

# **UKIAH SCHOOL DISTRICT 80r**

## **Meeting Minutes**

**September 9, 2020**

### **I. Call to order**

Teddy Orr called to order the regular meeting of the Ukiah School Board at 7:05 PM, August 5, 2020 at Ukiah School.

#### **Flag Salute**

### **II. Roll Call**

**Board Members:** Chair, Teddy Orr, Vice Chair, Stacie Schock, Board Members, Donna Neumann, Wendy Eddy and Leslie Taylor. Superintendent, Mr. Jim Reger, Lead Teacher, Norma Barber, Secretary, Linda Kerr.

**Guest(s):** IMESD Business Manager, Amanda Lapp (phone conference call-in).

### **III. Approval of minutes from August 5, 2020 meeting.**

**Board Members pre-read minutes from August 5, 2020 via email.** Motion to Approve minutes, Stacie Schock, seconded by Wendy Eddy.

**All Board Members Present Approved**

**Approval of August 2020 Bills of \$61,819.24:** Chair Teddy Orr requested information on high dollar amounts, \$17,331 Pace Property Insurance, \$21,000 (three accumulative bids) June, July 2020 to Metcalf Construction. Amanda Lapp and Norma Barber discussed both Pace Insurance and Metcalf worked on upgrading school restrooms in main school and gym. Motion to approve by Vice Chair, Stacie Schock, seconded by Chair, Teddy Orr.

**All Board Members Present Approved**

### **IV. Open Issues**

**Superintendent Reger and Norma** covered 20/21 Enrollment with 28 students K-12. Two teachers, Teresa Veach and Rob Batease are teaching remotely from their homes in Hermiston. Teacher Assist Alex Allen, hired in Christina Combs absence, working with History/World Geography, and with Teresa's math classes. Both Rob and Teresa zoom in during each of their class schedules. Teacher Assist, Christina Combs will be returning after October 2020. Tina worked the summer for the USFS fighting fires.

**Superintendent Reger** advised the board he would be reviewing schools 20/21 budget to include Alex Allen as Teacher Assist on Tina's return.

**Norma noted** September 10<sup>th</sup> students k-12 will be performing Community Service cleaning the Ukiah Cemetery. Also, she advised the schools new WEB site contracted with Apptegy as WEB master. The school existing WEB site through IMESD will come to end of life December 2020. We will pay at severely reduced set-up fee of \$1900 (normal consortium fee \$5,100) and annual \$4,000 fee beginning 2100/2200.

## **V. Action Items**

- a)
  1. Designate Superintendent Jim Reger as Chief Administrative Officer
  2. Designate Superintendent Jim Reger as District Clerk
  3. Designate Superintendent Jim Reger as Budget Officer
  4. Designate Cockburn & McClintock LLP as Auditors for 2020-2021
  5. Designate LGIP & Banner Bank as Depository of Funds
  6. Designate East Oregonian as Official Newspaper for District Announcements
  7. Designate PACE and David Blanc for Legal Counsel
  8. Designate Monthly Board Meetings at 7:00 pm on the 2<sup>nd</sup> Wednesday of every month.
  9. Authorize a facsimile signature of Superintendent James B. Reger
  10. Cooperative Agreement with Long Creek – Basketball and Volleyball
  11. Cooperative Agreement with Pilot Rock – Cross Country and Baseball

**Action items entirety– motion to approve** by Chair Teddy Orr, seconded by Vice Chair Stacie Schock.

**All Board Members present approved**

## **VI. Superintendent Reports**

- a). East Oregonian news article reference to only school Umatilla County open Aug. 24, 2020
- b) Superintendent Reger reported overview of Job Descriptions with board hand-outs.
  1. Licensed working agreements
  2. Non-Licensed working Agreement
  3. Staff Evaluations

Discussion evolved where usual job description something is added to the job description, i.e., Lead Teacher, Secretary description. Teacher Agreements are considered a 'group' not a 'bargaining unit'. Superintendent Reger provided licensed and non-licensed staff existing practice requesting staff feed-back for final presentation. He reflected he received a few return comments concerning school closure, complaint procedure from parent – Superintendent Reger stated procedure: Parent should speak

with Lead Teacher and/or superintendent designates. If complaint is against Lead Teacher the complaint would go directly to superintendent to take care of. Board Vice Chair, Stacie Schock suggested to designate Lead Teacher, Norma and if cannot be resolved then on to Superintendent. If the Superintendent cannot resolve the complaint would then go to the School Board. Superintendent acknowledged board members suggestion. He went on to state, once finished with Licensed Staff agreements he will begin working on non-licensed staff agreements. Additionally, Superintendent Reger provided his method pertaining to all staff evaluations. Teachers – he will be in and out of individual classes evaluating, conversing with teacher his evaluation(s). Non-licensed staff evaluations observing staff working ability, knowledge of job, ability to interact with staff, students and guests. Evaluations are annual, teacher contracts are for two years. Evaluations are part of staffs permanent file record. He also advised the board of Trent Douglas' temporary replacement, Kari Keen. Kari will work four hours in the Cafeteria and four-hour performing maintenance.

**Superintendent Reger** advised he will present OSBA new and/or change in board policies at the October 14, 2020 meeting.

**Superintendent Reger** requested email addresses to be able to communicate with the school board members as he will be out of office September 17 through October 01,2020. He will also be reviewing student transcripts from school year 19/20 during his absence.

## **VII. Discussion Old Business**

a) **Transportation** – Secretary Linda provided update on ordered new small mini-tour Thomas school bus – delivery delayed until October 2020. Phone call to Julie Schroder, School Bus driver training and testing, requesting assistance in eight-hour training for our existing bus drivers.

b) **Weight Room** – Chair Teddy Orr continue working with State approval. Required to put in HVAC System, working on addendum. We have forty-five days to present addendum, we are on our third warning to complete.

## **VIII. New Business**

a) **Broad Band** – Superintendent Reger contacted Commissioner George Murdock to obtain satellite access for our community. Commissioner Murdock sent Superintendent Reger to Representative Wyden to request support with grant money access for Ukiah City internet communication. The City of Echo uses cell phone boosters for their individual student at-home learning during covid-19 school closures. The State received comprehensive grant however our county received 1/3 of grant. Superintendent Reger was advised to revisit 2021.

**IX. Adjournment at 8:20 PM for Executive Session (ORS) 192-660(2) E.  
Chair Orr re-opened regular session at: 8:44 PM.**

a) Discussion District House Property Sale

**X. Next Board Meeting Scheduled: October 14, 2020 @ 7:00 PM**

Teddy Orr adjourned the meeting at 9:00 PM.

Minutes submitted by: Secretary Linda Kerr\_\_\_\_\_

Minutes approved by: Chairman, Teddy Orr\_\_\_\_\_