
Harrisburg School District No. 7

P.O. Box 208
Harrisburg, OR 97446
Regular Board Meeting
July 11, 2016

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

1. **CALL TO ORDER:** Board Chair Anthony Knox called the meeting to order at 7:03 p.m.
2. **OPEN SESSION:** Board Chairman Anthony Knox declared the meeting to be in open session at 7:03 p.m.
3. **APPROVAL OF AGENDA:** Superintendent Bryan Starr said that he would like to amend the agenda by adding surplus mower to item 9E, moving Celebrations to 9F. Shelly Watson motioned, seconded by Wayne Swango, approved unanimously by the Board: **approve the agenda as amended.**
4. **ELECTION OF OFFICERS:** Terry Crabb nominated Wayne Swango, seconded by Randy Klemm, approved unanimously by the Board: **elect Wayne Swango as Board Chair.** Terry Crabb nominated Shelly Watson for Board Vice-Chair, seconded by Wayne Swango, approved unanimously by the Board: **elect Shelly Watson as Board Vice-Chair.**
5. **APPROVAL OF CONSENT AGENDA:** Anthony Knox declared a conflict of interest. Randy Klemm motioned, seconded by Wayne Swango, approved unanimously by the Board: **approve the consent agenda as presented.**
 - A. MINUTES OF THE REGULAR BOARD MEETING OF JUNE 13, 2016
 - B. MINUTES OF THE SPECIAL BOARD MEETING AND BUDGET HEARING OF JUNE 20, 2016
 - C. BILLS REPORT
 - D. RESIGNATIONS: **Stephanie Sather**, HS Softball Coach; **Bert Harrison**, HHS Special Education Teacher
 - E. APPROVE FOR HIRE: **Kristin Stauber**, HHS Cheer Coach; **Lisa Borchers**, HMS Teacher; **Angela Knox**, HES 4th Grade Teacher; **Shannon McIntyre**, HHS Business Teacher
 - F. APPROVAL OF 2016-2017 CONTRACTS: **Bryan Starr**, Superintendent; **Pam Strutz**, Business Manager; **Michele Pelkey**, Administrative Assistant; **Joshua Stauber**, HHS Principal; **Darci Stuller**, HMS Principal; **Carol O'Connor**, HES Principal;
 - G. RESOLUTION #1: ANNUAL ORGANIZATIONAL BUSINESS
6. **PUBLIC COMMENT ON AGENDA ITEMS:** There were no questions or comments.
7. **POLICY ISSUES**
 - A. EEAE-AR(1): Transportation and Release Form: This was the first reading. There were no questions or comments.
 - B. EFAA-AR: Reimbursable School Meals and Milk Programs: This was the first reading. There were no questions or comments.
 - C. GBM: Staff Complaints: This was the first reading. There were no questions or comments.
 - D. GBMA: Whistleblower: This was the first reading. There were no questions or comments.
 - E. JED: Student Absences and Excuses: This was the first reading; there were no questions or comments.
 - F. JHCDA: Prescription Medications: This was the first reading. Randy Klemm asked if an athlete was in adrenal crisis would the coach know how to administer the medication for that. He also made the following suggested changes: In the first paragraph, it would be better to define diabetes as hyperglycemia and hypoglycemia. In the second paragraph, add "legally" before the word "prescribed," and add "and dispensed" after the word "prescribed." In the second paragraph,

include "but not limited to" after the word "including." In the fifth paragraph, strike "a physician, physician assistant or nurse practitioner," and replace with "the prescriber."

G. JHCD/JHCDA-AR: Prescription/Nonprescription Medication: This was the first reading.

8. BUSINESS MANAGER'S REPORTS

A. FINANCIAL REPORT: Business Manager Pam Strutz reported that our internet service has been out since Thursday morning, so she had a verbal report only. She said the 15-16 fiscal year ended \$60,000 in the black for the general fund. She said that the money was transferred in the supplemental budget was more than enough to cover the needs at the time. She reported that the business office is now getting ready for the new year. She said tax revenue was more than what was budgeted. Terry Crabb pointed out that when taxes go up, state school fund goes down. Ms. Strutz added two students for enrollment to the state school fund, but is not worried about it with Harris Private closing and other incoming transfers. Wayne Swango asked how attendance affect the budget. Ms. Strutz explained how it figures and calculates with membership.

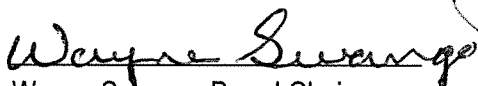
9. SUPERINTENDENT'S REPORT

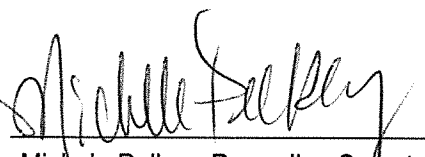
- A. PARENTAL CONSENT FORMS FOR CLUBS: Superintendent Bryan Starr reminded the Board that they suggested a parental consent form for high school students who wish to participate in any club offered at the high school. He asked the Board what they would like the process to look like. Shelly Watson thought that parents should have to sign the form if they wanted to refuse consent for their student to participate in any given club. Terry Crabb thought that parents should acknowledge that they saw the paper and should sign permission for each club their student can participate in. He wants to be sure that parents are aware of every club we offer along with a description of each club. Anthony likes the idea of having a list of the clubs on the form. He thinks it should be signed if the parent is okay with their student participating in the club. Randy wants them to know what they are saying yes or no to. Randy asked what a student would do if they wanted to join a club mid-year. Superintendent Starr said that a permission slip needed to be filled in before a student participates in any club. Superintendent Starr said that he would prepare a draft of the permission slip for next month's meeting.
- B. RETIREMENT/WORK BACK REQUEST POLICY: Anthony Knox wanted to know if the Board wanted to have a policy in place with guidelines for work back requests from employees wanting to retire. Terry Crabb would like to see consistency with all the employees. Anthony said he thought they shouldn't receive any pay increase during their work back time. Wayne did not agree. Shelly would like a policy going forward for consistency. Terry said it is a good time to establish a policy since there are no outstanding requests at this time. Shelly felt like they should receive the same pay raise as everyone else, and that they shouldn't be penalized. Shelly said that she would like to see what other districts have done, what OSBA says, what statutes say, and what has happened historically in the district. Pam thought that it might require opening the bargaining agreement. She pointed out that the definition of a bargaining unit member states that anyone with a license is a member of the bargaining agreement.
- C. TRACK FUND: Anthony Knox pointed out that our track is not in good shape, and it might a good time to begin setting money aside for a new track. Terry asked if we had any idea how much it would cost to redo the track. Randy said that Scott Phelps said it would be over \$100,000 and Superintendent Starr said it would be over \$400,000. Anthony reported that core samples were taken and foot traffic will not affect the track, but vehicles would. Shelly asked Pam her thoughts on saving for a track fund. Pam said she doesn't know what is going to happen with PERS, and that is what she is concerned about. She said that our only hope now is to pass a Bond and include it into the bond. Terry asked if we should consider smaller bonds for specific things, or go after a bigger bond that may not pass. Anthony thought that going for the matching grant would be most beneficial. Superintendent Starr said the Technical Assistance Grant will be opening next month which would pay for the \$40,000 fee for the required survey. Anthony hopes that we get the

grant and then have the bond on the November 2017 ballot. Randy reminded everyone that a priority list should be set up.

- D. **OUTGOING INTER-DISTRICT TRANSFER NUMBERS:** Board Secretary Michele Pelkey explained that there is a family who recently moved into town, and they would like to transfer their students into the Junction City School District, however, our one outgoing slot for 5th grade had already been taken by another student. Anthony Knox moved, seconded by Randy Klemm, approved unanimously by the board: ***allow one additional inter-district transfer, outgoing slot for fifth grade.***
- E. **SURPLUS EQUIPMENT:** Superintendent Starr said that there is an old mower pull behind just sitting on school property. When the bearings go out, they are expensive and difficult to replace. There is also a sharpener that needs to be sold. He would like to list them on Craigslist to see if they can be sold. Shelly Watson motioned, seconded by Anthony Knox, approved unanimously by the Board: ***surplus the mower and sharpener.***
- F. **CELEBRATIONS:** 14 staff members came back from Colorado very excited about the AVID training they received. Bryan said that he believes there will be increased rigor in academics once we are an AVID school.
Shelly reported that the certified agreement has been tentatively agreed upon.

10. **ADJOURN:** Wayne Swango adjourned the meeting at 7:52 p.m.


Wayne Swango, Board Chairman


Michele Pelkey, Recording Secretary