

Harrisburg School District No. 7

P.O. Box 208
Harrisburg, OR 97446
Regular Board Meeting
February 13, 2017

Present: Board Chair Wayne Swango, Board Vice-Chair Shelly Watson, Anthony Knox, Superintendent Bryan Starr, Business Manager Pam Strutz, Recording Secretary Michele Pelkey
Absent: Randy Klemm and Terry Crabb

1. **CALL TO ORDER:** Board Chairman Wayne Swango called the meeting to order at 6:34 p.m.
2. **EXECUTIVE SESSION:** PER ORS 192.660(2)(i) to review and evaluate the employment related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.
3. **OPEN SESSION:** Board Chairman Wayne Swango declared the meeting to be in open session at 7:04 p.m.
4. **APPROVAL OF AGENDA:** Superintendent Starr requested that item 9C: Avid Presentation, be moved to 6B, moving Leadership Report to 6C. Anthony Knox motioned, seconded by Shelly Watson, approved unanimously by the Board: **approve the agenda as amended.**
5. **APPROVAL OF CONSENT AGENDA:** Anthony Knox motioned, seconded by Shelly Watson, approved unanimously by the Board: **approve the consent agenda as presented.**
 - A. MINUTES OF THE REGULAR BOARD MEETING OF JANUARY 9, 2017
 - B. MINUTES OF THE SPECIAL BOARD MEETING OF JANUARY 31, 2017
 - C. RESIGNATIONS: Amy James, HHS Math Teacher; Chris Day, HHS Assistant Football Coach
 - D. APPROVE FOR HIRE: David Hughes, HHS Assistant Softball Coach
 - E. APPROVE FOR REHIRE OF FALL COACHES: Sherry Kuschel, Head Volleyball Coach; Madison Brock, JV2 Volleyball Coach; Samantha Summerfield, JV Assistant Volleyball Coach; Kristin Stauber, Cheer Coach; Tim Cheek, Cross Country Coach; Scott Phelps, Head Football Coach; Pat Jarman, Assistant Football Coach; Ed Ethell, Assistant Football Coach;
 - F. APPROVAL OF VOLUNTEER COACHES: Michael Short, HHS Baseball; Montana Knox, HHS Softball; Gary Ishizaki, HSD Track; Brittany Buhler, HMS Track; Gary Thompson, HHS Track
 - G. BILLS REPORT
6. **WELCOME AND RECOGNITION OF VISITORS AND DELEGATIONS**
 - A. STUDENTS OF THE MONTH: Peyton Huskey from Harrisburg Elementary School, Maggie Schmaal from Harrisburg Middle School, and Shawnie Long from Harrisburg High School were each honored and presented with certificates for their outstanding citizenship and dedication to academics.
 - B. AVID PRESENTATION: Carol O'Connor said that in her 32 years in education, she has been the most passionate about AVID more than any other subject. Hailey Hoiland, high school English teacher, had three of her AVID students talk about how AVID has changed their lives. The students said notetaking and organization skills have helped them the most. Jeremy Long is the AVID elective teacher at the middle school. He had one of his students speak to how AVID has helped her. Her mother also spoke about how much more confident her daughter is now. Jeremy said that this is going to be a long process to get our district up to where some schools are at that have had this program for 5-10 years, but within only 6 months, it has grown into a great program. He presented a project that the students worked on that helped them get to know facts about colleges to familiarize the students with college. Wayne asked what percentage of students are involved in the program. Jeremy said that AVID targets students who are in the middle 50% of students, grade wise, with a 2.5 to 3.5 GPA. He said that currently, roughly one-third of students are in AVID

at the middle school. The third grade teachers brought samples from their students from a project that they worked on about Koala's. They said that the students worked on the projects on their own or in a collaborative way. Collaboration is a goal every day in the classroom. They are taking ownership of their own learning. They said that the notetaking strategies that their students are learning are laying the groundwork for the Cornell notes that they will work on when they are in middle school. Erin Newman said that there has been a shift in the classroom, and that students are taking responsibility for their own learning, and that they are taking a lot of pride in their work.

- C. LEADERSHIP REPORT: Desiree Brock and Nicole Lang reported that hush day is tomorrow, February 14th. A leadership retreat is being planned. Desiree said that they will be going to the aquarium and spending the night in the "tunnel" with the sharks. Beach night had an 80/20 raffle where they raised \$400.00 which was donated to the food drive fund. She has been encouraging students to donate to the fund.

7. GRANTS

- A. REFLEX MATH: 4th Grade Teacher Angela Knox would like to submit a grant for Reflex Math.
- B. NIKE GRANT: Superintendent Starr and High School Principal Joshua Stauber submitted a grant and received \$12,000 for Agriculture Sciences. Anthony Knox moved, seconded by Shelly Watson, approved unanimously by the Board: ***approve the two grants as presented.***

8. BUILDING PRINCIPALS REPORTS

- A. ELEMENTARY SCHOOL: Shelly Watson asked Carol O'Connor, Elementary School Principal, if Carol has seen improvements in attendance since the new attendance policy was adopted. Carol said that they have been monitoring attendance a lot better since the changes in the attendance policy.
- B. MIDDLE SCHOOL: Middle School Principal Darci Stuller reported that in January, there was a lot of sickness at the middle school.
- C. HIGH SCHOOL: High School Principal Joshua Stauber reported that attendance is better than last year at this time. He also reported that 75% of seniors are planning to attend college.

9. LEARNING/TEACHING/ACHIEVEMENT/CURRICULUM

- A. SCHOOL BEHAVIOR REPORTS: The principals presented building behavior reports from the previous school year. Elementary School Principal Carol O'Connor reported that behaviors are better since the 2014-2015 school year. Wayne asked what she thought changed things. Carol said that she attributes the improvement to the PAX program. Darci reported that things are definitely better at the middle school and behaviors are down. Josh reported that things are going well at the high school.
- B. TECHNOLOGY PLAN: Technology Coordinator, Alex Allen, said that Superintendent Bryan Starr asked him to update the technology plan, so a committee was formed and updates were made to the existing plan. Two main issues were addressed: professional development and student access to technology. The committee met three to four times in the fall. Alex pointed out that on Page 6 of the new technology plan, item #5 digital citizenship, is mandated education for ages K-12 and that we are struggling in that area. On page 8, Alex pointed out the technology standards for teachers, and how a teacher can teach digital citizenship in the classroom. He directed everyone to page 10 in the plan to professional development for staff. It states that certified staff will have the opportunity to attend the annual Google Summit conference in Portland on the state-wide in-service day in October. Additionally, over the course of four years, all certified staff members will have the opportunity to attend the IntegratEd Conference in Portland. It is a two day conference with presenters from across the country. A plan to have Chromebooks for every student was designed and is in the new technology plan that was presented to the Board. At the end of 4 years, the plan is to have carts of 25 Chromebooks available in nearly all 6-12 classrooms and a set of 25 for each grade level K-5. The Chromebooks would then be replaced on a 4 year rotation. Alex outlined the various accounts that would be affected by the purchases. There is a 4-8% increase in

the listed budget areas on page 11. Anthony asked Alex if he would be able to set up Chromebooks that were donated. Alex said yes, however, the Chromebooks have about a 4 year life. He said that there have been some grant opportunities to use towards the purchase of Chromebooks.

10. PUBLIC COMMENT ON AGENDA ITEMS: There were no questions or comments

11. POLICIES

- A. GBA-AR: Veteran's Preference: Second Reading. Business Manager Pam Strutz explained that PACE, our district's insurance company, was seeing a large uptick in lawsuits regarding hiring practices, so the insurance company came up with a 3 page grid of requirements to help alleviate this problem. Anthony Knox moved, seconded by Shelly Watson, approved unanimously by the Board: ***approve policy GBA-AR and policy EEAE-AR(1) as presented.***
- B. EEAE-AR(1): Transportation and Release Form: Second Reading
- C. 2017-2018 CALENDAR ADOPTION: Superintendent Starr explained the reasoning for presenting two different calendars. He asked Brody McGowan to survey the teachers for their preference. 76% of the teachers voted for option 2 which includes having conferences during the week of Thanksgiving as opposed to October as presented in the option 1 calendar. There would be 3 Friday workdays in January in the option 2 calendar which would have to be approved by the HEA since it goes against the certified contract. This was the first reading and approval will be at the March meeting.

12. BUSINESS MANAGER'S REPORTS

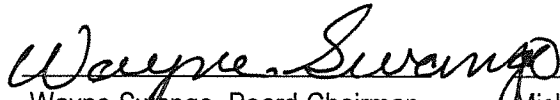
- A. FINANCIAL REPORT: Business Manager Pam Strutz reported that year-to-date results continue to show a surplus of over \$100,000 when compared to the year-to-date budget goals. There were some significant items budgeted for this year that have not yet been spent. We are watching these areas for possible budget adjustments and carryover to offset the PERS increases beginning next budget year. Revenue estimates from the state will be published in early March, however, revenue forecasts for the 2017-2018 school year from the state are not positive at this time. She said that there is probably going to be a supplemental budget later this Spring to account for differences in budget to actual revenues.
- B. APPROVAL OF AUDIT: Business Manager Pam Strutz reported that the 2015-16 audit resulted in an unqualified audit opinion on the financial status of the District. She reviewed the Key Economic Factors on page 10 in the Management Discussion and Analysis section of the audit: On page 17 of the audit report, a report similar to a business income statement can be found. She noted that the ending fund balance of \$1,259,847 is not the same as cash. On page 28, in the Notes section, the cash balance as of the end of the 2015-2016 fiscal year is listed at \$1,401,494. Also in the Notes section on page 30 and 31, details of our loans and bond obligations are listed. She pointed out that some of our loans are about to be paid off including our bond in June of 2019. The loan for ice damage is paid off in 2024. The last boiler payment is due this year. The new bus will be paid off in 2022. There is still a need for new buses in the transportation department in order to meet future State requirements. The new auditors could not get past records from the previous auditors, Pauly Rogers and Co., so they had to recalculate and restate our beginning fund balances. This took them additional time for which we were not charged. Pam expressed appreciation to the auditors for the time and effort they spent on the audit. Anthony Knox moved, seconded by Shelly Watson, approved unanimously by the Board: ***approve and accept the audit report as presented.***

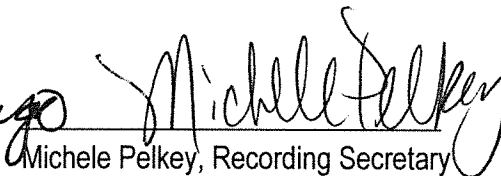
13. SUPERINTENDENT'S REPORT

- A. OPEN ENROLLMENT: Superintendent Starr reported that now is the time that the numbers for open enrollment have to be adopted because the application period is in March. Shelly Watson moved, seconded by Anthony Knox, approved unanimously by the Board: ***approve the open enrollment numbers as presented.***

- B. STRATEGIC TASK FORCE UPDATE: Superintendent Starr reported that the Board received survey results in their Board packets. Staff, parents and community members were surveyed on their thoughts on the school district and the results were extensive. He said the next meeting of the Strategic Task Force is scheduled for March 9th and they are making a lot of progress.
- C. ADOPTION OF LBL-ESD 2017-2018 LOCAL SERVICE PLAN: Anthony Knox moved, seconded by Shelly Watson, approved unanimously by the Board: ***adopt the LBL-ESD 2017-2018 Local Service Plan as presented.***
- D. ELEMENTARY PRINCIPAL POSITION: Superintendent Starr reported that there are 32 applicants for this position and that he has a committee with good, all around representation. Interviews will be the 21st and 23rd of this month. Superintendent Starr asked if any of the Board members would like to be on the committee. Wayne and Anthony both said that they would be on the committee.
- E. STAFFING/VOLUNTEERS REPORT: The Staffing and Volunteers report was included in the Board packets.
- F. CELEBRATIONS

14. **ADJOURN:** Wayne Swango adjourned the meeting at 8:34 p.m.


Wayne Swango, Board Chairman


Michele Pelkey, Recording Secretary