

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

Present: Pete Schreder, Director (not present)  
Barry Shullanberger, Director (not present)  
Annie Bunten, Vice-Chair  
Stefani Roseberry, Chair  
Dustin Gustaveson, Director  
Will Cahill, Superintendent  
Janet Melsness, Business Manager  
Rebecca Hargis, Executive Secretary

Ex-Officio: Susan Warner, Jesse Hamilton, Rusty Zysett

Guests: Jeff Hedlund, Ruth Ann Meize, Kurt Liedtke, Sheila McKelvie

1. **CALL TO ORDER**

The meeting was called to order at 6:10 PM by the Chair.

2. **WORK SESSION - 6:00 PM**

2. 1. June 2016 OSBA Recommended Policy Updates - 1st Reading & Discussion

Cahill noted that after a discussion with Hedlund and Gustaveson, he is changing his position on board policy **ECACB – Unmanned Aircraft Systems, aka Drones** and is recommending that the board adopt it at this time. He recommended that the district adopt the suggested language in policy **KGB – Public Conduct on District Property** that refers to unmanned aircraft systems (drones). On policy **BBAA – Individual Board Member’s Authority and Responsibilities** the board would like to leave 2. Requests for Legal Opinions, as was previously adopted and not adopt the new recommended language. Hedlund will get further clarification of policy **BDC - Executive Session**.

2. 2. OSBA Promise Scholarship Program Discussion

Cahill reviewed his written recommendation to discard the Promise Scholarship Program this year due to lack of funds. He would like to reapply if the program exists next year, and build the cost into the budget in advance. The board unanimously agreed with this decision and will not move forward on this project.

2. 3. 2016-17 District Goals Proposal & Discussion

Cahill advised the board that he would like to change the goal development process in to a more collaborative format to assist with buy in from district staff and the community. He is recommending that a Superintendent Advisory Committee be created as outlined in his memorandum. Goals would then be developed as a group.

The strategic plan would also be created in this format.

2. 4. Change Order for DCI Discussion

Melsness advised the board that this change order is to extend the date for completion on the sprinkler system to August 30, 2016. There were no questions.

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

3. 1. Pledge of Allegiance to the Flag

4. **APPROVAL / AMENDMENT OF MEETING AGENDA ITEMS**

4. 1. Approval and/or Amendment of Board Meeting Agenda Items

Cahill advised the board that we have added 11.8. Assistant Football Coach Hiring Recommendation Approval to Consent Agenda.

**Gustaveson moved and Bunten seconded the motion to approve the agenda for August 8, 2016 as presented with the addition of 11.8. Assistant Football Coach Hiring Recommendation Approval to Consent Agenda. The motion passed unanimously.**

5. **APPROVAL OF MINUTES**

5. 1. Minutes of July 11, 2016

**Bunten moved and Gustaveson seconded the motion to approve the minutes for July 11, 2016 as presented. The motion passed unanimously.**

6. **CORRESPONDENCE**

There was no correspondence.

7. **PUBLIC COMMENT**

There was no public comment.

8. **REPORTS**

8. 1. FFA Alumni Report

Sheila McKelvie notified the school board that she is working to reactivate the FFA Alumni Association that has been inactive for approximately one year. She stated that they would like to support the FFA program through travel costs, jackets, and possibly scholarships as they have done in years past. She noted that attendance was low at the last meeting but there will be another meeting in the near future.

8. 2. 2016-17 District Goals Proposal

Cahill stated that we are moving away from the top down approach in district goal development. He recommended involving key players in a Superintendent Advisory Committee. They will use data, survey results, as well as staff and parent input to collaboratively develop meaningful goals. He noted that this committee will also assist with the creation of the strategic plan. It was suggested that a parent representative be added from DMS.

8. 3. OSBA Summer Conference Report

Cahill and Hargis both provided a verbal report on the OSBA Summer Board Conference in Bend.

8. 4. STEM Hub Grant Notification and Award

Cahill announced that Bob Nash, Fred Smith and Will Cahill wrote the STEM Hub Grant and received notification the following day that the county received a \$50,000 grant. It was noted that the funds will all be received this year.

8. 5. 2016-17 Staff In-Service Schedule

Cahill noted that this is a draft and it was adjusted slightly today. There will be a final draft at the August 22, 2016 board meeting.

8. 6. Facilities Update

Cahill and Melsness advised the board that the LHS Soccer field is on hold waiting for the permit to install the poles for the net. The score board will get put up after. It was noted that some games will be played on the field but not all games. They will be monitoring it to ensure the turf is not damaged. The hope is to have it ready by the first game on September 6, 2016.

Melsness advised that the A.D. Hay soccer field is making progress. Dirt and irrigation are in and the sod will be put in at the end of the month. The field will not be available to play on this year.

The phone and intercom system is getting installed and the cabling and wiring is nearly complete. The goal is to have it finished by in-service.

8. 7. Financial Report

Melsness reviewed the written financial reports with the board. We came in under budget on expenses. Payroll was less in June than anticipated. It was higher in May, because we paid out coaches. These are unaudited figures so there may be some slight movement. We are still reconciling June 30, 2016.

9. **OLD BUSINESS**

There was no old business.

10. **NEW BUSINESS**

10. 1. Classified Staff Retirement Approval

Cahill advised the board that Estela Platt is retiring after 16 years of dedicated service to the district as a cook. Hamilton added that she will be missed.

**Bunten moved and Gustaveson seconded the motion to approve the retirement of Estela Platt with our sincere appreciation for her 16 years of service to the district. The motion passed unanimously.**

10. 2. Leadership Plan Course Statement

Hamilton advised the board that this is an elective class that Ruth Ann Meize would

like to add at LHS. He reviewed highlights from the written plan course statement.

**Gustaveson moved and Bunten seconded the motion to approve the Leadership Plan Course Statement as presented. The motion passed unanimously.**

**11. CONSENT AGENDA**

- 11. 1. Certified Hiring Recommendation Approval - Kindergarten Teacher
- 11. 2. Certified Hiring Recommendation Approval - 4-12 Music Teacher
- 11. 3. Certified Hiring Recommendation Approval - Elementary K-4 Music Teacher
- 11. 4. Coach Hiring Recommendation Approval - LHS Boys Soccer Coach
- 11. 5. Change Order #1 - DCI Approval
- 11. 6. Wellness Stipends Approval
- 11. 7. SAE Advisor Days Stipend Approval
- 11. 8. Assistant Football Coach Hiring Recommendation

**Gustaveson moved and Bunten seconded the motion to approve the consent agenda as presented. The motion passed unanimously.**

**12. ANNOUNCEMENTS**

- 12. 1. District Kickoff Breakfast will be held on Monday, August 29, 2016 at 7:30 AM in the LHS Cafeteria. The administration team and board members will report to the LHS cafeteria at 6:30 AM to cook breakfast with LHS cafeteria staff.
- 12. 2. Lake County OSBA Fall Regional Meeting will be held on Tuesday, October 25, 2016 at 6:00 PM in Paisley. Cahill noted that dinner is provided.

**13. NEXT BOARD MEETING AGENDA ITEMS**

- Certified Hiring Recommendation Approval – Math Coach
- Elementary Volunteers Recommendation Approval
- Final In-Service Schedule
- 2<sup>nd</sup> Reading of June 2016 Updated OSBA Policies
- Reports from Summer Conferences – Written report from Susan Warner & Jesse Hamilton
- Building Principals Report

**14. ADJOURNMENT**

**Gustaveson moved and Bunten seconded the motion to adjourn the meeting at 8:14 PM. The motion passed unanimously.**



Board Chair



Superintendent