

# NORTH SANTIAM SCHOOL DISTRICT 29J

Regular Session - 7:00 PM

## AGENDA - EXPLANATION Thursday, July 19, 2012 District Office

The North Santiam School District's Board of Directors will meet in Regular Session starting at 7:00 p.m. at the District Office site located at 1155 N 3rd Avenue in Stayton.

### 1. **CALL TO ORDER, ROLL CALL, PLEDGE**

*We would like to welcome you to the Regular Session of the North Santiam School District's Board of Directors. This is an open meeting of the Board and the public is allowed to be present to observe. On tonight's agenda is a place for public participation. Anyone in attendance, that isn't on the agenda and wishes to address the Board during this meeting must fill out a public participation card that is available at the door and give it to the Board Secretary, Mary Richards.*

### 2. **ADDED/DELETED AGENDA ITEMS**

Any new items added to, or deleted from, the Board Agenda or to Management Team Reports after posting will be noted below:

- A draft bond title will be added as under 9.4 as a **handout**
- **Revised** Draft LRFMP attachment under 9.5
- Monthly Financial Spread Sheet added as an attachment under 6.1
- **Revised** SS/EX Session minutes replace original attachment under 7.1

### 3. **APPROVAL OF THE AGENDA**

#### **MOTION:**

**I move the Board approve the agenda as presented (or modified).**

**By:**

**Second:**

### 4. **PUBLIC PARTICIPATION**

*The Board welcomes public comments on topics and concerns that affect the education of students. When stating an opinion before the Board, a statement of facts on which the opinion is based is particularly helpful. The Board is also interested in your comments for viable solutions and ways of involving others who would be affected by the offered solutions. Due to confidentiality and liability issues the Board cannot hear complaints against staff in an open session. A copy of the policy and procedures on how to file a complaint are available at the back of the room, at any school office, from the board secretary, or from the North Santiam School District web site. If there is anyone in attendance at this time, who has filled out a public participation card and wishes to address the Board, please step forward and state your name and address.*

### 5. **ELECTIONS~BOARD CHAIRMAN AND VICE CHAIRMAN**

Nominations and Election of the Board Chairman and Vice Chairman will take place as required by policy. After the election, the newly elected Board Chairman will take over the

meeting.

**5. 1. Nominations for Board Chairman:**

Nominations:

By:

Second:

**MOTION:**

**I move the nominations be closed and a vote be taken for Board Chairman.**

**By:**

**Second:**

**Vote:**

**5. 2. Nominations for Board Vice Chairman:**

Nominations:

By:

Second:

**MOTION:**

**I move the nominations be closed and a vote be taken for Board Vice Chairman.**

**By:**

**Second:**

**Vote:**

**6. COMMUNICATION**

**6. 1. Superintendent's Report and State School Funding Update: Andy Gardner, Superintendent**

Management Team monthly reports have been posted to the Board Book web site. Andy will give the Board an oral report.

**6. 2. City Council Liaisons: David Kinney, Steven Baldwin, Brandon Hamilton**

This item is on the agenda to allow representatives of each city council in the District an opportunity to share information on upcoming city projects, grants, or community events that the school district or board members might participate in or need information about. All liaisons have been notified of upcoming meetings via email with a link to the current board book packet. They are David Kinney-Stayton, Brandon Hamilton-Sublimity, and Steven Baldwin-Lyons.

**6. 3. Board Activities~SummerFest:**

SummerFest is coming up on July 28th. If board members who have not signed up to help with the booth are available to assist during one of the shifts below, please let Mary or Jodi know.

Steve Hack and Mike Wagner 9:30-11:30

Tass Morrison and Andy Gardner 11:30-1:30

David Kinney and Andy Gardner 1:30-3:00

6. 4. **Upcoming Community Events: Stayton Events Web Site**

A list of upcoming events in the North Santiam area can be found on the Stayton Events web site at [www.staytonevents.com](http://www.staytonevents.com). Events that board members may be interested in attending are listed as an attachment in the board book packet.

For those board members interested: Stayton City Council meetings are scheduled for the third Monday of the month at 7:00 p.m.; Sublimity City Council meetings are scheduled for the second Monday of the month at 7:00 p.m.; and Lyons City Council meetings are scheduled for the fourth Tuesday of the month at 6:00 p.m.

7. **CONSENT AGENDA ITEMS**

7. 1. **Approval of Minutes: Mary Richards**

Mary has prepared the minutes from the board meetings last month, which are attached in the board book packet for your review and approval. All past "approved" minutes have been posted to the board books web site.

- June 28, 2012 Special/Executive Session
- June 28, 2012 Regular Session
- June 28, 2012 Budget Hearing

7. 2. **Approval of Licensed Personnel: Teri Butler**

There are no new licensed employee changes at this time.

7. 3. **Approval of Policy Revisions: Mary Richards**

The attached policies are ready for approval. The administrative rule of IKF-IKFC is the newest version from OSBA, which is being submitted exactly as it was presented. The phrase "apply mathematics" is based on the requirement for Essential Skills which is to apply math in a variety of ways. There is also a slight change in the financial policy attached based on the need for additional petty cash in buildings to accommodate for payments due to the after school program fees.

- DJB Petty Cash
- IKF/IKFC Graduation Requirements

7. 4. **Action on Consent Agenda:**

**MOTION:**

**I move the Board approve and accept items 7.1 and 7.2 as listed in the Consent Agenda including:**

**(7.1) The approval of the minutes from the 06.28.12 Executive/Special Session, Regular Session, and Budget Hearing; and (7.3)The approval of revisions to policy IKF-IKFC & AR Graduation Requirements, and DJB Petty Cash.**

**By:**

**Second:**

**By:**

**Second:**

8. **ORGANIZATIONAL AGENDA ITEMS**

Every July the Board must approve organizational items in order to proceed with business for the new fiscal year.

**8. 1. Identify Confidential Supervisors and Employees:**

Confidential and Supervisory Employees~Jane Nofziger, Sharon Etzel, Toni Silbernagel, Teri Butler, Nancy Peterson, Liisa Zeimantz, Mary Richards, Sara Moberg, Tiffany Walbridge, Keith Butler, Jodi Hack, Debbie Johnston, Ron Osborne, Gary Rychard, Steve Burkleo, and Ken Rowling.

**8. 2. Designations and Authorizations:**

The Board needs to approve the following:

- Chief Administrative Officer-Andy Gardner
- District Clerk-Andy Gardner
- Deputy Clerk-Jane Nofziger
- Legal Counsel-Garrett, Hemann, et al
- Official Auditors for School Year-Pauly Rogers and Company
- Budget Officer-Andy Gardner
- Board Meeting Dates as Listed on the Calendar
- Custodian of Funds-Jane Nofziger
- Depositor(ies) for School Funds-LGIP, US Bank
- Facsimile Signatures-Andy Gardner, David Bolin and Jane Nofziger
- Inter-Fund Borrowing Within Fiscal Year

**8. 3. Grant and Consolidated Sub-Grant Authorization:**

These grants include the following but are not limited to:

- Title Grant Applications
- NCLB/CIP Consolidated Grant Applications
- ESEA Grant Applications
- All State and Federal Grant Applications

**8. 4. Action on Organizational Agenda Items:**

**MOTION:**

**I move the Board approve organization items as described as presented including: 7.1~the identification of confidential and supervisory employees; 7.2~the approval of designations and authorizations; and 7.3~the authorization to apply for Title, NCLB, ESEA, CIP and other federal and state grants as available.**

**9. NEW BUSINESS**

**9. 1. Board Protocol:**

Each year the Board reviews its protocol and has the opportunity to make changes. The current protocol is attached.

**9. 2. Superintendent Evaluation Document Update:**

The Board must approve the updated Superintendent Evaluation document which contains the Superintendent's goals for 2012-13. A copy of the updated document is attached in the board book packet.

**MOTION:**

**I move the Board approve the 2012-13 evaluation document for the Superintendent which includes his goals for the year.**

**By:**

**Second:**

**9. 3. Emergency Maintenance Repairs:**

Ron Osborne had to have some emergency repairs done during the past two weeks. The Board was notified and documentation was sign by Mike and Andy. A resolution must be passed declaring the repairs as an emergency due to RFP requirements (request for proposals). Ron will be on hand to answer any questions you might have.

**MOTION:**

I move the Board approve Resolution #071912, declaring an emergency for repairs needed to NSSD facilities/grounds.

**By:**

**Second:**

**9. 4. Bond Drafts:**

The first draft of the bond title and bond resolution is attached for your review. The basic information to be included in the Explanatory Statement will be discussed at the meeting in order to get a draft ready for review in August.

**9. 5. LRFMP Document Adoption:**

Attached is the **2012 Revised LRFMP** for your review and adoption.

**10. UNFINISHED BUSINESS**

**10. 1. Bond Calendar:**

A revised bond calendar is attached for the Board's review and discussion.

**11. INFORMATION ONLY**

**11. 1. Gifts and Donations:**

**11. 2. Upcoming Board Meetings & Activities:**

Upcoming board activities include:

- SummerFest~July 28
- Revised Summer Goal Workshop Dates~August 7 and 9
- Regular Session~August 16 at District Office

**11. 3. Future Agenda Items:**

A list of possible future agenda items is attached as part of the board packet. Board members may request that additional items be posted to this list.

**12. BOARD ANNOUNCEMENTS & CONFERENCE REPORTS**

This time is reserved on the agenda for the announcement of upcoming board conferences and workshops or for reports on recent workshops, or conferences attended by board members.

**13. ADJOURN**

Time:

EQUAL OPPORTUNITY EMPLOYER

*Equal employment opportunity and treatment shall be practiced by the North Santiam School District regardless of race, color, national origin, religion, sex, age, marital status, and disability if the employee, with or without reasonable accommodation, is able to perform the essential functions of the position. This meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours prior to the meeting. If you require special accommodations, please contact Mary Richards at the North Santiam School District Office at 503-769-4928.*