

## Harrisburg School District No. 7

P.O. Box 208  
Harrisburg, OR 97446  
Regular Board Meeting  
June 12, 2017

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

1. **CALL TO ORDER:** Board Chairman Wayne Swango called the meeting to order at 6:42 p.m.
2. **EXECUTIVE SESSION:** PER ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.
3. **OPEN SESSION:** Board Chairman Wayne Swango declared the meeting to be in open session at 7:06 p.m. Superintendent Starr presented our outgoing board members, Shelly Watson and Randy Klemm with plaques and thanked them for their service to the school district.
4. **APPROVAL OF AGENDA:** Anthony Knox motioned, seconded by Shelly Watson, approved unanimously by the Board: ***approve the agenda as presented.***
5. **APPROVAL OF CONSENT AGENDA:** Shelly Watson motioned, seconded by Randy Klemm, approved unanimously by the Board: ***approve the consent agenda as presented.***
  - A. MINUTES OF THE REGULAR BOARD MEETING OF MAY 8, 2017
  - B. APPROVE FOR HIRE: Brooke Morgan, Kitchen Server; Pat Jarman, HHS Head Track Coach;
  - C. RESIGNATION: Angela Knox, 4<sup>th</sup> Grade Teacher; Sheena Johnson, 2<sup>nd</sup> Grade Teacher; Kelley Norrell, HSD SLPA; Pat McKibben, HHS Head Softball Coach
  - D. APPROVE REHIRE OF FALL COACHES: Tim Cheek, HSD Cross Country Coach; Sherry Kuschel, HHS Head Volleyball Coach; Samantha Summerfield, HHS JV Volleyball Coach; Madison Brock, HHS JV2 Volleyball Coach;
  - E. APPROVAL OF VOLUNTEER COACHES: Lacey Briggs, HS Wrestling; Anibal Vazquez, HS Wrestling; Desmond Bennett, HHS Football; Bruce Eien, HHS Football; Tristen Evans, HHS Football; Anthony Knox, HHS Football;
  - F. APPROVE FOR REHIRE: Pam Strutz, Business Manager
  - G. SECOND READING POLICIES
  - H. BILLS REPORT
  - I. LICENSED BARGAINING AGREEMENT – MEMO OF AGREEMENT
6. **WELCOME AND RECOGNITION OF VISITORS AND DELEGATIONS**
  - A. TURN AROUND STUDENTS OF THE YEAR: Jacob Gomez-Miller from Harrisburg Elementary School, Adam Eldridge from Harrisburg Middle School, and Jylene Ortiz-Teran from Harrisburg High School were each honored for their improvements this school year.
  - B. LEADERSHIP REPORT
  - C. ELEMENTARY SCHOOL PARENT CLUB UPDATE: Anna Lidbeck, Parent Club President, reported that they had one of their most successful fundraising years. They raised enough money to purchase the electronic reader board, and they raised more money at the carnival than any other in the past. They want to fund raise enough to pay for a full time, year round PE teacher for the elementary school, and enough money to have water treatment for each classroom.
7. **BUILDING PRINCIPALS REPORTS**
  - A. ELEMENTARY SCHOOL: Carol O'Connor reported that they are interviewing for 3 teacher positions on Monday. Carol said that she has appreciated working with the school board and she

said that she appreciates the good changes in the past 6-7 years. Anthony said that he appreciates all that Carol has done.

B. MIDDLE SCHOOL: AVID classes are set after student interviews. The student carnival and Shotgun Creek field trip were both successful.

C. HIGH SCHOOL: Josh Stauber reported that the high school had a 100% graduation rate. Sports have wrapped up. The plan is to have all the work on Legend's Field completed before the first home football game.

8. **PUBLIC COMMENT ON AGENDA ITEMS:** There were no questions or comments. Anthony thanked Randy and Shelly for their time and varying opinions, and said that their love for this community is apparent. Randy Klemm told Carol that they go back a long way and that he has truly enjoyed serving with her, and he commended her for the good that has come out of the elementary building.

9. **HANDBOOK UPDATE**

A. COACH'S HANDBOOK: Anthony Knox moved, seconded by Randy Klemm approved unanimously by the board: approve the proposed changes to the coach's handbook.

10. **POLICY ISSUE**

A. GCAA: Standards for Competent and Ethical Performance of Oregon Educators: Superintendent Starr said that he would like this policy adopted. This was the first reading. There were no questions or comments.

11. **BUSINESS MANAGER'S REPORTS**

A. FINANCIAL REPORT: Business Manager Pam Strutz passed out the expenditures report. She said that we would finish strong fiscally this year. She told the incoming Board members that this report is one that the auditors require, however, a new report will be used beginning next month forward. She said that we have some good sized payments this month including 3 payrolls and maintenance projects that are encumbered.

B. RATIFY VENDOR CONTRACTS: Pam Strutz passed out the list of 16-17 contracts to ratify. She explained that this was a list of companies that we do business with, and that every 3-5 years, we have to go out for bid after doing business with one company. Terry Crabb said that he thought that we had to have 3 written bids at \$10,000. Ms. Strutz said that we, as a practice, set it at \$5,000. Amy Traw, transportation supervisor, goes out for bids for bus services. She explained the LBL-ESD tier 2 services, and she explained the differences between services that we used this year compared to what we will use next year. Randy Klemm asked why the change in Insight Investments. Ms. Strutz explained that this is part of the E-Rate program and we were advised to spend the money early in case it runs out. She said that it has been maxed out over the two years. Wayne Swango asked if we had to rebid the lawn service. Ms. Strutz said that the contract runs through December, so we will renegotiate at that point. Shelly Watson moved, seconded by Anthony Knox, approved unanimously by the Board: ***ratify the 16-17 vendor contracts as presented.***

C. DONATION REPORT: The donation report was included in the board packets. Pam Strutz explained that the food to home program will be taken over next year by another staff member since Carol O'Connor is retiring. She said that the high school counselor has started her own food to home program to serve high school students. She said that if any of the Board members know anyone who would be good fundraisers for the food to home program, they would appreciate any help. She reported that the state reinstated the \$.40 reduced meal price.

12. **SUPERINTENDENT'S REPORT**

A. STRATEGIC PLAN: Superintendent Starr recognized all who volunteered and worked on the strategic plan. He said that they looked at the survey results from earlier in the year, and came up with the core values and beliefs based on the needs in the district. He summarized what the strategic plan was including the mission statement, the vision statement, student achievement,

culture and climate, character and service, and performance indicators. He suggested that the Board use the performance indicators to evaluate him, as well. Shelly said that our district does a good job, but she feels that the document that they came up with will measure their work.

Superintendent Starr passed out a flyer that Shannon McIntyre and Anthony Sedano created to go with the Strategic Plan document. Ms. McIntyre asked for the Board's opinion, and Shelly pointed out that the flyer was representative of the plan and what she liked about it. Randy Klemm moved, seconded by Anthony Knox, approved unanimously by the Board: **approve the Strategic Plan as presented.** Randy said that he appreciated everyone's work on the Strategic Plan.

- B. SCHOOL BOARD ELECTION RESULTS: The abstract of votes from the Linn County Elections Office was included in the Board packets. Shelly Watson moved, seconded by Terry Crabb, approved unanimously by the board: **accept the Board member election results as presented.**

- C. FACILITIES/BOND DISCUSSION: Superintendent Starr reported that two companies presented proposals for the facility assessment. They selected McKinstry to provide the facility assessment and Long Range plan work for the district. Anthony Knox moved, seconded by Randy Klemm, approved unanimously by the Board: **approve McKinstry to provide the facilities assessment and Long Range plan work.**

Superintendent Starr reported that Carol Samuels from Piper Jaffery sent him a 19 page document with 10, 15 and 20 year plans for a bond. He said that he would send it electronically to everyone. She used Monroe as a guideline with their bond rate of \$1.35 per \$1000 of assessed property value. Superintendent Starr said they are really going to have to step it up if they want to go out for the bond in the May 2018 election. They will need to put together a bond committee, and the bond message should go out to the public by February. Superintendent Starr said he wanted to hear what the Board thought. Anthony Knox asked if the matching funds grant was still available. Superintendent Starr said yes. Anthony said that he would like to go for the bond in May 2018 because the matching grant will be a strong selling point. Shelly Watson said the sooner we can get it out there, the better because of the state grant matching grant. Justin Thomas asked what the money would be used for. They said the money would be used for capital improvements and not salaries. The consensus of the board was that they wanted Superintendent Starr to go forward with pursuing the bond.


- D. OSBA PROMISE SCHOLARSHIP PROGRAM: Superintendent Starr told the board members about the commitment to trainings that would need to be made to receive the scholarship opportunity for seniors. Two dates for roles and responsibilities training would be needed. There are a lot of training dates available and the trainings will cost \$2400. Shelly said that she believes she was not an effective board member until she was associated with the OSBA, and they do a good job of training Board specific items. She knows that it is hard to pay that much money, but the money for the trainings is in the budget. Terry Crabb said that he agrees up to the point where \$5000 turns into a \$2600 scholarship. Terry said he is not in support of doing more trainings. Anthony said that they might cover the hours in the summer board conference. Shelly said that there is money in the budget to go to the trainings. Anthony asked Superintendent Starr if three of the Board members could train. Superintendent Starr said that he believed that all of the Board members would have to attend the trainings. Wayne said that he felt that they needed to go forward with the trainings. Superintendent Starr said that he would ask Steve Kelley if they could reduce the number of trainings, and if the Summer Board Conference could count towards the required trainings. The training is 18 hours for all board members together. The consensus of the Board was that they would do the trainings for their benefit and to receive the \$5000 in scholarship money for students. Anthony Knox moved, seconded by Shelly Watson, approved unanimously by the board: **go forward with the Board trainings, so they can receive the \$5000 scholarship money to award to students.**

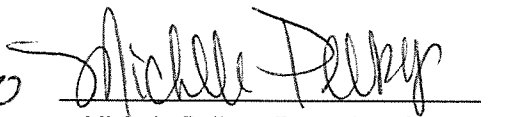
- E. LEAVE OF ABSENCE REQUEST: Morgan Ross has requested a leave of absence for the 17-18

school year. The Board discussed the request. Shelly Watson moved that they approve the one year leave of absence for Morgan Ross, seconded by Wayne Swango. Randy Klemm also voted to approve the leave. Terry Crabb and Anthony Knox voted against; motion carried 3:2.

- F. **ATHLETIC ACCIDENT INSURANCE:** Superintendent Starr passed out a flyer that said that coaches who hold camps must have accident insurance for all the participants. The question is, should the district require accident insurance for families who do not have their own when they are attending a summer camp. They also have camps, and should they make sure that everyone has insurance because parents may be under the assumption that it's a school sponsored event and that they are covered if there is an accident. Terry said that Eagle Athletics has all parents sign a hold harmless form, so that they are not held liable for any accidents. Terry talked about the gold card that he has from OACA which gives him \$1,000,000 of liability insurance. Pam Strutz said that our insurance company says that the general liability protects the coach, but it does not protect the district. Terry said that the insurance cost for Eagle Athletics only cost \$5-\$6 per student per sport to cover them. He said it could be very cumbersome to require proof. Pam said that there aren't a lot of guidelines for this. Terry said it would be a good idea to include the cost of the insurance in the cost of the camps so that the district can ensure that the insurance is being purchased. Terry said that they are buying the insurance for campers and it's included in the cost of the camp. Pam Strutz said that she was thinking for the 18-19 school year to require the insurance. Terry said that the different sports would have different price points.
- G. **PARTNERING WITH CITY OF HARRISBURG (LIBRARY):** Superintendent Starr said that with the bond the Harrisburg City Library needs a new home. Superintendent Starr spoke with Brian Latta about partnering with the City Library. The initial thought was that we would build a library in the area of the tennis courts, but there are concerns like the public having access to the library when there are students there and having to cross the street to get to the library. Superintendent Starr also said that he would like a library connected with an auditorium.
- H. **ANNUAL RESTRAINT AND SECLUSION REPORT:** The Restraint and Seclusion Report was included in the Board packets.
- I. **RECAP OF ALTERNATIVE EDUCATION PROGRAM:** The Alternative Education report was included in the Board packets.
- J. **STAFFING/VOLUNTEERS REPORT:** The Staffing and Volunteers report was included in the Board packets. It was decided that due to a scheduling conflict, the July Board meeting would take place on Tuesday, July 18<sup>th</sup>.
- K. **CELEBRATIONS:** Congratulations to the boy's track team for their 5<sup>th</sup> place finish at the state tournament. Congratulations to the 73 seniors who graduated on Sunday, June 5<sup>th</sup>. Congratulations to Hunter Knox for being selected as a finalist for the Johnny Carpenter prep athlete of the year for the 65<sup>th</sup> Oregon Sports Awards presented by NIKE.

13. **ADJOURN:** Wayne Swango adjourned the meeting at 8:49 p.m.

  
Wayne Swango, Board Chairman

  
Michele Pelkey, Recording Secretary