

SHERMAN COUNTY SCHOOL DISTRICT

REGULAR BOARD MEETING MINUTES

December 9, 2013

The Board of Directors of Sherman County School District met in the Sherman County Public/School Library Meeting Room in Moro, Oregon on December 9, 2013. The following were present: Chair, Bill Martin; Vice Chair, Angie Thompson; Directors: Elizabeth Mills, Kyle Blagg and Director, Jim Macnab (by Phone); Acting Superintendent, Mike Carroll; Business Manager, Kim McKinney; Board Secretary, Jeanie Pehlke; Administrators: Todd Swan, Bill Blevins; Staff Members: Jacob Gradek, Cindie King, Craig Wood, Janet Pinkerton, Gerald Casper; Student: Andie Harrison; Visitors: Brian Metke, Ivan Ritchie

SUMMARY OF ACTIONS TAKEN

Motion by Director, Kyle Blagg with second from Vice Chair, Angie Thompson to adopt the consent agenda as amended. **Action:** The motion carried unanimously.

Motion by Director, Elizabeth Mills with second from Director, Kyle Blagg to adopt Board Policies A/B-G as presented. **Action:** The motion carried unanimously.

Motion by Director, Kyle Blagg with second from Director, Elizabeth Mills to adopt the Payments in Lieu of Transportation Policy #EEAA and EEAA- AR as presented. **Action:** The motion carried unanimously.

Motion by Director Kyle Blagg, with second by Elizabeth Mills to adjourn to Executive Session at 8:37 p.m. under ORS 192.660 (2) (a) to discuss personnel issues. **Action:** The motion carried unanimous.

Motion by Director, Kyle Blagg with second from Vice Chair, Angie Thompson to preliminarily hire Ivan Ritchie pending pre-employment drug screening and contract negotiations. **Action:** The motion carried unanimously.

CALL TO ORDER

Chair, Bill Martin opened the meeting with the Pledge of Allegiance to the American Flag at 5:34 p.m. and thanked everyone for coming.

INTERVIEW COMMITTEE

The Superintendent interview process began with Vice Chair, Angie Thompson reading the Confidentiality and Ethics Agreement aloud. Committee members acknowledged the document by signing the agreement; Jim Macnab agreed to comply with the document verbally by phone.

ADJOURN TO EXECUTIVE SESSION at 5:40 p.m.

Executive Session under ORS 192.660 (2) (a) Personnel for the purpose of conducting interviews for Interim Superintendent for the remainder of the 2013-14 school year.

RETURN TO OPEN SESSION FOR REGULAR MEETING at 7:09 p.m.

Student Body Report

Student Council Member, Andie Harrison presented the student body report. Andie highlighted past accomplishments including the civil war dress up day and the holiday bazaar fundraiser. She noted that Blake Evans, Brett Evans and Ryan Asher went to Portland today with Judge Thompson for the Oregon Leadership Summit to discuss the future of education in Oregon. Upcoming activities include *The Pack* kickoff at the game tomorrow, the “Stuff the Bus” food drive at the end of the week, a junior high game night, and a holiday pep assembly planned for December 20th to introduce basketball players and an ugly holiday sweater contest for the staff.

Recognition of Students, Staff and Community

We are extremely fortunate to have gracious staff and community members who support our school and students. This school year we are continuing the tradition of recognizing various supporters at the beginning portion of each School Board Meeting. While it is possible that we may periodically miss an opportunity to thank someone, we sincerely appreciate the commitment of all of our supporters. We would like to recognize the following people for their devotion to our schools, students, staff and community.

- Sherman County School Board Members for all of their extra effort and time invested in the success of our school district.
- Mike Carroll, ESD co-superintendent for his temporary leadership.
- Lauren Hernandez for leading the charge towards shifting the English Language Arts curriculum to the Common Core State Standards.
- The entire certified staff for their support of student achievement and their work toward Common Core State Standards.
- The Sherman County Scholarship Association Committee for their support of our students and the organization of the successful Holiday Bazaar.
- All of our coaching volunteers. Your dedication is noteworthy.
- Arla Melzer and the library staff for coordinating the mitten tree project with the Food Bank and keeping Sherman County families warm this winter.
- Ree Ella von Borstel for organizing the annual holiday Senior Citizen luncheon.
- Cindy Brown and Angie Burgett for their commitment to the after school cooking program and their desire to teach healthy cooking techniques to students.
- The amazing support shown by the high school girls’ basketball families who hosted team members from other schools during the Sherman Invitational Basketball Tournament.
- The Sherman County Lions Club for taking tickets during the Sherman Invitational Basketball Tournament and during the basketball season.

- Craig Wood for taking his time to restart the building boilers so the school was warm for the basketball tournament.
- Todd Swan for mopping the floors and keeping the school safe during the basketball tournament.
- Sherman County Road Department for plowing the school road for the basketball tournament and bazaar.

We truly appreciate the amazing support we receive from so many thoughtful people. Thank you to everyone in our great community and school district for your continued support! When you have time please visit our Sherman County School District Web Page for the monthly appreciation comments.

COMMENTS FROM VISITORS

Brian Metke gave some photographs to Board Members and extended an offer of support to the district should any assistance be needed over the next six months. Bill Martin thanked Dr. Metke and told him we will keep that in mind.

ADOPTION OF CONSENT AGENDA

Business

- ✓ Approved Board Meeting Agenda, December 9, 2013 with the following modifications: **[Add 6.2 Executive Session under ORS 192.660 (2) (a) to discuss personnel issues; Add 3.1.6 Approved Minutes of Special Board Meeting, December 4, 2013; Amend 5.4 by deleting “Superintendent Update”, and replacing the text with “Preliminary Hire of Ivan Ritchie Pending Pre-employment Drug Screening”]**
- ✓ Approved Minutes of Regular Board Meeting, November 11, 2013
- ✓ Approved Minutes of Special Board Meeting, November 13, 2013
- ✓ Approved Minutes of Special Board Meeting, November 15, 2013
- ✓ Approved Bill Listing, Financial Statement

Motion by Director, Kyle Blagg with second from Vice Chair, Angie Thompson to adopt the consent agenda as amended. **Action:** The motion carried unanimously.

REPORTS AND PRESENTATIONS

Administrative Report for Jr./Sr. High School – Bill Blevins

Principal Blevins began by reporting good attendance at the parent teacher conferences. He then presented results of the Oregon Healthy Teen Survey. The Board encouraged him to disseminate the results from the survey to parents. Parents will also be offered the option of receiving text messages from School Messenger (the automated messaging system); parents will need to opt in in order to receive this service. Common Core training continues with Gerald Casper and Todd Swan attending a state conference and five teachers attending a workshop sponsored by the ESD on Friday, December 13th. Mr. Blevins then reported that an eligibility policy has been created for proficiency based classes. The new policy will give students who are failing a one week grace period to make a good faith effort to meet proficiency before they

become ineligible for athletics or activities. Bill Martin cautioned Mr. Blevins not to allow the eligibility policy to become too lenient. A new form and protocol has been implemented at both schools for staff to use in the event a student is requested by DHS or law enforcement. Finally, Mr. Blevins requested board input on the use of an app that coaches can use to safely and efficiently communicate with their team members via cell phone. The app has the ability to broadcast group text messages while hiding the sender's phone number. In addition, messages can't be replied to, records of all messages are retained and team members must opt in to receive the messages. Board members were in favor of the app; Mike Carroll will do a quick policy check with OSBA before implementing the app.

Administrative Report for Sherman Elementary – Todd Swan

Todd Swan reported that teachers have completed the first stage of a several stage process for breaking down the new standards. He noted that enrollment at the elementary has changed slightly and is now 133 students K-6. The Kindergarten class is the largest class with 28 students. Four hours of Instructional Assistant time has been added to the Kindergarten classroom to provide an assistant throughout the day. The additional time also covers mandated classified lunches and breaks. The board asked the administrators to consider options to present at the next board meeting that might need to be implemented to support this large number of students. Jen Berry is doing a nice job organizing binders for teachers that include important student information such as health issues, IEP, parent contacts, and other relevant information. Robotics was cancelled due to bad weather. There is a band concert scheduled for December 16th at 7:00 pm and the Winter Program for preschoolers thru 4th grade will take place at 7:00 p.m. on December 17th. Finally, Mr. Swan reported that the fire drill will be pushed back to next week due to cold temperatures.

Athletic Director Report – Todd Swan

Athletic Director, Todd Swan reported a successful Fall Sports Award night. The winter coaches meeting with parents emphasized communication and covered proper protocol for signing students out after games and transporting non-related students. Winter athlete participation numbers are good. Mr. Swan then explained a miscommunication that had occurred with Maupin's Athletic Director that had affected the junior high basketball teams, parents and coaches. He shared a copy of an email from Maupin confirming the game schedule for "today" that he had received prior to the bus departing for Maupin. Bill Martin stated that it is important to convey a message to our parents that it was Maupin's error. Director Macnab suggested that Maupin pay for the bus expenses.

Superintendent Report – Mike Carroll

Mike Carroll reported that informal observations have been done on all probationary teachers and one formal observation is complete. Next Tuesday the remaining two formal observations are scheduled. Teacher certification issues will be discussed in executive session.

UNFINISHED BUSINESS

Third Reading Board Policies A/B-G

No public comments or questions have been received for these policies.

Motion by Director, Elizabeth Mills with second from Director, Kyle Blagg to adopt Board Policies A/B-G as presented. **Action:** The motion carried unanimously.

Third Reading of Payments in Lieu of Transportation Policy #EEAA

Motion by Director, Kyle Blagg with second from Director, Elizabeth Mills to adopt the Payments in Lieu of Transportation Policy #EEAA and EEAA- AR as presented. **Action:** The motion carried unanimously.

Project Manager

Bill Blevins reported that he is conducting reference checks on the three possible Project Managers. He is asking references to share their experience with each Project Manager including timelines, safety protocols, staff interaction, change orders, and any disagreements. Once he completes his investigation he will share his findings and make a recommendation so the project can move forward. The Board is open to a Professional Services contract that will allow the first phase to include the preliminary design and assessment. Mr. Blevins will work with the new superintendent to determine how to negotiate the scope of the work, cost, and timeline.

Preliminary Hire of Ivan Ritchie

Pending Pre-employment drug screening and Contract Negotiations

Chair, Bill Martin announced that the interview committee has completed the interview process.

Motion by Director, Kyle Blagg with second from Vice Chair, Angie Thompson to preliminarily hire Ivan Ritchie pending pre-employment drug screening and contract negotiations. **Action:** The motion carried unanimously.

COMMENTS FROM VISITORS

None received.

ADJOURN TO EXECUTIVE SESSION at 8:37 p.m.

Motion by Director Kyle Blagg, with second by Elizabeth Mills to adjourn to Executive Session at 8:37 p.m. under ORS 192.660 (2) (a) to discuss personnel issues. **Action:** The motion carried unanimous.

RETURN TO OPEN SESSION at 9:02 p.m.

FUTURE AGENDA ITEMS, CLOSING COMMENTS, AND UPCOMING EVENTS

- Proficiency Based Student Report
- Kindergarten Options Update
- Energy Savings Contract Update
- Policies – First Reading of I-L
- Project Manager Update

NEXT MEETING

Next regular board meeting, January 13, 2014.

ADJOURNMENT

There being no further business, Chair Martin declared the meeting adjourned at 9:08 p.m.

Chair, Bill Martin

Secretary, Jeanie Pehlke