



"Home of the Vikings"

SIUSLAW SCHOOL DISTRICT 97J

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School District Website: <http://www.siuslaw.k12.or.us>

Motivating and Preparing All Students to Reach Their Greatest Potential

Siuslaw Elementary School ♦ Siuslaw Middle School ♦ Siuslaw High School

Board of Directors Meeting October 14, 2020 – Virtual Meeting

Siuslaw School District 97J

6:15 pm – Special Meeting-Work Session

6:30 pm – Regular Board Meeting

**DRAFT
Minutes**

MINUTES – Virtual Meeting (COVID-19 Restrictions)

Board meetings will be live streamed on the district's YouTube channel here:

<https://bit.ly/SiuslawBoardMeeting>

Due to the coronavirus/COVID-19 state-wide restrictions, and in keeping with the efforts of social distancing to reduce the spread of the coronavirus/COVID-19, the meeting of the Siuslaw School Board will be conducted online, rather than in person per ORS 192.670. If you are a member of the community and wish to provide public comment, please email your comments to vmcclellan@siuslaw.k12.or.us by 1:00PM on October 14, 2020. Comments must include full name, address and phone number to be submitted to the board and become public record. See agenda item 3.0 for additional details. Individuals who require disability-related accommodations or modifications to participate in the Board meeting should contact the Superintendent in writing prior to the meeting.

1.0 SCHOOL BOARD SPECIAL MEETING-WORK SESSION – 6:15 pm

1.1 Board Member Organizational Time

Chair Sneddon opened the Special Meeting at 6:15PM. Board members Paul Burns, Dianna Pimlott, John Barnett, Suzanne Mann-Heintz, Dennis King, Guy Rosinbaum and Bob Sneddon were present at the virtual meeting. Chair Sneddon recited the proclamation for American Education Week which will be observed November 16-20, 2020.

Chair Sneddon reviewed some items from Board Chair Communications:

- OSBA Legislative Update Webinars: October 20th/12:00PM, 22nd/5:00PM, 24th/9:00AM
- OSBA Virtual Conference – Saturday, November 14, 2020

Sneddon shared that special meeting start time before each regular meeting may be adjusted depending on the number of agenda items for this timeslot.

While waiting for the meeting to start, Director Mann-Heintz asked if it was too late to make a suggestion about the superintendent goals. Chair Sneddon stated that Mann-Heintz can bring them up now and we can discuss it more later when we get to that agenda item. Mann-Heintz stated she thought an equity goal was needed. Director King stated that he was under the impression that the superintendent goals would be distinctly different than the board goals.

Sneddon called for a short break at 6:26PM.

2.0 OPENING OF PUBLIC SESSION - 6:30 pm

2.1 Chair Sneddon called the public session to order at 6:30PM and read the district mission statement.

“Motivating and Preparing All Students to Reach Their Greatest Potential”

2.2 Sneddon welcomed the public, press, and patrons of the district.

2.3 Pledge of Allegiance – Suspended until in-person meetings resume.

2.4 Attendance:

| Present | Attendees |
|---------|---|
| X | Bob Sneddon, Chair |
| X | Paul Burns, Vice-Chair |
| X | Suzanne Mann-Heintz |
| X | John Barnett |
| X | Dianna Pimlott |
| X | Dennis King |
| X | Guy Rosinbaum |
| X | Andrew Grzeskowiak, Superintendent |
| X | Kari Blake, Business Manager |
| X | Vonnie McClellan, Assistant to the Superintendent |

2.5 Approval of Agenda – October 14, 2020

Recommendation: Approval of Agenda (Resolution 101420-2.5)

Director Burns motioned that the Siuslaw School District Board of Directors approve the agenda as presented.

Motion: Burns 2nd: Rosinbaum Ayes: Unanimous Nays: Abstain:

3.0 PUBLIC COMMENT

None

4.0 SPECIAL PRESENTATIONS/PROGRAM HIGHLIGHT PRESENTATIONS

None

5.0 CONSENT AGENDA

Superintendent Grzeskowiak recommended approval of consent agenda. (Resolution 101420-5.0)

- 5.1 September 16, 2020 Board Minutes (Attachment)
- 5.2 September 2020 Financial Statement (Attachment)
- 5.3 Enrollment
- 5.4 GBN/JBA (JBA/GBN) – Sexual Harassment *Delete current GBN/JBA (JBA-GBN)
- 5.5 GBN/JBA-AR 1 (JBA/GBN-AR 1) – Sexual Harassment Complaint Procedure (Review only)
- 5.6 GBN/JBA-AR 2 (JBA/GBN-AR 2) – Federal Law (Title IX) Sexual Harassment Complaint Procedure (Review only)
- 5.7 JBB - Educational Equity

5.8 Division 22

Director Burns motioned that the Siuslaw School District Board of Directors approve the consent agenda as presented.

Motion: Burns 2nd: Mann-Heintz Ayes: Unanimous Nays: Abstain:

6.0 ACTION DISCUSSION

6.1 1st Reading of Policies

None

6.2 2nd Reading of Policies

Listed on Consent Agenda

6.3 Transit Dollar Request Fiscal Year 2021-22(Resolution 101420-6.3)

Presented by Superintendent Grzeskowiak

Explanatory Statement: The Siuslaw School District completed a cost analysis to determine if the transit dollars would be better utilized by requesting those fund and found that it would be best to have our own district life skills program. The district started an in-house life skills program in the 19-20 school year. Transit dollars requested from LESD will offset the costs of the life skills program at the district. Administration recommends that we request 50%-75%* of our transit dollars from the LESD.

Director Mann-Heintz motioned that the Siuslaw School District Board request "More than 50% to 75% in transit dollars from the Lane Educational Service District for the 2020-2021 school year.

Motion: Mann-Heintz 2nd: Burns Ayes: Unanimous Nays: Abstain:

6.4 Declare Budget Committee Vacancies (Resolution 101420-6.4)

Presented by Superintendent Grzeskowiak

Explanatory Statement: The budget committee consists of seven members appointed by the board plus the elected board members. Policy DBEA specifies that the board must announce the vacancies and receive applications from interested persons. Budget Committee position 2 held by Brittany Hornung and position 4 held by Megan Messmer expired June 30, 2020. It is recommended that the board declare positions 2 and 4 open and begin the application process. The positions are for 3 year terms which will expire June 30, 2023.

Director Barnett motioned that the Siuslaw School District Board of Directors declare budget committee positions 2 and 4 open and begin the application process.

Motion: Barnett 2nd: Rosinbaum Ayes: Unanimous Nays: Abstain:

6.5 Superintendent Evaluation Document (Resolution 101420-6.5)

Presented by Chair Sneddon

Explanatory Statement: Policy CBJ – Evaluation of the Superintendent states that, "the superintendent's job performance will be evaluated formally at least annually. The evaluation will be based on the administrative job description, any applicable standards of performance, Board policy and progress in attaining any goals for the year established by the superintendent and/or the Board. Additional criteria for the evaluation, if any, will be developed at a public board meeting prior to conducting the evaluation. The superintendent will be notified of the additional criteria prior to the evaluation." Further, the Board Governance Handbook states that, "in consultation with the Superintendent, the evaluation process and associated documents will be developed and approved by the Board, not later than the first Board meeting in September. The evaluation process and instrument is designed to bring about the collective view of the Board. Thus, the evaluation will reflect the majority view of the Board, as a whole." The board was introduced to the new OSBA/COSA evaluation document at the August 26, 2020 Special Board Meeting and discussed and reviewed it at both the September 16, 2020 and September 23, 2020 board meetings. The board decided to wait for formal adoption until the Superintendent Goals for 2020/21 could be included. Superintendent Grzeskowiak agreed to waiting until the October 14, 2020 board meeting for adoption of his evaluation document.

Director King asked if the board was adopting the superintendent goals as part of the adoption of the evaluation workbook. Director Burns noted that we should have a motion on the floor to begin discussion. Director King motioned that the Siuslaw School District Board of Directors approve the Superintendent Evaluation Document for 2020-21 as presented. Sneddon asked if King had a suggestion for alternate goals for the superintendent. Pimlott stated that goal statements are great as written, but how are we going to measure the goals. Director Burns stated that we did talk about having some differences between the superintendent and board goals. Burns went on to say that some of the 'performance indicators' or action items under the superintendent goals will provide items to measure the goals and add more details to the goal statements. Director Mann-Heintz suggested the addition of the following goal: "The superintendent will develop strategies to address educational equity concerns related to students challenged by homelessness, ethnic diversity and non-English speaking households." Burns stated we needed to approve the goals tonight as they are presented, because the evaluation is only a few months away. Burns stated that they could be fine-

tuned later, but to give a fair evaluation we need to give Superintendent Grzeskowiak a fair amount of time to accomplish the goals. Pimlott asked if the board would have an opportunity to hear from Superintendent Grzeskowiak how the goals will be met so we can measure Superintendent Grzeskowiak's success in meeting the goals.

Motion: King 2nd: Burns Ayes: Unanimous Nays: Abstain:

6.6 Student Investment Act – State of Oregon Grant Agreement (Resolution 101420-6.6)

Presented by Superintendent Grzeskowiak

Explanatory Statement: The School Investment Account (SIA) plan and application was reviewed at the March 11, 2020 board meeting and revised per commentary from that meeting. The revised SIA was presented again in Superintendent Communications at the April 8, 2020 board meeting. The submitted and approved SIA application was formally adopted by board resolution at the July 29, 2020 board meeting. The Oregon Department of Education recently released the finalized agreements for the Student Success Act School Investment Account and the agreement requires review and approval by the board. Administration recommended approval of the Student Success Act -Student Investment Account Grant Agreement between the State of Oregon acting by and through its Department of Education and Siuslaw SD 97J.

Director Mann-Heintz motioned that the Siuslaw School District Board of Directors approve the Student Success Act - Student Investment Account Grant Agreement No. 13744 between the State of Oregon acting by and through its Department of Education and Siuslaw SD 97J.

Motion: Mann-Heintz 2nd: Burns Ayes: Unanimous Nays: Abstain:

7.0 REPORTS & INFORMATION

7.1 Superintendent Communications

Superintendent Grzeskowiak provided a written report to the board. Grzeskowiak shared the following staffing information in his report.

New Employees – as per Board contract approval of position:

Carl Haarstad - Chemistry & Physics Teacher, Siuslaw High School

Heather Manues - Educational Aide II, Siuslaw Elementary School

Pamela DeSarro - Educational Aide II (Title I), Siuslaw Elementary School

Kristopher Keppol - Temporary Educational Aide II, Siuslaw Elementary School

Sarah Severy - Educational Aide II, Siuslaw Elementary School

Retirements / Resignations:

None at this time

Superintendent Grzeskowiak shared an update to the language in policy GBC-AR – Staff Ethics and reviewed Policy EBCD Emergency Closures for the annual October review. Superintendent Grzeskowiak reviewed the items in his report with the board.

7.2 Business Manager Communications

Business Manager Kari Blake reported the following::

- The ending fund balance (EFB) for the 2019-2020 fiscal year was 4.8million. Looking at the EFB for September, 2020 we are down \$1.3M over the prior year. This was expected and planned due to newly hired positions in 19-20 intended to be funded with the Student Investment Act revenue in 20-21 and increasing PERS costs.
- The State School Fund payment will be paid in full as budgeted and the shortfalls due to COVID-19 in the 20-21 school year have been less than expected. While the outlook for 20-21 looks good financially, ODE has warned districts to start preparing a reduction plan for the 2021-2023 biennium.
- Grant awards from ODE from just over \$3m for 20-21 school year.

- The Construction Excise Tax Fund balance is \$798,163 and the Debt Service Fund balance is \$686,084. The Debt Service Fund can be closed out by board resolution and funds transferred to the general fund to be used for capital projects.
- PERS rates are set to decrease in the 21-23 biennium, which is the first time the district has seen decreased rates in years.

Director Burns noted that he spoke with the auditors while they were here. Burns said that the auditors had nothing but good things to say about Kari Blake and the business office for their work over the years.

7.3 Administrator Reports

Administrator provided written reports. Chair Sneddon thanked the administrators for their reports and expressed that it is a great way to get a snapshot into what is happening in each of the buildings.

7.4 Board Chair Communications

- Board
Chair Sneddon asked board members to share their intentions for upgrading/replacing high school. Prior to COVID distance learning, the Facilities Advisory Committee was regularly meeting and exploring a variety of avenues to improve district facilities to meet future needs. The committee was also charged with seeking out creative ways of funding facility improvements and exploring community sentiment regarding funding to determine the most realistic options. The committee suspended all meetings beginning in March of 2020 due to the challenges of moving to distance learning. Chair Sneddon asked if the board thought it was important to continue with the committee and move forward on discussions remodeling or rebuilding facilities, primarily the high school. Most board members agreed that we need to continue pursuing avenues for improving or replacing facilities with the knowledge we gained over the last few months and what we might anticipate for future facility needs. Rosinbaum stated that we need to start thinking outside the box and what we can realistically accomplish.
- Board Goals were adopted at the September 23, 2020 special board meeting and were included in the board packet.
- Chair Sneddon made a suggestion and asked for feedback on exploring basic facilities in our boardroom so we could broadcast board meetings when we go back to in-person meetings. With a nods of approval from the board, he stated he would speak with Superintendent Grzeskowiak about exploring options to get this on a future agenda.
- Reminder --- OSBA Legislative Update Webinars: October 20th/12:00PM, 22nd/5:00PM, 24th/9:00AM
- Reminder --- OSBA Virtual Conference – Saturday, November 14, 2020
- Reminder --- Next Meeting – November 18, 2020


7.5 Board Member Acknowledgements/Communications

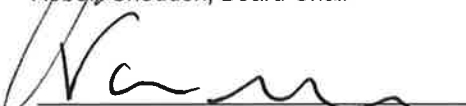
Mann-Heintz gave kudos to all the teachers for doing their jobs in a new way. Mann-Heintz thanked all staff and encouraged administrators to share the board's appreciation for their hard work.

8.0 ADJOURNMENT

With no further discussion, Chair Sneddon adjourned the meeting at 7:55PM.

Motion: King 2nd: Burns Ayes: Unanimous Nays: Abstain:


Robert Sneddon, Board Chair


Vonnice McClellan, Board Secretary

