



BANKS SCHOOL DISTRICT BOARD OF DIRECTORS
12950 NW Main St. Banks OR 97106
Administration Building
Regular Work Session/Board Meeting
Minutes September 9, 2013

WORK SESSION

District Board Room

In Attendance: Kathy Edison, Bob Huston, Laurie Schlegel, Joni Spencer, Raymond Mott, Norie Dimeo-Ediger, Maureen Okerstrom, Mark Everett; Jacob Pence, Shelley Mitchell, Shawnda Sewell

Consent Agenda

Mr. Huston said that consent agenda items are normal items, and will be reviewed at the work session.

Staffing Discussion

Mr. Huston discussed the staffing recommendations for 2013-14.

The discussion included the Assistant Technology Director; high school assistant coaches and an additional .4FTE JH Counselor.

- Mr. Huston proposed taking the .4FTE current JH Counselor position and adding this to the .6FTE elementary position. This would make the elementary counselor 1.0FTE; and the district would add a .4FTE JH Counselor for the remainder of the year. This will help support the proactive approach and prevention program K-8.
- Mr. Huston proposed adding 40 Ipads and chargers to the junior high temporarily (4 Ipads would be earmarked for high school teachers.) He said the district needs to continue with this type of technology, and non hard copy textbooks.
- Staffing and expenditures for 2014-15 – Mr. Huston said he did not want to discuss these items at this time. He said these items are fluid and will change through the year. Norie Dimeo-Ediger asked if the next time the board sees these items, they will be included in the budget. Mr. Huston agreed. Mr. Huston said he felt it was time to do a community budget meeting. The date and time will be discussed at a later date.
- Stipends for Tier I Varsity Assistant Coaches was discussed. Mr. Huston said this would fund one assistant coach for Tier I sports, except for Football and Track, which would have two paid assistant coaches. The cost is estimated to be \$19,500.
- The hiring of a technology assistant at \$45,500 is doubtful. The cost will most likely be \$55,000 to \$60,000. There will be interviews Wednesday, and salary will be negotiated.

The funding for these positions and projects is through a higher beginning fund balance than anticipated, and through unanticipated Gain Share revenue. Joni Spencer said that the district needs to keep a healthy fund balance, and the money will be needed for the 2014-15 school year. Mr. Huston said that the healthy fund balance allowed the bonds to sell so successfully. The Gain Share may also last only two years, depending on legislative action.

Mr. Mott said that the district is not short on assistant coaches. Title I has been severely cut, and now only serves half the students as in the past. He said he would like to see the money used to help fund additional staff, and to help serve the students that have lost the service. Mr. Huston said that assistant coaches are funded program by program. Overall the programs have lost eight coaches, and the district is not getting quality applicants. There were 274 students in the sports program last year. The administrative team has approved the expenditure of the funds for the assistant coaches.

Ipad purchase – proposal is to keep them on a cart designated for the JH portables. It will allow access to the internet. The understanding is that the Smarter Balanced testing

program will be accessible through the tablets – touch screens are needed. Tablets would also allow for the purchase of electronic texts. Three to four teachers at the high school will test their use at the high school level. The tablets will be housed in a secure location. There will be technology committee formed in the district. Mr. Huston will be attending a superintendent conference on 9/20 that will have apple representatives present for discussion/demonstration of the use of apple products in education. The district is not ready to purchase at this time. Mr. Huston asked for approval to move ahead with the project.

Board consensus was to add the following action items:

- 5.6 Approve hiring of technology assistant at a cost up to \$60,000.
- 5.7 Approve stipends to assistant coaches in Tier I sports as presented.
- 5.8 Approve the transfer of the .4FTE JH/.6FTE elem counselor to 1.0FTE Elementary counselor and hire an additional .4FTE JH Counselor.
- 5.9 Approve the purchase of Ipads.

Bond/bond budget discussion

Construction on the restrooms has been delayed.
Concrete will be torn up in front of the junior high.
Security card-key project underway.
Fire system will be installed in Admin building and barn. The district could not get temporary occupancy for the high school without it. It will be completed the end of September.
The Middle School has concrete floors, steel framing and structure in place.
The High School is essentially complete. There is a problem with the computer/network interface. The Elementary has a similar problem.
The budget for the projects has not changed.

BCMC Roles/Responsibilities

A revision of the BCMC Roles and Responsibilities was handed out.
The sentiment of the committee was that the members did not want to come to the special meetings if they were just given information to review.
Mr. Huston said that the budget for the projects are in place, mainly the meeting with the BCMC will be to give updates, provide walk-throughs, and keep them current on the progress.

Board Consensus: approve the BCMC draft handed out at the board work session and to share the document with the BCMC.

Superintendent Goals

Discussion

Goal #3 – clarification: attendance at the Forest Grove Rotary meetings. There is no Rotary in Banks.

Goal #3 – addition: Attend Emergency Preparedness planning meetings in Banks

Goal #3 – addition: Plan and facilitate a community meeting on the 2014-15 budget and restoration of positions.

Goal #5: - Achievement Compact – the district is still waiting for feedback. Instructional assessment will be handled through the administrators, and will be reviewed weekly.

Goal #6: addition: mentoring for new administrators. Currently this is handled outside the district, with other districts. COSA conferences have been beneficial to new administrators.

Goal #7: Synergy training needed – will be handled through late-start Wednesdays with the ESD providing training.

Goal #7: addition: Formulation of District Technology Committee.

BSD Budget and Projections

Joni Spencer is working to get information in order for the 2014-15 budget. At the February board meeting, Mr. Huston plans to lay out the positions to be restored in proposed order. A community meeting will be important concerning the budget for 2014-15.

Banks/Vernonia Soccer Discussion

Allows the formation of a boys soccer co-op (Banks Vernonia Soccer team). It provides the opportunity for one player from Vernonia to participate, since Vernonia has no team. Vernonia School board has already approved. This is a one-year commitment.

Date for Board Evaluation/vision/goals meeting; Training on the cloud; Board member at School Events

Postponed discussion to a later date.

Board Meeting Tuesday November 12.

Move due to Veteran's Day Monday, November 11.

Board Consensus: the November meeting will be held on Tuesday, November 12.

Maureen Okerstrom resigned her position as board member due to health reasons, effective September 9, 2013.

Shawnda Sewell invited the board to Back-to-School night September 19. 5:15 PM hot dogs will be served, open house is from 6 to 7 PM.

The work session adjourned at 6:55 PM.

REGULAR SESSION

District Board Room

Call to Order/Flag Salute Chair Kathy Edison called the meeting to order at 7:00 PM. She welcomed everyone to the meeting and led the flag salute.

The following were in attendance:

Board of Directors

Kathy Edison, Chair
Norie Dimeo-Ediger
Laurie Schlegel
Raymond Mott
Maureen Okerstrom

Staff/Others

Bob Huston, Superintendent
Joni Spencer, Business Manager
Jacob Pence, Asst. Principal, Banks High School
Mark Everett, Banks High School Principal
Shelley Mitchell, Banks Jr. High Principal/
Student Services Director
Shawnda Sewell, Banks Elementary Principal
Kyle Merritt, Technology Director
Annika Bratton, Student Representative
Students/Patrons

PUBLIC WELCOME/RECOGNITION/COMMENTS

Mr. Huston recognized Stefan Bradley for his Eagle Scout project of painting the bleacher seats in the grandstands. He said the work was well done, and he commended him for his leadership.

Student Representative Report

Annika Bratton reported school is off to a good start. Homecoming is scheduled for September 23-27. Fall sports are going well, with football, soccer, volleyball and cross-country underway. There is a new class offered at the high school: AP Human Geography. It is a yearlong course. Yearbooks for last year are in. Sunday, September 15 will be the Race for the Cure.

APPROVAL OF AGENDA

There were additions to the agenda:

Consent Agenda 3.2 Personnel: Hiring of Koreen Bennett .5FTE Secondary Music date TBD.

Action Items:

5.5 Resignation of Maureen Okerstrom Board Member effective 9/9/13. Declaration of board vacancy

5.6 Approve hiring of technology assistant at a cost up to \$60,000

5.7 Approve stipends to assistant coaches in Tier I sports as presented.

5.8 Approve the transfer of the .4FTE JH/.6FTE elem counselor to 1.0FTE Elementary counselor and hire an additional .4FTE JH Counselor.

5.9 Approve the purchase of Ipads.

Norie Dimeo-Ediger moved to approve the agenda as amended. Maureen Okerstrom seconded. Discussion: there was no discussion. Motion passed unanimously.

PRESENTATIONS/REPORTS

There were no presentations.

CONSENT AGENDA

Approval of Board Minutes: August 12, 2013

August 28, 2013

Personnel Resignation: Mark Anderson .5FTE Secondary Music effective 9/9/13

Hiring

Koreen Bennett .5FTE Secondary Music effective date TBD

Fiscal report

Laurie Schlegel moved to approve the consent agenda as amended. Norie Dimeo-Ediger seconded. Discussion: there was no discussion. Motion passed unanimously.

DISCUSSION ITEMS

There were no discussion items.

ACTION ITEMS

5.1 Approval of BHS Softball trip to Medford 3/23/14 to 3/25/14

Laurie Schlegel expressed concern about unsupervised actions on the trip, and asked for more information and clarification. The board requested the item be taken back to the coach for review. There was no motion.

5.2 Approval of BHS Volleyball trip to Sisters 9/20/13 to 9/21/13

Laurie Schlegel moved to approve the trip as presented. Raymond Mott seconded. Discussion: Certification of coaches was verified by Mr. Pence. All parents of the students are planning to go on the trip. Motion passed unanimously.

5.3 Approval of BSD/VSD Cooperative Sponsorship Application – Boys Soccer 2013

Mr. Pence reported that one student in Vernonia would like to play soccer.

Norie Dimeo-Ediger moved to approve the BSD/VSD Cooperative Sponsorship Application as presented. Laurie Schlegel seconded. Discussion: There was no discussion. Motion passed unanimously.

5.4 Adoption of Board Policies and Administrative Regulations - 2nd Reading and Review/Adoption

CCG	Licensed Evaluation – Administrators
DH	Bonded Employees and Officers
GCA	License Requirements
GCBDA/GCBDA-AR(1)	Federal Family and Medical Leave/State Family and Medical Leave
GCBDA/GCBDA-AR(2)	Request for Family and Medical Leave
GCBDA/GCBDA-AR (3)(D)	Military Family Leave
GCBDA/GCBDA-AR(4)	FMLA/OFLA Eligibility Notice to Employee
IGBAB/JO-AR	Educational Records/Records of Students with Disabilities Management
IGBAG-AR	Special Education Procedural Safeguards
IGBAJ-AR	Special Education: Free and Appropriate Public Education
IK	Academic Achievement
JECA	Admission of Resident Students
JHCCA	Students HIV, HBV and AIDS
Delete: JHCCB	Students – HIV, AIDS
JHCCF/JHCCF-AR-	Pediculosis
JHFF	Reporting Requirements Regarding Sexual Conduct with Students
JO/IGBAB-AR	Educational Records/Records of Students with Disabilities Management
JOB	Personally Identifiable Information
GC-AR8(A)	Job Description – ELD TeacherD

Mr. Huston reported these policies and administrative regulations were discussed at the last board meeting.

Norie Dimeo-Ediger made the motion to approve the board policies and administrative regulations as presented. Laurie Schlegel seconded. Discussion: There was no discussion. Motion passed unanimously.

5.5 Resignation of Maureen Okerstrom Board Member effective 9/9/13. Declaration of board vacancy

Raymond Mott moved to accept Maureen Okerstrom's resignation. Laurie Schlegel seconded. Discussion: There was no discussion. Motion passed unanimously. The board declared a vacancy, and will post the position for two weeks, encouraging interested persons to apply.

5.6 Approve hiring of technology assistant at a cost up to \$60,000

Norie Dimeo-Ediger moved to approve hiring of a technology assistant at a cost up to \$60,000. Laurie Schlegel seconded. Discussion: There was no discussion. Motion passed unanimously.

5.7 Approve stipends to assistant coaches in Tier I sports.

Mr. Huston said that this is a partial stipend, \$1500/person/Tier I sport, with two stipends for track and football. The cost is \$19,500.

Laurie Schlegel moved to approve the partial stipend for Tier I sports as presented. Norie Dimeo-Ediger seconded. Discussion: There was no discussion. The vote was: Norie Dimeo-Ediger – aye; Laurie Schlegel – aye; Maureen Okerstrom – aye; Raymond Mott – nay; Kathy Edison – aye. Motion passed.

5.8 Approve the transfer of the .4FTE JH/.6FTE Elementary Counselor to 1.0FTE Elementary Counselor and the hire of an additional .4FTE JH Counselor

Raymond Mott moved to approve the hiring of a .4FTE Junior High Counselor and the transfer of the current .4FTE Junior High/.6FTE Elementary Counselor to 1.0FTE Elementary Counselor, at an estimated cost of \$17,000. Laurie Schlegel seconded. Discussion: There was no discussion. Motion passed unanimously.

5.9 Approve the purchase of 40 Ipads for use at the Junior High School

Laurie Schlegel moved to approve the purchase of 40 Ipads; 4 of which will be used by high school staff, at an estimated cost of \$18,000. Raymond Mott seconded. Discussion: there was no discussion. Motion passed unanimously.

BOARD COMMUNICATION

Superintendent Comments

Mr. Huston reported the school year was off to a good start. Kyle Merritt is working on computer issues with everyone.

Sodexo custodial has worked to clean up construction at the high school for school starting.

The district has received a Level 4 rating, which means it is on the cusp of the top 10% in the state.

Mr. Huston said the Leader and Forest Grove News Times newspapers have done a great job on reporting on the opening of school. Mr. Huston thanked Stefan Bradley for his recent work at the high school, and said volunteerism is a vital part of the district.

Administrator Comments

Jacob Pence commented on the great commitment to volunteerism in the district. He said countless hours are given every month. He said fall sports are underway.

Mark Everett said the school year is off to a smooth start. He said there are junior high students in the high school hallways all the time, and it's been nice having them in the building.

He said Mr. Hardie is still attending to scheduling, and moving down the list working on students requesting changes to their schedules. There are two new classes this year: Honors Physical Science, and Math for Proficiency.

Shelley Mitchell said that the junior high is interesting, they are off to a great start. There will be hooks put up for handling student backpacks. Special education numbers are up, and overall student numbers are up. She said this is the 3rd year of not meeting AMAO targets. The junior high is working on students meeting state standards. There are 18 students in the ESOL program in 2013-14.

Shawnda Sewell said that the late start Wednesdays will help the elementary to meet student needs. There are 6 student teachers in the elementary this year. There is a partnership with Pacific University, and the placement will be for the entire year. She introduced Brooke Merritt a student teacher at the elementary from Western Governor's University. September 28 the Vernonia Marathon run will be held, starting in Vernonia for the full run; and at Stub Stewart for the half run. The run ends at the elementary school. Shawnda thanked the Dairy Creek LDS church for their landscaping work in front of the school.

Board Member Comments

Maureen Okerstrom thanked everyone for their support; she said it has been a joy to be here, and she regrets leaving.

Laurie Schlegel wished Maureen well.

Norie Dimeo-Ediger thanked Maureen for her service, and was sorry it did not work out.

Kathy Edison said she wished Maureen was staying.

ADJOURNMENT

The meeting adjourned at 7:40 PM.