

Harrisburg School District No. 7

P.O. Box 208

Harrisburg, OR 97446

Regular Board Meeting

January 9, 2017

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

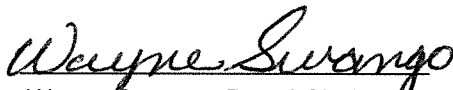
1. **CALL TO ORDER:** Board Chairman Wayne Swango called the meeting to order at 6:32 p.m.
2. **OPEN SESSION:** Board Chairman Wayne Swango declared the meeting to be in open session at 6:32 p.m.
3. **APPROVAL OF AGENDA:** Shelly Watson motioned, seconded by Anthony Knox, approved unanimously by the Board: **approve the agenda as amended. The agenda was amended to add item 10 B: Special Board Meeting.**
4. **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 DECEMBER 12, 2016
 - B. BILLS REPORT
5. **WELCOME AND RECOGNITION OF VISITORS AND DELEGATIONS**
 - A. STUDENT RECOGNITION: HUNTER KNOX AND MAKENZIE THOMPSON: Hunter and Makenzie were each honored for their accomplishments. Hunter won the First Student Award for all of Linn County, and Makenzie was a nominee.
 - B. LEADERSHIP REPORT: Dominique Brock said they just finished their "Winter Week." They are getting ready for Beach Night. There will be a luau. They are also having a food drive to help with the snack pack program. They are turning it into a competition.
 - C. BOARD APPRECIATION: LEADERSHIP CLUB: The Leadership Club passed out chocolate candy bar bouquets to each of the Board members.
 - D. FOREIGN EXCHANGE STUDENT REPORT: Simona from Slovakia presented a report on her home country.
6. **BUILDING PRINCIPALS REPORTS**
 - A. ELEMENTARY SCHOOL: Carol O'Connor was absent. Her report was included in the Board packet.
 - B. MIDDLE SCHOOL: Darci Stuller reported that the middle school was able to provide holiday gifts for 10 students. Lions Club did vision screening for each student. The 6th Grade Avid students just completed a big project on the new Chromebooks. The American Idol assembly/competition is coming up. The drama club will be presenting a play.
 - C. HIGH SCHOOL: Seniors went to a job/career fair at LBCC. They went through job interviews and worked on resumes. Most of the seniors participated. Freshman will be going through an equity training. There will be a training for AVID teachers with the middle school staff.
7. **POLICIES**
 - A. GBA-AR: Veteran's Preference: First Reading: Superintendent Starr explained that this is a new policy that OSBA released. If we adopt this we will receive a 5% discount on our PACE policy insurance. Wayne Swango asked how the scoring system works for this new policy. Superintendent Starr explained that veteran's will receive an additional 5 points for their applications, and that a scoring system will be developed.
 - B. EEAE-AR(1): Transportation and Release Form: First Reading: Superintendent Starr explained the reasoning behind the minor changes in this administrative regulation.

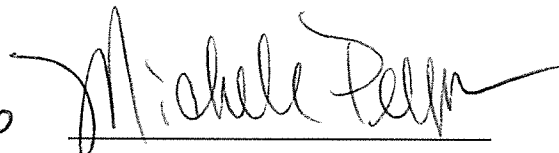
8. **PUBLIC COMMENT ON AGENDA ITEMS:** There were no questions or comments.
9. **BUSINESS MANAGER'S REPORTS**
- A. **FINANCIAL REPORT:** Business Manager Pam Strutz reported that year-to-date results continue to show a positive variance vs. budget with total GF Expenditures at 39.5% of budget, \$114,828 below the 40.9% budget goal. However, this report is based on actual expenditures and the utilities are not included in this report due to our meeting being earlier in the month than usual. Utilities bills will be about \$20,000. Current year expenditures are 3.6% more than last year at this time.
- Two areas that are significantly below budget are purchased services in the Restrictive Programs and also in the Speech Program. As mentioned last month, we budgeted \$35,000 for Restrictive Program services and we are still well below budget. We are also below budget in the Speech area due to the last minute departure of our SLP and the decision by our SLPA to take a leave of absence. Speech services began in late November, and we just last week received an invoice from the ESD for SLP and SLPA services for this fiscal year. The total amount will be just over \$100,000 which will all be paid from our Federal Special Needs grant funds. The amount in the General Fund budget was \$23,000, and we do not anticipate needing those funds for the Speech program at this time. Both grant and General Fund amounts budgeted for these special program areas normally need to remain allocated to those areas. "Maintenance of Effort (MOE)" policies require that we spend at least the same amount that we spent in the prior year on these programs. One exception to this rule is when a high cost student leaves the District. We will qualify for this exception for the 2016-17 fiscal year, but we won't know until later this month exactly how much needs to be spent this year in order to meet MOE. Once Ms. Strutz knows that amount, she will be able to calculate how much, if any, of these excess funds can be re-allocated to other areas.
- B. **APPROVAL OF BUDGET CALENDAR:** Pam Strutz reported that the budget calendar was included in their Board packets. Wayne Swango moved, seconded by Shelly Watson, approved unanimously by the Board: ***approve the budget calendar as presented.***
10. **SUPERINTENDENT'S REPORT**
- A. **DIVISION 22 REPORT:** Superintendent Starr reported that we are compliant as a district in all of the Division 22 standards.
- B. **SPECIAL BOARD MEETING:** Superintendent Starr reported that the Board needs to have a special board meeting to approve which company the district will use to complete the Seismic Rehabilitation on the middle school gym. They decided to meet on Tuesday the 31st of January at 8:00 am in the district office. Terry Crabb motioned, seconded by Anthony Knox, approved unanimously by the board: ***set the special board meeting for January 31, 2017 at 8:00 am in the district office.***
- C. **LANDSCAPE CONTRACT:** Superintendent Starr recommended to continue the landscaping contract with Kokkeler's Landscaping for one more year. He said that he has spoken to the company about some of the expectations that need to be met. Pam Strutz explained that the district has saved money by contracting the work out, and we would need to purchase a tractor and a push mower if we were to do our own landscaping. She did an analysis on the savings for hiring a landscaper versus contracting the duties out. The savings is \$11,000-\$14,000 for every two years. Terry asked if the savings included hiring the part time students. Pam said no. Anthony Knox moved, seconded by Shelly Watson approved unanimously by the Board: ***approve the landscaping contract for Kokkeler's for one more year.***
- D. **INCLEMENT WEATHER MAKE UP DAYS:** Superintendent Starr reported that because of the recent inclement weather, we have missed two school days. He reported that Brody McGowan did an informal survey for the teachers about whether or not they wanted to make up the inclement weather days. The majority of teachers did not want to make up the days. Terry said he does not think the teachers need to make up the days because they work so hard. Anthony said he did not

want to either unless more days are missed. Shelly thought we should hold off on making up the days. Terry said he is okay with not making up the two days but if there are more, then we should look at that. Terry then asked if there were opportunities for classified staff to make up those days. Pam Strutz said that classified staff could use personal leave to make up for the snow days. She also said that if the Board allowed them to use their personal pay sub, it would help the classified staff who have already used their personal leave. Wes Brent asked if the missed days could be amortized. Pam said it would be difficult, and she would rather that individuals work with her because she may be able to help them. Wayne said that he felt like the classified staff should be paid for the snow days, as well. Superintendent Starr said that classified staff have inclement weather language in their collective bargaining agreement. The consensus of the Board was that they did not want to add a day into the calendar, unless there is another cancelled school day. Anthony Knox moved, seconded by Shelly Watson, approved unanimously by the Board: **reserve April 21 and May 5 as make up days in case we have more cancelled school days.**

- E. STAFFING/VOLUNTEERS REPORT: The Staffing and Volunteers report was included in the Board packets.
- F. CELEBRATIONS: The elementary PTO did a fabulous job of fundraising for their new reader board, and staff helped install it. Thank you to our transportation Amy Traw for checking the roads early in the morning to determine whether or not the roads were safe for students and staff.

11. **ADJOURN:** Wayne Swango adjourned the meeting at 7:41 p.m.


Wayne Swango, Board Chairman


Michele Pelkey, Recording Secretary