



BANKS SCHOOL DISTRICT BOARD OF DIRECTORS
12950 NW Main St. Banks OR 97106
Administration Building
Regular Board Meeting
Minutes August 8, 2016

WORK SESSION

District Board Room

HS Bond

Scott Rose from DLR presented information to the board on the Technical Assistance Grant. The Grant tentatively becomes available for application September 1. The Assessment piece of the grant is for \$20,000 and the Planning piece is \$25,000. All districts are eligible, and there are preference points to help direct the first round of funding to districts with the greatest need. If an Assessment grant is awarded, an Assessment templates is used to ascertain the physical condition; security; ADA and hazardous materials/conditions of the district. A copy of the report must be submitted to ODE. The district must also submit for OSCIM grants in the timeframe allowed and the district must meet ODE standards in the work. Mr. Rose estimated the district would have one year to complete the assessment. The OSCIM grant needs to be committed in the next election cycle. Mr. Leo said the district will do a survey before Christmas to start the process for a bond. He said the district will fill out the application and submit by the date required. Board comments included taking the time to prepare for a bond; the need to come up with district-wide goals, and the possibility of phasing in bond elections. The assessment and long range goals for the district will help with this process.

Board/District Goals

Mr. Leo said he would like to have no more than 3 main goals.

The Superintendent and Board discussed:

1. Full implementation of PLC throughout K-12 using late starts.
Mr. Leo said the district has \$500,000 invested with training and late starts. All staff will be part of a content group and will meet three times per month in their groups. This is the third year for the elementary in in this process. The training with Janel Keating on 8/25 will set the tone for year for the PLC. Mr. Leo said the district leadership team will formulate a mission/vision statement for the PLC process. He said teachers from the PLC will come and report to the board on the activities during the year.
2. Community Relations
Considerations:
 - a. BSD Facebook page – Bond information shared
 - b. Sports/achievements – expand district-wide circulation
 - c. Twitter
 - d. Post notices/newsletters
 - a. School newspaper
 - b. Student/staff involvement

Board Self-Evaluation

The board submitted their self-evaluations to Mr. Leo. The board discussed attending the fall OSBA workshop; and the consideration of having board workshops during the year.

Superintendent Evaluation Process

Mr. Leo said that he will send out a Survey Monkey to staff this year prior to his board evaluation. He said the comments and input from the staff generates conversation. He said, per contract, the evaluation needs to be presented in the March 2017 board meeting.

REGULAR SESSION

District Board Room

Call to Order/Flag Salute Raymond Mott called the meeting to order at 6:29 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

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

Staff/Others

Jeff Leo, Superintendent
Administrators: Jacob Pence, Shelley Mitchell
Joni Spencer, Darla Waite-Larkin, Mark Everett

Student Representative Report

There was no student representative report.

ELECTION OF 2016-17 CHAIR

Laurie Schlegel nominated Raymond Mott. There were no more nominations. Nominations closed. Vote for Raymond Mott as 2016-17 board chair. Vote was unanimous.

ELECTION OF 2016-17 VICE-CHAIR

Norie Dimeo-Ediger nominated Laurie Schlegel. There were no more nominations. Nominations closed. Vote for Laurie Schlegel as 2016-17 board vice-chair. Vote was unanimous.

APPROVAL OF AGENDA

Changes: Items 1.5 and 1.6 should read: Election of 2016-17 Chairperson and Vice-Chair. Todd Iverson moved to approve the agenda as amended. Norie Dimeo-Ediger seconded. Discussion: There was no discussion. Motion passed unanimously.

PRESENTATIONS/REPORTS

There was no presentation or report.

AUDIENCE COMMENTS

There were no audience comments.

CONSENT AGENDA

Board Minutes: June 13, 2016
June 15, 2016

Routine Personnel Matters

Hiring:

Start of 2016-17 School Year

Madalyn Clemence 1.0FTE Secondary Language Arts Teacher
Kelsey Hoggard 1.0FTE Secondary Special Education Teacher
Randy Rice 1.0FTE Secondary Counselor
Vanessa Winfrey .5FTE Secondary Social Studies-Job Share 2016-17 SY only

Resignation:

Whitney Scott 1.0FTE Secondary Counselor
Molly Lewis .5FTE Secondary Social Studies Teacher
Molly Strutz 1.0FTE Elementary Teacher
Wendy Holland .875FTE Secretary
Lori Miller .8125FTE Instructional Assistant

Extra Duty Contracts

Effective summer 2015-16 SY:

Kristin Jones, ESY Teacher
Christy Losli, ESY Teacher
Cheryl White, ESY Aide
Lorraine Atoui, SLP, ESY
Judy Stone, ESY Aide

Effective 2016-17 SY:

Lindsay LaJoie, BHS NHS Advisor (shared stipend)
Kellie Meeuwesen, 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
Karla Clark, BSD Library Services Supervisor

Transfers:

Start of 2016-17 School Year

Sue Lewis to .3437FTE Media Aide; .4688FTE Instructional Assistant
Trish Birr to .2031FTE Instructional Assistant; .6094FTE Transition Assistant

Fiscal Report

Mr. Leo commented there were a few surprises, but hiring and changes are progressing. Norie Dimeo-Ediger moved to approve the consent agenda as presented. Laurie Schlegel seconded. Discussion: There was no discussion. Motion passed unanimously.

OLD BUSINESS

Approval of Board Policies and Administrative Regulations

Mr. Leo said these policies and administrative regulations were brought to the board at the last board meeting for first reading. Grammatical changes have been made. There was no further discussion.

DJC-AR	Special Procurements and Exemptions from Competitive Bidding
EFAA-AR	Reimbursable School Meals and Milk Programs
GBM -	Staff Complaints
GBMA	Whistleblower
GCDA/GDDA; GCDA/GDDA-AR	Criminal Records Checks/Fingerprinting
IGAI	Human Sexuality; AIDS/HIV, Sexually Transmitted Diseases, Health Education
IGBBA; IGBBA-AR	Identification – Talented and Gifted Students
IGDF; IGDF-AR	Student Fund Raising Activities
IKF	Graduation Requirements
JED	Student Absences and Excuses
JFC	Student Conduct
JG	Student Discipline
JHCDA; JHCD/JHCDA-AR	Prescription/Nonprescription Medication
JFCF	Harassment/Intimidation/Bullying/Cyberbullying/Teen Dating Violence/ Domestic Violence-Student

Todd Iverson moved to approve the board policies and administrative regulations as presented. James Harris seconded. Motion passed unanimously.

NEW BUSINESS

Approval of the 2016-17 Sodexo Food Service Contract

Approval of the 2016-17 Sodexo Custodial Contract

Approval of the 2016-17 MidColumbia Bus Co Contract

Todd Iverson moved to approve the 2016-17 Sodexo Food Service; Sodexo Custodial and MidColumbia Bus Co contracts as presented. Laurie Schlegel seconded. Discussion: There was no discussion. Motion passed unanimously.

Well- Buxton Fund Transfer

Mr. Leo reported the well that is used to water the football main and practice field's needs to be replaced to bring the well up to code. The district has the water rights. The request for the transfer from the Buxton funds is to allow replacement of the well, and bring it up to code. The estimate to replace the well is \$26,000 to \$27,000. Mr. Leo asked for approval of expenditures up to \$30,000. The ideal time to do this project is after the football season. The board discussed the possibility of donations for the project or selling banners to raise the funds. Mr. Leo said there is also a culvert, 300 ft. long under the pole vault pit, which appears to be failing and potentially could be quite expensive to repair/replace. Norie Dimeo-Ediger commented that these are basic services of the district. She said she did not feel there is extra money in the community for these expenditures.

Norie Dimeo-Ediger moved to approve the expenditure from the Buxton Funds not to exceed \$30,000 for the drilling of a new well as presented. James Harris seconded. Discussion: There was no discussion. Motion passed unanimously.

Policies and Administrative Regulations – 1st Reading

Mr. Leo said this is the first reading on community use policy revision. He said one of the purposes is to make the changes to different groups consistent in the district. The costs are to help cover some of the wear/tear/use of the buildings by outside groups. There has been significant damage to the buildings from groups using the district facilities in the past. Mr. Leo said letters will be sent out to any group that used the buildings in the last two years with the new policy and charges. This policy will return next month for a second reading and further discussion.

Student Achievement Report

Mr. Leo said this will be postponed until the September board meeting.

Staffing Update

There are openings for Assistants in the high school and in the middle school lifeskills room. Progress is being made on the hiring. The plan is to take the absence by the elementary teacher leaving and creating a K-1 blend. There will be a letter going home to parents.

District Leadership Team

The leadership team consists of Erin Williams, Ben Buchanan, Kim Carson, Leann Gallien, Danny Harris, Pamela Bailey, Darla Waite-Larkin and Jacob Pence. Mr. Leo said he is looking for classified staff to join the team. One of the goals of the team is to set the PLC calendar, and communicate information to co-workers.

BOARD COMMUNICATION

Superintendent Comments

Mr. Leo reported the Grand Ronde tribal council signed the memorandum of agreement on the mascot. The design team is working on the imagery for the high school and middle school mascot as well. Mr. Leo tentatively will present to the state board in October along with Molalla and Oak Ridge, assuming we have imagery by then.

There will be an all-staff training on emergency response by SRO McCready on August 29 from 8 AM to 9 AM.

The district has finished their lead testing. There were 65 water sources tested. All tested below .020, which is the federal standard, and only two tested above .015. One drinking fountain was replaced, and one was removed.

Mr. Leo invited the board to the elementary school 8/23 at 8:00 AM for the staff-wide superintendent report, and a continental breakfast. The PLC training is August 25 from 8 AM to 4 PM at Pacific University. On August 29 there will be an emergency protocol training starting at 8 AM, and the district lunch is from 11:30 to 12:30 in the high school cafeteria.

Administrator Comments

Jacob Pence told the board he may be bringing them a Cooperative Sponsorship Application for a student to participate on our soccer team.

Shelley Mitchell said middle school registration is Tuesday from 6 PM to 8 PM.

Mark Everett said the high school gym has been refinished and looks great.

Board Member Comments

Raymond Mott welcomed everyone back.

ADJOURNMENT

The meeting adjourned at 7:45 PM.