

# School Board Minutes

## Banks School District 13

October 12, 2009

*Minutes are official after Board approval*

### **Board Members Present:**

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

### **Others Present:**

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

### **Administrators Present**

## **5:30 Board Work Session – District Conference Room Agenda**

### **Budget Update**

Mr. Levear discussed the Fund Flow Analysis for 2008-09. He pointed out the beginning fund balance in July 2008 of \$1,007,716, and the ending fund balance in June 2009 of \$272,415. He said funding kept getting less and less through the year, and the district ended up with \$700,000 less revenue than projected. He said the numbers for last year have been audited. He said that a drop was projected in the ending fund balance during the budgeting process. Mr. Levear said that there is a policy directing the superintendent to maintain a 5% ending fund balance. He said he anticipates a building of the fund balance in 2009-10. Mr. Levear said the district built the budget on 5.6 billion, and funding is being discussed by the legislature at the 6.0 billion levels. Mr. Levear said that this would help to build the ending fund balance so that there may not be the need to take cost cutting measures next year. Mr. Levear said now the current number just being discussed last week was 5.8 billion. The 2009-10 numbers are as of the end of September, with the remainder of numbers being projections. The beginning fund balance will be \$272,415 after the final audit numbers are in, and \$327,067 was used when the budget was built. He said that this early in the year, it is all projection on where the district will be at the end of the 2009-10 fiscal year. Mr. Bowden asked where the \$260,416 in other revenue came from in 2008-09. Mr. Levear said this was stimulus money. He said that in 2009-10 it is included in the state sources revenue. Mr. Levear said that the budget is built on an annual basis, and projections are based on previous year's history. Mr. Moore expressed a desire to see the over and under cost analysis by month if possible. Mr. Levear said he would look at expanding the report to include this information.

Mr. Levear said he attended a meeting with Javier Fernandez, and asked that Mr. Fernandez prepare a report on possible future bonding. Mr. Levear presented the report to the board. He discussed the government program on qualified school construction bonds, and the cost of bonding \$25 million using this bonding mechanism, with no interest cost versus a total cost of \$55 million under normal procedures. He said that the \$25 million under the government plan would be paid off in 15 years versus 25 years under the normal general obligation bond procedure. Mr. Levear said the downside is that this is part of the stimulus package and may end in 2010. Mr. Levear said he plans on applying for the program as soon as it becomes available, and will get further information concerning the program for the Board. The Board discussed the possibility of taking advantage of this program, asking the facility planning committee to explore this option and bring back recommendations. Mr. Levear said Jeanne Magmer suggested that a community survey might allow the board to see if there is any support for this process. Mr. Moore asked that Ms. Magmer could be asked about a May versus November election. Mr. Levear said he would ask her that question. Mr. Moore expressed concern about the timeline Mr. Levear presented, and said that the district would be a year late to begin the process if the decision is made to pursue the project in May 2010. The board agreed that Jeanne Magmer should be contacted for her input concerning the timeframe, and then the board could debate whether or not to pursue the bond. Mr. Levear said the selling point for this bonding process is the \$30 million savings on a \$25 million bond. Mr. Moore said that communication is a key. Mrs. Edison said that certain issues concerning the bond election last time are not relevant now. Mr. Bowden said that everything needs to go through one person and there needs to be one spokesperson. The Board expressed concern on the site plan and the need for completion. Mr. Foster said that history shows that more people vote in November. Mr. Levear discussed the results of the last election, and said that the job of the campaign committee is to get yes voters to vote. Mr. Moore encouraged board members to attend the bonds and ballots workshop in January. Mr. Moore said he could call the facilities planning committee, and re-explore and review the process of a

bond measure. Mr. Foster said that a question needs to be asked if the bonds have to be sold prior to the end of 2010 to qualify for the program. Mrs. Edison said that the District would need a completed site plan. Board consensus was for the district to apply for the program.

### **Site Review**

Site Review questions were sent to the Board from DLR Group. The board briefly discussed the questions, and formulated some answers, but decided to defer the answering of the questions to the Facility Planning Committee.

#1. Mr. Levear said we have a legal plot description.

#2. The bridge was taken out, traffic components didn't mix well; the bridge plan looked more expensive and was viewed as negative.

#3. The Board wanted a site plan with 0 elevations – a flat plan.

#4. Concern was the mix of buses and parents, the line-up onto Highway 47.

#5. Yes.

#6. Practice fields may change, a fund raiser may pay for a turf field for Kelly Field. Grandstands need major renovating – the bases are starting to rot.

#7 - #12 – were not discussed.

Mr. Foster discussed the longevity of the buildings, and the viability standpoint. Mr. Bowden said that, for instance, the grandstands, without major work, from the liability standpoint, the possibility would be that games at a future date, would have to be played somewhere else. The board discussed the possibility of replacement of the grandstands with the bond, with the consideration of fundraising for the turf field. Mr. Moore said the facility planning committee needs to communicate with the board, and two board members need to serve on the committee. He said it is vital the lines of communication stay open. He said he would contact Mr. Edison and move forward with the committee. Mr. Bowden said he was surprised the AD was not part of the facilities planning committee. Mrs. Edison said that Jim Smith, who was past AD, was part of the original group. Mr. Foster stressed it was important to consider different perspectives. Mr. Bowden said he would serve on the committee. Laurie Schlegel said she has knowledge on reading plans, and could be backup if one of the board members could not attend a meeting. The board discussed including different groups' representation. Mr. Moore said the board needed to remember the facility committee is not where the constituency is brought together; it is a committee of analysts to explore options and provide recommendations. He said that special interest groups are more appropriate in the political action committee. Mrs. Edison said the facility committee should be as many of the original members as interested, with a few additions. Board consensus was to appoint Richard Bowden to the facility planning committee during the board meeting.

### **District Goal Setting**

Mr. Moore said he felt the district lacks a clearly defined vision. Mr. Moore said that in his opinion the vision of the district should be a "perfect world solution", it is not a one-year process, such as, for example, becoming the most effective district in the state. He said the district should strive for a student to have an equivalent outcome here, as they would get in Jesuit, or Benson. Mr. Bowden said that he agreed the district needs a vision statement. Mr. Foster said having a goal for each student to reach his or her potential would be beneficial. Mrs. Schlegel said it would be better to have each student reach or exceed his or her potential as a goal. Mr. Bowden said that he would like quantification – how to help each student reach their potential – how to get there. Shelley Mitchell said that she would share the 2006-2011 strategic plan from Hillsboro School District with the board via email. Kathy Edison said that the vision would be different from the mission statement and this would be different from the goals. Mr. Moore asked that the goal discussion be put on the agenda for the next work session and said board members could bring any ideas and input to the next meeting. Mr. Foster said the current five areas for superintendent goals are still relevant, and he updated them. Mr. Foster said that basically the current goals are to put back what we've lost, such as textbook adoption schedule and technology replacement schedule. Mr. Bowden said that he would like the document to contain a procedural measurement tool, and a way to determine where the end is, and a targeted area. Mr. Foster said that bulleted statements could be considered, and district goals are continuously worked on by the administrators. Mr. Bowden said that he feels there needs to be a target at the end, for instance, by 2014 100% of students have to pass tests to graduate. Mr. Foster said the Continuous Improvement Plan, required by the state, provides the district a continuous evaluation tool. The board consensus was that this should be revisited next month. Mrs. Edison said that everyone needs to be on the same page with the goals. Mr. Bowden said it is important on whatever form is devised there needs to be the ability to provide measurable outcomes. Mrs. Dimeo-Ediger said that the goals need to address the budget, and what drives the budget in good times and bad. Mrs. Edison and Mr. Moore said that there needs to be annual goals year to year that are measurable.

Mr. Foster informed the board that the district has tentatively scheduled H1N1 clinics for November 10 and December 8 – however, these dates may change based on availability of vaccine.

Mr. Bowden asked if there was a list of what needed immediate repair in the district. Mr. Foster said that Mr. Smetana would be the person best aware of the needs, but that Mr. Foster would appreciate Mr. Bowden working with Mr. Smetana in creating a list.

The work session adjourned at 6:55 PM.

#### **6:45 Executive Session**

Pursuant to ORS 332.061 the Board met in Executive Session to discuss a student expulsion.

#### **7:00 Regular Session**

##### **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 Mark Ward and Jim's Thriftway and their service to the community over the last 30 years. Mr. Foster said that Mark, and his father before him, have done an outstanding job of supporting the Banks School District. He said Mr. Ward hires students, supports activities, and is a leader in the district and community.

##### **APPROVAL OF THE AGENDA**

Mr. Moore reported that there are additions to the consent agenda:

Routine Personnel Matters

##### **ACTION ITEMS**

- 6.2 Approval of May 2010 trip to Victoria, Canada for the Banks High School Band, drum line and color guard students.
- 6.3 Appointment of Will Moore and Richard Bowden as board representatives to the Facilities Planning Committee, with Laurie Schlegel as backup board representative.

Richard Bowden made the following motion: "Be it resolved the Banks School District Board of Directors approve the agenda as amended." Kathy Edison seconded and the motion passed unanimously.

##### **PRESENTATION**

There were no presentations.

##### **CONSENT AGENDA**

Approve September 12, 2009 Board Work Session/Regular Session Minutes

Approve Fiscal Report

Appoint Jim Foster, Simon Levear and Marlo Mosser as signers on the Banks School District Bank Accounts:

West Coast Bank – Payroll Account

U.S. Bank – General Checking Account

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

##### **ACTION ITEMS**

##### **Policy and Administrative Regulations Deletion**

EFAB-AR Handling Lost Stolen and Misused Meal Tickets

Mr. Foster reported this policy is obsolete – the district does not use meal tickets anymore.

Kathy Edison made the following motion: "Be it resolved the Banks School District Board of Directors approves the deletion of EFAB-AR as presented." Richard Bowden seconded and the motion passed unanimously.

##### **Approval of May 2010 trip to Victoria, Canada for the Banks High School Band, drum line and color guard students.**

Mr. Foster reported this is the same trip that the band tried to do last year. Mr. LaGrone is asking for approval to allow the students the opportunity to fundraise.

Kathy Edison made the following motion: "Be it resolved the Banks School District Board of Directors approves the May 2010 trip to Victoria, Canada for the Banks High School band, drum line and color guard students as presented." Richard Bowden seconded and the motion passed unanimously.

**Appointment of Will Moore and Richard Bowden as board representatives to the Facilities Planning Committee, with Laurie Schlegel as backup board representative.**

Mr. Moore reported that this would appoint two board members as representatives to the Facilities Planning Committee, with Laurie Schlegel as backup board representative.

Kathy Edison made the following motion: "Be it resolved the Banks School District Board of Directors appoint Will Moore and Richard Bowden as board representatives to the Facilities Planning Committee with Laurie Schlegel as backup representative." Richard Bowden seconded and the motion passed unanimously.

**DISCUSSION ITEMS**

**Policy and Administrative Regulations Revisions – 1<sup>st</sup> Reading**

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

The board had a discussion of the policies and administrative regulations and suggested some grammatical changes. Mr. Foster said the policies would return next month for final reading and adoption.

**REPORTS**

**Administrator Report**

Bob Huston had nothing to add to his written report. He said there has been a solid start to the year.

Mr. Everett had nothing to add.

Shelley Mitchell reported Jenelle Callender is the long-term sub for Debbie Headrick, and the career center is currently not open.

**SUPERINTENDENT REPORT**

Mr. Foster had nothing to add to his written report.

**AUDIENCE TIME**

Lance Heggem said that Wednesday, Sodexo will host Service with a Smile and invited the board members to come and serve food to the students.

**BOARD OF DIRECTORS**

Will Moore said he was excited about the new year.

**ADJOURNMENT**

The board meeting adjourned at 7:45 PM.