



**Board of Directors Meeting  
Regular Session - 6:00 PM**

**AGENDA - EXPLANATION  
Thursday, June 20, 2019  
District Office**

**VISION**

*We change kids' lives through a commitment to excellence,  
integrity, and community engagement*

**NSSD MISSION STATEMENT**

*Ensure students reach their highest academic and vocational  
potential and develop into productive citizens*

**GUIDING PRINCIPLE**

*Do what is best for all kids*

**BOARD GOALS**

- 1. Offer the most comprehensive program possible for students and the appropriate staffing to support our commitment to doing what is best for all kids*
- 2. Celebrate the successes of the District and community*
- 3. Routinely monitor the effectiveness of District programs and services in order to better serve all kids*
- 4. Build and sustain dynamic relationships with stakeholders of the District through proactive communication exchanges*

*The board packet is available on the District's website at [www.nisantiam.k12.or.us](http://www.nisantiam.k12.or.us) under District>Board of Directors>Agendas/Minutes.*

The North Santiam School District Board of Directors will meet in Regular Session on June 20, 2019 at 6:00 pm in the Santiam Meeting Room located on 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.nisantiam.k12.or.us](http://www.nisantiam.k12.or.us) > School Board.

**1. CALL REGULAR SESSION TO ORDER**

*The Regular Session of the North Santiam School District's Board of Directors is called to order at 6:00 pm. It is an open meeting of the Board and the public is allowed to observe. On the agenda is a place for public comment. Those in attendance that wish to address the Board during this time must complete a public comment card and present it to the Board Secretary, Tonia Whisman. These orange cards are available on the table at the door. Due to confidentiality and liability issues the Board cannot hear complaints against staff in an open*

session.

ACKNOWLEDGEMENT OF BOARD MEMBERS PRESENT/ABSENT: Mike Wagner  
(Garrett Trott will be absent with prior notice)

PLEDGE OF ALLEGIANCE: Mike Wagner

2. **ADDED/DELETED AGENDA ITEMS**

Any changes to the board packet after posting on June 14, 2019 are noted below:

**Added Agenda Items-**

- 4.2- SHS Robotics Team (previously listed under 4.1)
- 7.1.1.-New Health Curriculum Adoption
- 7.1.2-AVID Update
- 9.3.4- MOU-Substitute Pay for District Employees

**Added or Revised Attachments to Board Packet-**

- 7.2-May 2019 Food Service Financials & May 2019 General Fund
- 6.10.19 CE Committee Meeting Minutes
- 8.2-June 2019 Licensed Report
- 9.1-Supplemental Budget Resolution 062019A (revised)
- 9.4.3-2019-20 Board Meeting Calendar
- 9.3.4- Memorandum of Understanding-Substitute Pay for District Employees
- 9.7-District-Board Goals 2019-22 & 2019-20 Strategies
- 10.2-June 2019 Student Enrollment
- 10.3-June 2019 Field Trip Report
- 10.5-Future Agenda Items 06.19-05.20

**Deleted Agenda Items**

- 9.3.1(formerly) Classified Employee Financial Contract for 2019-21  
*item has been tabled in order to allow it to be ratified by the classified union members*

3. **APPROVAL OF THE AGENDA**

**MOTION- APPROVAL OF THE AGENDA**

***Motion that the Board approves the agenda as modified.***

**Motion Made By:**

**Vote:**

4. **SPOTLIGHT**

This time is set aside for special presentations that are not recurring agenda items.

4. 1. **Board Awards**

As nominated by the Community Engagement Committee (board sub-committee), the NSSD Board will present the following awards:

**Jack Adams Award: Michael Proctor**

**Community Partnership Award: Stayton Lions Club**

**Board Service Acknowledgment: Evan Smith**

**Salutatorian Acknowledgement: Mason Riedman**

4. 2. **SHS Robotics Team**

Mason Riedman and Robotics Team advisor, Jim Fitzgerald, will give a brief demonstration of the robot used by the SHS Robotics Team.

5. **RECESS FOR REFRESHMENTS**

The board will take a brief recess for refreshments to celebrate the Board Award recipients

6. **PUBLIC COMMENT**

*We will now open the meeting to public comment. We value the time and initiative members of the public take to share their thoughts with the board. Please note that speakers will have three minutes to express their thoughts. The board's role during public comment is to listen; if there is follow-up necessary, we will direct our Superintendent to do so. Remember that we all model the way for our students, and we ask that everyone share their thoughts in a respectful way. Finally, the law prohibits us from hearing complaints against employees in a public meeting. If comments include a complaint about a specific person, please follow the complaint policy which can be found on the table next to the comment cards. If there is anyone in attendance at this time, who has filled out a public comment card and wishes to address the Board, please step forward and state your name and address.*

7. **COMMUNICATION**

7. 1. **Assoc. Superintendent's Report: Dave Bolin**

Assoc Supt Dave Bolin will represent Supt Gardner who will be absent and give an update on the District.

7. 1. 1. New Health Curriculum Adoption for grades K-12

**MOTION-HEALTH CURRICULUM ADOPTION**

***Motion that the board approve the adoption of the new health curriculum for grades K-12 as stipulated:***

***K-5 grades: The Great Body Shop by Children's Health Market***

***6-8 grades: Teen Health by McGraw-Hill***

***9-12 grades: Good Heart-Wilcox Comprehensive Health by Essential Health***

**Motion Made By:**

**Vote:**

7. 1. 2. AVID Update: Nicole Duncan

7. 2. **Business Director's Report: Jane Nofziger**

The May 2019 financial report has been included in the board packet. Jane will present to answer questions.

7. 3. **Community Engagement Report: Tass Morrison**

CE Committee Chair, Tass Morrison, will review the meeting minutes from the June 10, 2019 meeting.

8. **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.

8. 1. **Approval of Minutes**

The minutes from the May Board Meeting have been attached for Board review and approval.

8. 2. **Licensed Report**

The list of licensed staff changes since the last Regular Session has been submitted by HR Director, Debi Brazelton. Board action is required for new hires. Resignations and transfers between buildings is listed for informational purposes only.

**New Hires:**

Rachel Minturn ~ SIS/5th grade  
Brent Koekkoek ~ SIS/5th grade

**Resignations:**

Autumn Lulay ~ SMS/6th job share  
Terri Van Loon ~ SMS/6th grade job share  
Dean Munkers ~ SHS/Health & Video Productions

8. 3. **Action on Consent Agenda**

**MOTION-APPROVAL OF THE CONSENT AGENDA**

*Motion that the Board approve the Consent Agenda including; 8.1-Minutes from the May 16, 2019 Regular Session and 8.2 New hires -Rachel Minturn and Brent Koekkoek.*

**Motion Made By:**

**Vote:**

9. **NEW BUSINESS**

9. 1. **Approval of 2018-19 Supplemental Budget: Jane Nofziger**

The Business Director will be requesting that the Board adopt a supplemental budget for 2018-19 to account for additional state forest revenue dollars.

**MOTION-SUPPLEMENTAL BUDGET FOR 2018-19: RESOLUTION No 062019A**

*Motion that the NSSD Board of Directors hereby adopt a supplemental budget for a total of \$1,045,000 as described in Resolution #062019A for the 2018-19 budget.*

**Motion Made By:**

**Vote:**

9. 2. **Approval of 2019-2020 Budget: Jane Nofziger**

Jane will be reviewing the budget information and motions during the Budget Hearing. The resolutions are also attached as part of the regular session board packet.

**MOTION-APPROVAL OF THE 2019-20 BUDGET**

**Motion that the Board approves Resolutions No. 062019B- Adopting the 2019-2020 Budget in the amount of \$37,410,800; No. 062019C- Making Appropriations; No. 062019D-Imposing the Tax Rate; No 062019E- Categorizing the Tax; and GASB Resolution No 062019F to make designations for 2018-19 ending fund balances and revenues for specific uses in 2019-20.**

**Motion Made By:**

**Vote:**

9. 3. **Approval of MOUs: Jane Nofziger/Debi Brazelton**

9. 3. 1. Memorandum of Understanding-Instructional Coaches

This agreement establishes that those serving the District as Instructional Coaches will be placed at level AA on the Extra Duty Salary Schedule beginning the the 2019-20 contract year. The MOU has been signed by the Superintendent and the union president and now needs Board approval.

**MOTION-APPROVAL OF MOU-INSTRUCTIONAL COACHES**

*Motion that the board approves the Memorandum of Understanding between the NSSD and the North Santiam Education Association pertaining to Instructional Coaches as presented.*

**Motion Made By:**

**Vote:**

9. 3. 2. Memorandum of Understanding-Swing Shift Differential

Due to the recent passing of the Pay Equity Law, the practice of paying the .15/hour shift differential for swing shift custodians during break periods in which they work day shifts is no longer allowable. The MOU has already been signed by the Superintendent and union president and now needs Board approval.

**MOTION-APPROVAL OF MOU-SWING SHIFT DIFFERENTIAL**

*Motion that the board approves the Memorandum of Understanding between the NSSD and the Oregon School Employees Association Chapter 122 pertaining to Swing Shift Differential as presented.*

**Motion Made By:**

**Vote:**

9. 3. 3. Memorandum of Understanding-Substitute Pay for District Employees

Because the "substitute pay" is lower than any hourly rate on the NSSD Classified Salary Schedule, the MOU will establish that any member of the Association who subs for another employee or serves in a temporary position beyond the normal work day, will receive his/her normal rate of pay. The MOU has already been signed by the Superintendent and union president and now needs Board approval.

**MOTION-APPROVAL OF MOU-Substitute Pay for District Employees**

*Motion that the board approves the Memorandum of Understanding between the NSSD and the Oregon School Employees Association Chapter 122 pertaining to Substitute Pay for District Employees as presented.*

**Motion Made By:**

**Vote:**

9. 4. **Approval of Annual Organizations: Mike Wagner**

9. 4. 1. Designations and Authorizations

The Board needs to approve the following designations and authorizations

annually according to Oregon State statute:

- Chief Administrative Officer-Andy Gardner
- District Clerk-Andy Gardner
- Deputy Clerk-Jane Nofziger
- Legal Counsel-Garrett, Hemann, WESD
- Official Auditors for School Year- Accuity, LLC
- Budget Officer-Andy Gardner
- Custodian of Funds-Jane Nofziger
- Depositor for School Funds-LGIP, Columbia Bank
- Facsimile Signatures-Andy Gardner, David Bolin and Jane Nofziger
- Inter-Fund Borrowing Within Fiscal Year-Jane Nofziger

9. 4. 2. Grant and Consolidated Sub-Grant Authorization

The Board needs to approve the following authorizations annually according to Oregon State statute.

These grants include the following but are not limited to:

- Title Grant Applications
- NCLB/eCIP Consolidated Grant Applications
- ESEA Grant Applications
- All State and Federal Grant Applications
- All Non-Profit Grant Applications

9. 4. 3. 2019-2020 Board Meeting Calendar

The Board needs to approve the meeting calendar for the upcoming year according to Oregon State statute.

9. 4. 4. **Action on Organizational Agenda**

**MOTION TO APPROVE ORGANIZATIONAL AGENDA ITEMS**

*Motion that the Board approves Organizational Agenda Items; 10.1- Designations and Authorizations, 10.2-Grant and Consolidated Sub-Grant Authorizations and 10.3-2019-2020 Board Meeting Calendar*

**Motion Made By:**

**Vote:**

9. 5. **Nominations for Board Chair & Vice-Chair: Mike Wagner**

Each year, a new Board Chair and Vice-Chair must be elected. The same Board member may be elected as Board Chair for no more than two successive years without a motion stating that individual continue on for additional time.

9. 5. 1. Board Chair Nominations/Vote

**Current Board Chair declares that nominations are open for a new Board Chair for 2019-2020:**

Nomination: \_\_\_\_\_ By: \_\_\_\_\_

Nomination: \_\_\_\_\_ By: \_\_\_\_\_

Nomination: \_\_\_\_\_ By: \_\_\_\_\_

**Current Board Chair offers last call for nominations:**

**Upon hearing none, the Current Board Chair declares nominations closed.**

**Current Board Chair calls for each board member to cast one vote:**

- All those in favor of nominee #1 -
- All those in favor of nominee #2 - (if applicable)
- All those in favor of nominee #3 - (if applicable)

(Assuming that one member has received a majority of the votes)

**Current Board Chair announces the New Board Chair.**

9. 5. 2. Vice-Chair Nominations/Vote

**New Board Chair declares that nominations are open for the Board Vice-Chair for 2019-2020:**

Nomination: \_\_\_\_\_ By: \_\_\_\_\_  
 Nomination: \_\_\_\_\_ By: \_\_\_\_\_  
 Nomination: \_\_\_\_\_ By: \_\_\_\_\_

**New Board Chair offers last call for nominations:**

**Upon hearing none, the Board Chair declares nominations closed.**

**Board Chair calls for each board member to cast one vote:**

- All those in favor of nominee #1 -
- All those in favor of nominee #2 - (if applicable)
- All those in favor of nominee #3 - (if applicable)

(Assuming that one member has received a majority of the votes)

**Board Chair announces the Board Vice-Chair for 2018-2019**

9. 6. **Standing Board Sub-Committee Membership: Mike Wagner**

The Board needs to review the assignment of Board members to the Community Engagement Committee for 2019-20. Currently Tass Morrison and Garrett Trott are members, with Tass as the Committee Chairman.

9. 7. **NSSD Leadership Team Workshop**

The 2019 workshop will be held on Wed, August 7, 2019 in the Stayton Elementary cafeteria. The Board needs to determine who will be presenting the Board's goals and putting together the presentation. The 2019-2021 Board/District Goals and 2019-2020 Board Goal Strategies have been attached for reference.

10. **INFORMATION ONLY**

10. 1. **Donation Acknowledgments:**

The following donations were made to the District since the last board meeting:

- John & Nancy Peterson donated a 1965 decommissioned Air Force 25 parachute.
- Elizabeth Tausch donated made a cash donation to the Stayton Middle School music dept.
- Kristi Frith donated 40 chapter books to a 6th grade classroom at Stayton Middle

School.

- Gerald Minten donated a riding lawn mower to the Engine Repair Club at Stayton High School.

10. 2. **Student Enrollment:**

Current enrollment as of June 05, 2019 is approximately 2228.

School	Net Change from last month
Mari-Linn- 215	-2
Sublimity- 374	+3
Stayton Elementary- 359	+4
Stayton Inter/Middle- 594	-2
SIS-241 SMS-353	
Stayton High- 686	-10
Total 2228	
Net Change From Last Month:	-4

10. 3. **Field Trip Report:**

A list of field trips taken has been included in the board packet. Trips scheduled since the last board meeting are highlighted in yellow. Overnight trips and out-of-state trips are indicated in red.

10. 4. **Upcoming Board Events & Activities:**

Community wide events, high school athletics, and district-wide information can be found through the following website links:

[www.staytonevents.com](http://www.staytonevents.com)  
[nsantiam.k12.or.us](http://nsantiam.k12.or.us)

Other upcoming board activities and events include:

July 19-21, 2019 ~ Summer Board Conference  
Riverhouse Conference Center in Bend

July 27, 2019 ~ SummerFest 9am-3pm  
Old Downtown Stayton

August 7, 2019 ~Leadership Team Goal Workshop 8 am-4:30 pm  
Stayton Elementary cafeteria

August 16, 2019 ~ Board Meeting  
Santiam Room, District Office

August 21, 2019 ~ Santiam Teen Center Open House  
2800 Kindle Way, Stayton 4-7 pm

10. 5. **Future Agenda Items:**

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

11. **BOARD ANNOUNCEMENTS**

12. **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.*