

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

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

Ex-Officio: Lonnie Chavez, Jesse Hamilton, Susan Warner

Guests: Kurt Liedtke, RuthAnn Meize, Will Hicks, Tammy Hicks, Rebecca McMahan,
Dawson Walker, Marjorie Parish, Teresa Whitman

1. CALL TO ORDER

The meeting was called to order by the Chair at 5:39 PM.

2. WORK SESSION - 5:30 PM

2. 1. Review of Board Policies: **IGCA - Post Graduate Scholar Program** as per the request of OSBA

Cahill advised the board that Rick Stucky sent an email to Hargis regarding questions with board policy DI – Accounting Procedures and IGCA – Post Graduate Scholar Program. After a discussion with Melsness, Stucky provided a follow-up email stating that he was in agreement with the procedure and checks and balances in DI- Accounting Procedures.

Chavez addressed the concerns brought forward and provided some recommended language for section (10) on page 2 of policy IGCA-Post Graduate Scholar Program to comply with the spirit of the policy. She noted that she would also like to add certificates and career pathways. Chavez will provide the additional language to Hargis for the 2nd reading at the next board meeting.

2. 2. Review of Board Policy **BD/BDA - Board Meetings/Regular Board Meeting**

Cahill reviewed section 2. Electronic Communications section for clarification to a discussion at the last board meeting.

2. 3. Board Policy **KGB - Public Conduct on District Property** Discussion

Cahill advised the board that he spoke to Jeff Hedlund regarding the concern with 4. “...City police officers” he is recommending that we strike out “City” and capitalize “Police officers”.

2. 4. Board Listening Session Discussion & Planning

Dates were discussed but it was decided to send out dates and let Board members choose.

2. 5. Classroom Board Member Visiting Schedule Discussion

The board discussed the process for visiting the classrooms. The Board members are already assigned teachers based on last year's schedule.

2. 6. Meet & Greet with new LCSD #7 Staff - 6:15 PM

Cahill advised that board that the Meet & Greet is informal. The names of the new staff are included in the Board Agenda.

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

3. 1. Pledge of Allegiance to the Flag

3. 2. Moment of Silence in Memory of Mrs. Noni Vandenberg

Cahill asked that a moment of silence be observed to remember and honor Noni Vandenberg.

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

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

Cahill advised the board that 11.2 Elementary Volunteers Approval has been updated and there is a hard copy in their packet. He also added 12.2. OSBA Annual Convention. There were no other changes.

Bunten moved and Shullanberger seconded the motion to approve the agenda for September 12, 2016 as presented with the update to 11.2 Elementary Volunteers Approval and the addition of 12.2. OSBA Annual Convention. The motion passed unanimously.

5. **APPROVAL OF MINUTES**

5. 1. Minutes of August 22, 2016

Bunten moved and Gustaveson seconded the motion to approve the minutes for August 22, 2016 as presented. The motion passed unanimously.

6. **CORRESPONDENCE**

There was no correspondence.

7. **PUBLIC COMMENT**

Kurt Liedtke advised the board that he is being transferred to the Herald and News in Klamath Falls. As of now he does not know when his last day is but we will have a new reporter covering education soon. Cahill and Roseberry expressed their appreciation to Liedtke.

8. **REPORTS**

8. 1. Facilities Update

Cahill stated that the turf is down on the new soccer field thanks to staff and volunteers in the community. Melsness advised that the elevator is installed but will not be signed off on until the sprinkler is installed and operational. Waiting to get in contact with Darryl Anderson. We have been given permission to dig the holes for the new soccer field so that they can be inspected and then Surprise Valley will install the poles. Melsness advised the board that we are waiting on CenturyLink to port our numbers and then the phones will only need to be plugged in. We will have to do some minor adjustments and then Basin Telecom will be conducting training with staff. There will be active shooter training in November with staff and law enforcement. It will include a practice drill utilizing the new phone/intercom system.

8. 2. Building Principal Reports

Hamilton provided a verbal report for DMS/LHS that included the final registration numbers, orientation, Homecoming week events, and school pictures.

Warner provided a verbal report for the elementary schools that included enrollment, orientation, professional development, Kindergarten Camp, the A.D. Hay playground, picture day, and assemblies.

8. 3. Lead Testing Report & Results

Cahill provided the Board with a copy of a letter regarding lead water testing. He reviewed the process that the District went through to test throughout the District. Anything at the unsafe levels has been immediately shut down and we are bringing in additional water sources where needed. We will be evaluating all of our plumbing and fixtures throughout the District to see if we need to make replacements. We have addressed all the concerns brought forward by these tests and will fully comply with the requirements. Gustaveson suggested Cahill submit a cost analysis with his safety plan.

9. **OLD BUSINESS**

There was no old business.

10. **NEW BUSINESS**

10. 1. 2016-17 Fremont / A.D. Hay / Union Elementary Staff Handbook Changes Approval

Warner advised the board that the changes are minimal and reviewed the written changes. At a later time she plans on presenting an amended active shooter plan to the handbook for board approval.

Bunten moved and Gustaveson seconded the motion to approve the changes to the 2016-17 Fremont / A.D. Hay / Union Elementary Staff Handbook as presented with the staff updates. The motion passed unanimously.

10. 2. Union Board Meeting Date Discussion

Cahill advised that he discussed this with Warner and they are recommending that we do a meeting at A.D. Hay and tour phase 1 of the playground and do the Union meeting in the Spring after the greenhouse and the garden is up and running.

Bunten moved and Shullanberger seconded the motion to hold our regularly scheduled board meeting on Monday, September 26, 2016 at A.D. Hay Elementary School. The motion passed unanimously.

10. 3. Mechanical Operations - Transportation Job Description Discussion and Approval

Melsness advised that they are no longer confidential employees; they are now classified employees as well as whom they report to. They all report to the Business Manager.

Gustaveson moved and Bunten seconded the motion to approve the Mechanical Operations - Transportation job description as presented. The motion passed unanimously.

10. 4. District-Wide Maintenance Job Description Discussion and Approval

Bunten moved and Gustaveson seconded the motion to approve the District-Wide Maintenance job description as presented. The motion passed unanimously.

10. 5. Facilities Operations Coordinator Job Description Discussion and Approval

Bunten moved and Gustaveson seconded the motion to approve the Facilities Operations Coordinator job description as presented. The motion passed unanimously.

11. CONSENT AGENDA

11. 1. Volunteer Coaching Recommendation for Fall 2016-17 Approval - Cross Country & Track and Field

11. 2. Elementary Volunteers Approval – Refer to updated 11.2.

11. 3. Board Policy KGB - Public Conduct on District Property Approval

Bunten moved and Shullanberger seconded the motion to approve the consent agenda as presented with the updated memorandum under 11.2. Elementary Volunteers Approval and the amendment to 11.3. Board Policy KGB – Public Conduct on District Property. The motion passed unanimously.

12. ANNOUNCEMENTS

12. 1. Lake County OSBA Fall Regional Meeting will be held on Tuesday, October 25, 2016 at 6:00 PM in Paisley. We will meet at the district office at 5:00 pm to carpool.

12.2. OSBA Annual Convention November 10-13, 2016 at the Portland Marriott Downtown Waterfront, Portland, Oregon. Hargis will register Shullanberger and reserve a hotel room.

13. **NEXT BOARD MEETING AGENDA ITEMS**

Executive Session:

-Property

Work Session:

- Board Policies: **IGCA - Post Graduate Scholar Program** Discussion & 2nd Reading

-A.D. Playground Phase 1 Tour

-District Goal Setting Update – Will Cahill

-Union School Door Security

Regular Session:

- **IGCA - Post Graduate Scholar Program** Approval

-Building Principals Report


-ASB Report

14. **ADJOURNMENT**

Bunten moved and Shullanberger seconded the motion to adjourn the meeting at 8:39 PM. The motion passed unanimously.



Board Chair



Superintendent