

School Board Minutes

Banks School District 13

November 9, 2009

Minutes are official after Board approval

5:30 Board Work Session – District Conference Room

Agenda

Board Members Present:

Will Moore, Chair
Kathy Edison
Richard Bowden
Norie Dimeo-Ediger
Laurie Schlegel

Others Present:

Schann Nelson, Independent

Administrators Present

Jim Foster, Superintendent
Simon Levear Business Manager

Mr. Foster informed the Board that November 19 at 11:30, the Life Skills class in the high school is hosting a Thanksgiving dinner. Mr. Foster gave the Board individual invitations to the event from the class.

Mr. Foster reported he met with the union reps concerning the upcoming ballot measures in January, and said they are forming phone banks to call people asking for support for the measures. Mr. Foster handed out the volunteer sheet, and said if any board member is interested in participating to fill out the form and return it to him. Mr. Foster said during the OSBA conference this weekend there will be a session on investing in school facilities, discussing pros and cons of reinvesting in old facilities, such as retrofits, versus building new facilities. Mr. Moore said that he has attended the OSBA Bonds and Ballots workshop, and encouraged all board members that could attend the workshop in January to do so.

District Goal Setting

Mr. Foster said that he brought his goals to the board meeting last month, and gave the Board a month to review and provide input. He said that he did not receive any additional input from the Board during the month. Mr. Bowden asked if the staff provided input to the goals, and if the staff was aware of the district-wide goals. Mr. Foster said no, that staff is given copies when the goals are adopted. He said teachers are more focused on local and individual goals, not the global picture. Laurie Schlegel commented a great deal of time is spent in creating goals. Mr. Foster said the Consolidated Improvement Plan for the district is due November 15, and the district goals are incorporated into the plan, with emphasis on reading, writing and math. Mr. Moore said that he has had teachers comment that it is nice to have some goals. Mr. Foster said goals are valuable in decision-making, such as the cuts and changes that occurred last year. Mr. Bowden said he feels goals help keep everyone aware of what is going on - the transparency consideration. Mr. Moore said that he wished the goals could be more complete and thorough, but there is a limited amount of time the board can spend on the process. He requested that a vision be formed for the district. He said that with the talent and abilities within the district he believes Banks School District could become the best district in the state. Mr. Moore said that a vision is striving and reaching for a high standard; the mission is what is done everyday, such as our mission is to treat people well and with respect. Mr. Moore said there is a mission statement for the District, Mr. Foster said that he thought it was in the budget narrative. Mr. Moore said that goals are measurable pieces to get to where the District wants to be – the vision is subjective and creates dialogue. Norie Dimeo-Ediger said she thought the superintendent goals should remain as written. The board continued discussion on the vision statement Mr. Moore handed out at the work session. A final draft of the vision statement was agreed to by consensus of the board.

Vision Statement:

Banks School District will enable students to reach their full potential while giving them the social and academic framework that will allow them to successfully compete with all students in the state of Oregon.

Bond Discussion

Mr. Levear discussed the survey done by Moore Information in May 2008. He said that 43 questions were asked of 250 voters at a cost of \$9900.00. He received a quote today from Robin Kreger of Moore Information for a survey of 20 questions, with a price quote of 200 versus 250 voters. Mr. Levear said that last time 250 responses were not reached, so perhaps the 200 number would be more attainable. Mr. Levear also contacted Jeanne Magmer, and received a quote from her for communication consulting services in assisting the Banks School District with public input and information related to the District's proposed bond

election. He said she broke out the services, and that it may be having her assist in the survey questionnaire development and analyzing the results would be a repetition of the work Moore Information may do. Mr. Levear said a question to consider was whether to bring in a communications consultant from the start. He said that the information gained from the prior survey done in 2008 is still applicable. That survey helped to determine what should or should not be included in the project. Mr. Moore asked if the Moore Information said when this should be done. Mr. Levear said that was not discussed. Mr. Levear said that Jeanne Magmer is a bond consultant that would determine the ballot title, what will be included in the bond statement, and also she gets involved with the Political Action Committee (PAC). The services listed in the proposed agreement are information related, so these are costs the district can pay for. Mr. Levear said that the campaigning piece the district cannot pay for. Mr. Moore said the district cannot use district funds to influence an election. He said we used Jeanne Magmer last year to prepare the ballot title and prepare the ballot statement. He said we contracted with DLR to do the campaign management. Mr. Moore said he would prefer hiring another person – Jeanne is mainly a communications consultant, and includes how the district would present their message. He said she doesn't manage a campaign. He said that is what the PAC is involved in. He said an alternative we tried to get last time was Liz Kaufman but she was not available. Mr. Moore said she is experienced in the communication piece, the research piece and the campaign management piece. He said she has extensive school experience, and comes to him highly regarded. He said he will not support using DLR as the campaign manager. Mr. Moore said he would ask that we ask Liz Kaufman to come and propose to the board, separating the communication piece; the campaign management piece and the research/guidance piece. He said the research piece will take care of itself other than when the information is gathered. Mr. Bowden asked about bids requirements. Norie Dimeo-Ediger said where she works the limit is \$5,000. Mr. Bowden said over \$25,000 there are additional requirements. Mr. Levear said board policy, which is aligned with law, \$5,000 purchases require the collection of 3 quotes; \$125,000 is the dollar amount when reached the district has to do an RFP. He said that does not prevent the district from going out for bids prior to the \$125,000 level. Mr. Levear said there are some exceptions for professional services, but he was not sure of the particulars. Norie Dimeo-Ediger asked what the District can pay for. Mr. Moore said the research, the ballot title and writing of the ballot. Mr. Moore said we need to get a survey out. Mr. Levear said Moore Information would develop the questions, and Jeanne Magmer could be involved. Mr. Moore said last year the questions were sent to Jeanne, she made some minor adjustments. Norie Dimeo-Ediger asked what questions last year would be pertinent this year. Mr. Bowden said the some of the questions were fairly targeted. Mrs. Edison said that the district adjusted what the priorities were for the bond based on the survey results. Mr. Moore said that if the district is smart it is necessary to following the results of the survey. He said that there are pollster specialists in education. The board discussed how the district should hire someone to follow the process start to finish. Norie Dimeo-Ediger asked where the money would come from to pay for the survey and the consultant. Mr. Levear said the payments could be from the Buxton funds. Mr. Levear said that a survey question should include asking if the interest free bond situation from the stimulus package would change anyone's decision on the bond. Mrs. Dimeo-Ediger said that educating the voters would be part of the process. Mr. Levear had the report from the May 2008 survey, and handed the information out to the board. Mr. Moore said that some of the questions were open-ended. Mr. Levear said that the overall district rating from the respondents was an A or B. Mrs. Dimeo-Ediger said that the opinion from the survey is that the buildings are OK. Mr. Bowden said that the first issue is to address the condition of the buildings. He said consideration should have been bringing the buildings up to standard versus replacing the buildings, and the costs involved. He said there are acceptable standards, and they have not been established well enough to put the question out to the voters. Mr. Levear said that interpretation of the question could also affect the answers. Norie Dimeo-Ediger asked about the use of public funds. Mr. Levear said the district can use the funds to determine the feasibility of going out for a bond. The district is not campaigning at that point. He said factual information about the bond can be paid for using district funds. Mr. Levear said that Jeanne Magmer said that the survey will tell the District when to go out for a bond. Mr. Moore asked if the board would like have Liz Kaufman meet with the board before the next regular board meeting. He asked if the board would like to hear from another pollster. Norie Dimeo-Ediger said she would be willing to come to a meeting to listen to Liz Kaufman and Jeanne Magmer, and if the board was going to do that. She said the board should also have a quote from another pollster. Mr. Foster said the next meeting was tentatively scheduled for 11/25; the board consensus was to try for 11/23 with 11/24 as a second choice, allowing 30 minutes for presentations. Mrs. Edison said she was fine with Moore Information doing the survey, she said the district was satisfied with Moore. Mr. Moore asked if the board can choose Moore within the legal confines. Mr. Levear said that he believes it falls under the professional services umbrella. Norie Dimeo-Ediger asked the price from last year, and was it to refine last year's survey. He said 43 questions last year was \$9900.00. He said that he understood the 20 questions this year will be different. Mrs. Edison said that since the point of interest-free bond, would the same items not be considered as a good idea this year versus last year. The board discussed the amount to bond. Mrs. Schlegel said it is important to decide the amount the district would want to go out for. Mrs. Edison said last time the polls asked about \$30 million versus \$25 million versus \$20 million versus \$15 million. Mrs. Schlegel asked if there were PAC people in

line. Mr. Moore said that the district isn't to that point yet. Mr. Foster asked what the board consensus was on having people in for interviews. Mr. Moore said Mrs. Dimeo-Ediger was in favor of 2 campaign people, and 2 pollsters; Mrs. Edison was in favor of 2 campaign people and 1 pollster, and he was in favor of 2 campaign people and 1 pollster. Mr. Levear said three quotes will be necessary for pollster if this doesn't fall under the professional services umbrella. Mr. Levear said he could call two additional pollsters and get quotes similar to the Moore Information quote. Norie Dimeo-Ediger said she would not necessarily need to have a presentation but would like to see two additional quotes. Mr. Bowden said as long as a contact is made, if a company doesn't choose to offer a bid, the district has made the effort. Mr. Moore said that what he has heard from the board is that they would like a quote from another pollster; have Jeanne and Liz present to the board. Mrs. Edison said that if the board receives another quote from a pollster, and it is cheaper than the Moore Information quote, then does the Board want them to make a presentation to the Board? Mr. Moore said the reason he would like a presentation is that the Board would be asking what would be involved in their role. Mr. Levear said that part of the presentation would be what the quote encompasses. Mr. Bowden asked if Mr. Levear had a scope of work for these bids. Mr. Levear said that not really, he said he asked Mrs. Magmer what her role would be and what the costs would be. Mrs. Edison said that the board should ask for the same information from Liz Kaufman, and that may help the board determine which consultant they would want. Mr. Moore said he felt it was important to have a presentation to the board. Mr. Levear said he would seek a similar document from Liz Kaufman and a similar document from another pollster, share that information with the board electronically and then the decision can be made if the board feels they need to take the next step of a presentation. Mr. Moore said he would like a presentation from the communication people, and regarding the pollster the board could wait. Mrs. Dimeo-Ediger said that if the board said yes to Moore Information right now, could they get started on the survey immediately. Mr. Moore said that was his consideration. Mr. Levear said part of what Mrs. Magmer is proposing is to be part of the design of the survey. If the board chose to have her do that role, then the survey would need to wait until after the decision on which communications consultant to hire. Mr. Bowden said he would like to know availability. Mr. Moore said that he knew right now most people in that area now are available. Mr. Bowden said that after the information is sent by Mr. Levear electronically to the board on the different bids from the communications and pollsters the board would be able to make a decision – he said that he did not feel the board could make a decision at this point. Mrs. Dimeo-Ediger asked then if the board was going to get another quote from a pollster. Mr. Levear said he understood the board wanted another pollster quote, then look at the quotes and decide if another presentation was necessary. Board consensus was to set up 11/23 at 6:30PM if possible for the presentation from the communications specialists, with 11/24 as a backup date.

Site Review

Mr. Moore sent out letters to Pete Edison and the facilities planning committee and the goal was to identify a functional group to make the commitment now to assist the Board in the consideration of a bond measure in 2010. Mrs. Edison said that Pete has heard back from some prospective members, and that at least one person has turned down the invitation. Mr. Foster said the information can be passed on to people that are not on the facilities planning committee. Mr. Moore said that if some people decide not to participate on the committee then others may be added. Mr. Moore said the committee went from 20 people to about 6, and those were the people who were contacted. He said the committee could take the site plan and make a recommendation.

Superintendent Position

Mr. Moore said that Mr. Foster is in an interim position, and the board will need to decide at some point whether they want to commence a full-blown superintendent search, to select a permanent superintendent, or extend the interim period to Mr. Foster. Mr. Foster left the meeting, and Lori Schlegel asked if the interim superintendent can be changed to a permanent position. Mr. Bowden commented if the board decided to have an executive session, the process for the superintendent hiring is more complex. The board secretary informed the board if all meetings are held in open session, the process is simplified. Mr. Bowden asked if the board felt the need to go outside the district versus inside the district. Mrs. Edison said she thought the other administrators did not have the licensure to serve as superintendent. The board secretary informed the board that an administrator with a continuing administrative license could serve as superintendent. Mr. Moore thought only one administrator had the correct licensure. Mr. Moore said he had talked to Mr. Foster about his continuing role as superintendent, he said Mr. Foster said he would like to continue. Mrs. Dimeo-Ediger asked if he would agree as either an interim or as a permanent assignment. Mr. Bowden said that when the board is talking about the person who sets the direction for the District, he does not like to see the position as interim. He said he would like to put closure to it as soon as possible. Mr. Bowden said he is not disappointed with what Mr. Foster had done. Mrs. Schlegel asked if he was saying he would like someone put in as permanent. Mr. Bowden said whatever the board decided; he would like to see movement on this as soon as possible. Mrs. Edison said that the changes were made for budgetary reasons, and the changes being discussed would affect the superintendent and high school

principal positions. She said she was not sure that doing interim for another year was a bad thing to do in order to get out of the current biennium cycle. Mrs. Schlegel said the board could change the position to permanent and not negotiate a higher salary for the superintendent. Mr. Moore said that Mr. Foster could ask for a higher salary. Mr. Bowden asked if Mr. Foster was being paid more money as an interim superintendent. Mr. Moore said no. Mrs. Edison said that if the superintendent is made permanent, the high school principal interim would be a permanent position. Mrs. Edison said this also affected the AD position. Mrs. Schlegel said that the interim position is hard in the sense of not knowing how long this position is for. Mr. Moore said that another year could be added for the interim position. Mr. Moore said there would be ramifications and it's a big process to change this from an interim to permanent superintendent. Mr. Bowden said an interim for a high school principal is different than an interim for a superintendent. Mr. Moore said if Mr. Foster is made permanent, the message is sent that Mr. Smith is now permanent high school principal. Mrs. Edison said that if the board chooses not to keep Mr. Foster as interim supt., he has the right to return to the high school principal position. Mrs. Schlegel said then there would be one too many administrators for budgetary purposes. Mrs. Dimeo-Ediger said that the budget problems will not likely change in the next biennium. Mr. Levear said that was true. Mrs. Edison said we know what the next year holds, we don't know beyond that. Mrs. Schlegel said she would like to see the change from interim to permanent. Mr. Moore said that the board needs to address both positions, and he said he thinks the board needs more time to make decisions. Mr. Moore said that the bond measure will take a great deal of time. Norie Dimeo-Ediger said that she would like to see Mr. Foster's interim contract extended for another year. Board consensus was to extend the interim position for another year. Board consensus was not to go out for a search. Mr. Bowden said that he would like to have a timeframe to bring closure to this process, and have the position a permanent position. Norie Dimeo-Ediger said she would like to have the position made permanent, but if the board majority did not wish so, she would go for another year of interim. Mr. Bowden said that when the chair talks to Mr. Foster, will he discuss concern the fact the Board does not feel they have the time it will take to bring closure to the process, and would like him to serve for another year. Mr. Moore said that Mr. Foster is realistic, knows the district is in flux, and would comfortable with another year as interim. Mr. Bowden asked if the decision to change from interim to permanent could be done at any time. Mr. Moore and Mrs. Edison said that if the Board changes Mr. Foster from interim to permanent, it forces the issue with the high school. Mrs. Edison said right now the critical thing is the bonding process. Board consensus was to extend Mr. Foster through the next school year in the interim position and for the board chair to approach Mr. Foster to see if he would agree to an extension of one year as an interim superintendent. Mr. Moore said he would like to offer the same contract for next year. Mr. Bowden said he would like the Board to put some timeframes in place to have closure on the issue.

The work session adjourned at 6:55 PM.

7:00 Regular Session

Board Members Present:

Will Moore, Chair
Kathy Edison
Richard Bowden
Norie Dimeo-Ediger
Laurie Schlegel

Others Present:

Schann Nelson, Independent
Lance Heggem, Sodexo Food Service
Su Farley
Jim Mabbott NWRESD Superintendent
Michael Ingalls, NWRESD Board member

Administrators Present

Jim Foster, Superintendent
Simon Levear Business Manager
Shelley Mitchell, Student Services Director
Bob Huston, BES Principal
Gary Hartman, Technology Director

CALL TO ORDER-FLAG SALUTE

Board chair Will Moore welcomed everyone to the board meeting, and said there is time for audience comment later in the meeting.

PUBLIC WELCOME/RECOGNITION/COMMENTS

Jim Foster recognized Su Farley of Readi-Made Barricade. Mr. Foster said that Su has always helped whenever needed, and has donated a great deal to the athletic program.

APPROVAL OF THE AGENDA

Norie Dimeo-Ediger made the following motion: "Be it resolved the Banks School District Board of Directors approve the agenda as presented." Laurie Schlegel seconded and the motion passed unanimously.

PRESENTATION

Northwest Regional Education Service District Annual Presentation

Jim Mabbott, Superintendent and Michael Ingalls, Board member, presented the 2008-09 Annual Report to the board. Mr. Mabbott said that the NWRESA works closely with the districts, and there is a sharing of staff between the ESD and the various districts. Mr. Mabbott reported on the primary service areas, and discussed the budgeting process for the services supplied by the NWRESA. Mr. Mabbott discussed the resolution plan process, and reported that by March 1 local school districts boards would vote on approval of the plan. Mr. Ingalls said he appreciated the board giving them time to present to the Board; that the ESD is there to serve the school districts, and said if there were any questions, to feel free to call.

CONSENT AGENDA

Approve October 12, 2009 Board Work/Regular Session Minutes

Approve Fiscal Report

Approve Routine Personnel Matters

Leave of Absence

Erin Wilson, Elementary teacher, 2010-11SY

Richard Bowden made the following motion: "Be it resolved the Banks School District Board of Directors approve the consent agenda as presented." Laurie Schlegel seconded and the motion passed unanimously.

ACTION ITEMS

Policy and Administrative Regulations Revisions – 2nd Reading and Adoption

Board Policy IA: Instructional Goals

Board Policy IGAI – Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education

Administrative Regulation IKF-AR Graduation Requirements

Administrative Regulation JFCF/GBNA-AR Hazing/Harassment/Intimidation/Bullying/Menacing Complaint Procedures

Board Policy JHFF – Reporting Requirements Regarding Sexual Conduct with Students

Mr. Foster said that these policies were brought to the board for consideration last month for first reading. He said suggested changes have been made.

Kathy Edison made the following motion: "Be it resolved the Banks School District Board of Directors approve the adoption of board policies and administrative regulations as presented." Laurie Schlegel seconded and the motion passed unanimously.

DISCUSSION ITEMS

There were no discussion items.

REPORTS

Administrator Report

Bob Huston had nothing to add to his written report. Laurie Schlegel asked if students were not attending Outdoor School due to costs, and Mr. Huston said that cost was not an issue in the students not attending.

Mr. Everett said he had one more parent volunteer, and conferences were well attended, with over 55-60% attendance.

Jim Foster reported for Mr. Smith. He reported on fall playoffs, and said volleyball went to Baker for state playoffs, and the players did an outstanding job. He said they qualified for the tournament at Lane Community College on Friday and Saturday. He said the football will play Friday against North Marion in Forest Grove. He said attendance at conferences was down in part due to the away volleyball game that night.

Gary Hartman said that state report cards will be out tomorrow, and there have been some changes in the way the numbers are tabulated. He gave a brief discussion on the "growth model".

Shelley Mitchell had nothing to add to her written report.

Simon Levear reported that he has prepared a financial report for the board in a quarterly format, showing actual and projected numbers. He told the board when they had a chance to review the information he would be happy to answer any questions.

SUPERINTENDENT REPORT

Mr. Foster reported he visited the kindergarten classrooms at the elementary. He gave kudos to Bob Huston and their staff for the work they do. He said he and Leslee Sipp attended the senior citizens lunch last Wednesday.

AUDIENCE TIME

Lance Heggem handed out a newsletter for September and October. Mr. Heggem said more students are bringing sack lunches than in the past, and the numbers of students buying lunches is down.

BOARD OF DIRECTORS

Laurie Schlegel thanked everyone for a great job.

Richard Bowden said he was sad to see Erin Wilson go next year, but that he hopes she will come back with positive experiences to share.

Kathy Edison thanks the administrators for the job they are doing.

Will Moore said last year was a tough year, and he felt this year is going well with Mr. Foster at the helm.

ADJOURNMENT

The board meeting adjourned at 7:35 PM.