

Harrisburg School District No. 7

P.O. Box 208
Harrisburg, OR 97446
Regular Board Meeting
November 14, 2016

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 6:35 p.m.
2. **OPEN SESSION:** Board Chairman Wayne Swango declared the meeting to be in open session at 6:35 p.m.
3. **APPROVAL OF AGENDA:** Shelly Watson motioned, seconded by Anthony Knox, approved unanimously by the Board: **approve the agenda as presented.**
4. **APPROVAL OF CONSENT AGENDA:** Shelly Watson motioned, seconded by Anthony Knox, approved unanimously by the Board: **approve the consent agenda as amended. The consent agenda was amended to correct an error: Melanie Grimes was listed as the HHS Head Track Coach.**
 - A. MINUTES OF THE REGULAR BOARD MEETING OF OCTOBER 10, 2016
 - B. BILLS REPORT
 - C. APPROVE FOR HIRE: **Tricia Fraser**, HES Educational Assistant; **Misty Cruz**, HES Educational Assistant; **Gregg Huskey**, HHS Educational Assistant
 - D. RESIGNATIONS: **Nathan Brock**, HHS Educational Assistant
 - E. APPROVE FOR REHIRE – SPRING COACHES: **Melanie Grimes**, HMS Track Coach; **Robin Brock**, Assistant Track Coach; **Gabe Buhler**, Assistant Track Coach
 - F. APPROVAL OF CONTRACT: **Amy Traw**, HSD Transportation Supervisor
5. **WELCOME AND RECOGNITION OF VISITORS AND DELEGATIONS**
 - A. STUDENTS OF THE MONTH: Jack Lidbeck from Harrisburg Elementary School, Russell Talmadge from Harrisburg Middle School and Zachary Harris from Harrisburg High School were each recognized for their outstanding behavior and academics.
 - B. LEADERSHIP REPORT: There was no Leadership report.
 - C. FOREIGN EXCHANGE STUDENT REPORT: Laura Olea Quevedo presented a report about her home country, Spain.
 - D. TEACHER RECOGNITION: Tessi Sims, first grade teacher, won teacher of the year award from the Oregon Small Schools Association. Tessi said that she was honored to be able to do something that she loves so much, and that she was honored to represent Harrisburg. Carol O'Connor was awarded Harrisburg's Educator of the Year by the Tri-County Chamber of Commerce during their annual Distinguished Service Awards Banquet.
6. **BUILDING PRINCIPALS' REPORTS**
 - A. ELEMENTARY SCHOOL: Carol O'Connor reported that attendance dropped slightly, and they are trying to stay ahead of those issues. They are discouraging parents from taking vacations during school days. She said they have had more AVID training. The PTO bought a new electronic reader board for the elementary school. 5th grade teacher Brody McGowan spearheaded the project for his administrator's program. They are working on Thanksgiving baskets for families.
 - B. MIDDLE SCHOOL: Attendance has improved. Their cookie dough fundraiser was very successful. The money will be used for student activities. The middle school is focusing on kindness for the month of November. The middle school has a parent volunteer running a drama club. They have twenty students who consistently show up. The first dance was a huge success, and they are

planning the next dance.

- C. HIGH SCHOOL: Attendance stayed close to the same. College field trips are coming up. Ag/Science field trip is coming up. Linn County First Citizen representatives McKenzie Thompson and Hunter Knox represented Harrisburg. Hunter Knox won the award out of all of Linn County students. AVID representative Melissa Cole visited last week and gave feedback on how they could improve. Sports: Football made state semi-finals. Drama club will have a performance on December 3rd.

7. POLICIES

- A. BDC-AR: Executive Sessions-News Media: Delete: This was the first reading; there were no questions or comments.
- B. BFC: Adoption and Revision of Policies: This was the first reading; there were no questions or comments.
- C. GBA: Equal Employment Opportunity: First Reading: There were no questions or comments.
- D. GCBDD-GDBDD: Sick Time: First Reading: Terry Crabb asked a question because there appeared to be a contradiction in the policy regarding the sick time being carried over from year to year. Pam Strutz, Business Manager, explained that sick time runs concurrently with sick leave. She further explained that the Board could change the policy, so it could be more beneficial to staff. She continued to explain the difference between sick leave and sick time. Sick time is based on a new Oregon law. She explained that if the Board wanted to encourage staff attendance, they probably don't want to make the policy more generous.

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

9. BUSINESS MANAGER'S REPORTS

- A. FINANCIAL REPORT: Business Manager Pam Strutz passed out two reports. She said that she reported an error last month, and would like it corrected in the minutes. Last month, she reported that the District expenses were \$103,000 under the budget goal, and the amount should have been \$13,733. She said that still, less was spent than the goal amount. She went over this month's financial report. She said that salaries have increased 1.8% and benefits by 1.5% compared to last year's actual. Cuts made in staffing minimized the impact of the teachers and classified staff raises. The overall amount spent is 6.4% more than last year. Year to date we are \$74,202 under the spending goal with 23.5% of the budget spent. She stated that this is right where we should be. We have spent \$522,677 in salaries for the Instruction areas which is \$32,000 more than last year. She said that that is right where she expected us to be with the hiring of new staff. Insurance payments are higher. She updated the Board with the financial impact of the SLP program. She outlined the effects of contracting out the grounds keeping duties. The part time librarian at the elementary school was not replaced and the high school library supervisor has been spending half of her day at the elementary school. Wayne Swango asked how contracting out the grounds keeping has worked out. Superintendent Starr said that there have been some bumps, but overall it was going well.

10. SUPERINTENDENT'S REPORT

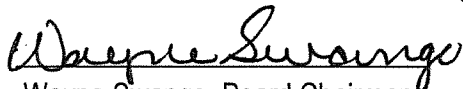
- A. K-8 MODEL: Superintendent Starr said that during the Board retreat, he was asked to do some research on a K-8 Model. He asked Darci Stuller and Carol O'Connor to report on their experiences working in a K-8 Model school. Carol said that her first experience as a principal was in a K-8 school. She said it was the same as it is now, but two different programs. She said it's possible for a principal to manage a K-8 school, but with smaller enrollment. She said the older students wouldn't cross paths with the younger students. She said she didn't know the reasoning for this and if she did, she would be able to tell them what they want to know. Terry Crabb said that the purpose of looking at this is to see if there is a way to save money by having one person over grades K-8, as well as fewer secretarial staff. Carol said that the number of student programs are very different between elementary grades and middle school grades. She said when she was

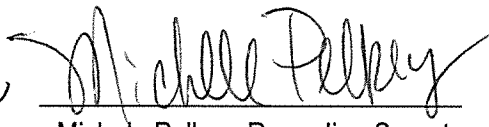
a K-8 principal temporarily for Harrisburg, it was very difficult to transition from disciplining an 8th grader and then to a kindergartener. Darci reported that both of her children went through a K-8 school. She said that they had a vice principal and 4 office staff. The purpose of their K-8 school was that they wanted to utilize one piece of land, so they saved money that way as opposed to eliminating a staff member. Terry asked Darci if she felt that her children had a smooth transition going from elementary to middle school. Darci said yes, it was a very smooth transition. Superintendent Starr prepared a chart showing the savings, as well as the downsides of going to a K-8 model. He pointed out that AVID ties the schools together, as well as the family feeling that already exists. He said we would need staff support and community support, and he didn't believe that we would have that. Terry Crabb said that saving \$30,000 isn't enough of a savings to make it worthwhile. Maybe, if there was an \$80,000 savings it would be worthwhile. Superintendent Starr said he believed that we would need a vice principal if we went to a K-8 model. Shelly Watson said that she is more interested in student achievement as opposed to saving money.

- B. OSAA REDISTRICTING AND CLASSIFICATION: Superintendent Starr said that the OSAA sent out information to get schools talking about redistricting and classification for school sports. He asked Tony Koontz, Harrisburg School District Athletic Director, to speak about this. Tony Koontz explained the process that the OSAA discusses in reclassification. He explained how the ADM numbers affect the classification process. He said that more people are testifying in the athletic director meetings. He has tried his best to keep us closer to home, and that students will no longer be traveling to LaPine or Coquille, but that students will be going to Sisters. Any testimony can be sent in and all evidence will be posted, and the committee will see and consider everything that is sent in. Terry asked for Tony's best guess on the way it will go. Tony said we could go to 5A. Tony said we will know by September of next year. He encouraged everyone to go up on Monday mornings to the meetings, and listen to testimony and the conversations that are taking place. Wayne asked Tony who votes. Tony said the executive ward will vote on it. Wayne asked how many are on the executive committee. Tony said six. Wayne said that small adjustments would make more sense instead of the upheaval that goes on every few years. Anthony and Wayne both thanked Tony for the information and his work on this.
- C. MCKINSTRY ENERGY AUDIT: Superintendent Starr reported that our technical grant was unsuccessful. We failed to qualify for 4 out of the 5 indicators. Colin from McKinstry went back to his team and told them that he would really like to do some work for Harrisburg. His team is willing to eat some of their costs. Coupled with dollars available from Oregon Energy Trust and SB 1149 funds, Superintendent Starr said that he and Pam Strutz feel like it's a win-win situation. This would be part of the facility assessment necessary for moving towards the bond. There will be more opportunities for grants which Superintendent Starr said he will apply for. Terry Crabb asked if it would cost any money. Wayne pointed out that we needed to be careful, so that they know that there is no commitment from us for further services in case we do not pass a bond. Anthony Knox moved, seconded by Shelly Watson, **approve the energy audit as presented.**
- D. INTERDISTRICT TRANSFER SLOTS: 5TH GRADE: Carol O'Connor reported that she has plenty of room in her 5th grade classrooms for more inter-district transfer students should a request come in. She was in favor of adding three slots. Anthony Knox moved, seconded by Wayne Swango, approved unanimously by the Board: **allot three more inter-district slots for 5th grade students.**
- E. BUSINESS OFFICE EFFICIENCY REVIEW: The efficiency review by the Linn Benton Lincoln ESD spent a lot of time with each building secretary as well as district office staff to see how we could be more efficient. Superintendent Starr outlined the results of the report, and some of the solutions that will be implemented to smooth out processes between and within the buildings.
- F. STAFFING AND VOLUNTEERS REPORT: The staffing and volunteers report was included in the Board packets.
- G. CELEBRATIONS: Hunter Knox won the Linn County First Citizen award. Also, Carol O'Connor will

be honored at the Tri-County Chamber of Commerce Distinguished Service Awards Banquet as Harrisburg's Educator of the year. The AVID state director, Melissa Cole, said that we have a quality AVID program for a first year program. Bryan said that observing a teacher using Cornell notes and the difference from last year to this year was fantastic with students collaborating and using critical thinking skills.

11. **ADJOURN:** Wayne Swango adjourned the meeting at 8:23 p.m.


Wayne Swango, Board Chairman


Michele Pelkey, Recording Secretary