

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

Present: Pete Schreder, Chair
Darryl Anderson, Director
Desi Zamudio, Director
Stefani Roseberry, Vice-Chair
Dustin Gustaveson, Director
Sean Gallagher, Superintendent
Janet Melsness, Business Manager
Rebecca Hargis, Executive Secretary

Ex-Officio: Will Cahill, Steve Prock

Guests: Lonnie Chavez, Kurt Liedtke, Bea Sterba, Kevin Sterba, Ruth Ann Meize, Robert Meize, Michele Lee, Nicole Muller, Donna Nicholl, Katie McNeley, Chris Finetti

5:35 PM **Executive Session opened.**

EXECUTIVE SESSION - Executive Session is held in accordance with ORS 192.660(2)(i)-To review and evaluate the performance of the chief executive officer or any other public officer, employee or staff member, with Superintendent and Recording Secretary in attendance.

EXECUTIVE SESSION - Executive Session is held in accordance with ORS 192.660(2)(a)- Personnel, with Superintendent, Business Manager, and Recording Secretary in attendance.

EXECUTIVE SESSION - Executive Session is held in accordance with ORS 192.660 (2)(d) - Negotiations, with Superintendent, Business Manager, and Executive Secretary in attendance.

6:57 PM **Executive Session closed.**

7:09 PM **Regular Session opened.**

1. CALL TO ORDER

Presenter: CHAIR

1. Pledge of Allegiance to the Flag

2. APPROVAL OR AMENDMENT OF MEETING AGENDA ITEMS

Presenter: CHAIR

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

Presenter: CHAIR

Gallagher requested the Reader Board Intergovernmental Agreement Approval be added to Early Items (6.1) as there was not time to cover this agenda item in work session. This item also needs to be removed from Consent Agenda (10.2). He also requested that the following items be added to Late Items:

- 12.1 Mutual-Aid Agreement with Lake District Hospital
- 12.2 DMS Student Council Overnight Trip Approval

Anderson moved and Roseberry seconded the motion to approve the agenda with the amendments listed above. The motion passed unanimously.

3. APPROVAL OF MINUTES

Presenter: CHAIR

3. 1. Regular Session Minutes of March 9, 2015

Presenter: CHAIR

Roseberry moved and Anderson seconded the motion to accept the regular session minutes from March 9, 2015 as presented with the correction of the word "work" to "word in Consent Agenda (10). The motion passed unanimously.

3. 2. Work Session Minutes of March 9, 2015

Roseberry moved and Zamudio seconded the motion to accept the work session minutes from March 9, 2015 as presented with the correction that Dustin Gustaveson was not present. The motion passed unanimously.

4. CORRESPONDENCE

Presenter: SUPERINTENDENT

4. 1. 6th Grade Science Fair - Wednesday, April 22, 2015 @ AD Hay Gym

Presenter: SUPERINTENDENT

Cahill advised the board that Wednesday, April 22, 2015 is the 6th Grade Science Fair and invited all to come at 5:00 pm. Schreder asked if the winners would come to a later meeting to present to the board as they have in the past. Cahill advised the board that they would.

5. PUBLIC COMMENT

Presenter: CHAIR

There was no public comment.

6. EARLY ITEMS

Presenter: SUPERINTENDENT

6.1. Reader Board Intergovernmental Agreement Approval

Hedlund stated that the only change is to Section 5. Content of Sign announcements. The

town wishes to be allowed to post upcoming events if there are not too many school events. It would only be for events sponsored by non-profits or similar community organizations. The school district has first priority. Hedlund advised the board that it is not a legal issue, it is a practical issue. Gustaveson doesn't mind it in theory but the implementation is the concern. It would be nice to have a group that approved the message or provided input on it. Anderson stated that we need to communicate to the town if we have concerns. He recommends that we sign it as presented. Hedlund feels that we can exercise this right of priority informally. Gustaveson would like to see a person from the district assigned to the oversight and communication. Gallagher stated that he would get a liaison from the district in place to communicate with the town.

Anderson moved and Zamudio seconded the motion to approve the Intergovernmental Agreement between Lake County School District # 7 and the Town of Lakeview for the reader board sign. The motion passed unanimously.

7. REPORTS

7. 1. Building Reports

Presenter: BUILDING PRINCIPALS

Gallagher advised the board that there are building reports in the packet and the building principals are present to answer questions. Cahill stated that the first day of the Bullying Awareness week went really well. Every day there will be a kickoff in the morning, classroom activities throughout the day, and events during recess. Tomorrow night there will be a parent night at AD Hay at 5:30 pm. There were no further questions from the board.

7. 2. Financial Report

Presenter: JANET MELSNESS

Melsness stated that pretty much everything is status quo. The buildings are winding down purchases for the year and we are looking at planning for next year. She is predicting to land about \$1.2 million, which is roughly where we were predicted to land last year. The cafeteria and athletic funds will both need a transfer at the end of the year. We will know better by May 2015. There were no questions from the board.

7. 3. 2014 PACE Membership Survey Summary & Results

Presenter: SUPERINTENDENT

Gallagher advised the board that the PACE Membership Survey Summary & Results is a general report that goes out to their membership. It includes data revolving around PACE and the biggest issues facing members. This is an FYI for the board to review. Any questions can be passed along to PACE.

7. 4. Regional Solutions Update

Presenter: SUPERINTENDENT

Gallagher advised the board that there is an agenda from the Regional Solutions

Advisory Committee: South Central Region meeting included in the board packet. He noted that we have been the recipient of a \$500,000 grant to complete some of the work on the ILC . They are looking at the ILC as a priority economic development project.

7. 5. DPSST Report

Presenter: SUPERINTENDENT

Gallagher advised the board that there are notes that he took during the DPSST drill in the packet. He wasn't sure what to expect and they surpassed his and Cahill's expectations. The Admin Team is discussing how we can implement some of these recommendations. We are also adding another level of training which will include table top drills. We will be involving the entire staff in the Fall and then the staff and students in late Fall. Cahill stated that it was a real eye opener for him to see how they approached the hallways, doorways, etc. They did several scenarios and debriefed after each one. Participants included the Sheriff's Dept, BLM, Forrest Service, and EMT's. They are trying to schedule them to come back again in October 2015. Roseberry stated that we have not had a safety committee meeting for a long time and it might be a good idea while this is fresh in our minds to do so.

7. 6. State Budget Update

Presenter: SUPERINTENDENT

Gallagher stated that there is a memo in the packet about the state budget. Gallagher and Melsness are still working on what the funding levels will mean to our district. The board will have to decide at some point on full day kindergarten. He reminded the board that we cannot access the last \$200 million dollars if we do not implement full day kindergarten. We don't know what they will look like at this time but the cuts in either option will be the same whether we choose to implement full day kindergarten or not. We recognize that it will be a challenging message to communicate because it is tough to implement a new program like full day kindergarten while making cuts in other areas simultaneously. The reality is that we will likely have to do so either way. Melsness stated that they sent us an estimate of 1,058 ADM with full day kindergarten. We are not going to lose dollars but we are not really gaining any ground. The loss comes in where the roll up costs is not reflected in what we are projecting. Melsness added that this is based on a 50/50 split. There were no questions from the board.

8. OLD BUSINESS

Presenter: CHAIR

8. 1. Secondary Electives Certified Plan / Elementary Staffing Plan

Presenter: STEVE PROCK & WILL CAHILL

Gallagher recommended that we don't act until we have a better idea on the budget

but added that Prock and Cahill have some great recommendations. Prock stated that overwhelmingly our students are requesting culinary arts, computer technology, veterinary science, business, Spanish, small engines, welding, and strength and conditioning. We have a large incoming freshman class that will require three sections of core classes. We also need an additional AVID elect teacher for one period per year to continue building the program. Looking at those needs they built a preliminary master schedule and realized the need to hire an additional mathematics teacher, make our current Language Arts position (Simpson) a full 1.0 FTE, and fill the position that the board previously approved but we did not fill this school year. Prock stated that if we are able to hire two teachers in any combination from the following subject matters: Business, Agriculture, or Social Studies, this would allow us to expand our electives and really free up the schedule. He would also like to add one additional period of Culinary Arts and Spanish. Ms. Quinlivan has already agreed to teach an additional period of Spanish. Students that have gone to college are telling us that they wish that we had a personal finance class. We would like to add that course in for our seniors. This would give them a career component and an additional class. This would also allow us to add an additional math class. They would like to add a class between Algebra II and Calculus for those students planning to attend college. Additionally this will help those students with the math placement test. Prock stated that they are going to job fairs to recruit. The hiring window is open and closing fast and the word is there are more jobs than applicants. He is working with Melsness and would really love to hire the additional staff to fill these needs. Cahill feels that if we move sooner than later we have an opportunity to recruit some great applicants but if we wait we may lose those opportunities. We have posted one language arts and one mathematics position. He would like to post the other three, Business, Agriculture Engineering, and Social Studies. Gallagher would like to post them and see where the budget ends up before any offers of employment are made. The board agreed that the additional positions should be posted.

Cahill advised the board that he is requesting an additional 1.0 FTE. This would allow them to implement full day kindergarten. It would also give them two full time kindergarten teachers at Fremont and a full 1.0 FTE teacher for Union. He feels it is time to go back to 3.0 FTE teachers at Union Elementary. Kayla Tague has been approved to move to the elementary special education vacancy. This leaves us with the following vacancies: 1.0 FTE kindergarten position, 1.0 Union 2nd/3rd grade teacher, and 1.0 FTE 4th grade teacher. The board agreed that we need to advertise the elementary positions as well and continue to work on the budget.

8. 2. Ag Farm Update

Presenter: JANET MELSNESS & DARRYL ANDERSON

Melsness stated that she has been working with Anderson to make sure the well gets

turned back on. She also met with Ray Simms from the town. They would like to put in a pump and lines so that when they shut us off from the ponds we can irrigate. Justin will not be able to change the lines but recommended hiring an FFA student to change lines. They have some options on purchasing a pump and main line for a reasonable cost. Anderson thinks that we will have some mainline without any cost and a pump pretty inexpensive. Surprise Valley Electric will also need to come out and increase power. Roseberry asked if the casing is intact, Anderson stated that it is. There were no further questions.

9. NEW BUSINESS

Presenter: CHAIR

9. 1. Graduation Ceremony Discussion

Presenter: LONNIE CHAVEZ

Chavez is requesting someone to do the opening and/or welcome and awarding the diplomas at the graduation ceremony. She advised the board that the top copy is the draft program for this year and the back copy is the final from last year. Schreder stated that he would like to award the diplomas. Zamudio stated that he would be willing to give a five minute welcome.

9. 2. OSBA Policy Updates February 2015 - 1st Reading

Presenter: SUPERINTENDENT

Gallagher advised the board of a first reading only. He asked the board to read through the policy updates and we will go through them more in depth at the next meeting.

9. 3. Budget Calendar Approval

Presenter: JANET MELSNESS

Melsness felt that we should wait for the governor to get committed before we begin budget meetings. Roseberry noted that the regular school board meeting is on Tuesday, May 26th so the third meeting would need to be moved to May 27th.

Roseberry moved and Anderson seconded the motion to accept the budget calendar with the corrections to the regular school board meeting on May 26th and the 3rd budget committee meeting on May 27th. The motion passed unanimously.

9. 4. Budget Committee Member Approval

Presenter: JANET MELSNESS

Melsness advised the board that we have two letters of interest included in their packet. The successful applicant will complete the remainder of a two year term.

Zamudio moved and Gustaveson seconded the motion to accept Aimee Kintzley as the new budget committee member to fill the vacancy for the last two years of the term. The motion passed unanimously.

Melsness will send a letter to both applicants.

9. 5. 2015-16 Instructional Calendar - 1st Reading

Presenter: STEVE PROCK

Gallagher advised the board that this is a first reading of the instructional calendar. Prock stated that there are some new and interesting changes to this calendar. The first being that Labor Day is on September 7th this year, making it the latest possible start day. He is recommending we do an orientation day on September 8th. We need to have 190 teacher contract days and with the late start it would put us in the third week of June if we took two full weeks at Winter Break. He noted that we are looking at a one year issue because of how late Labor Day is this year. They ran things by the site council and no one was in favor of starting before Labor Day. The shaded Wednesdays are a late start for professional development. They would start at 9:00 am instead of 8:00 am. A lot of districts are going to this around the state. It would be scheduled and required attendance. Gustaveson expressed a concern with the late start and transportation and/or childcare issues. Cahill stated that they are going to find out what Klamath County is doing to address these concerns. Cahill noted that there is an OAR to increase elementary instructional hours but we are fine. Prock noted that we are over hours at the secondary level as well. Gallagher stated that we have traditionally been way over and now we are barely over. Prock noted that we are only using 16 of 30 hours for conferences and professional development that is allowable. Graduation would be on June 4, 2016. The site council liked the late start Wednesday. Meize stated that they did hear from a parent, who is a teacher, questioning what you do with your children on the late start days. As far as the start day being Tuesday, September 8, 2015 only heard negative feedback from two people that the students would be too tired. Have heard that the organization of the orientation day could use some tweaks to make it work better. She added that there were no complaints on the shorter winter break for one year. Meize added that if the late start doesn't work like they think it will then we will need to reevaluate and adjust it. Schreder would like to have Cahill bring back a comprehensive report on childcare and how the late start would work for elementary after talking with Klamath and Bend for discussion at the next meeting.

9. 6. Temporary Summer Positions Approval

Presenter: JANET MELSNESS

Melsness advised the board that they have been discussing how they are going to work the temporary summer positions. They would like to have Joel Morris fill in intermittently for grounds maintenance. John Roberts noted a concern with the students working 4 x 10's. He is requesting a 5 day work week of 35-40 hours dependant on the district needs. He has several projects lined up already. We want to keep it flexible and only bring on three positions this year. They will mostly be

supervised by John Roberts. New hires would be at \$9.20 and anyone returning would be bumped up to \$9.35. They are proposing to finish Joel Morris out at \$9.10 until June 30, 2015 and then bump his to \$9.35 on July 1, 2015. Gallagher noted that there would be better supervision with the current team and configuration.

Roseberry moved and Anderson seconded the motion to approve the summer temporary employment proposal as presented. The motion passed unanimously.

9. 7. Teacher Appreciation Week (May 4-8, 2015)

Presenter: SUPERINTENDENT

Gallagher stated that Teacher Appreciation Week is coming up on May 4-8, 2015. The district office has already started doing something. Hargis will send the board some suggestions.

10. **CONSENT AGENDA**

10. 1. 6th Grade Field Trip Chaperones Approval

10. 2. Reader Board Intergovernmental Agreement Approval

Removed from Consent Agenda and added to Early Items (6.1).

10. 3. Pacific Power Foundation Grant Application Approval

10. 4. FTE Update

10. 5. Middle School Track Volunteer Coaching Recommendation

Anderson moved and Gustaveson seconded the motion to approve the consent agenda with the exception of the reader board that was previously approved in Early Items. The motion passed unanimously.

11. **ANNOUNCEMENTS**

12. **LATE ITEMS**

Presenter: CHAIR

12.1. Mutual-Aid Agreement with Lake District Hospital

Melsness advised the board that this has been a standing agreement with Lake District Hospital. The reason they brought it back to us was because their annual review required it. It now has dates for annual review for both sides to ensure everything is in good standing and we can make any needed changes at that time. There were no questions from the board.

Roseberry moved and Anderson seconded the motion to approve the mutual-aid agreement with Lake District Hospital. The motion carried unanimously.

12.2. DMS Student Council Overnight Trip Approval

Mrs. Neider is requesting approval for an overnight student council trip. She will be the only chaperone for seven students. They have raised the funds to cover the cost of the trip. They will travel in either the minibus or the Expedition. This is a reimbursable expense because it

is educational.

Roseberry moved and Gustaveson seconded the motion to approve the request for the overnight stay and transportation for the DMS Student Council trip. The motion carried unanimously.

13. NEXT BOARD MEETING AGENDA ITEMS

Presenter: CHAIR

-MOU for KCC

-2nd reading of Instructional Calendar

-2nd reading of OSBA Policy Updates

-RTI Report – Sally Gallagher

-Late start/Childcare options report – Will Cahill

-Financial Report – Janet Melsness

14. ADJOURNMENT


Presenter: CHAIR

9:19 PM

Regular Session closed.



Board Chair



Superintendent