

NORTH SANTIAM SCHOOL DISTRICT 29J
1155 N 3rd Ave Stayton, OR 97383
Special Session - 5:30 PM

AGENDA - EXPLANATION
Thursday, August 17, 2017
District Office-Santiam Room

The North Santiam School District Board of Directors will meet in Special Session on August 17, 2017, at 5:30 pm in the Santiam Meeting Room located at the District Office site at 1155 N 3rd Avenue in Stayton. Access to the agenda, agenda explanation, and board packet can be located on the District website at www.n santiam.k12.or.us

1. CALL SPECIAL SESSION TO ORDER

We would like to welcome you to the Special Session of the North Santiam School District's Board of Directors. The Board will now meet in executive session for the purpose of hearing a complaint against an employee- ORS 192.660(2)(b). No decision may be made in Executive Session and when the discussion is concluded, the board will return to Special Session and welcome the audience back into the room.

Representatives of the news media, designated staff and invited guests may be allowed to attend the executive session. All other members of the audience are now asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No recording of the executive session is allowed without express permission from the board.

2. ENTER INTO EXECUTIVE SESSION AS PURSUANT TO ORS 192.660(2)(b)

Presenter: Rebekah Jacobson
Time: 5:30-5:55

2. 1. Complaint Investigation Report

3. RETURN TO SPECIAL SESSION & RECESS UNTIL 6:00 PM

4. CALL SPECIAL SESSION BACK TO ORDER, ROLL & PLEDGE

We would like to welcome you to the first meeting of the 2017-2018 school year for 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 comment. Anyone in attendance, that isn't on the agenda and wishes to address the Board during this meeting must fill out a public comment card that is available at the door and give it to the Board Secretary, Tonia Whisman

ACKNOWLEDGEMENT OF BOARD MEMBERS PRESENT/ABSENT: Garrett Trott
Tass Morrison will be absent with prior notice.

PLEDGE OF ALLEGIANCE: Garrett Trott

5. **ADDED/DELETED AGENDA ITEMS**

Any changes to the board packet after the posting on August 11, 2017 will be noted below:

Deleted Items -

New Agenda Items-

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Additional Attachments-

- 06.15.17 Regular Session and Budget Hearing minutes
- August 2017 Licensed Report
- Policies EFA, DBDB, and C, G, I, J, K/L (located under Resources)
- Supt. Evaluation Form

6. **APPROVAL OF THE AGENDA**

MOTION- AGENDA APPROVAL

Motion that the Board approve the agenda as presented/modified.

Motion Made By:

Seconded By:

Vote:

7. **PUBLIC COMMENT**

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.

8. **COMMUNICATION**

8. 1. **Superintendent's Report: Andy Gardner**

Andy will give the Board an oral report on the District and legislative issues relating to education.

8. 2. **Associate Superintendent's Report: Dave Bolin**

Dave will be available to answer any questions the Board may have regarding the results of the District's 2016-2017 State Assessment scores and the TELL Survey distributed to NSSD staff in the Spring of 2017.

8. 3. **Business Director's Report: Jane Nofziger**

Jane will present to discuss financials for both 2016-2017 and 2017-2018.

8. 4. **City Council Liaisons: Garrett Trott**

This item is on the agenda to allow representatives of area city councils 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.

Sublimity City Council, Jim Kingsbury-
Stayton City Council, Jennifer Niegel-
Lyons City Council, Mike Wagner-

9. **CONSENT AGENDA ITEMS**

In order to make more efficient use of meeting time, items that are routine in nature are placed on the Consent Agenda when no debate is anticipated. Any item placed on the Consent Agenda may be removed at the request of any Board member prior to the time a vote is taken. All remaining items of the Consent Agenda are then disposed of in a single motion

9. 1. **Approval of Minutes: Tonia Whisman**

The minutes from the previous month's Board Meeting will be attached for Board review and approval.

- June 15, 2017-Regular Session Minutes
- June 15, 2017- Budget Hearing
- May 18, 2017- Regular Session Minutes/Amended

The amended minutes from the May Board Meeting have been resubmitted for approval to reflect an incorrect id# on a resolution that was passed during the meeting. The resolution content remains the same, only the resolution number has been changed from 051817A to 052817A.

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

Teri Butler will submit a report that includes changes in licensed staff through 8/17/2017.

New Hires: (Board action needed)

Helena Escalada - SUB
Nicholas Mills - SUB/ML
Elizabeth Peters - ML
Tayler Egan - SMS
H Adair Sullivan - SMS
Kimberly Rorman - SES
Arden Robinette - SHS
Danielle Woodmen - SHS
Pam Vandecoevering - SHS (change from temporary status)
Vicky Storey - DO (change to Admin status as AVID Coordinator/Super. of Reading Specialist/ISST Assist. Coordinator)

Resignations: (for information only)

Brandis Piper- SHS
Andy Campbell - SHS
Ian Van der Zwan - SIS/SMS
Amy Jo Halliday - SES

9. 3. **Action on Consent Agenda:**

MOTION- APPROVAL OF CONSENT AGENDA

Motion that the Board approve and accept items listed in the Consent Agenda including item 9.1-the approval of the minutes from the June 15, 2017-Regular Session and amended minutes from the May 18, 2017 Special Session; and item 9.2- the approval of new hires

Motion Made By:

Seconded By:

Vote:

10. **NEW BUSINESS**

10. 1. **Approval of Produce and Dairy Bids for 2017-2018**

The purpose of this action is to comply with the Procurement Policy and to ensure the district has continuous delivery of fresh produce and dairy supplies for the 2017-18 school year.

North Santiam School District participates in the National School Lunch, School Breakfast and Child and Adult Care Programs and is required to obtain competitive bids. North Santiam School District is the Representative District for the bids for Produce and Dairy for the following school districts if they choose to participate:

Cascade School District
Scio School District
Santiam Canyon School District
Jefferson School District
Mt. Angel School District
St. Mary's School

FISCAL IMPACT

The bids were opened on June 26, 2017. There were two vendors bidding for produce: Cascade Produce and Duck Delivery. There were also two vendors bidding for Dairy: Spring Valley Dairy and Umpqua Dairy. The bids were reviewed and the recommendation is made based on price.

RECOMMENDED MOTION

Motion that the School Board authorize the contract for services to Cascade Produce and Umpqua Dairy starting in SY 2017-18.

Motion Made By:

Seconded By:

Vote:

10. 2. **Adopt A School: Garrett Trott**

Each year board members choose a school to adopt. Members are expected to connect with the principal and help present awards as requested and attend school wide events as much as possible.

SHS:
SIS/SMS:
SES:
SUB:
ML:

10. 3. **Policy Revisions/First Readings: Tonia Whisman
EFA-Local Wellness Program**

At the June Board Meeting, the Board approved the newly revised version of policy EFA with the exclusion of the paragraph entitled "Celebrations and Rewards" which the Board requested be omitted. Upon review of Federal law, it was determined this paragraph must remain in the policy if the district wishes to continue receiving Federal dollars for its meal program. The Board will discuss if they wish to reinstate the paragraph as it was submitted (by OSBA) or if additional changes are desired.

Policy DBDB-Fund BalancesThis policy has been resubmitted with the changes indicated by the Board in the June Meeting. These include adding the words "in the general fund" to the paragraph under line item #4 and to omit footnote #2 referencing the 2011-2012 proposed budget.

Policy Sections G, H, I, J, K/L

The second half of the policy review/rewrite process has been completed by committee. The policies will now be presented to the Board for review. Due to the nature of the size of the files, the policies have been attached in the "Resources" section of the Board Packet prior to the meeting. The policies will be presented for Board approval in September or October, if the Board needs additional time to review.

10. 4. **2017-2018 Superintendent Evaluation Document Update and Approval: Garrett Trott**

Each year the new Superintendent goals are inserted into the evaluation document along with any changes to the Board and/or District Goals. The final revisions need to be approved by the Board.

MOTION-APPROVAL OF 2017-2018 SUPERINTENDENT EVALUATION DOCUMENT

Motion that the Board approve the 2017-2018 Superintendent Evaluation document as presented/modified.

Motion Made By:

Seconded By:

Vote:

10. 5. **Operating Protocol: Garrett Trott**

The existing Board Operating Protocol has been included. If there are no changes, it will be approved for the 2017-2018 school year.

11. **INFORMATION ONLY**

11. 1. **Acknowledgement of Gifts/Donations**

The Board will acknowledge the following gifts to the district:

- Anderson Family Giving Fund - \$500 to the Stayton High School Volleyball Team
- Joni Lorenz - drum set to the Stayton Middle School Band
- Mari-Linn PTA - Greenhouse to Mari-Linn School
- Roger Neufeld - school supplies donated to District Office for all schools

11. 2. **Projected Student Enrollment for 2017-2018:**

The attachments will reflect the projected enrollment as of June 2017 and also an actual count of students enrolled in the WebSIS data base as of 8/16/2017.

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**

This time is reserved on the agenda for the announcements of recent or upcoming board events or activities.

Recent Activities Since Last Board Meeting:

- OSBA Annual Conference
- SummerFest

Upcoming Events:

- August 28, 2017 - 7:30 am ~ All Staff Back-to-School @ Stayton HS Auditorium

- August 30, 2017 ~ School Open Houses
 Stayton Elementary ~ 5:30 - 7 pm
 Stayton Intermediate/Middle ~ 3:30 - 6:30 pm
 Sublimity Schools ~ 5:30 - 7 pm
 Mari-Linn ~ 5:30 - 7 pm

- September 21, 2017 - 6:00 pm ~ Board Meeting @ Santiam Room

13. **ADJOURN**

Time:

EQUAL OPPORTUNITY EMPLOYER

Equal employment opportunity and treatment shall be practiced by the North Santiam School District regardless of an individual's perceived or actual race, color, religion, sex, sexual orientation, national or ethnic origin, marital status, age, mental or physical disability or perceived disability, pregnancy, familial status, economic status, veterans' status, or of any other persons with whom the individual associates is able to perform the essential functions of the position, with or without reasonable accommodation. 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 Tonia Whisman at the North Santiam School District Office at 503-769-4928.