

NORTH SANTIAM SCHOOL DISTRICT 29J

Regular/Executive Session - 7:00 PM

AGENDA - EXPLANATION

Thursday, March 20, 2014

Mari-Linn School

The North Santiam School District's Board of Directors will meet in Regular Session on March 20, 2014 at 7:00 pm. An Executive Session will be held under ORS 192.660 (2)(a)-Employment of Public Officers and under ORS 192.660 (2)(i)-Performance Evaluation. All sessions will be held at Mari-Linn School located at 641 5th Street in Lyons.

All agendas, agenda-explanations, and board packets are available to the public online at: <https://v3.boardbook.org/Public/PublicHome.aspx?ak=1000581>

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, who wishes to address the Board regarding an issues that is not on the agenda, 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**

Anything added to, or deleted from, the posted agenda will be listed below:

New Agenda Items:

Executive Session under ORS 192.660 (2)(a)-Employment of Public Officers and ORS 192.660(2)(i)- Performance Evaluation
Infinite Visions/Tyler Technology Resolution #032014
Intent to Award-Asbestos Abatement

Revised Agenda Items:

Board Zones

New Attachments:

SHS Cell Tower Land Lease Version 2
03.06.14 Ex/SS Minutes
Revised Field Trip Approval List
Mari-Linn Spotlight Presentation
2012-13 Audit Summary
03.05.14 Community Engagement Minutes

3. **APPROVAL OF THE AGENDA**

MOTION-APPROVAL OF THE FULL AGENDA

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

By:
Second:
Vote:

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. **SPOTLIGHT**

5. 1. **Mari-Linn School: Principal, Jeri Harbison**

Jeri will share successes toward the Mari-Linn 2013-14 Building Goals.

5. 2. **Audit Review: Jane Nofziger**

Jane will go over the audit summary and answer any questions the Board may have regarding the full 2012-13 Audit. Board members should plan to bring the audit that was passed out at the last meeting with them for reference.

6. **COMMUNICATION**

6. 1. **Superintendent Report and Bond Update: Andy Gardner**

Andy will give the Board a general report and an update on bond activities. Bond Executive Committee and Community Bond Oversight Committee notes are attached.

6. 2. **Financial Report and Audit: Jane Nofziger**

Jane will present information on the financial report for February. She will be available to answer any questions that the Board may have.

6. 3. **City Council Liaisons: David Kinney, Steven Baldwin, and Joanie Wiggington**

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.

6. 4. **Community Engagement Report: Tass Morrison**

The CE Committee will be involved in the set up of a booth for the Business Expo put on the by Stayton Sublimity Chamber of Commerce. It will be held at Regis on Saturday, April 19th. Mary will be calling board members and asking them to sign up to help man the booth.

6. 5. **CLASS Grant Update: Tass Morrison**

Tass will give the Board an update on the progress toward the submission of the CLASS Grant.

7. **CONSENT AGENDA ITEMS**

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

Mary has prepared the minutes from recent meetings of the Board. All past "approved" minutes have been posted to the BoardBooks website.

- February 20, 2014-Regular Session
- March 6, 2014-Special/Executive Session

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

Attached are personnel reports from Teri Butler which include:

Resignations:

Laura Conley, SES Teacher (was on a leave of absence)

Graham Hughes, SHS Principal

Retirements:

Steve Dalrymple, ML and SIS Music Teacher

Christine Shoji, SES Teacher

Janice Fiedler, SHS Counselor

7. 3. **Approval of Policy Revisions/Adoptions:**

The following adoptions/revisions to policy were reviewed at the February board meeting. If there are no further revisions they are ready to be adopted. Policy EEAE Private Vehicle Use was revised further to include the minimum insurance requirements of \$100,000/\$300,000 for bodily injury and \$100,000 for property damage.

- DH-Bonded Employees and Officers
- EEACC Student Conduct on Buses
- EEACD Use of School Van
- EEAE Private Vehicle Use
- EEA Student Transportation Services
- INDB Flag Salutes and Displays
- JHFF Sexual Conduct

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

MOTION-APPROVAL OF THE CONSENT AGENDA

I move the Board approve the Consent Agenda including: the approval of the minutes from the February 20, 2014-Regular Session and March 6, 2014-Special/Executive Session; the acceptance of the resignations of Laura Conley and Graham Hughes; the acceptance of the retirements of Steve Dalrymple, Christine Shoji, and Janice Fiedler; and the approval of policy revisions to:

- **DH-Bonded Employees and Officers**
- **EEACC Student Conduct on Buses**
- **EEACD Use of School Van**
- **EEAE Private Vehicle Use**
- **EEA Student Transportation Services**
- **INDB Flag Salutes and Displays**
- **JHFF Sexual Conduct**

By:
Second:
Vote:

8. NEW BUSINESS

8. 1. Intent to Award-Asbestos Abatement: Jane Nofziger

The Board needs to approve the intent to award for the asbestos abatement contract for SHS, SES, and SUB schools. The recommended contracts are for Rose City Contracting for SHS and to IRS Environmental of Portland for SES and SUB.

MOTION-INTENT TO AWARD CONTRACT FOR ASBESTOS ABATEMENT
I move the Board approve the intent to award the asbestos abatement contracts to Rose City Contracting for Stayton High School and to IRS Environmental of Portland for Stayton Elementary and Sublimity schools.

By:
Second:
Vote:

8. 2. Superintendent Evaluation Time Line:

Attached is the Superintendent Evaluation Form. The Board will discuss which member will be the "keeper" of the forms (who board members will turn the forms into) and that person will consolidate the numbers in preparation for the March Executive Session.

The evaluation form needs to be filled out and turned into the "keeper". The Board Chair and Vice Chair~Tass and Laura will meet with HR Director, Teri Butler to review comparison salary and benefits for the Superintendent contract in early April. The Board will meet in an Executive Session on April 17th to discuss the evaluation scores.

8. 3. Policy Adoptions/Revisions: Andy Gardner/Mary Richards

The following adoptions/revisions are based on OSBA recommendations as well as current processes and procedures used by the District. Due to recent changes in the law regarding transfers, the inter-district transfer form approved in December has new revisions as printed in red.

- JECF-AR Inter-District Transfer Form

8. 4. Approval of 2014-15 School/Employee Calendar: Andy Gardner

The attached 2014-15 School/Employee Calendar has been recommended for approval by the Calendar Committee.

9. UNFINISHED BUSINESS

9. 1. Board Zones: Mary Richards

The Committee is recommending that board zones align with "current" school boundary lines and that adjustments in the number of representatives be made based on population as documented in the 2010 Census. This moves one 'at-large' position into the Stayton Zone. Within the resolution to approve the board zones is a repeal of the resolution passed in January.

The attached resolution has been submitted to Marion County Elections to review and

give feedback on prior to final submission. Also sent to the elections office for review was the zone boundary map, the proposed revisions to board policy BBB-Board Elections, and a list of board members and the revised zones they would represent. Mary will report back in April on the feedback she receives.

9. 2. Approval of the Cell Tower Agreement: Andy Gardner

The contract for the cell tower placement at the high school has been reviewed. Andy will present more information at the meeting.

MOTION-LEASE AGREEMENT

I move the Board approve the Lease Agreement as presented for the placement of a cell tower on the SHS campus.

By:

Second:

Vote:

9. 3. Infinite Visions/Tyler Technology Resolution #032014: Jane Nofziger

Jane spoke last month about the cost for the changeover in financial software from eFinance to Infinite Visions. The Board must approve a resolution based on the governmental lease purchase for the purposes of procuring Tyler Technologies Software System.

MOTION-RESOLUTION #032014 GOVERNMENTAL LEASE PURCHASE

I move the Board approve Resolution #032014, a governmental lease purchase agreement needed in order to procure a contract with Tyler Technology for the use of the Infinite Visions Financial Software System.

By:

Second:

Vote:

10. INFORMATION ONLY

10. 1. Enrollment:

Enrollment continues to go down from the September start. The student count is attached.

10. 2. Donations/Gifts:

Donations and gifts were received from the following:

- Stephen Dalrymple donated items for the Mari-Linn School Art Gala valued at \$285
- Tass Morrison and Tom Anderson donated cabinetwork to be repurposed by SHS Shop Class (\$500 value)

10. 3. Field Trip Notification:

Attached is a list of field trips requested so far for the months of March and April. There is one overnight field trip scheduled in early April for Forestry students to attend Fire School at Camp Tadmor.

10. 4. Upcoming Events and Board Activities:

Community wide events and high school athletics can be found on the following websites:

www.staytonevents.com
http://staytonathletics.org/

March 21-22~ Dance Team Championships at Memorial Coliseum
April 17, 2014~ Board Meetings (Executive, Special, and Regular Sessions) at SES starting at 5pm
April 19, 2014~ Business Expo at Regis High School

10. 5. 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.

11. BOARD ANNOUNCEMENTS

11. 1. City Planning Meetings:

Tass and Laura will be attending the City Planning meetings in Stayton and Sublimity where they will be discussing upcoming bond projects.

12. RECESS TO EXECUTIVE SESSION

The Regular Session will recess and an Executive Session will be held under ORS 192.660 (2)(a)-Employment of Public Officers.

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.