



BANKS SCHOOL DISTRICT BOARD OF DIRECTORS
12950 NW Main St. Banks OR 97106
Administration Building
Regular Work Session/Board Meeting
Minutes January 14, 2015

WORK SESSION

District Board Room

In Attendance: Kathy Edison, Laurie Schlegel, Ron Frame, Raymond Mott, Norie Dimeo-Ediger, Bob Huston, Joni Spencer, Max Sigander, Mark Everett, Darla Waite-Larkin, Greg McKenzie

Superintendent Search

Greg McKenzie from Window to Leadership (W2L) reported to the board on the superintendent qualities and qualifications survey results. The board discussed the qualities and qualifications. Mrs. Edison said that she would like to add "familiarity with facilities management" to the list. The board also asked that agriculture and timber be included in the "who are we" section. Mr. McKenzie stressed the importance of not being too specific in the qualities and qualifications since this could limit the application pool. He said it is better to keep the application process broad, and then during interviews the board can focus in on those items they choose.

The board consensus was to adopt the qualities and qualifications with modifications approved by the chair and vice chair.

There will be time in the regular board meeting for audience comments on the superintendent qualities and qualifications.

The board discussed salary range for the superintendent position. Mr. McKenzie added the salaries for Tillamook, Astoria and Seaside in the salary survey. **The board consensus was to advertise the position with a salary range of \$105,000 to \$120,000.**

The screening committee will need to be appointed two to three weeks before the February 23 meeting. The board will ask for student participation in the screening committee also. The certified and classified staff will be asked again if they wish to participate. The final list will be sent to Mr. McKenzie after the board meeting with names and email addresses. He will then contact the people appointed to the committee.

Mr. McKenzie said all applicant packets will be screened, and W2L will contact any applicants with incomplete packets to try to have all information requested included.

The budget for advertising was discussed. **The board consensus was to advertise regionally, with the cost not to exceed \$800.00.** Mr. McKenzie said W2L will submit the bill at the end of the search process. Mr. McKenzie said that out of state interviewees, for the primary interview, could be interviewed via videoconferencing, unless they chose to come at their own expense. He said if an out-of-state applicant was a finalist, the costs of bringing them to the district for their interview, including travel, food and lodging, would be at the district's expense.

Tuality Academy @ Pacific University

Mr. Everett said Pacific University is offering for Banks High School junior and senior students to attend Pacific Uni. and take two courses for free during their high school career. Mr. Everett said the district will screen the applicants and send on applications to Pacific. The classes will need to be signed up for two to three weeks in advance, and Pacific will assign the class to the Pacific students prior to opening up the class to high school students. The student will get college credit for the class. Mr. Everett said he is looking at the student also receiving high school credit for the class. He said he is looking at what other schools are doing. He also said if there are additional fees associated with the class, the student will be responsible for those costs. Mr. Everett recommended the district sign on to this program, and it then could be included in the curriculum guide. Mr. Everett said Forest Grove, Gaston and Yamhill School Districts all participate in the program. Mr. Everett reported some students may have to have late arrival or

early release to participate, but in some cases the classes may be offered after school, so those classes would not impact the school day. Mr. Everett reported that if students signed up for classes and then did not get the class at Pacific they wanted, the high school would try to get them into a class here during that timeframe. **Board consensus was for the high school to move forward with the program, and to put the offering into the curriculum guide.**

Board Consideration/Academic Offerings

The board received a request for board consideration from Bill and Jodi Blankenship for class offerings for next year. Next month information will be brought to the board on costing specifics for staffing of the request. Mrs. Edison said that if the classes could not be worked into the school plan, perhaps extracurricular offerings could be considered.

Budget Input/Survey Discussion

Max Sigander shared a summary of total parent/guardian responses to the staffing survey. Mr. Huston said this will be shared with the administrators for input for 2015-16 staffing.

ODE Division 22 Assurances

Mr. Huston said that every year the district has to report to the community on the district's compliance or non-compliance to the Division 22 standards. Mr. Huston said the district has a waiver in place for the 130 hours. The district is in compliance with the Division 22 standards.

Open Enrollment

Mr. Huston said that caps have been submitted by the principals. The district is at a historical low. Mr. Huston said that if the legislature funds schools at 7.5 billion instead of the proposed 7.2, the increase in revenue would offset the decrease in enrollment. The state proposal, which may be phased in, is going to require 800 hours of instruction at the kindergarten level to be eligible for reimbursement. January 22 the State Department of Education will meet, and give consideration to the timeframe. Mr. Frame said he was amazed at the class sizes at the elementary. Mr. Huston said this is a trend statewide based on the decrease in birth rates. Mr. Huston said the new middle school may help to draw students during open enrollment.

The work session adjourned at 6:52 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. She asked that if any public members would like to make comments, to please fill out a comment card and give to the board secretary.

The following were in attendance:

Board of Directors

Kathy Edison, Chair
Raymond Mott
Laurie Schlegel
Ron Frame
Norie Dimeo-Ediger

Staff/Others

Bob Huston, Superintendent
Mark Everett, Banks High School Principal
Joni Spencer, Business Manager
Darla Waite-Larkin, Banks Elementary Principal
Shelley Mitchell, Banks Middle School Principal/
Student Services Director
Jacob Pence, AD/Asst. Principal, BHS
Max Sigander, Technology Director
Kendra Wasson, NWRESA
Jasmyn Olmos, Evan Reynolds, students,
Patrons

PUBLIC WELCOME/RECOGNITION/COMMENTS

Mr. Huston reported that January is School Board Recognition Month. He read the Governor's Proclamation, and thanked the board for dedication and service to the district. The board members were given a framed copy of the proclamation, and candy.

Student Representative Report

Middle School: Jasmyn Olmos

Basketball Fundraiser: Money goes for activities for honor roll students and 4.0 kids.

Leadership:

Project Citizen – ongoing

Art/Poster Group – decorating MS with positive posters

Warrior Club Group – working to reactivate the Warrior Club

Lunchtime Activities –working to develop lunchtime activities for students;
working on promoting respectful actions of all students at lunchtime

School Art Mural – project has started; will take a few years to complete

Classroom Learning:

Social Studies: Religion unit

High School – Evan Reynolds

Sports:

Athletes for the month: Devyn Renne, Boys Basketball; Megan Bunn, Girls Basketball;
Colin Purinton, Wrestling; Jeffrey Fellas, Dance & Drill; Lucy Plews, Swimming.

Basketball: Boys: Record 4-8. Played Junction City 1/9; Corbett 1/13.

Girls: Made semifinals in the N Marion Tourn.

Wrestling: Colin Purinton undefeated 26-0.

Fundraisers:

"Pennies for Patients" fundraiser raised \$790. 1st grade class won overall.

Freshman Health Class won at high school.

Polar Plunge theme will be "Old People"

Events:

Winter Formal La Hacienda Ballroom Jan 24.

Oscars: People and categories chosen by Leadership Class

APPROVAL OF AGENDA

The following change was made to the agenda:

6.2 Approval of Superintendent Qualities and Qualifications

Change: Approval of Superintendent Qualities and Qualifications with modifications approved by Chair and Vice Chair; position salary range \$105,000 to \$120,000; \$800 Regional Advertising Budget. Mrs. Edison stated that the board will take any comment from the community on superintendent qualities and qualifications during audience time.

Norie Dimeo-Ediger moved to approve the agenda as amended. Raymond Mott seconded.

Discussion: There was no discussion. Motion passed unanimously.

PRESENTATIONS/REPORTS

Annual Insurance Presentation

Alycia Johnson made the annual insurance presentation. The current market for insurance is a hard market; however, she is hoping for a lower premium increase for next year for Banks. She said the special insurance for the Middle School construction and High School renovation has been cancelled. The earthquake insurance is 10 million, but is an aggregate. There is a \$25,000 deductible applied for claims arising out of termination if PACE or an approved legal counsel is not consulted prior to an employment termination. She reported that crime coverage has a \$250,000 limit, liability for bodily injury and property damage is \$10 million/occurrence and the worker's compensation carrier is SAIF. There have been few claims over the last few years, and worker's compensation rates have significant credits. She reported that the district has had the

Boundary Invasion Toolkit review and met all requirements. She said the district will receive a 5% reduction in a portion of the insurance premium.

ODE Division 22 Assurances Report

Mr. Huston reported to the Board and the community that the Banks School District is in compliance with and implementing as required, all Standards for Public Elementary and Secondary Schools as set forth in OAR Chapter 581, Division 22, including all new and revised rules.

AUDIENCE

Mrs. Edison said she would take public comment on the superintendent qualities and qualifications. She asked if anyone would like to speak. The superintendent qualities and qualifications were discussed in open work session. There were no audience comments.

CONSENT AGENDA

Board Minutes: December 8, 2014

Routine Personnel Matters

There were no routine personnel matters

Fiscal Report

Ron Frame moved to approve the consent agenda as presented. Laurie Schlegel seconded.

Discussion: There was no discussion. Motion passed unanimously.

DISCUSSION ITEMS

Revision of Board Policies and Administrative Regulations (1st Reading)

IKAC-AR – High School Classes/Courses for Middle School Students

IKAC-AR1 – High School Classes/Courses for Middle School Students Request Form

Mr. Everett said that quite a few students use this. Mr. Everett said that students do not have to take high school credit for the classes. He said that if they choose to do so, the credit counts towards the 24 credits necessary to graduate. These administrative regulations will return next month for discussion and approval.

ACTION ITEMS

Revision of Policies and Administrative Regulations (2nd Reading and adoption)

EEA – Student Transportation Services

The policy is returning for 2nd reading and adoption. There was a change made to the policy during the discussion.

Raymond Mott moved to approve the policy as amended. Ron Frame seconded. Discussion: There was no discussion. The motion passed unanimously.

Approval of Superintendent Qualities and Qualifications

The following changes were made to the motion:

Approval of Superintendent Qualities and Qualifications with modifications approved by Chair and Vice Chair;

Approval of position salary range \$105,000 to \$120,000;

Approval of \$800 Regional Advertising Budget.

Norie Dimeo-Ediger moved to approve the superintendent qualities and qualifications, salary range and advertising budget as amended. Raymond Mott seconded. Discussion: There was no discussion. The vote was unanimous.

Resolution 1415-02 Authorizing 2015-16 Northwest Regional ESD Resolution plan.

There was no discussion.

Raymond Mott moved to approve Resolution 1415-02 as presented. Ron Frame seconded.

Discussion: There was no discussion. Motion passed unanimously.

BOARD COMMUNICATION

Superintendent Comments

Mr. Huston thanked Marlo Mosser and Joni Spencer for their work on the recent audits, specifically ODOT and PACE, and for getting the W-2's out before February 1. Mr. Huston reported on the status of the North American mascot retention work group. He said the group has met twice. The proposal is for the local tribal unit and school district to agree mutually to the mascot, and proposal would be reviewed every 5 years. Mr. Huston said the state school board has to agree to the final decision. ODE, the Oregon legislature, tribal leaders and school districts have all participated in the process.

Administrator Comments

Mark Everett said the high school is wrapping up the end of the semester.

Shelley Mitchell thanked the board for their work. She said the SB290 teacher evaluation committee approved the process yesterday, and she has had positive input from staff members on the evaluation and the evaluation process.

Max Sigander said all is going well.

Darla Waite-Larkin reported the elementary is working on contacting the parents of students that have attendance issues. Certified and classified staff at the elementary met Jan. 14 to discuss PBIS. Friday January 16 will be family movie night. Norie Dimeo-Ediger asked how many students are having serious attendance issues. Mrs. Waite-Larkin said there are 10 children whose attendance is concerning. Shelley Mitchell said the middle school has more students with perfect attendance, but still has children late to school.

Board Member Comments

Laurie Schlegel said she attended music events over the holidays.

Ron Frame thanked the staff for their hard work, and the work with the PACE audit that will save the district money.

Kathy Edison said she would like to get additional staff and students to participate in the superintendent search process. She said it was very nice to have the band at the recent basketball game.

AUDIENCE

There were no comments.

ADJOURNMENT

The meeting adjourned at 7:38 PM.