

Nyssa School District #26  
School Board Meeting Minutes  
January 8, 2018

**Board Members Present:**

Dave Bunker  
Michael Hartley  
Marlon Wilson  
Bob Fehlman  
Lucy Beck  
Torie Ramirez  
Dennis Savage

**Others:**

Dion Zimmerman, Design West  
Nicole & David Cole  
Juan Moreno  
Megan Sapp  
Ausman Family  
Johns/DeAnda Family  
Tara Hartley  
Sheila Hartley  
Gwen Peterson  
Tena-Hidalgo family  
Montessa Young & family  
Brian Richins, CPA

**Staff Members Present:**

Jana Iverson, Superintendent  
Ryan Hawkins, Dir. of District Operations  
Audrie Tracy, Administrative Assistant  
Lindsay Malinowski, Business Manager  
Matt Murray, Elementary Principal  
Jon Wood, Elementary Vice Principal  
Luke Cleaver, MS Principal  
Araceli Gomez, MS Vice Principal  
Malcom McRae, HS Principal  
Diane Moats, 4<sup>th</sup> Grade Teacher  
Bobby DeLeon, Elementary Counselor  
Roger Hunter, MS Teacher  
Travis Sapp, HS Teacher  
Anna & Lee Long, MS/HS Teachers  
Barry Hartley, MS Teacher

Call to Order - Chairman Dave Bunker called the meeting to order at 7:00 p.m. in the boardroom of the Administration Building.

Adoption of Agenda - The agenda was declared adopted as presented.

Commendations

A) School Board Recognition

January is School Board Recognition Month in Oregon. It is to honor our elected School Board "Superheroes" for their volunteer service to the students and staff of the district. Board members received Superhero posters, cards, gift certificates, etc. from students, classrooms, and staff in appreciation of their service to the district and community.

B) Students

Nash Sapp the Primary Student of the Month for November was not able to attend the December board meeting so he was recognized tonight. Nash is a second grade student in Mrs. Koplins' classroom. He is an outgoing, outstanding student. Nash is always on task, pays attention to details and strives to do his best. He loves to tell stories and talk about sports. Nash helps his peers, has great leadership skills and is a positive influence on his friends.

The elementary Primary Student of the Month for December is Mikel Cole. Mikel is a second grader in Mrs. Koplin's class. Mikel has made a huge improvement in his behavior. He strives to do his best daily. Mikel was untrusting and didn't want to be here but has transitioned to be an outstanding student. He comes to class wanting to learn, stays focused and is on task. Mikel works hard, is a great classmate, helps others, makes good friends, and follows the rules. We're proud of Mikel and how well he is doing. The progress Mikel has made is tremendous and we look forward to watching his academic growth continue.

Javier Tena, the Intermediate Student of the Month for the elementary was not present.

The Student of the Month selected by the middle school is Morgan Johns. There are many things about Morgan that separate her from others. She is an awesome student who asks what to do to get a better grade. Morgan participates in class, asks in depth questions and completes all assignments on time to the best of her ability. Her hard work shows in everything she does. Morgan has a good attitude; she is a nice, polite young lady.

Mickena Ausman is the High School Student of the Month. Mickena was recommended by the Science Department as an excellent example to others. She has developed and grown into a terrific science student. Mickena has the initiative to start projects in a timely manner, she does quality work and finishes her projects on time. She is pleasant to staff and students. Mickena's upbeat attitude and energy separate her from others. It is a pleasure to recognize Mickena as Student of the Month.

#### C) Parent

Montessa Young is the Parent of the Month selected by the elementary. Montessa has a background in organizing and coaching Robotics. Ms. Young helped Mrs. Ayarza launch the Robotics Program at the elementary school last year for high performing 4<sup>th</sup> and 5<sup>th</sup> graders. Several hours of Ms. Young's time was devoted weekly and as a result the 5<sup>th</sup> grade team advanced to the State championships. That team, now 6<sup>th</sup> graders will ride a first place finish in the qualifying tournament to next month's state championships. Ms. Young is very helpful, works patiently with the students. Her many talents and continued support are invaluable.

#### D) Employee

The elementary selected Diane Moats as the Employee of the Month. Diane moved from a Special Ed classroom to a 4<sup>th</sup> grade classroom without a hitch. Many of her strengths as a Special Ed teacher she brought with her to the classroom. Mrs. Moats has individual goals for each student and implements them. She is compassionate and creates positive relationships with her students. Mrs. Moats is a member of the elementary PBIS team. She is a joy to be around and always good for a laugh or a smile. Thank you for all you do for students and staff at the elementary.

#### Visiting Patrons/Delegations

##### A) Beniton Construction - Update

Dion Zimmerman of Design West presented the Beniton Construction update. Copy on file.

*Discussion -*

- On schedule, under budget
- Roof structure complete, dried in
- Gym floor installed, sealed - additional coats to apply
- Bleachers installed
- Curbing placed, asphalt in spring 2018
- Jan. 9<sup>th</sup> at 1:00 p.m. - Construction meeting
- January 16<sup>th</sup> - Meeting with Design Team on site
- May 2018 - Demo
- Put contingency money back

#### B) Brian Richins, 2016-2017 Audit Report

Mr. Richins presented the Audit Report for 2016-2017. A copy of the letter, graphs and the 2016-2017 Audit Report is on file in the Business Office.

##### *Discussion -*

- New accounting system software - difficulty issues with reports
- PERS maintained, 2017-2019 projections higher
- Health insurance costs are up
- Pension - next year raise rates to compensate for unfunded liability
- Federal dollars, maintain for compliance - no findings/stay in compliance
- Several schedules to be done/maintained by the district in the future, records separate from the auditor
- Hire another person or pay an outside individual to come in and do it
- Additional training/accounting courses required for Lindsay Malinowski, Business Manager to show evidence of education, knowledge of accounting processes
- Student Body accounts to be reconciled on a monthly basis
- Gov't auditing standard effective June 2018, Post employment retired or will retire
- Food Service - accounts positive
- Early Head Start Program (EHS) - negative balance (funding continuation, additional costs come from the general fund)

##### *Recommendation -*

- Keep track of costs for Early Head Start Program
- Pension - next year raise rates to compensate for unfunded liability
- Attempt an earlier start next year

Dennis Savage made a motion to approve the 2016-17 Audit Report as presented by Mr. Richins. Seconded by Lucy Beck. Motion carried. Voting in favor are Bob Fehlman, Lucy Beck, Dennis Savage, Dave Bunker, Marlon Wilson, and Michael Hartley. Tori Ramirez was not present to vote.

#### C) Matt Murray & Jon Wood - Character ED Presentation

Matt Murray, Jon Wood and Bobby Deleon presented information on the Character ED/Toolbox Project they are using at the elementary school. Copy on file.

Students learn to manage their own emotional, social and academic skills by using tools that empower them. There are 12 Tools - Breathing, Quiet/Safe Place, Listening, Empathy, Personal Space, Using Our Words, Garbage Can, Taking Time, Please and Thank you, Apology and Forgiveness, Patience, and Courage. These skills help students with self-awareness, self-management, healthy relationships and responsible decision making. Children build self-trust and self-knowledge. Fewer office referrals; Minor offenses are relevant to the classroom and teachers are instructed to call home. Major offenses are chronic patterns, not responding to intervention, bullying, and fighting. Elementary administration will call the parent to request a face to face meeting for major offenses. Toolbox helps children become effective learners, friends, community members, and better citizens.

Jeannie Prozanski, parent addressed the board with a complaint against a teacher regarding an incident with her daughter. An investigation was completed and issues were addressed. Parent is formally requesting dismissal of this teacher. Mrs. Prozanski is appealing the Superintendent's decision to this complaint. The board will have 10 days to address the appeal and notify Mrs. Prozanski of their decision.

#### Consent Agenda

- A) Approve minutes of the December board meeting
- B) Review bills of the district as presented
- C) Hire: Rebecca Martinez, ELL Instructional Assistant - Middle School  
Mario Campos, Instructional Assistant, full time (temporary) - Elementary

Dennis Savage made the motion to approve the consent agenda as presented. Seconded by Bob Fehlman. Motion carried.

Correct December minutes - typo on page 2, change from Mts.to Mrs.

#### Old Business - None

#### New Business

- A) Draft Calendars - 2018-2019 School Year

Draft calendars for the 2018-2019 school year (Draft 1, 2, 3, 4, and 5) were presented for discussion/adoption. Copies on file.

#### *Discussion -*

- Draft 3, similar this year's calendar
- Calendars built on number of in-service days needed, professional development needs, extra days to cover snow days, 190 teacher contract days, seat hours/contact hours for secondary students
- 8 snow days in 2016-17, 2 days made up - State issued a MOU due to the number of days missed because of weather
- Shorter Christmas Break this year
- Tutorial Fridays - not able to get students here, transportation not provided so mobility is an issue
- Conflicting opinions - August start dates, May or June ending dates  
4 days/week versus 5 days/week  
7 periods/day versus 8 periods/day

- Committees - A lot of time and energy involved, meant nothing
- Input of committees - Split, compromised calendar

*Concerns -*

- School year extended beyond Memorial Day and after graduation on some drafts
- Students not taking advantage of after school OTI
- Coaches pressure students to get to practice after school
- Not a calendar issue, staff issue and athletics cannot take precedence
- Middle School implemented tutorials during the school day, once per month
- Draft 5 - no teacher has seen this to vote on, misled, opinions not valued
- State scores are not increasing, decreasing the number of days won't change scores

*Recommendation -*

- Superintendent Iverson committed to making sure professional development days are valuable
- Review coaching contracts - indicate after school start time on contracts
- 8 periods - As a result of an audit, we were required to implement ELD Classes, 50% of our students are ELD
- Parent of a student with special needs prefers 5 days/week, student needs repetition
- Implement tutorials during the school day at high school, elementary has their own way of providing tutorials
- Draft 5 recommended

Bob Fehlman made a motion to accept/adopt Draft 5 as the 2018-2019 school year calendar. Dave Bunker seconded the motion. Voting in favor: Dave Bunker and Bob Fehlman. Voting against: Marlon Wilson, Dennis Savage, Lucy Beck, Michael Hartley and Torie Ramirez. Motion did not carry.

Michael Hartley made a motion to accept/adopt Draft 3 as the school year calendar for 2018-2019. Marlon Wilson seconded the motion. Voting in favor: Michael Hartley, Marlon Wilson, Dennis Savage, Lucy Beck, and Torie Ramirez. Voting against: Bob Fehlman and Dave Bunker. Motion carried, Draft 3 approved as 2018-19 school year calendar.

B) Division 22 Standards Report - Annual Requirement

The Division 22 Standards Report of compliance was presented. Copy on file.

Marlon Wilson made a motion to approve the report as presented. Seconded by Bob Fehlman. Motion carried.

C) Annual requirement - Approve ESD Local Service Plan for 2018-2019

*Discussion -*

- Cost/amount for each district
- Table until February meeting

Dennis Savage made a motion to table until the February board meeting. Seconded by Marlon Wilson. Motion carried

Financial Report - Reports were presented, there were no questions. Please call or email Lindsay Malinowski, Business Manager if you have questions.

Board Study - None

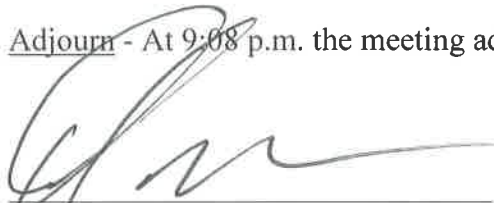
Executive Session – Superintendent evaluation, summarize/finalize

Superintendent evaluation/summary of ratings. Met/developing on all nine standards, added the following:

- 1) Closer Administrator effectiveness
- 2) Monitor, coach and improve elementary achievements and standards - direct involvement

The official evaluation, ratings summary will be presented at the February board meeting.

Adjourn - At 9:08 p.m. the meeting adjourned.



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Chairman



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Clerk