



BANKS SCHOOL DISTRICT BOARD OF DIRECTORS
12950 NW Main St. Banks OR 97106
Administration Building
Regular Work Session/Board Meeting
Minutes July 13, 2015

WORK SESSION

District Board Room

In Attendance: Laurie Schlegel, Raymond Mott, Norie Dimeo-Ediger, James Harris, Todd Iverson, Jeff Leo, Joni Spencer, Tom Forest, Greg McKenzie.

Windows 2 Leadership Board Workshop

Greg McKenzie presented on board development.

For new board members that cannot attend the training in summer, the fall conference is beneficial.

Mr. McKenzie discussed the responsibilities of the board.

Board members have no authority as individuals, boardsmanship is a team sport.

Leadership is not how you see yourself; it is how others perceive you.

Leadership is situational.

"The Board shall operate the schools".

The district operates as a government. The board manages the administrative process; legislatively adjusts and adopts policy; and judicially hears grievances.

The executive piece is turned over to the superintendent.

Mr. McKenzie cautioned against the board micromanaging. This is an indicator of lack of trust in the superintendent.

The development of a working agreement between the board and the superintendent was discussed. This clarifies the expectations of the superintendent and the board.

A working agreement could be developed in a work session.

Goal setting sessions should be scheduled for work session discussions.

Mr. McKenzie had the board and superintendent develop some goals considerations. Some of the ideas were:

Align K-12 education

More cohesion among K-12 staff

Evaluate the "life span" of classes

Community involvement outside of sports

Work to find more options/electives for HS classes

Develop a working agreement/protocols

Build trust in the district

Develop creative ways to inform the public

Develop a pre-K program, in line with common core state standards

Sharing of teaching strategies among staff

Use of the PLC model

Building trust among superintendent/board/staff

August and September work sessions will be used for the development of board and superintendent goals.

The work session adjourned at 6:37 PM.

REGULAR SESSION

District Board Room

Call to Order/Flag Salute Laurie Schlegel called the meeting to order at 7:00 PM. She welcomed everyone to the meeting and led the flag salute. She asked that if any public members would like to make comments, to please fill out a comment card and give to the board secretary.

The following were in attendance:

Board of Directors

Norie Dimeo-Ediger
Raymond Mott
Laurie Schlegel
James Harris
Todd Iverson

Staff/Others

Jeff Leo, Superintendent
Joni Spencer, Business Manager
Max Sigander, Director of Technology
Debra Mott, Wendy Holland and Leslee Sipp

PUBLIC WELCOME/RECOGNITION/COMMENTS

There were no comments.

OATH OF OFFICE FOR RE-ELECTED/NEW BOARD MEMBERS

Norie Dimeo-Ediger administered the oath of office to Laurie Schlegel, James Harris and Todd Iverson.

ELECTION OF 2015-16 CHAIRPERSON

Norie Dimeo-Ediger nominated Laurie Schlegel.

James Harris nominated Raymond Mott.

Norie Dimeo-Ediger and Laurie Schlegel voted for Laurie Schlegel.

James Harris, Todd Iverson and Raymond Mott voted for Raymond Mott. Raymond Mott is chair for 2015-16.

ELECTION OF 2015-16 VICE-CHAIRPERSON

Norie Dimeo-Ediger nominated Laurie Schlegel.

Raymond Mott nominated James Harris.

Norie Dimeo-Ediger, Todd Iverson and Laurie Schlegel voted for Laurie Schlegel.

James Harris and Raymond Mott voted for James Harris. Laurie Schlegel is vice-chair for 2015-16.

UNSCHEDULED PUBLIC APPEARANCE

There was no public appearance.

APPROVAL OF AGENDA

Correction to the agenda:

8.0 Audience Comment: delete

Norie Dimeo-Ediger moved to approve the agenda as amended. Laurie Schlegel seconded.

Discussion: There was no discussion. Motion passed unanimously.

PRESENTATIONS/REPORTS

There were no presentations.

CONSENT AGENDA

Board Minutes: June 8, 2015

Routine Personnel Matters

Transfer: (effective start of 2015-16 SY)

Elizabeth Stark .6FTE ELD Teacher to 1.0FTE Elementary Teacher

Debbie Bogroff .875FTE BES Library Assistant to .8125FTE BMS Library

Aide/Instructional/Locker Room Assistant

Sue Lewis .8125FTE BMS Library Aide/Instructional/Locker Room Assistant to .8125FTE Instructional Assistant

Recall: (effective start of 2015-16 SY)

Sam Schifferdecker .46875FTE Instructional Assistant

Dayna Duve .46875FTE Instructional Assistant

Loni Wren .46875FTE Instructional Assistant

Extra Duty Contracts (effective 2015-16 SY)

Laura Cummings, BHS NHS Advisor (shared stipend)

Kellie Meeuwesen, BHS NHS Advisor (shared stipend)

Ben Buchanan, 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

Molly Lewis, BMS NJHS and Leadership Advisor

Megan King, BMS Yearbook Advisor

Karla Clark, BSD Library Services Supervisor

Fiscal Report

Designations:

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

Business Manager \$ 100,000

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 7:00 PM

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 2015-16 Substitute Pay

Certified: \$ 188.93/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

Approve 2015-16 Fee Schedule

Approve head coaches and assistant coaches for 2015-16

Student Expulsion

Norie Dimeo-Ediger moved to approve the consent agenda as presented. Laurie Schlegel seconded. Discussion: There was no discussion. Motion passed unanimously.

DISCUSSION ITEMS

Policy and Administrative Regulations 1st Reading

JECBA - Admission of Exchange Students

JECBA-AR - Admission of Foreign Exchange Students

Mr. Leo said the policy and AR would return next month for 2nd reading. The following change was suggested: JECBA-AR: Admission of Foreign Exchange Students: II Program Guidelines: A. The high school may accept full-year students from foreign countries. The number of students enrolled shall be at the discretion of the superintendent.

ACTION ITEMS

GC-AR17 Job Description – Teacher – Literacy Coach

Changes suggested: Essential Requirements: C. Delete “very good”. Essential Responsibilities: 1. Add at the end of the sentence: “through mentoring and coaching of staff”.

James Harris moved to approve GC-AR17 as amended. Todd Iverson seconded. Discussion: There was no discussion. The motion passed unanimously.

Approval of the 2015-16 Sodexo Food Service Contract

Laurie Schlegel moved to approve the 2015-16 Sodexo Food Service Contract. Todd Iverson seconded. Discussion: There was no discussion. The motion passed unanimously.

Approval of the 2015-16 Sodexo Custodial Contract

Laurie Schlegel moved to approve the 2015-16 Sodexo Custodial Contract. Todd Iverson seconded. Discussion: There was no discussion. The motion passed unanimously.

Approval of revised 2015-16 School Year Calendar

Laurie Schlegel moved to approve the revised 2015-16 School Year Calendar. Todd Iverson seconded. Discussion: There was question of meeting school days required. Mr. Leo said the requirement is actually based on hours. He said the district could receive a waiver if we are short seat hours. The motion passed unanimously.

Approval of OSAA Boys Soccer Cooperative Agreement with Vernonia for 2015

Todd Iverson moved to approve the OSAA Boys Soccer Cooperative Agreement with Vernonia for 2015. James Harris seconded. Discussion: There was no discussion. The motion passed unanimously.

BOARD COMMUNICATION

Superintendent Comments

Mr. Leo said he would be communicating with the board through their district email account. He asked that they check to make sure they have access, and if not to contact Max Sigander. He said he will meet with the chair and vice-chair to set the agenda for board meetings, and will add goals to the August work session. He asked that the board members call him with any questions or concerns. He was asked about the cross country coach becoming a paid position. He said this was an administrative decision.

Administrator Comments

There were no comments.

Board Member Comments

The board welcomed Jeff, James and Todd to the district and to the board.

AUDIENCE

There were no comments.

ADJOURNMENT

The meeting adjourned at 7:50 PM.