

Brookings-Harbor School District 17-C

"Every Student Can Succeed"

Special School Board Meeting Minutes

Kalmiopsis Library

January 21, 2015 4:30PM

Meeting called to order at 4:40pm by Bruce Raleigh.

In Attendance: Bruce Raleigh, Katherine Johnson, Alice Farmer, Sue Chambers(by phone), Sue Gold (arrived 5:15), Dr. Bush, Gordon Clay, Dede Corpening, Mike and Karen Taylor

Citizen Input: None

Citizen Input Discussion: The board discussed putting the citizen input pertaining to non agenda items back to the same time as the citizen input pertaining to agenda items.

Alice Farmer made a motion to consolidate the citizen inputs, seconded by Katherine Johnson.

Sue Chambers: Aye, Alice Farmer: Aye, Katherine Johnson: Aye, Bruce Raleigh: Aye

Board Goal Discussion: The board reviewed the goals they had discussed on January 5th, 2015. After further discussion on the goals, including how they would be measured the board agreed to adopt the goals with the addition of adhering to the operating principles and hiring a qualified superintendent that meets the boards' criteria.

BHSD 17C School Board Goals 2015

1. Academic Success
 - a. Match or exceed state averages on state testing in all areas.
 - b. Improve graduation rate.
 - c. Decrease dropout rate.
 - d. Ensure all students are college and/or career ready.
2. Budget
 - a.. Align the budget with goals of the district.
 - b. Provide training with the budget committee members.
3. Public Relations
 - a. Improve district website.
 - b. Incorporate social media.
 - c. Have a visual presence on campus.
4. Policy
 - a. Become current and continue to maintain board policies.
5. Exceptional School Board
 - a. Commit to training. Make use of OSBA online courses.
 - b. Conduct annual board self evaluation starting in 2015.
 - c. Adhere to operating principles
6. Hire a Qualified Superintendent that meets the Boards' criteria.

Alice Farmer made a motion to adopt the 14-15 goals, seconded by Sue Gold.
Motion Pass Unanimously

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Windows to Leadership, Mike Taylor, went over the survey results as well as the information he received from the focus groups about the qualities and qualifications desired for the permanent superintendent.

Some of desired candidate's profiles are: effective communicator, open minded, strong set of score values, accountable and follow through. Mike Taylor added that the board will need to take additional comment during the regular meeting and vote on the qualities and qualifications during the meeting as well. Mike Taylor discussed the salary schedule comparison that was used to get a salary range for the board to review. The recommended salary range is \$115,000 to \$125,000. Due to time restraint, Mike Taylor will continue his discussion during the regular meeting to follow.

Meeting adjourned at 6:03 pm.

**Regular School Board Meeting Minutes
Kalmiopsis School Library
January 21, 2015 6:00 pm**

Bruce Raleigh called the meeting to order at 6:12pm.

<p>Attendance: <u>Board Members</u> Alice Farmer Katherine Johnson Bruce Raleigh Sue Chambers(by. phone) Sue Gold</p> <p><u>Members ofthe Public</u> Mona Chandler Mike Taylor Karen Taylor</p> <p><u>Media Representative</u> Jayati Ramakrishnan</p>	<p><u>District Employees</u> Dr. Lee Bush Lisa Dion Sean O'Malley Kathy McKee Baron Guido Jess_Beaman Buell Gonzales Krista Connelly Cindy Badger Chris Schofield Helena Chirinian Dade Corpening</p>
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Pledge of Allegiance: The Flag Salute was recited in unison, led by Alice Farmer.

Bruce Raleigh proposed a few changes to the agenda.

The first item was to put all the citizen input back to the beginning of the meeting. Sue Gold made a motion to move all the citizen input back to the beginning of the meetings, seconded by Alice Farmer.

Discussion: None
Motion Pass Unanimously

Katherine Johnson made a motion to add to the agenda an Executive Session in accordance with ORS 192.660(2)(a), seconded by Sue Gold.

Discussion: None
Motion Pass Unanimously

Katherine Johnson made a motion to add a discussion on adopting the Promise of Oregon Resolution to the agenda, seconded by Alice Farmer.

Discussion: None
Motion Pass Unanimously

Sue Gold made a motion to add a discussion on the board agenda procedure, seconded by Alice Farmer.

Discussion: None
Motion Pass Unanimously

Alice Farmer made a motion to add a discussion on board members training, seconded by Sue Gold.

Discussion: None

Motion Pass Unanimously

Sue Gold made a motion to accept the agenda as amended, seconded by Alice Farmer.

Discussion: None

Motion Pass Unanimously

Consent Agenda-

Katherine Johnson made a motion to separate out the December 5th minutes, as she did not attend the meeting, seconded by Sue Gold.

Discussion: None

Sue Chambers: Nay, Alice Farmer: Aye, Sue Gold: Aye, Katherine Johnson: Aye, Bruce Raleigh: Aye

Motion Pass

Sue Gold made a motion to approve the minutes minus the December 5th, seconded by Katherine Johnson.

Discussion: Katherine Johnson noted that her vote on page 3 needed to be documented.

Sue Gold restated her motion with the minutes amended to show Katherine Johnson's vote.

Motion Pass Unanimously

Sue Gold made a motion to approve the December 5th minutes, seconded by Alice Farmer.

Discussion: None

(.) Sue Chambers: Aye, Alice Farmer: Aye, Sue Gold: Aye, Katherine Johnson: Nay, Bruce Raleigh: Aye

Motion Pass

Alice Farmer made a motion to approve the bills, seconded by Sue Gold.

Discussion: None

Motion Pass Unanimously

Celebrate Success: Dr. Bush informed the public that January is school board recognition month. Dr. Bush read a press release from OSBA to the school board, recognizing them and thanking them for all they do. Dr. Bush presented the board members with a small gift.

Spotlight: "Promise of Oregon" Dr. Bush explained the Promise of Oregon Campaign. It is a campaign to create public support for education. A short video of the "Promise of Oregon" was shown. The video will be put on the website for all to view. Dr. Bush asked the board to take a picture with the "Promise of Oregon" sign. He asked for any ideas from the community on this will be well received. Dr. Bush commented on Michelle Prudden and the opportunities her students are having in the community. Katherine Johnson added that some of the schools are asking every student in their districts to respond and placing it throughout the hallways of the schools.

Citizens Input: Gordon Clay stated that this week is national no name calling week. There will be a day of silence held nationwide on Friday. Gordon Clay gave some of

the reporting information on the wellness survey taken by Brookings Harbor Students. He specifically spoke of the harassment percentages for gay, lesbian and transgender. He also spoke of a contest of "selfies for silence". Gordon Clay passed out the information to each of the schools. Gordon Clay's final point was to ask the district to review the budget for the advertising of the permanent superintendent search.

Student Representative Report: None

District Reports and Information

Comments from Superintendent

Dr. Bush went through a list of the different items of improvement going on in the district at this time. He expressed that they were all happening with the help of the admin and directors. These items included: the beginning stages of the renovation of Pacific Bridges, the instant messaging system has been contracted, the sub finding system will be switched over to AESOP and training will be provided to all staff, the security system plan is in the works as the district is awaiting bids, phone upgrades are also seeking bids, Division 22 assurances are met, full day funding for kindergarten will start next year and with that Dr. Bush is looking into a plan for a pre k program, the athletic review has taken place and the district is waiting on the report from that as well as from the proficiency review.

Building Reports

Alice Farmer stated she appreciates the directors being here at the meeting, but she feels that following board procedure, any questions or concerns on the reports that they have supplied, should be addressed with the superintendent prior to the meeting. She stated that she does not see a need for the directors' to attend the board meetings. She asked Dr. Bush for his opinion. Dr. Bush stated that he agreed with Alice Farmer. Bruce Raleigh added that if the board has a question it should go to the superintendent. The Directors' were allowed to leave if they desired to do so. Katherine Johnson pointed out that the district is down 75 students from this time last year. She would like to be sure all is aware as the budget gets started.

Board Business

Promise of Oregon Resolution: Alice Farmer read aloud the resolution.

Sue Gold made a motion to adopt the Promise of Oregon Resolution, seconded by Katherine Johnson.

Discussion: None

Motion Pass Unanimously

Discussion on agenda items: Bruce Raleigh spoke of the process of the setting the agenda and the making of the board packets. The board reviewed the basic schedule of how and when the agenda and packets get put together. Katherine Johnson asked if the board would like to have it put into the policy. She said the agenda setting does not follow the current policy. Katherine Johnson asked that it be put on the website as well for the community members to be able to view the procedure in case they would like to submit agenda items. The board all agreed on the procedure.

Board Training: Katherine Johnson started the discussion with the request to attend the February 23rd Oregon Legislature's Day. Bruce Raleigh stated there is a policy that encourages the board to get training. Katherine Johnson and Bruce Raleigh are currently attending the OSBA Oregon leadership training. He stated that most of this training's cost is picked up by OSBA, but there are

some costs to the district, such as mileage. Alice Farmer said she is fine with spending money for training, just as the district spends money to train its staff. Sue Gold said she agrees, but would like to be informed when the persons come back with the information they received from the training. Alice Farmer agreed. Sue Gold also asked if there is a budget for the board. Sue Chambers stated that when she was on the board previously, the board had to approve the trainings.

Sue Chambers made a motion to approve the leadership training that Katherine Johnson and Bruce Raleigh are currently attending, seconded by Alice Farmer.

Discussion: Sue Gold stated her concern is that in the future it be done before the fact, not after the fact. Sue Gold also added there be an estimated amount of cost presented prior to approval.

Motion Pass Unanimously

Katherine Johnson requested for approval from the board to attend and have the cost of her hotel for two nights and meals paid for the February 23rd Oregon Legislature's Day.

Alice Farmer made a motion to approve the cost, seconded by Sue Gold.

Motion Pass Unanimously

Dr. Bush added that the board may look at all the OSBA offerings and develop a schedule for a cost estimate and put that in the budget. Katherine Johnson will look into it and draft a calendar and cost.

Superintendent Policy Committee Discussion

Dr. Bush spoke of the policy review and where the district is in the review. He stated there were many options to pick up where the board left off. The board directed the superintendent to develop a committee to get the policies organized and then brought to the board for the first and second readings. Bruce Raleigh said from his perspective the entire board reviewing all the policies was difficult and time consuming. He added during the first reading the board and public can give input on any of the policies there may be concerns with. Sue Chambers said she is impressed with the efficiency of the committee. Alice Farmer asked where the committee is in the "stack". Bruce Raleigh said that by the next board meeting there will be a better sense of where the district is in terms of the amount of policies that still need to be reviewed. Dr. Bush said that it is one of his goals is to have all of the policies to be reviewed and current. Katherine Johnson said her concerns are having just one board member on the committee. She does not feel this is the best way to delegate this task. Sue Gold said that ultimately the board will be doing the reviewing and voting on the final policy. Katherine Johnson is concerned with the policies that were put on hold during the original review. Bruce Raleigh stated that the policies are being referred to the appropriate parties, reviewed by the committee and then brought to the board. The committee is not in a creation mode.

Superintendent Search

Approve Standards/Criteria and Policy Directives for Superintendent

Katherine Johnson would like to add understanding small schools on the Oregon Coast. The other piece the board would like to add is demonstrate knowledge of common core, smarter balance testing and proficiency based grading.

Katherine Johnson made a motion to approve the consultant recommended standards, criteria and policy directives with addition to above stated, seconded by Sue Gold.

Discussion: Sue Chambers commented that if the common core is added to the criteria would it eliminate some of the prospective applicants? Mike Taylor said that all candidates should be aware of the common core.

Motion Pass Unanimously

Adopt Salary Range for Superintendent Position

Sue Gold made a motion to accept the salary range of \$115,000 to \$125,000, seconded by Katherine Johnson.

Discussion: Alice Farmer asked if the price will get a good qualified person. Mike Taylor said it is a fair price for a district this size. Additional benefits may want to be packaged differently.

Motion Pass Unanimously

Approve Superintendent Search Advertising Budget

Mike Taylor went over the three packages for advertising.

Katherine Johnson made a motion to adopt the national package, seconded by Alice Farmer.

Motion Pass Unanimously

Screening Committee Recommendations

Mike Taylor went through the superintendent screening process. A screening committee will review the applications. Mike Taylor recommends 2 or 3 administrators or directors, 3 or 4 teachers, 3 or 4 classified staff and 3 or 4 community members. Mike Taylor suggested the board does not make it a complicated process. The administrators can reach out to the groups for the board. Mike Taylor would like the committee to be no larger than 20 to 22, including the board. The screeners need to be made aware of the time commitment and the mandatory meeting. The screeners may be invited to sit in on the interviews, as observers. Katherine Johnson suggested that the interested parties be pulled out of a hat. Bruce Raleigh liked the idea of the administrators picking their own representation. Lisa Dian felt it is appropriate for the administrators to choose the teacher and classified. Bruce Raleigh would like to see the union involved. Lisa Dian said that the administrators can work with the union leadership. Katherine Johnson would like to see one of the directors represented as well. The board decided on 4 from each group- 3 admin with a director, 4 teachers, 4 classified staff, 4 community members, and one board member. Bruce Raleigh stated that the finalists will be certified and one classified name to Dede Corpening. Lee Bush will get an additional director and classified staff member and forward on to Dede Corpening. Dede Corpening will put something on the main page of the website for the community members. Jayati Ramakrishnan will do an article in the local paper as well. Mike Taylor said that the staff will also have feedback and input during the site visit for the possible final selection.

Mike Taylor said he will send a draft of the materials and then it will be posted on the home page of the website. He will be back in March for the next phase of the permanent search.

Policies minutes will start on page 7-

This section intentionally left blank to keep all policies together-

Board Policies (first reading)

1.BCB	BOARD OFFICERS
2.ICIICA	SCHOOL YEAR/SCHOOL CALENDAR
3.ID	SCHOOL DAY
4.IE	ORGANIZATION OF INSTRUCTION
S.IF	CURRICULUM DEVELOPMENT
6.IFA/IFB	CURRICULUM RESEARCH/PILOT PROJECTS
7.IFCA	21ST CENTURY SCHOOLS COUNCILS
8.IFD	CURRICULUM ADOPTION
9.IFE/IG	CURRICULUM GUIDES AND COURSE OUTLINES
10.IGAJ	TRAFFIC SAFETY EDUCATION
11.IGAJ-AR	TRAFFIC SAFETY EDUCATION
12.1GAL	KINDERGARTEN EDUCATION/TUITION
13.1GAM	DISTANCE LEARNING
14.1GBA	STUDENTS WITH DISABILITIES - CHILD IDENTIFICATION PROCEDURES
15.1GBA-AR	STUDENTS WITH DISABILITIES - CHILD IDENTIFICATION PROCEDURES
16.1GBAB/JO	EDUCATION RECORDS/RECORDS OF STUDENTS WITH DISABILITIES
17.1GBAB/JO-AR	EDUCATION RECORDS/RECORDS OF STUDENTS WITH DISABILITIES MANAGEMENT
18.1GBAC	SPECIAL EDUCATION - PERSONNEL
19.1GBAF	SPECIAL EDUCATION- INDIVIDUALIZED EDUCATION PROGRAM (IEP)
20.1GBB	TALENTED AND GIFTED PROGRAM
21.1GBBA	IDENTIFICATION - TALENTED AND GIFTED APPEALS PROCEDURE FOR TALENTED AND GIFTED IDENTIFICATION AND PLACEMENT
22.1GBBA-AR	IDENTIFICATION -TALENTED AND GIFTED STUDENTS AMONG NONTYPICAL POPULATIONS
23.1GBBB	PROGRAMS AND SERVICES -TALENTED AND GIFTED
24.1GBBC	PROGRAMS AND SERVICES -TALENTED AND GIFTED
25.1GBBC-AR (1)	COMPLAINTS REGARDING TALENTED AND GIFTED PROGRAM
26.1GBBC-AR(2)	TALENTED AND GIFTED STANDARDS COMPLAINT FORM
27.1GBBD	PARENT NOTIFICATION AND PARTICIPATION
28. GBN/JBA	SEXUAL HARASSMENT
29. GBN/JBA AR	SEXUAL HARASSMENT COMPLAINT PROCEDURE
30. JBA/GBN	SEXUAL HARASSMENT
31. JBA/GBN-AR	SEXUAL HARASSMENT COMPLAINT PROCEDURE
32. GBNA	HAZING/HARASSMENT/INTIMIDATION/BULLYING/MENACING CYBERBULLYING/TEEN DATING-STAFF
33. GBNA-AR	HAZING/HARASSMENT/INTIMIDATION/BULLYING/MENACING CYBERBULLYING/TEEN DATING COMPLAINT PROCEDURES- STAFF

This is a first reading for input only.

Katherine Johnson asked for clarification on some of the items. IGBBB- Programs and Services- Talented and Gifted
Bruce Raleigh stated the terms used are current and up to date. Baron Guido did review them and approve. Katherine
Johnson asked about the GBN/JBA as well as the JBA/GBN-and the AR's. Her question is the change with the
wording of "third parties" and the off duty conduct piece. She would like the change to be run by an attorney. The
same goes for the complaint form. Gordon Clay stated they were both written with the OSBA recommendations. Alice
Farmer and Sue Gold agree that it needs to be run by an attorney. GBNA and the GBNA-AR have cyberbullying added
to the title. The GBN/JBA groups are new recommendations from OSBA in July, so the board decided the attorney was

not necessary. The next batch will be noted if it is OSBA recommended changes. Bruce Raleigh will seek input on if they can be adopted as a group or have to be individually adopted. Policy BCB has language inserted "with input from the board" per a request from Katherine Johnson. She said the language currently allows the board chair to set up committees on their own. Sue Gold asked if there had been problems in the past. Alice Farmer said that the more input from the board the better. Sue Chambers asked if the board did not trust the board chair to do the duties they are assigned as the chair. Bruce Raleigh said it is not a recommendation from OSBA and wants the board to be comfortable when making changes that are not OSBA recommendations. Katherine Johnson stated she spoke with Peggy from OSBA and she told her it was a wise thing to do to protect the board. Bruce Raleigh said a good board chair will seek input anyway. Sue Chambers said the board should not restructure the operations of the school board. Alice Farmer said that this is just simply asking for input from the board. Dr. Bush said that generally the school board chair will say that we have a committee to be formed and ask if any of the board members are interested. Sue Gold thanked the committee for all the work they had accomplished. Gordon commented on the "sexting" piece added by the policy committee to the complaint form. He said the police department gave clarification on the charges that can be pressed. This piece of the policy will be rewritten and brought back for a first reading. Bruce Raleigh added the Brookings police offered to do training with staff and students on this. Sue Gold asked Dr. Bush to bring up with the administrators.

Board Policies (second reading)

Approve JEBA Admission to Kindergarten

Sue Gold made a motion to adopt policy JEBA, admission to kindergarten, seconded by Alice Farmer.

Motion Pass Unanimously

Approve IICA Field Trips and Special Excursions

Katherine Johnson made a motion to adopt the policy IICA Field Trips and Special Excursions, seconded by Sue Gold.

Motion Pass Unanimously

Approve Out of State Travel Request for BIDIS Choir to Washington State

Katherine Johnson made a motion to approve the out of state travel request for the BIDIS Choir to Washington State seconded by Sue Gold.

Motion Pass Unanimously

Comments/Communication

None

The board adjourned to Executive Session in accordance with ORS 192.660(2)(h) To consult with counsel concerning legal rights and duties of a public body with regard to litigation or litigation likely to be filed at 9:08 pm.

The board adjourned to Executive Session in accordance with ORS 192.660(2)(a) To consider the employment of a public officer, employee, staff member or individual agent at 9:12 pm.

Meeting Adjourned at 9:17pm.