

Lowell School District

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

Board of Director's Meeting

August 29, 2016

Professional Development Center

6:00 pm - 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 OPENING BUSINESS—Professional Development Center—6:00 pm

- 1.1 Call to Order
- 1.2 Public Comment on Executive Session Topics
- 1.3 Convene to Executive Session pursuant to ORS 192.660

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.

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

2.4 Return to Public Session

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

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
___ Kay Graham, Secondary Principal
___ Johnie Matthews, Elementary Principal
AB Chelsea Byrne, Student Body Representative
___ Michelle Stephens, Assistant to the Superintendent

3.4 Approval of Agenda – August 29, 2016

Recommended Action: Approval of Agenda

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

4.0 **COMMUNITY/SCHOOL PRESENTATIONS**

***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.*

6.1 Board Minutes from June 20, 2016 Board Meeting (Attachment)

6.2 Board Minutes from July 14, 2016 Board Meeting (Attachment)

6.3 Ratification of Employment (Attachment--Amended)

6.4 Check Register: 28782-28869 (Attachment)

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

7.0 **ACTION DISCUSSION**

7.1 Approve the Lowell School Board Chair

Chair: Joyce Donnell

- Nomination by Suzanne Kintzley for Jim Chapman for Chair—Declined Nomination
- Nomination by Jim Chapman for Suzanne Kintzley for Chair—Declined Nomination
- Nomination by Mike Galvin for Joyce Donnell for Chair

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

7.2 Approve the election of the Lowell School Board Vice-Chair

Vice-Chair: _____

- Mike Galvin nominates Dennis McCallum for Vice-Chair

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

- 7.3 Approve the 2016-17 Board Calendar— (Attachment)
- 7.4 Designate the location of 2016-17 of Lowell School Board Meetings: Professional Development Center, Lundy Elementary
- 7.5 Designate the Lowell School District Chief Administrative Officer: Walt Hanline
- 7.6 Designate the Lowell School District Business Manager/Chief Financial Officer: Dave Standridge
- 7.7 Designate the Lowell School District Budget Officer(s): Walt Hanline, Dave Standridge
- 7.8 Designate the Custodian(s) of district funds: Walt Hanline, Kay Graham, Joyce Donnell— Board Chair, and Johnie Matthews
- 7.9 Designate fidelity bond amounts and employees to be bonded : \$250,000 and all employees are bonded
- 7.10 Designate bank or banks as the depository of district funds: Banner Bank, Oregon State Treasury (Local Government Investment Pool)
- 7.11 Designate the Auditor for Lowell School District: Accuity, LLC
- 7.12 Designate the Legal counsel for Lowell School District: Hungerford Law Firm
- 7.13 Designate the Insurance Agent and Agency of record for the Lowell School District: WHA Insurance Agency Inc. – Tammy Fitch and Jake Stone
- 7.14 Designate the Newspaper of Record for official district notices: The Register Guard
- 7.15 Appoint the members of the Budget Committee
Budget Committee Members:
1. Jerry Bjornstad
2. Heather Jalof
3. Jim Martini
4. Warren Weathers
5. Jared Cobb
- 7.16 Establish daily rate of pay for substitute teachers: \$175.45 per day

7.17 Establish rent/lease payments for district owned property: Unit 109: \$787.50 per month; Unit 118: \$682.50 per month; Unit 121: \$745.00 per month; 60 S. Pioneer: \$850.00 per month

7.18 Establish mileage rate for travel in private vehicles on approved district business: Board Policy BHD, DLC, DLC-AR/IRS Established rate (Attachment)

7.19 Designate district fees:

7.19.1 Use of facilities: Board Policy KG and KG-AR (Attachment)

7.19.2 Activity/sports participation: No Fee

7.19.3 Meals: Adults: \$3.75; Lundy students: Free; Mt. View Academy: \$3.00, Lowell Jr. and Sr High: Free

MOTION TO APPROVE ITEMS 7.3 THROUGH 7.19.3: Jim Chapman 2nd: Suzanne Kintzley AYES: 5 NOES: 0 ABSTAIN: 0

7.20 Recommendation: Approve the Extra Duty Positions and Stipend Amounts—Presented by Dr. Hanline (Attachment)

Explanatory Statement: All salary and employment positions must be approved by the Lowell School Board

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

7.21 Recommendation: Approve Board Policy EFAA-AR—Presented by Dr. Hanline (Attachment)

Explanatory Statement: OSBA recommends waiving the 1st reading and adopting and reading in a single motion. This policy/administrative rule has not changed in content, but has clarified wording. This is a required policy for schools seeking participation in the Federal Reimbursement Program

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

7.22 Recommendation: Approve all Lowell School District Handbooks: Staff, Student, Athletic

Explanatory Statement: Handbooks representing Lowell School District Policies and procedures must be approved by the Lowell School Board

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

7.23 Recommendation: Approve the Licensed Collective Bargaining Agreement 2015-18, between the Lowell School District and the LEA—Presented by Dr. Hanline (Handout at Board Meeting)

Explanatory Statement: All contracts between Lowell School District and other entities must be approved by the Lowell School District

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

8.0 INFORMATION AND STUDY

8.1 1st Reading of Board Policies: DJC-AR, ECACA, GBM, GBMA, GCBDC/GDBDC-AR, GCDA/GDDA, GCDA/GDDA-AR, IGAI, IGBBA-AR, IGCA, IGDF, IGDF-AR, IKF, JFC, JG, JHCDA, JHCD/JHCDA-AR, JED, BBAA, BBC, BD/BDA, BDC, BDC-AR, BFC, ECACB, JBB, JHCA/JHCB, JHCB, KGB

8.2 1st Reading MVA Charter School Contract and Lease Agreement (Attachment)

- This is the first reading for the Board members to review and discuss prior to approval
- This will be brought back as an action item

8.3 Report on Summer Meal Program—Presented by Mr. Bowers

- Program did well
- Last summer 5000 meals served, this summer 8500 meals already served with less time and still a week to serve
- \$10,000 in revenue currently; \$12,000 projected
- FTE was reduced this year
- Mr. Bower attained a \$6000 grant for the program

8.4 Report on Summer Recreation Program—Presented by Mr. Erickson

- 8 different themes for 8 different weeks
- 11 on the first day and the first event (Frisbees) was less popular 21 per day on average
- Soccer for second week, 35 per/day
- 3rd week was hiking with 25 per/day
- Treasure hunting with an average of 29 per/day: used GPS, geocaching etc.
- Flag football with an average of 31 per/day
- Olympic week; 17 average per/day (conflict with vacation bible school)
- Rocketry and kites; 29 per/day
- Lowell's Got Talent; 19 per/day—also a trip to Splash!
- Average of 26 students per/day
- Possible ideas for next year is fishing, swim lessons, golf, kayaking

8.5 Report on Summer School/Education Program—Presented by Ms. Graham

- Academic summer school was a 4 week program at Lundy
- Lowell was based on assessments and credit recovery

8.6 Facility Update/Report—Presented by Mr. Matthews

8.7 Operations, Maintenance, and Transportation Report—Presented by Mr. Silebi

- Going from ok to good, but the goal is to be great!
- Worked on projects including paint, grounds, boilers and most importantly BCA!
- Weed control using vinegar!
- Completely certified to train bus drivers and CPR

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

8.9 Bridge Charter Academy Report—Presented by Mr. Matthews

- Currently have 120 students enrolled

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

8.11 BCA Financial Report—Referred by Ms. Weathers (Attachment)

8.12 Lowell Financial Report—Referred by Mr. Standridge (Attachment)

8.13 Activities Fund Report—Referred by Ms. Weathers (Attachment)

8.14 ELL Annual Report—Referred by Ms. Hansen (Attachment)

- We currently have one ELL student and will have 2 next year

8.15 Student Body Representative Report—Presented by Ms. Byrne

8.16 Secondary Principal's Report—Presented by Ms. Graham

- Teacher was awarded a professorship and his teacher wife went with him. It was our loss and we had to replace the Spanish teacher in order to fill the void
- New Spanish teacher is working to get emergency licensure
- Highly qualified numbers will take a dip because of the issue with Spanish
- New chemistry teacher
- Staff development will be focused on accreditation for the high school
- Hiring for a new GearUp coordinator (position will possibly be filled within the next 24 hours)

8.17 Elementary Principal's Report—Presented by Mr. Matthews

- Awarded the PEAK grant for a PE teacher again this year
- Possibly using the same teacher from last year
- KITS (kindergarten transition program) is very well thought out and is successful
- 142 students in Lundy

8.18 Superintendent's Report—Presented by Dr. Hanline

- OSBA conference from the summer session report
- Executive session minutes requirements
- Boiler room work this summer found a leak and the fix was to remove one section of a boiler
 - Architect stated that it would cost close to \$250,000

8.19 Board Members' Report

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.