

BOARD OF DIRECTORS
LAKE COUNTY SCHOOL DISTRICT 7
LAKE COUNTY, OREGON

Present: Annie Buntin, Vice-Chair
Darwin Johnson, Director
Cori Price, Director
Dustin Gustaveson, Director
Barry Shullanberger, Director
Will Cahill, Superintendent
Janet Melsness, Business Manager
Tandalin Gustaveson, Confidential Secretary
Ex-Officio: Susan Warner, Brandi Harris
Guests: Desiree Chavez, 5th Grade students and parents, Bryce Crumrine,
Jeff Hedlund

1. CALL TO ORDER

Presenter: CHAIR

2. WORK SESSION - 6:15 PM

Presenter: SUPERINTENDENT

2. 1. Athletic Secretary II _ Concessions Manager - Temporary _ Job Description - DRAFT

Presenter: JANET MELSNESS

Melsness explained to the Board of Directors that this is the same job description that was presented to them when this position was developed. However, the job was offered as a Secretary III but quoted as a Secretary II. Legally, the district must pay at the offered quote of a Secretary II, which results in the correction of the job description. Melsness explained that the difference in salary is very little and the district is capable of this financial change.

2. 2. Board Policy Updates & Recommendations

Presenter: SUPERINTENDENT

Cahill explained that LCSD7 received the September policy packet from OSBA. More than 60 policy updates and recommendations to review, adopt, or delete. Cahill thought it best to group the policies into four batches and present one batch at a time to the Board over the course of the next four meetings. Cahill began with Batch 1, A-G. Cahill presented the following summary for updates and recommendations. GCN/GDN, GCN –AR, and GDN will be discussed in the next scheduled meeting,

December 13th.

AC – Nondiscrimination

OSBA Position: Required

Summary: Added wording in regard to posting nondiscrimination information.

Recommendation: Adopt.

AC-AR – Discrimination Complaint Procedure

OSBA Position: Required

Summary: Changes in wording related to the complaint process, specifically some redefinition in the processes with the complaint step process.

Recommendation: Adopt

BDDH – Public Comment at Board Meetings

OSBA Position: Optional

Summary: Some changes have been made to the process for public comment at Board meetings. I have reviewed the policy, finding that guidelines are much improved and well defined.

Recommendation: Adopt

BDDH-AR - Public Comment at Board Meetings

OSBA Position: Optional

Summary: The AR provides guidelines to public members with the guidelines to public comment. Included is a draft of "Intent to Speak" card that is presented to the Board Secretary at the beginning of the Board meeting that provides information to Board Chair and Superintendent in regard to the content of the comment to be presented.

Recommendation: Adopt

CCG - Evaluation of Administrators

OSBA Position: Required

Summary: Minor changes in wording and additional language that represents the administrator evaluation process in Senate Bill 290 from 2013. The district currently has all the processes of this policy outlined in our evaluation manuals.

Recommendation: Adopt

CCG- AR - Administrative Standards

OSBA Position: Delete

Summary: Standards are sufficiently covered in Policy CCG

Recommendation: Delete

EBBB – Injury/Illness Reports

OSBA Position: Required

Summary: Added wording related to documentation of accidents of visiting students on LCSD#7 campuses.

Recommendation: Adopt

GBEB – Communicable Disease - Staff

OSBA Position: Highly recommended

Summary: Updated wording changes related to the titles of health authorities emergency plans, and reporting criteria to Public Health.

Recommendation: Adopt

GBEB - AR – Communicable Disease

OSBA Position: Highly recommended

Summary: Purpose is to provide a new policy to replace the outdated Policy GBEB/JHCC-AR

Recommendation: Adopt

GBEB/JHCC-AR – Communicable Disease

OSBA Position: Delete, replace GBEB-AR

Summary: Deleted policy

Recommendation: Delete, replace with GBEB-AR

GBEDA - AR – Drug and Alcohol Testing – Transportation Personnel

OSBA Position: Conditionally Required

Summary: This policy is for districts that contract out their transportation services, therefore is not applicable to this district.

Recommendation: No action.

GCA – License Requirements

OSBA Position: Optional

Summary: Updates wording recently related to a law change through Senate Bill 205 that allows a teacher to a 90 day period after hire date to obtain a teaching license.

Recommendation: Adopt

GCDG/GDDA – Criminal Records Check and Fingerprinting

OSBA Position: Required

Summary: Delete current version, and replace with revised version, with recommendations related to bracketed language choices.

Recommendation: Adopt

GCDG/GDDA-AR – Criminal Records Check and Fingerprinting

OSBA Position: Required

Summary: – Delete and replace current policy with this updated version.

Recommendation: Adopt

GCN/GDN – Evaluation of Staff

OSBA Position: Required

Summary: Updated wording to confirm with the evaluation guidelines of Senate Bill 290, and the procedures that are currently in LCSD#7 evaluation manuals. In additional wording is added related to the evaluation of classified staff.

Recommendation: Adopt

GCN – AR - Core Teaching Standards

OSBA Position: Delete

Summary: Not applicable, this policy is not in LCSD#7 policies.

Recommendation: No action

GDN – Evaluation of Classified Staff

OSBA Position: Delete

Summary: Wording related to classified staff evaluation is now in new policy GCN/GDN.

Recommendation: Delete

3. CALL TO ORDER REGULAR SESSION - 7:00 PM

Presenter: CHAIR

3. 1. Pledge of Allegiance to the Flag

4. APPROVAL / AMENDMENT OF MEETING AGENDA ITEMS

Presenter: CHAIR

4. 1. Approval and/or Amendment of Board Meeting Agenda Items for November 13, 2017.

Presenter: CHAIR

Gustaveson moved and Price seconded the motion to approve the Agenda Items for November 13, 2017 as presented. The motion passed unanimously.

5. APPROVAL OF MINUTES

I move to approve the minutes of October 25, 2017 as presented.

Presenter: CHAIR

5. 1. Minutes of October 25, 2017

Bunten moved and Price seconded the motion to approve the Minutes for October 25, 2017 as presented. The motion passed unanimously.

6. CORRESPONDENCE

Presenter: SUPERINTENDENT

There was no Correspondence.

7. PUBLIC COMMENT

Presenter: CHAIR

There was no public comment.

8. REPORTS

8. 1. 5th Grade - Presidents Unit

Presenter: DESIREE CHAVEZ

Chavez reported that her 5th grade class just completed a Presidents Unit. Each student chose a United States President to research and complete a report on as well as draw a portrait. Five 5th grade students presented their portrait along with a brief summary about the president they chose, to the Board. The students and Ms. Chavez did a wonderful job. The Board of Directors thanked them for sharing their creative and fun educational unit.

8. 2. ASB Report

Presenter: RUTH ANN MEIZE

Senior Bryce Crumrine reported that 2017-18 Fall Sports were coming to an end. LHS Football and LHS Girls Soccer teams both made it to playoffs, which was very exciting for the entire school district and community. November 3rd, LHS Student Council attended the annual retreat / conference, held at Seaside. The keynote speaker focused on being a good person and not bullying.

8. 3. Building Principal Reports

Presenter: SUSAN WARNER & RUSTY ZYSETT

Harris reported that LHS / DMS conferences represented 216 students. The conferences were fairly attended. AVID experienced a 'college focused' field trip, which toured them through several campuses. COCC sent a thank you note to the AVID group for visiting and explained that they were very impressed with LCSD7 students. SAT tests went well and had good participation by students.

Warner reported a 95% attendance rate for Fremont and Hay and a 93% attendance rate for Union. Warner explained that 7 students were absent due to the flu.

Teachers and staff were handling the flu bug wonderfully, doing all they could to keep children healthy and the buildings sanitized. Warner reported that the annual Harvest Carnival was a huge success, making a great profit for the 6th Grade Field Trip.

9. OLD BUSINESS

Presenter: CHAIR

There was no old business.

10. NEW BUSINESS

10. 1. Youth Services Subcontract

I move to approve the Youth Services Subcontract as presented.

Presenter: JANET MELSNESS

Price moved and Johnson seconded the motion to approve the Youth Services Subcontract as presented. The motion passed unanimously.

11. CONSENT AGENDA

I move to approve the consent agenda as presented.

11. 1. Step Up _ Volunteer Request

Presenter: LONNIE CHAVEZ

11. 2. 2017-18 LHS / DMS Advisor Recommendations

Presenter: RUSTY ZYSETT

11. 3. 2017-18 Assistant Girls / Boys Basketball Coaches

Presenter: RUSTY ZYSETT

11. 4. 2017-18 LHS / DMS & Elementary Music Program Volunteer Recommendation

Presenter: SUSAN WARNER & RUSTY ZYSETT

11. 5. 2017-18 LHS Boys Basketball Volunteer Recommendation

Presenter: RUSTY ZYSETT

11. 6. Athletic Secretary II / Concessions Manager - Temporary

Presenter: RUSTY ZYSETT

11. 7. 2017-18 LHS Girls Basketball_Volunteer

Presenter: RUSTY ZYSETT

Bunten moved and Gustaveson seconded the motion to approve the Consent Agenda as presented. The motion passed unanimously.

12. **ANNOUNCEMENTS**

Presenter: SUPERINTENDENT

There were no announcements.

13. **NEXT BOARD MEETING AGENDA ITEMS**

- Policy Updates - Work Session - Batch 2
- CTE – Added Program – Animal Systems Work Experience – Kristy Reese
- STEP UP Program – Field Trip to the State Penitentiary Presentation

Presenter: CHAIR

14. **ADJOURNMENT**

I move we adjourn the meeting.

Presenter: CHAIR

Bunten moved and Price seconded the motion to adjourn the Board Meeting at 7:28 PM. The motion passed unanimously.


Board Chair


Superintendent