

Brookings-Harbor School District 17-C

"Every Student Can Succeed"

Special School Board Meeting Minutes
Kalmiopsis School Library
May 20, 2015 4:00 pm

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In Attendance: Bruce Raleigh, Alice Farmer, Katherine Johnson, Sue Gold, Lee Bush, Dede Corpening, Gordon Clay

The purpose of the special meeting is for the Board to conduct a Self Evaluation. The Board used OSBA's Board Self Evaluation handbook.

Bruce Raleigh called the meeting to order at 4:32 pm.

The board members went through each of the standards and made comments as well as rating the standard from 0-4. To the Board's knowledge they have not seen a previous board evaluate themselves.

The standards and scores are as follows-

Standard 1: Leadership: Mission, Vision and Goals

Alice 1.5, Sue G 2.0, Bruce 1.5, Katherine 1.0

Standard 2: Policy and Governance

Alice 1.5, Sue G. 3.0, Bruce 2.0, Katherine 1.0

Standard 3: Community Relations

Alice 1.0, Sue G. 2.0, Bruce 1.0, Katherine .5

Standard 4: Cultural Responsiveness and Educational Equity

Alice, Sue G, and Bruce did not rate, Katherine 0

Standard 5: Accountability and Performance Monitoring

Alice 1.5, Sue G. 1.5, Bruce 1.0, Katherine 1.0

Standard 6: Board Operations- Meetings

Alice 1.5, Sue G 2, Bruce 1.0, Katherine 1.5

Standard 7: Board Operations- Board member communications

Alice 1.5, Sue G. 2.0, Bruce 1.0, Katherine 1.0

Due to time restraints, the board decided to continue the evaluation at a later date.

Special School Board Meeting Minutes
Kalmiopsis School Library
May 20, 2015 5:00 pm

Meet and Greet the 2015-2016 Superintendent- Sean Gallagher

The district held an informal meet and greets from 5:00 – 6:00 to introduce the incoming 2015-2016 superintendent. It was attended by staff, parents and community members.

Regular School Board Meeting Minutes
Kalmiopsis School Library
May 20, 2015 6:00 pm

Attendance:

Board Members

Sue Gold
Katherine Johnson
Bruce Raleigh
Alice Farmer

Student Representative

Stephen Kleespies

Media Representative

Jayati Ramakrishnan

District Employees

Mike Snyder
Sue Snyder
Jess Neerenberg
Michelle Prudden
Alain Chirinian

District Employees

Dr. Lee Bush
Lisa Dion
Dede Corpening
Kathy McKee
Helena Chirinian
Krista Connelly
Jim Keys
Alex Merritt
Sean O'Malley
Jess Beaman
Chris Schofield
Terri Poponi
Dane Tippman
Nicole Medrano
Tina Peters
Alice Sandusky
Buell Gonzales
Bryan Winchester

Members of the Public

Gordon Clay
Bette Moore
Cindi Beaman
Hank Harris
Sally Gallagher
Sean Gallagher
Vanessa Keys
Mishonne Marks
Siena Worthey
Elizabeth Norman
Brad Peters
Michael Kreger
Isaiah Ross

Bruce Raleigh called the meeting to order at 6:00 pm.

Pledge of Allegiance:

The flag salute was recited in unison led by Sue Gold.

Consent Agenda Items:

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

Discussion: None

Alice: Aye, Sue G: Aye, Katherine: Aye, Bruce: Aye

Motion Pass

Spotlight

Dr. Bush stated there are many wonderful things happening in the district. He introduced Alain Chirinian who gave an update on the robotics attendance at the Maker Faire. The district's robotics team was the only high school team present, and won the competition by 240 points. There are 24 students on the team. Alain Chirinian introduced student Isaiah Ross, who developed an app called BHSD. Isaiah Ross presented the app to the board. He then talked about the transportation app he did with all the bus routes. Bryan Winchester added the information available on the app is also available on the district webpage and was created by Jareth Dodson.

Bruce Raleigh noted that an agenda item needed to be added in the board business 2f 1 approval of salary scale.

Sue Gold made a motion to add the agenda item 2f 1 approval of salary scale, seconded by Alice Farmer.

Discussion: None

Alice: Aye, Sue G: Aye, Katherine: Aye, Bruce: Aye

Motion Pass

Presentation Exceptional Service Award

The board presented Alice Sandusky, Michelle Prudden, Mike Snyder, Sue Snyder, Helena Chirinian, Tina Peters, Lisa Dion, and Jessica Neerenberg plaques and expressed thanks for their service in the district.

Citizens Input

Gordon Clay stated he wanted to clear the record with reference to the policy committee. In regards to the policy updates, Gordon Clay wanted to state that starting in October of 2013 there was a list of policies that the community were allowed to comment on, but then were not allowed to comment on them. The process then changed to allow written comment 24 hours prior to the meeting, yet the policies were not listed which did not allow comment anyway. He stated that starting January of this year the policies went to the board meeting as a first reading and then a second reading at the next meeting, allowing public comment during either meeting.

Student Representative Report

Steve Kleespies reported on high school events. Mr. BHHS will be held next Tuesday. A few of the track athletes will be going on to state. Sea Breeze had a review last night, and Grace Notes has a concert on the 28th. Robotics took first place in San Mateo. The blood drive collected 62 units of blood. Ten seniors will be getting cards from Red Cross. National Honor Society inducted 11 new members. The Scholarship reception gave out thousands of dollars. AP testing was completed today.

District Reports and Information

Comments from Superintendent:

Dr. Bush stated this was his last “school year” board meeting that he would be attending. He thanked the staff for all their hard work and said it has been a pleasure working here in the district. He was amazed at the dollars given out at the scholarship ceremony. Dr. Bush attended the academic achievement assembly and stated it was a lot of fun. Dr. Bush thanked Alice Farmer for helping put on the Azalea Pageant. He will be a judge at the Mr. BHHS Pageant. Dr. Bush added that he was also able to attend the production of Mary Poppins and recommends it for all to see.

Building Reports

Enrollment Summary

Finance Report

Discussion: None

Audit/Review Summaries

Tech Department- Chris Schofield stated the highlights are in the board packets. Most of the infrastructure stuff has been addressed. Since then, the internet has been extremely stable. Planning and budgeting has been an ongoing process with Chris Schofield and Kathy McKee. A technology committee has been formed.

Athletic Department- Buell Gonzales went through the suggestions that were recommended by the summary. Buell Gonzales said that Hank Harris, the consultant, has been a huge help with the process of following through with the recommendations on the HR piece. In addition there

has been a formula developed for numbers of coaches needed per sport. Buell Gonzales and Kathy McKee will meet regularly regarding the budget and management of funds.

Food Service Department- Cindy Badger said that a lot of the review pertained around the budget. Cindy Badger and Kathy McKee have spent a lot of time going through bettering the food service budget.

HR Process- Consultant Hank Harris stated that it has been a very rewarding piece of work to be a part of the change of the Brookings Harbor School District. He also thanked the board for bringing on Dr. Bush as they worked parallel together on many of his recommendations. Hank Harris went through his report and the set of deliverables that he is providing the district by June. Hank Harris said that Dede Corpeing will be taking on many of the HR functions of the district. Lee Bush commented that Hank Harris also did the boundary invasion training which allowed the district a 5% discount through PACE insurance. Hank Harris went on to explain how he did the compensation study and came up with with the salary schedule for the admin/supervisors and confidential employees.

Katherine Johnson asked if the study for the elementary principal was based on the size of the school. Hank Harris said that no two positions are exactly alike and his study did not go into the depth of what each school looked like. Alice Farmer asked if current staffs are all making at least the amount on the study. Lee Bush said all of those involved are making at least the recommendation and no one will receive a pay cut. Hank Harris said his recommendation is to use this current salary schedule and then continue the practice of increasing the salary schedule with the same amount that the BHEA gives out. Katherine Johnson said she is not comfortable with the elementary principal's salary. Hank Harris said the board can vote on it, and then can revisit and adjust if they feel it is necessary. Bruce Raleigh said that this will bring consistency to what hasn't happened in the district.

Evaluation Model Documents:

Dr. Bush said there are guidelines that need to be followed in the evaluation process. He added that Wendy Ross as well as the administrators have created the documents which have been reviewed by the union along with a peer review panel at ESD.

Sue Gold made a motion to approve the evaluation models, seconded by Katherine Johnson.

Discussion: None

Alice: Aye, Sue G: Aye, Katherine: Aye, Bruce: Aye

Motion Pass

Board Business:

Personnel

Accept Resignation Letter Sped Teacher Kim O'Brien

Accept Resignation Letter Sped Teacher Kirin Malik

Accept ½ Time Request BHHS Teacher Emilie Aliamus

Sue Gold made a motion to accept the resignations and ½ time request, seconded by Katherine Johnson.

Discussion: Katherine Johnson commented that she is pleased the district is able to accommodate the ½ time request.

Alice: Aye, Sue G: Aye, Katherine: Aye, Bruce: Aye

Motion Pass

Approve Phone System

Katherine Johnson made a motion to approve the VOIP new phone system done, seconded by Alice Farmer.

Discussion: Lee Bush said that erate funds will help with this expense.

Alice: Aye, Sue G: Aye, Katherine: Aye, Bruce: Aye

Motion Pass

Approve District Security/Lock System

Sue Gold made a motion to approve the key lock system, seconded by Katherine Johnson.

Discussion: Lee Bush talked about the plans of what the lock system will look like. Sue Gold asked how it will affect the carry over. Kathy McKee said it is not a huge percentage. Katherine Johnson asked if SOS was going to assist in the process of programming the initial batch of cards to allow access into the buildings. Lee Bush said they were going to and then it would be overseen by the district office. Alice Farmer asked if the locks and phone system were now going to be a part of the tech department. Lee Bush said that once it is set up the ongoing maintenance will be minor. Sue Gold said she felt this was a judgment of the district. Katherine Johnson said she wanted to be sure the support will be there, if needed.

Alice: Aye, Sue G: Aye, Katherine: Aye, Bruce: Aye

Motion Pass

Approve Curriculum Adoption ELA 7-12

Katherine Johnson made a motion to approve the 7-12 ELA adoption either Pearson or Houghton Mifflin, not to exceed \$100,000 seconded by Alice Farmer.

Discussion: Sean O'Malley gave some background on the continuation of the work being done in the K-6 level as well as a bridge between the middle and the high school. The samples are still being reviewed and are down to two choices. Bruce Raleigh asked if they are looking for the board to approve the amount of the expenditure, not the actual curriculum. Sue Gold asked how many were on the committee reviewing the adoption. Lisa Dion said all the language arts teachers are involved. She added there is nothing controversial about either selection. Katherine Johnson asked if they would know the curriculum by the next board meeting, as she would like the district to give the board and public opportunity to review. Kathy McKee stated that she was the one who was pushing it as the teachers would like to take it home for the summer. Lee Bush said in reality, it is an extension to what already exists and aligns with the standards. Katherine Johnson said she would like to have the publishers named. They are Houghton Mifflin, or Pearson.

Alice: Aye, Sue G: Aye, Katherine: Aye, Bruce: Aye

Motion Pass

Approve Start Time for Azalea Middle School

Katherine Johnson made a motion to approve the late start time for Azalea Middle School in the 2015-2016 school year, seconded by Sue Gold.

Discussion: Katherine Johnson asked for the number of hours for the seat time. Nicole Medrano said by going to the 6 period day the seat time will actually increase. Nicole Medrano explained the reason for requesting a later start time. She would like the children to be able to eat breakfast and also have time for staff to make connections with the kids. It will also allow staff time to collaborate to meet and discuss the betterment of the students. Sue Gold asked how this will

affect the electives. Nicole Medrano said the students will still have one elective, but will also be able to get that extra help in the core classes. Katherine Johnson said by taking one of the electives away the students will choose an elective other than music, subsequently hurting the music program. She is also concerned that the district makes changes and then does not see if the changes work, before changing again. Nicole Medrano stated she was asking for a later start time, not approval on the amount of periods in the day.

Alice: Aye, Sue G: Aye, Katherine: Aye, Bruce: Aye
Motion Pass

Approve Out of State Travel Request Az Modoc Trip

Katherine Johnson made a motion to approve the Az Modoc trip, seconded by Alice Farmer.

Discussion: None

Alice: Aye, Sue G: Aye, Katherine: Aye, Bruce: Aye
Motion Pass

Board Policies (second reading)

- 1. IA Instructional Goals
- 2. IB Freedom of Expression
- 3. IB Freedom of Expression (version 2)
- 4. IGAEB Drug, Alcohol and Tobacco Prevention, Health Education **
- 5. IGAI Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education**
- 6. IGBAE Special Education- Participation in Regular Education Programs
- 7. IGBCA Parental Involvement
- 8. IGBD Programs for Pregnant Students
- 9. IGBHA Alternative Education Programs**
- 10. IGBHA-AR(1) Evaluation of Alternative Education Programs
- 11. IGBHA-AR(2) Evaluation of Alternative Education Programs- District Summary
- 12. IGBHB Established of Alternative Education Programs
- 13. IGBHB-AR(1) Established of Alternative Education Programs
- 14. IGBHB-AR(2) Independent Study **
- 15. IGBHC-AR Alternative Education Notification
- 16. IGBI Bilingual Education
- 17. IGC Extended Instructional Programs
- 18. IGCD Advanced College Placement
- 19. IGD Cocurricular/Extracurricular Activities
- 20. IGDA Student Organizations
- 21. IGDB-AR Student Publications
- 22. IGDG Student Activity Fund Management
- 23. IIBGA Electronic Communications System
- 24. IKB Homework
- 25. IL Assessment Program**
- 26. ING-AR Guidelines for Animals in the Classroom or on District Property

Katherine Johnson made a motion to approve the board policies 2g 1-26, seconded by Sue Gold.

Discussion: None

Alice: Aye, Sue G: Aye, Katherine: Aye, Bruce: Aye

Motion Pass

Approval of Salary Schedule

Sue Gold made a motion to approve the salary schedule, with the understanding to look further at specific details, as well as review the contract language, seconded by Alice Farmer.

Discussion: None

Alice: Aye, Sue G: Aye, Katherine: Aye, Bruce: Aye

Motion Pass

Board Policies (First Reading)

- | | |
|--------------------|--|
| 1. JEA | Compulsory Attendance |
| 2. JEC | Admissions |
| 3. JECA | Admission of Resident Students |
| 4. JECBB | Intradistrict Transfer Students |
| 5. JECC | Assignment of Students to Schools** |
| 6. JECDA | Transcript Evaluation |
| 7. JECDA-AR | Transcript Evaluation Procedures |
| 8. JECF | Interdistrict Transfer of Resident Students |
| 9. JECF-AR | Interdistrict Transfer of Resident Students |
| 10. JFCB | Care of District Property by Students** |
| 11. JFCG/JFCH/JFCI | Use of Tobacco, Alcohol or Drugs |
| 12. JFCI | Substance/Drug Abuse |
| 13. JFE | Pregnant and Parenting Students |
| 14. JFG | Student Searches** |
| 15. JFG-AR | Student Searches** |
| 16. JGE | Expulsion |
| 17. JHDA | Psychological Testing of Students** |
| 18. JHFF | Reporting Requirements Regarding Sexual Conduct with Students |
| 19. JO/IGBAB-AR | Education Records/Records of Students with Disabilities Management |
| 20. BBB | Board Elections |
| 21. BBFA | Board Member Ethics and Conflicts of Interest |
| 22. BBFB | Board Member Ethics and Nepotism |
| 23. BFD | Board Policy Implementation |
| 24. DFEA | Free Admissions |
| 25. DJC | Bidding Requirements |
| 26. DJC-AR | Special Procurements and Exemptions from Competitive Bidding |
| 27. DN | Disposal of District Property |

28. EBBB	Injury/Illness Reports
29. EBCB	Emergency Drills
30. EBCD	Emergency Closures
31. EEA	Student Transportation Services
32. EEACA	School Bus Driver Examination and Training
33. EFA	Local Wellness Program
34. EFA-AR	Local Wellness Program
35. GBC	Staff Ethics
36. GBDA	Mother Friendly Workplace
37. GBEDA-AR	Drug and Alcohol Testing – Transportation Personnel
38. GCB CD/GDBDC	Domestic Violence/Harassment/Sexual/Assault/Stalking Leave
39. JBAA-AR	Section 504 – Students
40. IIBGA-AR	Electronic Communications System
41. IIBGB	Web Pages
42. IIBGB-AR	Web-Page Guidelines
43. IICA-AR(1)	Field Trips and Excursions
44. IICA-AR(2)	Guidelines for Field Trips
45. IKE	Promotion and Retention
46. IKI	Academic Integrity
47. IKFB	Graduation Exercises
48. IKFA	Early Graduation**
49. IKF-AR	Graduation Requirements
50. IKC	Class Rankings
51. IKAD	Grade Reduction/Credit Denial
52. IKAA	Final Exams**
53. IJ	Guidance Program
54. IGBHE	Expanded Options Program
55. IGBHE-AR(1)	Expanded Options Program Notification
56. IGBHE-AR(2)	Expanded Options Program (District)
57. IGBHE-AR(3)	Expanded Options Program Checklist
58. IL	Assessment Program** (Version 1)
59. IL	Assessment Program** (Version2)
60. ILBA	Assessment Exemption
61. ILBA-AR	Assessment Exemption
62. IKE	Promotion and Retention of Students**
63. IGD-AR	Cocurricular/Extracurricular Participation Requirements
64. JFCCA-AR	Student Conduct on Activity Trips
65. JEFA	Closed Campus**
66. JGEA	Alternative Education Programs
67. JFCEB	Personal Electronic Devices and Social Media**

68. JFCEB-AR	Personal Electronic Devices and Social Media
69. JHCB	Immunizations and Vision Screening/Eye Examinations**
70. JHCC	Communicable Diseases
71. JHCC-AR(1)	Procedures for Dealing with Students Having HIV, AIDS or HBV
72. JHCCA	Students – HIV, HBV and AIDS **
73. JHCCB	Students – HIV, AIDS**
74. EBB	Integrated Pest Management
75. EFAA	Child Nutrition Programs**
76. EFAA-AR	Reimbursable School Meals and Milk Programs
77. GBM	Staff Complaints
78. GCAB	Personal Electronic Devices and Social Media – Staff
79. INDB	Flag displays and Salutes
80. JFCJ	Weapons in the Schools
81. GCL-AR	Staff Development – Licensed*
82. JOB	Personally Identifiable Information**
83. JFCCA-AR	Student Conduct on Activity Trips
84. JFCIA-AR	Student Drug Testing
85. JHCA	Physical Examinations**
86. IBDJA	Relations with Home-Schooled Students**
87. IGBAE	Special Education-Participation in Regular Education Programs
88. IIA-AR	Instructional Materials Selection
89. IIABB	Use of Feature Films/Videos**
90. JECB-AR(1)	Admission of Nonresident Students
91. JECB-AR(2)	Mutual Agreement – “Resident Pupil”**
92. JECB-AR(3)	Application for Nonresident Student Admission-Open Enrollment
93. JECB-AR(4)	Application for Nonresident Student Admission-Interdistrict Transfer
94. JECB-AR(5)	Application for Nonresident Student Admission-tuition Students
95. JECB-AR(6)	Request for Interdistrict Transfer Out of Resident District
96. JHC	Student Health Services and Requirements
97. JHCD	Non-prescription Medication**/*
98. JHCD-AR	Prescription/Nonprescription Medication**/*
99. JHCDA	Prescription Medication**/*
100. JHHA	Crisis Prevention and Response* (Version 2)
101. IICC	Volunteers*
102. KLD	Public Complaints about District Personnel* (Version 3)
103. KLD-AR	Public Complaints about District Personnel* (Version 2)
104. KL	Public Complaints
105. KL-AR	Public Complaint Procedure (Version 2)

Sue Gold made a motion to move forward to a second reading policies 1-106, seconded by Alice Farmer.

Discussion: Katherine Johnson stated her concern with policy JFCIA-AR Student Drug Testing asking students to receive counseling. Katherine Johnson said some students may not have the ability to do that. Lisa Dion stated the students are participating in volunteering activities. Alice Farmer said if the student violated the drug test, they should receive the consequences. The students sign a code of conduct accepting the conditions.

Alice: Aye, Sue G: Aye, Katherine: Nay, Bruce: Aye

Motion Pass

Discussion Item

Board Summer Calendar – Discussion around the summer schedule and meetings. The OSBA conference is the 17-19th of July. Windows to Leadership will be coming to facilitate a meeting in August as part of their contract in hiring the permanent superintendent. The July organizational meeting will be held on Tuesday July 14th.

Comments/Communication

None

Meeting adjourned at 8:30 pm.