

# School Board Minutes

## Banks School District 13

September 14, 2009

*Minutes are official after Board approval*

### **Board Members Present:**

Richard Bowden  
Norie Dimeo-Ediger  
Laurie Schlegel

### **Others Present:**

Schann Nelson, Independent

### **Administrators Present**

Jim Foster, Superintendent  
Jim Smith, BHS Principal  
Bob Huston, BES Principal  
Gary Hartman, Technology Director  
Simon Levear Business Manager

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

#### **OSAA Discussion**

Jim Smith, High School Principal, reported on the proposed new leagues and classifications. He said this is done every four years. He said that between September 26 and 28 the numbers will be finalized by ODE. He said that there will be 6 classes which will allow schools to become more competitive. Mr. Smith said that Banks will be placed in the 3A Lewis & Clark League under the proposal, and that Banks can either accept the OSAA placement, or request to stay 4A. Mr. Smith said that Banks is a “bubble school” - the high school is one of the lowest in the 4A Division and has been for the last 8 to 10 years. He said that Banks continues to teeter in numbers. He said that OSAA is considering travel time for schools and to make a competitive balance for all 4 years of high school competition for the athletes. Mr. Smith said the new classifications will make for smaller number of teams in the playoffs. Mr. Smith said that in his opinion schools should play to their numbers. He said his experience has been that kids have more hope and that every team has every chance to compete. Mr. Foster said that the high school is asking for input from everyone involved, and has gotten the word out concerning the public forum Tuesday night. He said he did not have any idea how many people will attend. Mr. Foster confirmed that regardless of the structure for next year, the high school will still play non-league games as in the past. He said that the final recommendation will be given to OSAA on October 28, so the final decision on the part of the school district will be needed by September 28 whether or not the high school wishes to stay 4A or drop to 3A. Mr. Bowden commented that perhaps changing to 3A may open some new doors, such as tennis as a school sport. Mr. Foster said that the current teams that are 3A will remain, except Riverdale and Vernonia will drop to 2A. Norie Dimeo-Ediger asked what the word is on the streets. Mr. Bowden said that people are passionate on both sides of the issue. He said that he feels input from the coaches would be very valuable. Mr. Foster said that he feels the community will support the sports programs at any level. Mr. Smith said that in his opinion there is more chance for competition if the district remains where it is placed, but that he is comfortable with whatever decision is made. Mr. Bowden said the Board will not meet prior to the September 28 deadline. He asked the Board be kept informed of community input and input from the coaches, and that the Board be informed of the final decision prior to the decision being made public.

#### **Site Review**

Justin Stranzl from DLR group said that DLR is just waiting for a “go” to continue the site plan. He said that the scope of work would be the same as presented in the Letter of Understanding dated January 26, 2009. Mr. Foster said that he has discussed with DLR that the site plan needs to incorporate the elementary school, and that donations from community members to the district will not move forward until a district-wide master plan is in place. He said it is vital to see where these proposed donations would fit in the overall future plans of the district. Mr. Stranzl said DLR is committed to future meetings with community members, staff, and administration – however the district would like to proceed. He suggested that a meeting with board representatives, the superintendent, athletic director and principals would be a good place to begin. MR. Foster asked how long he anticipates the process would take. Mr. Stranzl said the process should be completed anywhere from two weeks to within a couple of months. Mr. Foster said that if the Board should choose to proceed with a bond measure in the future, the site master plan would already be in place. Mr. Bowden said that the traffic flow will be a key. He said that a number of buildings can change in future plans, but the traffic flow will need to be estimated to meet the needs. Mr. Levear said that he recommended the use of Buxton funds if the board decides to proceed with the master plan. Mr. Foster said that with Board consensus he could move forward and finalize the design service.

### **Buxton Fund**

Mr. Levear reported that originally Buxton was sold for \$405,000, and had closing costs of \$55,000. He said this was put into the General Fund at that time, not into a separate Buxton Fund. He said that in early 2004 a loan was taken from the Buxton fund for the community recreational facility. He said that money has been paid back to the fund. The Board then authorized a \$300,000 loan from the fund (\$234,000 was actually used), of which \$113,000 has been paid back. In 2007-8 Buxton funds were used to purchase the property next to the Banks Post Office. He said that currently there is \$46,000 in cash in the fund, and \$253,000 accrued. Mr. Bowden asked when the fund would become whole again. Mr. Levear said it wouldn't – for instance, the \$234,000 roofing loan requires interest to be paid to the Buxton Fund. Mr. Levear said he had no strong opinion concerning paying the money back to the fund. He said a consideration is that if the fund is used to do repairs currently, what will be left for future needs. Mr. Levear said that the cash sitting in the Buxton fund helps with the District's cash flow. Mr. Foster commented that bargaining units do not go after designated funds during negotiations. Mr. Levear said the District is ahead of the payback schedule to the fund – the Board could choose not to make the payback in 09-10. Mr. Levear said that when the Buxton funds were used to purchase the property by the post office in 08-09, the option was discussed of the District going out and borrowing money to pay back the Buxton Fund.

### **Budget Update**

Mr. Levear said he is working on closing the 2008-2009 books, and there are no final numbers yet. He said he is working on revamping the financial report he gives to the Board, included a report for July and August 2009, and will report every month on the financial position of the District.

### **District Goal Setting Superintendent Goals**

Mr. Foster handed out a report on District Vision and Long-Range Plan for 2010-11.

Mr. Foster said that the existing goals are appropriate today: financial, facilities, curriculum, student achievement, staff development and communication.

Financial: Mr. Foster commented that in this biennium it will continue to be necessary to tighten our belts in the hope that we will not have to ask the unions for concession in 2010-11.

Facilities: Mr. Foster said that he is working with Skip in prioritizing maintenance projects, consideration of safety issues such as the earthquake concerns at the junior high, and the always present possibility of a major issue appearing without warning. He said he would like Mr. Bowden to work with Skip in planning the direction we need to take in the area of facilities. He mentioned the possibility in future plans to consider a middle school design, with 6<sup>th</sup> through 8<sup>th</sup> grades included.

Student Achievement: Mr. Foster commented it is becoming harder and harder to keep up with the federal mandates. He said that in response to AYP; programs have been added – the summer school has been very successful. He said the junior high would like a summer program to address the students that have not met AYP. He said participating students have funded the current high school program. Mr. Foster reported that Mr. Everett is forming a district curriculum committee and the long-range plan is to realign the curriculum and address the issue of AYP.

Staff Development: Mr. Foster reported the district continues with the data-driven decision-making. He said that currently due to budget constraints there are no inservice days for training this year. He said the district is looking at tapping the NWRESA for after-school training. The mentorship program, funded through a grant with Beaverton School District, continues to aid the first and second year teachers. He said this grant may go away after this school year. He said the District continues to tie new teachers to existing staff members.

Communication: Mr. Foster stated that he feels this is the key to success in the community. He said the plan for Board members to attend different community activities is a positive step. He said he will continue to support the update of the web site, and newsletters will utilize both mail and the District web site. He said he also is stressing communication within the district – keeping the staff informed, and he plans to meet monthly with the union representatives.

### **District-wide Goals**

Mr. Foster said that the main goal is to guide the District in a financial-fiscally sound, responsible manner. He said two of his priorities will be curriculum and communication. He said the main goal in curriculum is to add back those classes that have been cut – to meet the needs of all students. He said we are currently off the textbook adoption schedule, and his goal is keep the curriculum up to date, looking outside the purchase of an entire textbook adoption – exploring different options. Mr. Foster said a concern in the area of student achievement is the offering of smaller class sizes, and the ramifications if high school electives are cut. He said he plans to build in opportunities for student remediation, such as in the area of reading.

Mr. Foster said that currently his long-range goals are the same as the 2007 goals, and that he felt these were all good goals for the District. He told the Board the handouts were for them to review, think about, and discuss at the next work session.

Simon Levear said that the current stimulus plan includes interest-free bond loans. He reported in discussion with Scott Rose of DLR Group, Mr. Rose recommended consideration for a bond election in May 2010.

The work session adjourned at 6:45 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 consensus was for Richard Bowden to act as Board Chair for this meeting. Mr. Bowden called the meeting to order at 7:00 PM and led the flag salute.

#### **PUBLIC WELCOME/RECOGNITION/COMMENTS**

Jim Foster recognized John and Carol Shafer with a plaque for their 20 years of service to the Banks School District students and community. He said the bus service began back in 1940 by John's grandfather, continued with Mac and Lillian Shafer, and John and Carol took over the business in 1989. Lance Heggem presented the Board with a plaque recognizing 25 years of service by Sodexo to the Banks School District.

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

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

Routine Personnel Matters

##### Reinstatement of Staff

Sharon Meeuwesen .225FTE Instructional Asst. Elementary/Kindergarten effective 9/14/09

Jenelle Callender .225FTE Instructional Asst. Elementary/Kindergarten effective 9/16/09

Extra Duty Contracts

##### 2009-2010 School Year

Jeremy Kelley HS Event/Supervision Coordinator (shared stipend)

Kevin Cliff HS Event/Supervision Coordinator (shared stipend)

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

#### **PRESENTATION**

There were no presentations.

#### **CONSENT AGENDA**

Approve August 10, 2009 Board Work Session/Regular Session Minutes

Approve Fiscal Report

Approve Routine Personnel Matters

##### Resignation

Joe Ewing .8125FTE HS Instructional Aide effective 8/20/09

##### Extra Duty Contracts

Ron LaGrone .0375FTE Choir Teacher effective 09-10 SY

Jeremy Kelley HS Event/Supervision Coordinator (shared stipend)

Kevin Cliff HS Event/Supervision Coordinator (shared stipend)

Reinstatement of Staff

Sharon Meeuwesen .225FTE Instructional Asst. Elementary/Kindergarten effective 9/14/09

Jenelle Callender .225FTE Instructional Asst. Elementary/Kindergarten effective 9/16/09

Starting 2009-2010 SY

Dawn Slifka .45FTE Instructional Aide Elementary

Transfers

Starting 2009-2010 SY

Kristi Schutt from .8125FTE Physical Activity Aide Elementary to  
.8125FTE Instructional Aide High School

Bobbie Woodruff from .45FTE Instructional Aide Elementary to  
.8125FTE Physical Activity Aide Elementary

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

**ACTION ITEMS**

**Policy and Administrative Regulations Revisions – 2<sup>nd</sup> Reading and Adoption**

GC-AR13 Job Description: Elementary School Physical Activity Aide (Aide II)

BBB-AR Board Elections

EFA-AR Local Wellness Program

EFAA-AR Reimbursable School Meals

Mr. Bowden said this was the second reading of the proposed policies and administrative regulations.

Mr. Foster said that the changes suggested by the Board at the July Board meeting have been incorporated into the policies.

Laurie Schlegel made the following motion: "Be it resolved the Banks School District Board of Directors adopt the policies and administrative regulations as presented." Norie Dimeo-Ediger 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. He said he was proud of the elementary staff; and very pleased with the physical activity aides.

Mr. Everett had nothing to add.

Shelley Mitchell reported that the district has received two grants from the President's Stimulus package – Title IA of \$116,523 and an ARRA grant of \$213,417. She reported that as of May 2009 spending requirements have not been fully disseminated, however, one requirement was that any use of these funds for staff recovery be documented in board notes. She read the following statement into the minutes:

The Banks School District was awarded two grants from the Presidential Stimulus package. This stimulus money falls under two categories.

1. Title IA ARRA: totaling \$116,523.000
2. Special Education ARRA: totaling \$ 213,417.000

While the targeted goals for spending were disseminated in February, 2009, and grant awards clarified mid-May 2009, all of the spending requirements have as of yet, still not been fully related to districts.

One of the allowable expenditures under each of these grants is for the purpose of recovering jobs which would have been lost had we not been provided with the stimulus funding. In planning our budget this last year, we opted to use the allowable amounts of the grant to recover such jobs, which included instructional assistants serving both of these programs.

Newly disseminated information about the accounting of these funds requires that use of these funds for staff recovery be documented in board notes.

I currently am able to tell you that we used \$24,062. to fund Wanda Lazott's position under Title IA. This position would otherwise have been reduced without the funding.

We have also funded through SPED ARRA the positions of Lori Miller and Tina Spiering. These positions would also have been reduced if not for the stimulus funds.

Gary Hartman reported that due to budget cuts, his projects for the summer were cut. He said this year without an assistant he will be doing the very basics of maintenance of the computer systems.

Jim Smith had nothing to add. He said the high school staff is positive and excited.

**SUPERINTENDENT REPORT**

Mr. Foster reported on enrollment numbers for the first week. He said the numbers are 1194; and these could change in the next few weeks.

Mr. Foster recognized Peggy Frank the NWRES D representative to the Banks School District Board meetings for 2009-10.

**AUDIENCE TIME**

There were no comments.

**BOARD OF DIRECTORS**

Norie Dimeo-Ediger had no comment.

Laurie Schlegel thanked everyone for a great start to the school year.

Richard Bowden seconded Laurie Schlegel's comments.

**ADJOURNMENT**

The board meeting adjourned at 7:21 PM.