

McKenzie School District  
School Board Meeting  
December 18, 2019

**5:30 P.M. Meeting called to order**

Present: Tim Halloran, Melissa Norlund, James Rudisill, George Beverly and Patence Winningham

Absent: Alyssa Brownlee

**PLEDGE OF ALLEGIANCE**

**COMMUNITY COMMENTS**

Jacob Lawson, parent, shared concerns about wording on a students t-shirt. He had talked with Mr. Meister but was not satisfied. He would like to know the next steps. Lane Tompkins offered to meet with Mr. Lawson after the winter break.

**CONSENT AGENDA**

*Actions that are routine or usually call for no discussion, such as approving minutes of previous meetings, acceptance of donations and similar actions, often handled together in one vote by the Board.*

1. Minutes Regular School Board November 20, 2019
2. Approval of Financial Report/Statements
3. Acceptance of Donations
4. Personnel
  - Hire Matt Brinduse and Allen Acevedo Middle School Boys Basketball Coaches
  - Hire Lorinda Marcy Girls Varsity Basketball Coach
  - Hire Victor Pelayo Assistant Boys Varsity Basketball Coach
  - Hire Sarah Mackenzie and Alicia Thorndyke substitute Pre School Instructor and E.A.
5. Enrollment

**Kent Roberts moved** to approve the consent agenda, seconded by Melissa Norlund unanimously approved.

**REPORTS & DISCUSSION**

**Garden Club**

Rosemary Bugbey, Garden Club President, presented the amended constitution.

Section 2: Purpose/Mission

The mission of the Garden Club is to spark interest in gardening by bringing a hands-on experience to the students of McKenzie River Community School. We strive to engage the community in our passion for gardening through providing locally grown produce, hosting student-led events, and collaborating with local organizations.

**District Report**

**Superintendent/ Principal**

- Since we last met:  
Staff and Students took time for the Thanksgiving holiday.
- I attended the COSA Law Conference in Eugene. It was very informative in regards to best practices to ensure legal compliance in many manners including programming, employment and investigations.
- A District team of Brent Meister, Lacey Joy and myself met with the McKenzie River Clinic President Val Rapp, Board Member Tim Laue, and Orchid Health Executive Director Orion Falvey. We discussed the Clinic's transition to becoming an Orchid Clinic as well as potential

ways we can work together to provide services to our students and families. Orchid currently has clinics in Oakridge and a school based health center in Estacada. Our community will benefit from Orchid becoming a part of it. They really understand rural healthcare.

- The McKenzie Education Foundation met with the Community Outreach and Engagement Committee of the Charter School. We discussed ways to collaborate to support our students. MEF will in the near term take some time to update its mission and iron out processes for staff and community outreach. I'm excited to see where this work goes as MEF has done a lot of great work for our district over the years.
- Met with Marlene Gillis from Soderstrom for another Long Range Facilities Planning Meeting. She presented some options and drawings from our previous conversations. The costs associated with those were a bit high for the committee. The Elementary building is presenting an interesting catch-22 in regards to the amount of investment needed to update and the need for a modern facility that is seismically safe. We will meet again during the first couple of weeks of January. The committee feels it is time to plan to bring in more stakeholders to hear what they would like to see for the future of McKenzie.
- Orchid Health's Community Celebration was well attended last night at the Old Gym with around 45 folks in attendance. They heard a bit about the history of the clinic and Orchid's vision for the future with their work in the McKenzie River Valley.
- K-12 Concert Tonight
- Tomorrow we close on the Behm Property sale with the McKenzie River Trust. Tim and I will be signing the final paperwork tomorrow
- Attendance:  
As a District we are currently sitting at 94% attendance, the Elem is at 96%, the MS is 93% and the HS is at 91%  
Currently, 81% of students are regular attenders, 19% are chronically absent  
Keep in mind that as few as 5 days can make you chronically absent at this point of the year

## **Building Report**

### **Assistant Principal-**

**Brent Meister** provided his report – he was supervising students for the music concert

- The last 14 days of school have elementary classes putting the finishing touches on projects and holiday performances. Many students are engaging in afterschool activities-Garden Club Art Class, Homework Class, Basketball ages 7-18, Writing Class, Lego Robotics Class and a Fly Tying class.
- Elementary teaching staff have put together a Kindness Tree in order to recognize positive things about one another, as well as lift each other up.
- In MS/HS the ASB is participating in the 2<sup>nd</sup> annual "Holiday Cheer" promotion. All MS/HS students are presented with hot cocoa or apple cider at some point in the day by members of the ASB. Staff have written kindness messages to each student that are read aloud in front of peers. This was very well received again this year.
- Students in 2<sup>nd</sup> and 3<sup>rd</sup> grade released their salmon into Elk Creek. MS/HS Waters groups have participated in the South Fork Restoration Project. Students are planting native trees, forbs and shrubs and learning about ecology.
- MS/HS Choir and Band participated in the Upper McKenzie Community Center Potluck and Bridge lighting. The choir performed several songs and the band played some festive holiday songs. It was a great community event.
- Tonight is the K-12 Music concert at 6:30, I hope you will be able to attend.

## **Financial**

I submitted the Estimate of Membership report to ODE. This report is the projected numbers for 2020-2021 school year. Information gathered for this report is the local tax revenue, regular and special education enrollment, high cost disability, and transportation.

I Submitted the actuals to ODE for the 2018-19 school year. This information must match the audit reports.

During the October bank reconciliation, there was a deposit missing of \$100. The bank was unable to locate the deposit, and with the permission of the superintendent, I journal this amount to balance. We changed our process for bank deposits. On the outside of each deposit envelope I write the amount and source of deposit. Nancy reviews and verifies that the deposit amount on the outside match the actual deposit. The envelope is then sealed and the outside of envelope is copied for our records. Then the deposit is taken to the bank.

Hopefully these steps will prevent any deposit errors in the future.

November tax revenue \$1,110,720, expenditures 275,896.

The auditor example questions the board requested last month are in front of you.

Tim Halloran, Board Chair, asked Mrs. Whitson if the books are balanced and reconciled? She responded Yes.

### **McKenzie River Community School**

Josh Cloke said the Charter Board had been working on revising their Vision and Mission statement. He presented the new statement:

Vision:

Communities thrive when **all** members are valued and engaged in the work of solving the challenges of tomorrow.

Mission:

Guiding the next generation of our community in learning about themselves, their communities and the world.

Equity Goal:

We will eliminate gaps in opportunities and barriers to success based on race, ethnicity, gender, sexual orientation, socioeconomic status, religion, citizenship, familial status, disabilities, and geographical location by:

- Focusing on student engagement, student empowerment, and student voice.
- Collaborating with local and regional resources to create the conditions for culturally responsive teaching and learning in order to support the whole family and child.

### **Facility Report**

The Facilities Committee met on Monday December 9<sup>th</sup> to review concept drawings for facility improvements that came to the forefront during our last meeting. A new elementary building sited on the baseball field and the consolidation of offices to create a new central entrance to campus through the High School front.

Overall, the concepts are great, but may be too expensive to present to voters for bond funding. The total package would be close to \$21,000,000. The new Elementary would be close to 12,000,000 and the HS Office Addition/Reno would be close to \$3,100,000. This is of course the price as drawn and changes can/will be made. Those costs are on top of the renovation costs of \$4,600,000 to repair the rest of campus to like new condition.

Conversation shifted to what we felt was a reasonable expense and what some options might be. We discussed not replacing the Elementary and fixing the building. This would cost around \$6,500,000 not including seismic upgrades. If work was done, it would probably be substantial enough to trigger seismic upgrade requirements so it would more than likely add additional cost on top of that figure. Some discussion surrounded pushing some things out to the far end of the planning timeline to allow for some fixes up front and potential funding coming later. The idea of running one bond to "fix" a building that we would later run a bond to replace did not sound like a good idea to the committee at this point.

Committee discussion transitioned to needing to get the stakeholders vision for the future of the district through meetings to help shape the plan forward and also to begin communicating the needs of the district facility wise. Next meeting will be in early January to plan and discuss next steps further.

## **Action Items**

### **June 30, 2019 Audit**

Wendy Whitson reviewed some items mentioned in the audit report.

In the communication to the governing body for year end June 30, 2019, it states on page 2 of 6, under results of audit #1 "...we have given a "clean" opinion with no reservation.". Under #2 for State minimum standards, except as noted on page 37.

When you get to page 37, you are directed to page 14. As you can see Food Service was over-expended by \$26,939 almost all of this was food cost. Instruction was over-expended by \$17,286, this was a grant awarded after the budget was adopted. McKenzie built into the budget for any grant that is awarded after the budget has been approved. Capital projects over-expended by \$5,984, this is due to roof cost (kitchen), convergent (fire alarm system), and FM sheet metal (boiler).

Page 5 shows the revenue, expenditures and changes in fund balances for the governmental funds.

She asked the school board if they would like to have the auditor present at a board meeting. She asked the board to let her know and she could schedule it.

**George Beverly moved** to approve the June 30, 2019 Audit as presented, seconded by Melissa Norlund and unanimously approved.

### **MOA with MEA & OSEA**

The agreement with MEA added free entrance to extracurricular events as a school employee benefit. The agreement with OSEA added free entrance to extracurricular events and use of district exercise equipment as a school employee benefit.

**Kent Roberts moved** to approve the Memorandum of Agreement between MEA and OSEA, seconded by Melissa Norlund and unanimously approved.

## **SCHOOL BOARD COMMENTS**

- James Rudisill asked about the community meeting with Orchid and the Clinic. Lane gave a short update on the meeting. George Beverly asked about student mental health. Lane said student mental health would be part of the partnership
- George Beverly shared that his application for an OSBA Color Caucus scholarship to attend the National Convention in Washington D. C. was approved. He notified the board that Linda Hamilton was elected to OSBA Board of Directors Position 6
- Melissa Norlund reported the Food Pantry provided 127 boxes of food to families and gifts to 102 children this year for Christmas
- Patence Winningham reported Willamette ESD Emergency Planning department contacted her regarding assistance with Emergency Planning
- Kent Roberts brought a sympathy card for the board to sign; Mel Bryson –former board member- passed away last week.

## **FUTURE AGENDA**

January 15, 2020 Regular School Board Meeting 5:30 P.M.

## **ADJOURNMENT**

**6:22 P.M. Patence Winningham moved** to adjourn, seconded by George Beverly and unanimously approved.