



BANKS SCHOOL DISTRICT BOARD OF DIRECTORS
12950 NW Main St. Banks OR 97106
Administration Building
Regular Board Meeting
Minutes July 10, 2017

REGULAR SESSION
District Board Room

Call to Order/Flag Salute Raymond Mott called the meeting to order at 6:30 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.

The following were in attendance:

Board of Directors

James Harris
Raymond Mott
Laurie Schlegel
Norie Dimeo-Ediger

Staff/Others

Jeff Leo, Superintendent
Joni Spencer, Business Manager
Staff members
Ron Frame

Student Representative Report

There was no student representative report.

OATH OF OFFICE FOR RE-ELECTED/NEW BOARD MEMBERS

Laurie Schlegel administered the oath of office to Norie Dimeo-Ediger, Raymond Mott and Ron Frame.

ELECTION OF 2017-18 CHAIR

Norie Dimeo-Ediger nominated Raymond Mott. James Harris seconded. There were no more nominations. Nominations closed. Vote for Raymond Mott as 2017-18 board chair. Vote was unanimous.

ELECTION OF 2017-18 VICE-CHAIR

Norie Dimeo-Ediger nominated Laurie Schlegel. Raymond Mott seconded. There were no more nominations. Nominations closed. Vote for Laurie Schlegel as 2017-18 board vice-chair. Vote was unanimous.

APPROVAL OF AGENDA

Laurie Schlegel moved to approve the agenda as presented. James Harris seconded. Discussion: There was no discussion. Motion passed unanimously.

PRESENTATIONS/REPORTS

There were no presentations or reports.

AUDIENCE COMMENTS

There were no audience comments.

CONSENT AGENDA

Board Minutes: June 12, 2017

Routine Personnel Matters

Resignation:

Brian Jark 1.0FTE Elementary PE Teacher

Extra Duty Contracts

Effective summer 2016-17 SY

Kristin Jones, ESY Teacher

Cheryl White, ESY Aide

Wendy Coffey, ESY Aide

Aubrey Rue, ESY Aide

Judy Stone, ESY Aide

Effective 2017-18 SY:

Lindsay LaJoie, BHS NHS Advisor (shared stipend)

Kellie Meeuwse, BHS NHS Advisor (shared stipend)

Lindsay LaJoie, BHS Leadership Advisor

Tim Eggleston, BHS FFA Advisor

Jim Gerlinger, BHS Event Supervisor

Robby Plowman, BHS Yearbook Advisor

Koreen Bennett, BHS Band and Vocal Music Advisor

Megan King, BMS Yearbook Advisor

Shannon Dotson, NJHS/MS National Honor Society Advisor

Karla Clark, BSD Library Services Supervisor

Julie Turner, BHS Concessions Supervisor

Fiscal report

Designations (effective July 1, 2017)

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 2nd 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 2017-18 Substitute Pay

Certified: \$ 178.35/day for 1st ten days in assignment (State rate)

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

Classified: 90% Step 1 in job classification

Approval of 2017-18 Fee Schedule

Approval of head coaches and assistant coaches for 2017-18

Norie Dimeo-Ediger moved to approve the consent agenda as presented. Laurie Schlegel seconded. Discussion: Mr. Leo asked that the August board meeting be moved to August 15 as he is out of town August 14. The board agreed. Motion passed unanimously.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Approval of the 2017-18 Sodexo Food Service Contract

Approval of the 2017-18 Sodexo Custodial Contract

Approval of the 2017-18 MidColumbia Bus Co Contract

Laurie Schlegel moved to approve the above listed contracts are listed. James Harris seconded.

Discussion: There was no discussion. Motion passed unanimously.

Administrative Policy Revision:

EBBB – Injury/Illness Reports

EFA – Local Wellness Program

GBI/GBI-AR – Gifts and Solicitations

GCPB/GDPB – Resignation of Staff

IKF – Graduation Requirements

JEA – Compulsory Attendance

Mr. Leo reported the revisions are in accordance with state statute. He reported most of the fundraising on the internet has been at the elementary level but that it has been minimal. This will allow for more control over the venues of fundraisers.

James Harris moved to approve the policies and administrative regulations as presented. Ron Frame seconded. Discussion: There was no discussion. Motion passed unanimously.

Superintendent Evaluation Process

Mr. Leo discussed the timeline of the evaluation process with the board. No action was taken.

Working Agreement

Mr. Leo discussed the working agreement with the board. He commented the importance of #3 – reading the packet ahead of time, and send questions ahead of the meeting to the superintendent. He said #7 was important in the support of the majority in decisions; #9 communication methods are important and the rules in communication need to be considered; #15 – it is a work in progress. Mr. Leo said he is considering more PLC presentations, and data/assessment discussions.

Working Agreement

Mr. Leo reported that Todd Iverson had positive input, and had no concerns.

Mr. Leo said goals will be set in the August board meeting, along with the mission/vision statement. He said he hopes to have posters made with constant reminders for staff of the mission and vision of the district.

Mr. Leo said in the area of Community Relations the board feels it needs to improve on communication, perhaps by having board representatives at community events. The board said it would like a monthly calendar with upcoming activities so that board members could plan to attend different events. Mr. Leo thanked the board members for their service and said he enjoyed working with the board.

BOARD COMMUNICATION

Administrator Comments

There were no administrator comments.

Superintendent Comments

There were no comments.

Board Member Comments

Raymond Mott said he felt the district has a great board.

ADJOURNMENT

The meeting adjourned at 7:14 PM.