

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  
Sean Gallagher, Superintendent  
Janet Melsness, Business Manager  
Rebecca Hargis, Recording Secretary  
Ex-Officio: Steve Prock, Jesse Hamilton, Will Cahill  
Guests: Robert Meize, Ruth Ann Meize, Kevin Sturba, Bea Sturba, Jay Collins, Kristin Collins, Russ Henning, Jim Walls, Dustin Gustaveson, Charley Tracy, Lonnie Chavez, Barb Simpson, Annie Bunten, Chris Finetti, Abigail Finetti, Kurt Liedtke, Cori Price, Susan Warner, Wauhnema Bier

**5:36 PM**      **Executive Session Opened**  
Executive Session is held in accordance with ORS 192.660(2)(a)-Personnel, with Superintendent, Recording Secretaries, Business Manager and Legal Counsel in attendance.

**6:56 PM**      **Executive Session Closed**  
Work Session was postponed until immediately following Regular Session.

**7:09 PM**      **Regular Session Opened**

**1. CALL TO ORDER**

Presenter: CHAIR

1. 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

Pete Schreder stated that they did not have an opportunity to review and discuss the information provided by the applicants for the vacant Board position and will go into Work Session immediately following the Regular Session. After they are done with their discussion they will go back into Regular Session to make a selection.

**Pete Schreder moved and Stefani Roseberry seconded the motion to accept**

**the agenda as presented with two amendments: postpone New Business - 9.4 until after Work Session, add New Business - 9.5 Board Listening Sessions. The motion passed unanimously.**

### 3. APPROVAL OF MINUTES

Presenter: CHAIR

#### 3. 1. Work Session Minutes of October 27, 2014

Presenter: CHAIR

#### 3. 2. Regular Session Minutes of October 27, 2014

Presenter: CHAIR

Stefani Roseberry noted that the statement, "The motion passed unanimously was missing from Late Items - 12.3 – Soccer Field Update from the Regular Session minutes of October 27, 2014.

**Stefani Roseberry moved and Desi Zamudio seconded the motion to approve the Work Session minutes of October 27, 2014 as presented and the Regular Session minutes of October 27, 2014 as presented with the addition of "The motion passed unanimously." to Late Items - 12.3 – Soccer Field Update. The motion passed unanimously.**

### 4. CORRESPONDENCE

Presenter: SUPERINTENDENT

None.

### 5. PUBLIC COMMENT

Presenter: CHAIR

Kevin and Bea Sturba addressed the Board with a concern regarding the schedule rotation of the 7<sup>th</sup> and 8<sup>th</sup> graders. He stated that they are presented as electives but they are not actually electives. His main concern is that the 7<sup>th</sup> and 8<sup>th</sup> graders are taking two math classes and two science classes during the rotation. They are wondering if this is ultimately going to help them or is this going to be detrimental to their learning. He added that the change has not been made clear to the parents either, the communication was problematic. There is a lot of confusion with the students and the parents around the scheduling. It would be helpful to know the student's schedule for the entire year rather than changes every 9 weeks. Kevin Sturba requested that the District look at other models and find out what they are doing. He feels this is very difficult for the students and the teachers. He added that we should be talking to the teachers to find out what would be best for the children. He provided a few examples from other districts. He concluded by asking for better communication and requested the District look at other options. Pete Schreder thanked them for their comments.

Russ Henning addressed the Board and stated that he really supports the Board and their curiosity for finding out what is going on in the District. He went on to say that our teachers are our greatest resource and he feels that they are underutilized as such.

**6. EARLY ITEMS**

Presenter: SUPERINTENDENT

None.

**7. REPORTS**

7. 1. KCC Lake County Update

Presenter: CHRISTY TVEIT

Sean Gallagher noted that there are documents provided in the Board packet regarding the Innovation and Learning Center (ILC) to include enrollment data, the Governance Committee, the winter schedule, the possibility of a 501c3, and multiple grants. Jim Walls from LCRI stated that the capital improvement grant funds may be here earlier than previously expected. Sean Gallagher stated that as soon as we have more information on the grant funds we will bring the information to the Board. Christy Tveit stated that they are registering for winter term and the numbers look like they will be as good, if not better. Currently they have 53 students enrolled at the ILC. She stated that It is exciting to file petitions to graduate for their first two students. ILC has eleven LHS students currently taking classes. A few students that will probably graduate with an AA. They are trying to work on improving their advertising. She advised the group that If there are classes they are interested in seeing or possibly teaching, please contact her. They will be using part of the Library to create a student union and study area. Pete Schreder stated that we have a struggle coming up with enough elective courses for our 7-12 graders and asked how we can foster that relationship to assist. He added that it would be great if they could align with some of the courses that could possibly lead to a program or trade. Christy Tveit requested that those types of things be brought to her attention so that she can bring them forward to the College Advisory Board. She added that KCC is open and willing to do what they can. Sean Gallagher will be participating in a meeting at KCC to discuss these types of issues and he will share these comments with those in attendance.

7. 2. Building Reports

Presenter: PRINCIPALS

Steve Prock advised the group that the FFA Fall Banquet date has changed to December 16, 2014 at 6:00 pm.

7. 3. Soccer Field Budget

Presenter: SUPERINTENDENT

It was noted that a thank you letter was sent to Collins McDonald. Darryl Anderson

stated that we have a cost for sod that it will be ready in the Spring. Janet Melsness advised the Board that there was a \$500.00 donation from LCCF back in August that was overlooked. A thank you letter will be sent out. Darryl Anderson stated that Rotary has committed the proceeds from the Duck Race again this coming year to the soccer field.

7. 4. Upcoming Fundraisers

Presenter: ATHLETIC DIRECTOR

Jesse Hamilton advised the Board that there a number of fundraiser in the works. Baseball is selling holiday candles, there is a used Instrument Drive going on for Band instruments, the Girls Basketball team is doing a free throw pledge, and the Softball team has traditionally done the oranges.

8. **OLD BUSINESS**

Presenter: CHAIR

8. 1. OSBA Resolution

Presenter: SUPERINTENDENT

Sean Gallagher stated that at the last meeting the Board was presented with the Promise of Oregon resolution but a decision was not made. He is looking for guidance on how to proceed.

**Stefani Roseberry moved and Darryl Anderson seconded the motion to approve and submit the OSBA Promise of Oregon resolution as presented. The motion passed unanimously.**

9. **NEW BUSINESS**

Presenter: CHAIR

9. 1. Policy Update - First Reading

Presenter: SUPERINTENDENT

Sean Gallagher advised the Board that this was a first reading of the recommended policy updates from OSBA. He noted that although we don't have a Charter School in the District that we should keep these policies updated should things change in the future.

9. 2. District Goals

Presenter: SUPERINTENDENT

Sean Gallagher stated that the District Goals are included in the Board packet as well as a sample Strategic Plan from Salem (New Hampshire) School District. Stefani Roseberry asked if we could hold a work session to discuss these items and table this until that time. Sean Gallagher stated that we could. Chris Finetti asked if the District currently had goals. Sean Gallagher advised him that we set district goals every year. Stefani Roseberry requested we schedule this for our next Work Session. Darryl Anderson asked if OSBA had training on Strategic Planning. Sean Gallagher stated

that they do and it would be worthwhile training. Sean Gallagher advised the Board that he will work on getting it scheduled and present options at the next Board meeting.

9.3. Asbestos LEA Representative Recommendation

Presenter: SUPERINTENDENT

With the retirement of Michael Getty, the District needs to select a replacement for the Asbestos Representative. John Roberts has attended the training and completed all the required hours. Sean Gallagher recommended that John Roberts be the new designated representative for asbestos management in the District.

**Stefani Roseberry moved and Darryl Anderson seconded the motion to appoint John Roberts as the new Asbestos Representative for Lake County School District #7. The motion passed unanimously.**

Darryl Anderson noted that the District has done a good job addressing asbestos.

9.4. New Board Member Appointment

Presenter: SUPERINTENDENT

This item was postponed until after Work Session.

9.5. Board Listening Sessions

Presenter: CHAIR

**Stefani Roseberry moved that the Board continue with the Board Listening Sessions with two Board members present and the two Board members may not discuss anything from the Listening Session until an open Board meeting. Individuals are excluded from being discussed in these meetings and the Board will set ground rules. The topics for discussion will be policies, procedures and goals and will exclude staff and personnel issues.**

Ruth Ann Meize asked for clarification on why ground rules were needed for the listening sessions. Desi Zamudio clarified that this will continue to be candid but there are some things that they cannot discuss. Ruth Ann Meize stated that she feels by putting limits on what can be discussed removes it from being candid and limits what can be said. Desi Zamudio explained why we need to avoid personnel related matters. Ruth Ann Meize asked if there is not a better way to provide this information to the Board. Sean Gallagher clarified that there are complaint procedures in Board Policy and stipulations in Collective Bargaining Agreement (CBA) requirements. She believes that communication is the issue and there are too many processes that have to be followed to do so. Darryl Anderson stated that we are trying to follow the recommendation of our Legal Counsel under public meetings law. He asked for suggestions on a better process. She stated that the Board members could stop by the schools anytime, or if they were able to call or email them directly without going through someone else that would be great. She feels there is a barrier between being able to contact the Board members and would like to know how to

get a hold of the Board members directly? Stefani Roseberry stated that the Board has a strong desire to continue with the listening sessions and would like to start there. Pete Schreder said the listening sessions were a first attempt to engage and break down the barriers. He went on to say that we have two options, to make it an open meeting that we advertise, take minutes and are open to everyone or we adhere to the structure and policies and work within them. We are trying to honor that commitment to the best of our abilities and be engaged and available but we are bound by certain laws and policies. Pete Schreder stated that as we move forward with district goals and strategic plans, we need to engage with Administrators and district staff to get that feedback. Desi Zamudio stated there are some restrictions on personnel issues. Jeff Hedlund clarified that the restrictions are with personnel issues and with a specific child for instance. Privacy rights and policies restrict this because the board may need to make a decision at a later time and if the Board is involved in the investigation at the ground level they cannot make a decision on the matter further along in the process. Annie Bunten asked if parents would also be included in these meetings. Pete Schreder stated that currently they are only including the staff in these meetings. Jeff Hedlund stated that he believes that a meeting that includes parents would need to be done in open session. Sean Gallagher provided a brief overview of the complaint process and encouraged everyone to visit the LCSD #7 website and review the complaint policies.

**Stefani Roseberry amended her original motion and Darryl Anderson seconded it to read that the Board will continue with Listening Sessions with two Board members present. The individual board members will not discuss any information they gather and will present the information in an open Board meeting. Individuals are excluded from being discussed at these meetings. The motion passed unanimously.**

10. Volunteer Coaching Recommendations

Presenter: ATHLETIC DIRECTOR

Jesse Hamilton made the recommendation for volunteer coaches as follows for the 2014-2015 season: Suzi Steward for girls basketball, Travis Nichols for boys basketball and Shannon Ludwig and Mike Lysne for Wrestling.

**Darryl Anderson moved and Stefani Roseberry seconded the motion to approve the coaching recommendations for 2014-2015 as presented. The motion passed unanimously.**

11. CONSENT AGENDA

None

12. ANNOUNCEMENTS

None

13. LATE ITEMS

Presenter: CHAIR

13. 1. Financial Report

Presenter: BUSINESS MANAGER

Janet Melsness asked that pages 78 & 79 be disregarded as they are not current/correct information. Page 80 is a recap of our revenue and expenses. We will receive tax payments weekly until the end of December. At that time they will come monthly again. Things are starting to level out for expenses. We prepay insurance so it looks a little high but it is not. ADM reports are not up and running at this time. She hopes to have them for the next meeting.

Janet Melsness stated that she would like to run payroll through one bank rather than two as we are currently doing. She is looking into options on this at this time. We would utilize another bank for payables which will make reconciliation easier.

13. 2. Volunteer Coaching Recommendation

Presenter: ATHLETIC DIRECTOR

Jesse Hamilton made the recommendation that Kensie Seaton be a volunteer assistant girls basketball coach for the 2014-2015 season.

**Stefani Roseberry moved and Desi Zamudio seconded the motion to accept Kensie Seaton as a volunteer assistant girls basketball coach as presented. The motion passed unanimously.**

13. 3. Paraprofessional Recommendation

Presenter: SUPERINTENDENT

Sean Gallagher assured the Board that we have taken a long time to look at this scenario and in the meantime it has left a void in the RTI program. Will Cahill stated that we are in year 4 of RTI and it is working. This is saving us from having to identify students as special Ed. This year the High School needed the additional assistance and this has left a hole in the RTI program. If we do not backfill what we have removed from RTI we will be looking at additional students in Special Ed. They have had extensive discussions with Sally Gallagher and Patsy Dary and they all agree that this is an essential position to add at AD Hay. We have had some high needs Special Ed students in the last few years so we have adjusted staffing to address those needs. Sean Gallagher stated that the approximate cost is estimated at the bottom of the memo.

**Desi Zamudio moved and Stefani Roseberry seconded the motion to accept the recommendation for 1.0 FTE Special Ed & Title 1A Paraprofessional position as presented. The motion passed unanimously.**

14. NEXT BOARD MEETING AGENDA ITEMS

Presenter: CHAIR

Work Session – District goals  
Regular session - 2<sup>nd</sup> reading of OSBA policy updates

15. **ADJOURNMENT**

Presenter: CHAIR

Before closing, Darryl Anderson thanked all the Board member applicants for attending the meeting. Pete Schreder stated that the Board will discuss the feedback presented and will return to regular session to make a decision after work session.

**8:44 PM**      **Regular Session Closed**

**8:54 PM**      **Work Session Opened**

**8:54 PM**      **Work Session Closed**

**9:26 PM**      **Regular Session Opened**

9.4.

New Board Member Appointment

Presenter: SUPERINTENDENT

Pete Schreder advised those in attendance that the Board voted by secret ballot. Pete Schreder read off the names and there were three votes for Dustin Gustaveson and one vote for Charley Tracy.

**Stefani Roseberry moved and Desi Zamudio seconded the motion to appoint Dustin Gustaveson to Lake County School District #7 Board of Directors in position #5 with thanks to all the other applicants. The motion passed unanimously.**

Pete Schreder thanked all the applicants again for their interest and asked them not to be discouraged as they were all excellent candidates and the decision was difficult.

**9:29 PM**      **Regular Session Closed**

---

Board Chair

---

Superintendent