

**Union County School District #11
Imbler Public Schools
Imbler, Oregon**

**August 16, 2022
High School Gym
7:00 P.M.**

Preliminary Business

Call To Order

Board Chair Pam Glenn called the Regular August Meeting to order at 7:00 p.m. and welcomed guests. Guests present were; Sarah Lucas, Kristen Kruse, Tim Phelps, Jennifer Yancey and Drew Williams.

Agenda Items

Board Chair Glenn reported that the following additions needed to be made to the agenda under action items; Extra Duty Contract for FFA Advisor, Staff Resignation and Bid for Locker Room Repair.

Consent Agenda

Following a brief discussion regarding bills paid, Joe Fisher moved to approve the minutes and bills paid as presented. Ken Patterson seconded the motion, which passed unanimously.

Reports

IMESD Talking Points

Superintendent Randy Waite provided the IMESD Talking Points. It was reported that over 200 educators and law enforcement officials met at the Pendleton Convention Center for a school security summit. The latest research on active shooter events, scenarios, terminology and a review of the Safe Oregon School Safety Tip Line procedures were covered. The goal was to get all of the schools and law enforcement agencies on the same page in terms of response to an active shooter situation.

Transportation/Maintenance Report

Drew Williams reported that the parking lot paving/painting project is finished and windows in the high school that were in need of repair have either been repaired or replaced. He noted that the HVAC systems in both the high school office and the Ag building are in need of repair. The parts necessary to repair the high school system are not available so it will be necessary to replace that system.

Mr. Williams reported that he has been busy with bus inspections and repair. Four of the large buses and one of the small buses are ready to go. He is working with Barnes Diesel to get the others serviced and repaired. He noted that Bus #27 may be red tagged by the Department of Education due to a make shift exit handle on the back door. If a correct handle can't be found, it will most likely be put out of service.

Principal/Activity Report

Mr. Mills reported that Cross Country began the previous day with 11 runners participating, four of which were junior high. He reported that he anticipates high school football to have 20 athletes and high school volleyball has 28.

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It was reported that teaching staff was invited to attend a professional development session in Joseph with Andrew Marotta on August 22nd. Mr. Marotta is currently a principal in NYC and a NCAA Division I basketball official. Mr Mills noted that he comes highly recommended by other local educators who have seen his presentations.

Superintendent Report

Superintendent Waite reported that registration was held August 9th and 10th. He thanked those staff members that helped with the registration process. He also noted that a credit card payment system had been implemented for this year's registration and that, moving forward, he and staff will be looking at ways to refine the registration process to make it easier for families. Following registration, there are 301 students enrolled K-12. 153 students in K-6 and 148 in grades 7-12. This is an increase of 13 students from the previous year. Superintendent Waite also provided out-of-district numbers which were; 86 in grades K-6 and 54 in grades 7-12.

Superintendent Waite informed those present that new tables and desks were purchased for some of the elementary classrooms. These purchases were funded with unused facility grant funds from the elementary building project.

Superintendent Waite reported that he had attended the new superintendent academy this month and was able to connect with other new superintendents in the region. There are several new superintendents in the area that were paired with a mentor/veteran superintendent to work with. He felt that the this network will be very helpful in the upcoming year.

Discussion turned to the School Safety Summit. Superintendent Waite stated he felt the summit prompted some thought regarding the protocols and emergency plan that are currently in place. He noted that the plan needs to be refreshed and reviewed and shared with staff. It was reported that local police officers have been invited to visit the school in order to become familiar with the facilities. Ken Patterson asked whether there was any discussion regarding potential threats and how to handle perceived threats. Superintendent Waite reported that there was no discussion regarding potential threats. Discussion continued about how these situations could be handled in the future and communicated to parents. The risk/threat assessment process was discussed and Kaiger asked that this process be communicated to parents.

New Business

Policy Presented for First Reading - DJC-AR Procurement and Competitive Bidding

Superintendent Waite presented policy DJC-AR for the first reading. The only change to this policy is the amount that the district would have to go out for competitive bids from \$5,000 to \$10,000. With recent increased cost of supplies and materials and the difficulty in obtaining bids, this increased limit would help move projects along without delay.

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Old Business

Four Day Week Committee

Superintendent Waite informed the Board that the School Week Committee met to determine the best school week schedule for student success. The options the committee will be discussing are remaining on the current 4.5 day schedule, 4 day week or 5 day week. The goal is for the committee to look at facts and bring a recommendation to the Board at the November meeting. The committee has set up an email to obtain input from parents and community members. Superintendent Waite felt that it was a productive organizational meeting. The committee's next meeting will be September 13th.

Locker Room Project Update

Superintendent Waite reported that a bid request had been sent to five companies for a temporary fix of the locker room. However, no bids were received. He stated that, after looking at the locker rooms again, he and Drew came up with an idea to build a partial wall in the middle of the showers to prevent water from reaching the exterior wall where the majority of the cracks are. He presented that plan to three contractors and received one bid from LJH Construction in the amount of \$8,957. It was reported that the Weneha Group is moving forward with the legal bid process for the construction of the new locker room with anticipation of receiving bids by October.

Drew Williams reported that he had received a bid from another contractor prior to the meeting for a fee of \$4,00 plus the district would purchase the materials. Concern was expressed over the lateness of the bid and the fact that a materials list and cost was not provided for comparison of the bids. Discussion ensued.

Action Items

Approve Bid for A/C Unit

Drew Williams reported that he had attempted to obtain bids from three vendors to replace the A/C unit in the high school office. It was reported that All Air came and looked at the system and provided two bids for replacement and duct work. They had a four ton A/C unit available for purchase (\$6,377) which would require additional duct work (\$1,700). They also provided a bid for a 2.5 ton unit, which is the size of the existing unit. The cost for this unit, which would need to be ordered, was \$6,377. Discussion turned to the size of the units and it was noted that a larger unit is not always best. If the unit is too big for the area, it won't operate properly or efficiently. Drew will attempt to obtain more bids prior to the September meeting.

Approve Ready Schools, Safe Learners Plan

Superintendent Waite reviewed the RSSL plan and highlighted the updates. He reported that the administration will continue to work with the local health authority when the transmission rate is high and communicate with parents the importance of precautionary measures. This plan looks much different than previous plans as the CDC/OHA guidelines have been updated. He noted that the plan is posted on our website and needs to be approved prior to the first day of school. Kaiger Braseth moved to approve the RSSL plan as presented. Joe Fisher seconded the motion, which passed unanimously.

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Approve Staff Hiring

Mike Mills recommended the hiring of Joelle Treat as Assistant Junior High Volleyball Coach and Chance Goodman as Assistant Junior High Football Coach. Ken Patterson moved to approve the hirings as presented. Kaiger Braseth seconded the motion, which passed unanimously.

Appoint Charter Board Members

Superintendent Waite reported that there are current vacancies on the charter board that need to be filled; one staff member, two board members and two community members. He noted that one of the main roles of the charter board is to deal with issues such as renewal of the charter. He recommended the following appointments: Jake Evers, staff member and Audrey Cant, community member. Joe Fisher and Ken Patterson also volunteered to serve on the board. The question was asked how the community appointment was selected. Superintendent Waite stated that he reached out to Mrs. Cant to see if she was willing to serve. Concern was expressed by those in attendance that the opportunity was not offered to all community members. It was determined that the appointments would not be made until next month in order to provide other community members the opportunity to apply for the open charter board positions.

Declare Surplus Property

It was reported that there are approximately 125 concrete barriers that were removed from the parking lot that we no longer have a need for. They will need to be declared surplus property in order to be made available for sale. Ken Patterson moved to approve the declaration of surplus property. Joe Fisher seconded the motion, which passed unanimously.

Approve Revised Appropriation

Teressa Dewey reported that it was necessary to revise the appropriation for Fund 250 - Miscellaneous State Revenue Fund. This revision was necessary due to the receipt of Recruitment and Retention Grant Funds. Superintendent Waite reported that these funds can be spent in areas such as; recruitment and retention of staff, peer mentoring, staff inservices and etc. Kaiger Braseth moved to approve the revised appropriation as presented. Ken Patterson seconded the motion, which was passed unanimously.

Approve Extra Duty Contract for Ag Instructor

Teressa Dewey reported that this extra duty is to cover additional days that are not covered under the current extra duty contract. These additional 30 days are funded through HB2444. Kaiger Braseth moved to approve the extra duty contract as presented. Joe Fisher seconded the motion which passed unanimously.

Staff Resignation

Mr. Mills reported that Heidi Bowers had submitted a letter of resignation from the cross country coaching position and also the OBOB and TAG advisor positions. Joe Fisher moved to approve the resignation of Heidi Bowers. Ken Patterson seconded the motion, which passed unanimously. Discussion turned to the advertisement of the positions. It was determined that future postings will be sent via email to parents as the current methods of posting vacancies have not generated a lot of interest in positions.

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Approve Bid for Locker Room Repair

Ken Patterson moved to accept the bid from LJH Construction in the amount of \$8,957 for repair of the locker room. Kaiger Braseth seconded the motion, which was unanimously passed.

Adjournment

With no further business to discuss, the meeting was adjourned at 8:38 p.m.

Members Present

Kaiger Braseth, Joe Fisher, Pam Glenn and Ken Patterson.

Others Present

Randy Waite, Superintendent; Mike Mills, Principal; and Teresa Dewey, Deputy Clerk.

Chairman

Deputy Clerk