduates and said that 8th grade promotion went well. She wished Mr. Smith well, and said that with Mr. Foster the whole dynamics of the district changed. She commented she was glad the bond passed during his tenure.

ADJOURN

The meeting adjourned at 7:24 PM.