

School Board Minutes

Banks School District 13

July 28, 2008

Minutes are official after Board approval

Board Members Present:

Duane Lundsten, Chairman
Angi Duyck
Kathy Edison
Doug Nordholm
Will Moore

Others Present:

Jennifer Bailey, parent
Rick Rainone, Cornerstone Management Group,
Inc.

Administrators Present

Marv Ott, Superintendent
Simon Levear, Business Manager

7:00 Regular Session

CALL TO ORDER-FLAG SALUTE

Chairman Duane Lundsten called the meeting to order at 7:00PM and led the flag salute.

PUBLIC WELCOME/RECOGNITION/COMMENTS

There was no public recognition.

ELECTION OF 2008-2009 CHAIRPERSON

Angi Duyck nominated Duane Lundsten. Kathy Edison nominated Will Moore. The votes were as follows: Kathy Edison – Will Moore. Angi Duyck – Duane Lundsten. Doug Nordholm – Duane Lundsten. Will Moore – Will Moore. Duane Lundsten – Duane Lundsten. Duane Lundsten was elected 2008-2009 Chair.

ELECTION OF 2008-2009 VICE-CHAIR

Kathy Edison nominated Will Moore. Angi Duyck nominated Doug Nordholm. The votes were as follows: Will Moore – Will Moore. Doug Nordholm – Doug Nordholm. Angi Duyck – Doug Nordholm. Kathy Edison – Will Moore. Duane Lundsten – Will Moore. Will Moore was elected 2008-2009 Vice –Chair.

APPROVAL OF AGENDA

There was one addition to the agenda. 7.2 a. Resignations: Becky Cottam 1.0FTE Media Aide effective summer 2008. Doug Nordholm made the following motion: "Be it resolved that the Banks School District Board of Directors approve the agenda as amended." Kathy Edison seconded and the motion passed unanimously.

PRESENTATIONS

There were no presentations.

CONSENT AGENDA

Approval of June 9, 2008 Regular Board Session and Budget Hearing Minutes

Approval of the June 9, 2008 Work session Minutes

Approval of the June 9, 2008 Executive session Minutes

Resignations

Michael Weaver 1.0FTE High School Math Teacher effective end of 2007-08 SY

Elaine Fox, Student Services Director effective August 1, 2008

Becky Cottam, 1.0FTE Media Aide effective summer 2008

Hiring

Thao Newman 1.0FTE Maintenance 181 day contract effective July 1, 2008

POSITIONS EFFECTIVE start of 2008-09 School Year

Anthony Cicoria 1.0FTE JH Social Studies Teacher 2008-09 School Year only

Bridget O'Leary 1.0FTE Title I Reading Teacher

Jerimy Kelley 1.0FTE High School Language Arts Teacher

Jo Schilling .62FTE Elementary Kindergarten Teacher

Kristi Schutt .8125FTE Secondary Special Education Instructional Assistant

Bobbie Woodruff .8125FTE Secondary Special Education Instructional Assistant

Wendy Holland .8125FTE Elementary Special Education Instructional Assistant

Sheri Rue .8125FTE Secondary Special Education Instructional Assistant

Trish Birr .45FTE Elementary Instructional Assistant

Transfers:

Effective start of 2008-09 SY

Michelle Soper .875FTE Elementary Asst. Secretary to .875FTE Elementary Secretary

Extra Duty Contracts

High School Summer School

Debra Mott Instructional Assistant, 2 weeks, 4 days/week, 4 hours/day

Tim Hardie Teacher, 4 weeks, 4 days/week, 4 hours/day

Gabe Pagano Teacher, 4 weeks, 4 days/week, 4 hours/day

High School athletics/activities extra duty assignments for 2008-2009

Junior High athletics/activities extra duty assignments for 2008-09

Designations

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

Authorize Superintendent to file for all grants

Appoint Business Manager as Custodian of Funds

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

Superintendent's Adm. Asst. \$ 50,000

Part-Time Business Office Employee \$ 50,000

All other employees \$ 5,000

Designate *News Times* as official newspaper of record

Designate Jim's Market as bulletin board

Designate Nancy Hungerford/John Peterson as District's attorneys

Designate Waltz, Sheridan & Crawford as Insurance Agent of Record

Designate U.S. Bank, West Coast Bank and Local Government Investment Pool as Depository of Funds

Designate Jones & Roth as District Auditors

Designate Herb Drew Associates as Insurance Benefits Agent of Record

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 in trust for specific purposes or to other special purpose trust funds at the disposal of the District.

Resolution to Establish 2008-09 Substitute Pay

Certified: \$ 150.16/day for 1st ten days in assignment (State rate)

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

Classified: 90% of Step 1 in job classification

Approve 2008-2009 Fee Schedule

Will Moore made the following motion: "Be it resolved that the Banks School District Board of Directors approve the consent agenda as presented." Doug Nordholm seconded and the motion passed unanimously.

ACTION ITEMS

Appointment of K & L Preston, Gates & Ellis LLP as District Bond Counsel

There was no discussion.

Angi Duyck made the following motion: "Be it resolved, the Banks School District Board of Directors approves the appointment of K & L Preston Gates & Ellis LLP as district bond counsel." Doug Nordholm seconded and the motion passed unanimously.

Resolution 0809-01 Resolution to set proposed bonding amount

There was no discussion. Will Moore made the following motion: "Be it resolved, the Banks School District Board of Directors approves Resolution 0809-01: Resolution to set proposed bonding amount as presented." Doug Nordholm seconded and the motion passed unanimously.

DISCUSSION ITEMS

Policy and Administrative Regulations Revisions – 1st Reading

Mr. Ott said that these policies and administrative regulations were discussed in the board workshop. They will return next month for adoption.

Bond Discussion

Rick Rainone, of Cornerstone Management Group, Inc., discussed a list of pre-bond tasks, and discussed in detail the 5 steps to be completed. He said that certain work needs to happen prior to the election in order for construction to begin during summer 2009. He said that if the board approves the pre-bond tasks, it would allow the district to begin work the day after the bond passes. Mr. Ott asked if the district needed to employ a land use attorney. Mr. Rainone said that many firms specialize in land use, and are primarily used when there is a conflict with government agencies. He said that if the current site is zoned properly, there would not be land use concerns. He said that he thinks the high school and junior high sites are zoned properly. He said there may be concerns addressing traffic issues. He said that he does not expect conflicts at this time. He said the district may want to consider a land use consultant to help the district understand certain land use issues. Mr. Moore asked about the selection of an architect in conjunction with a contractor. Mr. Rainone said this is not done concurrently. Mr. Rainone said the next step the district needs to consider is an RFP for an architect. He said that if this was done in the next few weeks, the board could approve an architect during the September 8 board meeting. Mr. Rainone said that the majority of the technical information acquired prior to the election may be used in future elections if the current bond measure fails. Mr. Nordholm asked about possible disadvantages to this proposal. Mr. Rainone said a consideration would be concerning the outlined \$49,500 expenditure, and how the voters would feel about this expenditure if the bond fails. Mr. Rainone said that if the board decides not to begin building until summer 2010, then nothing would need to be done prebond. Mr. Nordholm said that historically the bond process has been behind schedule in supplying information to the Board and expressed concern about running out of time if the process is not kept on schedule. Mr. Rainone said that, for instance, when an architect is selected, the architect has effectively agreed to the schedule set by the board by agreeing to the RFP. Mr. Rainone said he would work with the architect and make sure they understand the schedule. Mr. Leaver said that if the bond passes, the costs would be part of the bonding cost. If the bond does not pass, the source of funds would be the Buxton funds. Mr. Rainone said the master plan is a missing piece, and the district would have that if the district proceeds now with the process. Mr. Rainone said that it is important to begin the wetlands study as the process can be incredibly slow. The study will allow the district to understand the setbacks and restrictions in relation to the wetlands. Mr. Rainone said the only changes to the master plan and schematic plan costs would be if the bond fails and the district relooks at the significant needs of the district. Doug Nordholm asked what percentage of the \$49,000 would the district need to come up with again if the current bond election fails. Mr. Rainone said he could not think of anything in the proposed pre-construction phases that wouldn't have value. Mr. Rainone said that the master plan is one dimension, the schematic plan puts dimension to the plan. He said the master plan would not have to be redone unless there is a radical change. He said that the architect would have the capacity to be able to do a master plan in 30 days. The master plan could be one of the tools to help communicate the visions of the proposed bond. The board discussed the current wetland study, and the proposed wetland study, which goes beyond the current wetland study the board has. Mr. Rainone said that the current statutes establish setbacks, so the current setbacks won't change. He said his concern is that we don't have additional wetlands the district is not currently aware of. Mr. Lundsten said the bottom line is the Board needs to decide when they want to begin building – July 2009 or July 2010. Mrs. Duyck expressed concern at moving too quickly, without more time for consideration, on the decision to approve the pre-construction phase costs. Mr. Rainone said the Board should make the decision based upon the expectation of the voters. He discussed the costs of waiting to begin construction versus pre-construction phases being completed prior to the bond process. In the preconstruction phase, excluding the architect, the costs could amount to \$20,000 to \$30,000 per month. The cost, once a contractor begins, could run \$50,000 to \$60,000 per month. The longer the district takes, the more the costs. The sooner the district could begin construction, the district could effectively save dollars the faster the district moves to construction and completion. Mr. Rainone said the "cost of time" means every month the district is doing work is going to cost money, because when the district hires professionals, what the district is buying is effectively time. Mr. Rainone said that design phase (the time before construction) can be controlled, construction time won't change. He said the two things that need to be done the soonest are to start the architect selection, and start the wetlands study. He said basically the district is looking at the process. The board asked if the board waits and starts after the election would the cost go up, and since it would take more time, what is the cost of that time? Mr. Rainone said he can't predict inflation, and currently most costs have trended down. He said that items bid in June 08 got a better price than items bid in June 07. There is a lot less construction going on right now. Mr. Rainone said that if the district takes a longer time to do the same process, it would probably double the costs, but that

he wouldn't try to guess inflation. He said the costs of the process to do the work would be \$15,000 to \$20,000 per month, and the amount of time would affect the total costs. He said that school districts that go out for a second bond always follow this process and get as much ready as possible prior to the election. Mr. Rainone said he would like the board to authorize the start of the process to get the RFP for the architect, have legal counsel review it, and begin the wetlands study. Will Moore proposed to move this item from Discussion Item to Action Item, and vote.

Will Moore made the following motion: "Be it resolved, the Banks School District Board of Directors moves to approve the expenditure budget of up to \$49,500 to complete the tasks outlined on the pre-bond task list as discussed. Kathy Edison seconded. The vote was as follows: Duane Lundsten – aye, Kathy Edison – aye, Will Moore – aye, Doug Nordholm – nay, Angi Duyck – nay. The motion passed.

Doug Nordholm said that he will support the board's decision 100%. but he expressed concern on the timelines and speed in which decisions will be made.

REPORTS

There were no reports.

SUPERINTENDENT'S REPORT

Mr. Ott had nothing to add to his written report.

AUDIENCE TIME

Jennifer Bailey said that, as a civil engineer, she fully supports the district's moving forward with the pre-construction phase, and having the schematics design as soon as possible will be a huge advantage.

BOARD OF DIRECTORS

Kathy Edison thanked Rick Rainone for his presentation.

Angi Duyck congratulated Duane Lundsten and Will Moore for their elections, she thanked Rick Rainone for his presentation, and Jennifer Bailey for her comments.

Will Moore thanked everyone involved, and valued the work of the committees and the campus community. He thanked Rick Rainone for his presentation.

Doug Nordholm had no comment.

Duane Lundsten had no comment.

ADJOURNMENT

The board meeting adjourned at 8:25 PM.

The next meeting of the Board of Directors are scheduled as follows:

September 8, 2008

Work Session	5:30 PM	District Conference Room
Executive Session	6:30 PM	District Conference Room
Regular Board Meeting	7:00 PM	District Board Room

Duane Lundsten, Chairman

Marlo Mosser, Secretary

Date approved by Board