

Lowell School District

45 S. Moss St. ♦ Lowell, Oregon 97452 ♦ (541) 937-2105

Board of Director's Meeting

August 24, 2015

Professional Development Center

5:45 pm – Walking tour and review of renovation projects Executive Session

7:00 pm - Public Session

Minutes

The Lowell School Board encourages public input. Persons wishing to address the Board on school related issues, are invited to do so, either when the item is presented on the agenda, or under the "Public Comments" section. In the interest of time and order, presentations from the public are limited to three (3) minutes per person, and the total time for individual agenda items shall not exceed twenty (20) minutes. An individual speaker's allotted time may not be increased by a donation of time from members of the public in attendance. If you wish to speak under Public Comments, please complete a Public Comment Form and turn it in to the Assistant to the Superintendent. The Board requests complaints or charges against an employee be held in Executive Session. Individuals who require disability-related accommodations or modifications to participate in the Board meeting should contact the Superintendent in writing prior to the meeting.

1.0 5:45 PM OPENING BUSINESS—Professional Development Center

- 1.1 Call to Order
- 1.2 Public Comment on Executive Session Topics
- 1.3 Walking tour and review of renovation projects
- 1.4 Convene to Executive Session

2.0 EXECUTIVE SESSION—Superintendent's Office Conference Room

2.1 Pursuant to ORS 192.660(2)(i)

To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

2.1.1 Discussion of Superintendent's Annual Objectives and Evaluation Process

2.2 Pursuant to ORS 192.660 (2) (d).

To conduct deliberations with persons designated by the governing body to carry on labor negotiations.

2.3 Pursuant to ORS 192.660 (2)(f)

To consider records exempt by law from public inspection.

2.4 Pursuant to ORS 192.660 (2)(j)

To carry on negotiations under ORS chapter 293 with private persons or businesses regarding proposed acquisition, exchange or liquidation of public investments.

- The Lowell School Board considered the items reflected on the Executive Session Agenda and no action was taken.

2.5 Return to Public Session

3.0 7:00 PM OPENING OF PUBLIC SESSION—Professional Development Center

3.1 Public Session Call to Order

3.2 Pledge of Allegiance

3.3 Attendance:

___ Dennis McCallum, Chair
___ Suzanne Kintzley, Vice-Chair
___ Mike Galvin
___ Joyce Donnell
___ Jim Chapman
___ Walt Hanline, Ed. D., Superintendent
AB_Kay Graham, Principal
AB_Marisa Owsley, Student Body Representative
___ Michelle Stephens, Assistant to the Superintendent

Also present were LD Ellison, Gary Riberal, Ben Selibi, and Nathan Bowers

3.4 Approval of Agenda – August 24, 2015

Motion : Approval of Agenda with changes to the order in which items were heard to allow report presenters to leave, as well as the addition of 7.8 and 6.4 moved to 7.9, and a date change on item 7.7.

MOTION: Suzanne Kintzley 2nd: Jim Chapman AYES: 5 NOES: 0 ABSTAIN: 0

4.0 COMMUNITY/SCHOOL PRESENTATIONS

4.1 Appreciation of Gary Riberal and Larry Garratt for their service to the Lowell School District by serving on the Budget Committee

Larry Garratt was unable to attend so he will be presented with his token of appreciation at a later date.

4.2 Shift Happens!—Presented by Dr. Hanline

***Those that have received commendations or made presentations will have an opportunity to be excused at this time.*

5.0 PUBLIC COMMENT

***Opportunity for Citizens to address items not on the Agenda. Persons wishing to address the Board on any school related issue not listed elsewhere on the agenda are invited to do so now. Board Members are limited, but not required, to give a brief response to public statements or questions regarding non-agenda items.*

6.0 CONSENT AGENDA—consolidated motion

***The purpose of the Consent Agenda is to expedite action on routine agenda items. These items will be acted upon with one motion, second and approval of the Board, unless a member of the board or public wishes to pull the item for individual discussion and action. All matters listed under Consent Agenda are those on which the board has previously deliberated or can be classified as routine items of business. **There will be no separate discussion of these items prior to the vote by the Board unless members of the Board, staff, or public request specific items to be discussed or pulled from the Consent Agenda.** Members of the public who wish to speak on an item must first fill out a public comment card.*

Motion: Approval of Consent Agenda

6.1 Board Minutes from June 22, 2015 Board Meeting (Attachment)

6.2 Ratification of Employment (Attachment)

6.3 Check Register: 27228-27347 (Attachment)

MOTION: Suzanne Kintzley 2nd: Jim Chapman AYES: 5 NOES: 0 ABSTAIN: 0

7.0 ACTION DISCUSSION

7.1 Motion : Approve the appointment of the following persons to the Budget Committee—
Presented by Dr. Hanline

- Heather Jalof
- Jim Martini
- Jerry Bjornstad (re-appointment)

Per OSBA, as part of the organizational process, each year, the School Board shall appoint the standing members of the Budget Committee

MOTION: Mike Galvin 2nd: Joyce Donnel AYES: 5 NOES: 0 ABSTAIN: 0

7.2 Motion : Approve the Superintendent's Evaluation Form—Presented by Dr. Hanline
(Attachment)

To standardize the annual process of evaluation of the Superintendent.

MOTION: Jim Chapman 2nd: Joyce Donnell AYES: 5 NOES: 0 ABSTAIN: 0

7.3 Motion : Approve the action of the Superintendent to apply the 2% salary increase to classified, management, and confidential employees as was directed by the Board at the April 22, 2015, when the approval of the LEA contract took place.

The board previously directed this action to be taken, however, this was not reflected in the minutes of the meeting.

MOTION: Mike Galvin 2nd: Suzanne Kintzley AYES: 5 NOES: 0 ABSTAIN: 0

7.4 Motion : Waive 1st and 2nd reading, and approve Board Policy CCA—Presented by Dr. Hanline
(Attachment)

There is not currently a policy CCA which outlines the organizational chart for Lowell SD.

MOTION: Mike Galvin 2nd: Suzanne Kintzley AYES: 5 NOES: 0 ABSTAIN: 0

7.5 Motion : Approve the modification of the charter language—Presented by Dr. Hanline
(Attachment)

Mountain View Academy has requested a change in the charter language.

MOTION: Suzanne Kintzley 2nd: Joyce Donnell AYES: 5 NOES: 0 ABSTAIN: 0

7.6 Motion : Approve Dennis McCallum and Johnie Matthews as additional custodians of district funds—Referred by Ms. McNamara

Previously, the wording stated that the Board Chair be a custodian of funds and the banking institution needs the wording clarified to designate Mr. McCallum by name. It is also appropriate for Mr. Matthews to have the ability to sign checks and authorize funding in his role of Vice-Principal.

MOTION: Suzanne Kintzley 2nd: Mike Galvin AYES: 0 NOES: 0 ABSTAIN: 0

7.7 Motion : Approve the change in the board calendar which moves the April 11th budget meeting to April 18th and to also change the August 22nd Board Study Session to December 12th, 2015--
Presented by Dr. Hanline (Attachment)

There is a scheduling conflict with the April 11th date.

MOTION: Suzanne Kintzley 2nd: Mike Galvin AYES: 0 NOES: 0 ABSTAIN: 0

7.8 Motion : To approve the Student/Parent and Coaches handbooks—Presented by Mr. Matthews
Previously these handbooks were not aligned to policy and were redundant. Mr. Matthews will be adding titles to the documents.

MOTION: Joyce Donnell 2nd: Suzanne Kintzley AYES: 5 NOES: 0 ABSTAIN: 0

7.9 Approval of the cooperative agreement (with an edit to the form) with Pleasant Hill for girls' soccer —Presented by Mr. Matthews (Attachment)

One student would like to play soccer and we currently do not have enough students to field a team.

MOTION: Mike Galvin 2nd: Suzanne Kintzley AYES: 5 NOES: 0 ABSTAIN: 0

8.0 **INFORMATION AND STUDY**

8.1 Technology report—Presented by Mr. Bowers

- We are upgrading our network and wireless connection with increased access points; once fully implemented there will be continuous connection
- Chrome Books:
 - 157 for the high school—1:1 for computers to students and that doesn't even include the computer lab in the library
 - 70 at Lundy—1:2 for computers to students
 - Carts will be shared between classrooms and the Kindergarteners have iPads
- A suggestion for a future project is the documentation of technology
 - What we have
 - How it's serviced
 - How to update
 - Physical layout
 - Accounts and passwords
 - Instructions
- All staff will be moving to laptops

8.2 Report on the Bond Matching Process—Presented by Mr. Matthews

- Mr. Matthews reported the progress of the bond matching process including a cap of \$8 million, with \$4 million match. There will be a total of \$175 million awarded in total for the entire process.

8.3 Report on STN Conference—Presented by Mr. Selibi and Mr. Ellison

- Mr. Ellison spoke about the ongoing issue that when busses leave the school, then they are without communication to the school. Drivers have cell phones, but reception is spotty and they are not allowed to use them, by law, while driving.

- The proposed solution is to acquire radio service on the busses along with a mobile unit for other vehicles.
- 8 yellow busses and 3 vans will be hard wired with radio units, school offices and transportation office will have handheld devices.
- Another issue was the lack of disaster response plan
 - No plan for Lowell SD is written down.
 - Mr. Ellison will work with the fire chief to develop a plan.
 - An identifiable response team is needed.
- Mr. Selibi spoke on multiple topics:
 - There is an “all new” custodial crew. They work well with minimal direction.
 - Mr. Selibi is now trained to train and update the bus drivers.
 - He also has his pesticide training and applicators license. More to come.
 - The office has been cleaned and painted in the bus barn.
 - Mr. Selibi will work toward becoming a certified CPR instructor.
 - He is working with Mr. Matthews to implement a PBIS reward based program using “bus bucks.”

8.4 1st reading of OSBA policies (Attachment)

8.5 Report on OSBA Summer Conference—Board of Directors

- Attendees all felt that it was a good conference and learned a great deal.

8.6 Utility Report—Referred by Ms. Weathers (Attachment)

8.7 Mountain View Academy Report—Referred by Ms. Weathers (Attachment)

8.8 Financial Report—Referred by Mr. Standridge (Attachment)

8.9 Student Body Representative Report—Presented by Ms. Owsley

- Ms. Owsley was not present at the meeting.

8.10 Principals Report—Presented by Ms. Graham

- Summer Science was a success
- Teacher professional development focus is:
 - Google docs
 - Project based learning
 - Odyssey-ware training for student credit recovery.
- Implementing ACT prep classes and AP classes.
- We now have a Spanish teacher for 2 periods and a PE teacher for Lundy.
- 7th and 9th grade leadership and mentoring is in place.

8.11 Superintendent’s Report—Presented by Dr. Hanline

- Dr. Hanline would like to thank Mr. McCallum for all of his work on the projects at Lowell
- A workshop will be held in September for the DISC evaluation and “How to be a Functional Team”.

8.12 Board Members’ Report

- Ms. Kintzley reported the 100 Yard Club brought in between \$1000-\$1200. Bridgetown Market purchased 6 lines.

- The summer food program had disappointing numbers but it broke even. They will implement ways to boost numbers with coordination of programs.

9.0 **ADJOURNMENT**

Any documents that are public records and are provided attachments to public session items on this agenda are accessible to the public on the District's Website, with the exception of documents provided at the time of the meeting. Documents that are public records, and are provided at the time of the meeting to a majority of the Board regarding a public session item, will be made available for public inspection upon request to the Superintendent's Assistant.