

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

**October 5, 2022
High School Room #1
6:00 P.M.**

Call to Order

Board Chair Pam Glenn called the Special/Work Session to order at 6:00 p.m. The purpose of the special session was to declare surplus property and approve a bid for the construction of the greenhouse. The purpose of the work session was for OSBA to facilitate the second transition training for the superintendent and board.

Visiting Delegations

Chair Glenn welcomed J.D. Cant who was present to discuss the greenhouse bid.

Action Items

Declare Surplus Property

Superintendent Randy Waite reported that there are approximately 35 extra desks and tables in storage that need to be either sold or disposed of. The old greenhouse structure needs to be removed in order to construct the new greenhouse. The old stock trailer that was donated to the Ag program in 2003 has not been used since 2013. He also noted that since the department of education did not pass the inspection on Bus #27, it needs to be declared surplus property. Kaiger Braseth moved to approve the declaration of the surplus property as presented. Ken Patterson seconded the motion, which passed unanimously. It was determined that the surplus items would be advertised on Facebook Marketplace, Craigslist and the school district website.

Approve Greenhouse Construction Bid

J.D. Cant reported that Precision Contract Services was willing to work with Red Roof Construction to optimize the bids for the district. Red Roof Construction will do the site preparation and concrete work for the stem walls and ensure that the work meets the specs required of Precision Contract Services. This work will be completed for \$10,200. Precision Contract Services will construct and install the greenhouse purchased from Greenhouse Megastore for \$28,600. Mr. Cant felt this was a great option as it provides a local contractor the opportunity to do part of the project, allows the experienced contractor, Precision Contract Services, to construct the structure and saves the district \$6,300 from the previous bid amount. Ken Patterson moved to approve the bids as presented for the total amount of \$38,800. Jason Beck seconded the motion, which was unanimously approved.

Mr. Cant and Jason Beck left following the special session.

OSBA Training Work Session

Board Chair Glenn turned the table over to Ms. Herb of OSBA. She revisited the expectations from the last training and noted that she hoped to complete the training with this session. She presented a board/superintendent operating agreement for review. This document outlined the expectations between the board and the superintendent. She noted that clear communication and expectations are vital for positive outcomes. She reviewed various policies that related to

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board roles and communication. She then asked the board to explain what they would like to see in the way of communication from the superintendent. Discussion ensued.

Ms. Herb summarized the roles, responsibilities and best practices of board and superintendent. The board's role consists of; hiring the superintendent, approve contracts, set goals and visions, adopts policy, sets the budget and monitors progress. The superintendent's roles include; hiring staff, employee relations, develops administrative regulations, plans expenditures and reports progress.

Ms. Herb was pleased with what was accomplished in the two trainings and informed the board that there were some additional hours available for more training if they would like have any additional training prior to the end of the calendar year. The Board thanked her for her time and expressed their appreciation for what was gained through the training process.

Adjournment

With no further business to discuss, the work session was adjourned at 7:50 p.m.

Board Members Present

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

Others Present

Randy Waite, Superintendent and Teresa Dewey, Deputy Clerk.

Chairman

Deputy Clerk