

Brookings-Harbor School District 17C

“Offering Hope, Possibility and Opportunity”

Special Board Meeting

Kalmiopsis Elementary School Library

Wednesday, November 20, 2013 4:30 pm

Jamie Ryan, Sue Chambers, Alice Farmer, Katherine Johnson, Bruce Raleigh, Brian Hodge, Baron Guido, Larry Martindale, Helena Chirinian, Sheryl Lipski, Wendy Ross, Dede Corpening, Gordon Clay, Don Iler

Jamie Ryan called the meeting to order at 4:30 PM.

The special meeting was held to discuss the superintendents' goals. He stated there are 9 areas he would like to concentrate on. The board has a copy of the goals. He stated the goals are purposely made broad. Jamie Ryan said she would like to recap on what the board is coming together for. She would like to see the evaluation on the superintendent be brought in line with the goals. Alice Farmer said the goals need to line up with the evaluation. She then added that what she is understanding is that Brian Hodge would like to know what does the communication goal mean specifically, and what does the voc ed goal mean specifically. Brian Hodge said yes that is correct. Katherine Johnson said she would like to know where the district would like to be in 5 years, and then break it down so that the superintendent can see what needs to be accomplished now so that the district stays on task to reach the 5 year plan. Brian Hodge said there would be adjustments made as you go, and with communication with the board it can be accomplished. Bruce Raleigh would like to see the SMART format used. He would also like to be able to give feedback prior to the actual evaluation, including progress and refinement. Brian Hodge said the administration is present this evening at the work session so that they can hear also the goals, as they are an important piece of it all working. Katherine Johnson feels that everyone needs to follow the same format, but is concerned that it should not be rushed to get done by February. Brian Hodge commented that it sounded like she was referring it as a pilot year. Katherine Johnson said yes, that would be right. The biggest thing she got out of the conference is that the district needs to be looking at character traits and cultural changes. Sue Chambers asked what culture changes Katherine Johnson is referring to. Katherine responded we want our students to leave school with the character traits to be able to succeed. Sue Chambers is worried about getting too broad and feels the district needs to stay focused on the areas it is being evaluated on. She stated evaluations are tied to success. Evaluations are for improvement. Sue Chambers said writing measurable goals are very important and trying to do things that schools haven't traditionally done in the past and finding the fine balance can be difficult. Alice Farmer stated that she understood the evaluations piece, but without knowing the specifics of what the superintendent was being evaluated on, she was not prepared to do an evaluation at this meeting. Sue Chambers said specific goals, even down to the remodel of Pacific Bridges would be helpful. Alice Farmer stated one of the board goals, for example voc ed- and then specifically stated what she personally felt it meant, (cooking, sewing and personal finance) but also stated that that was how she thought and each board member would have their own specific meaning in the mind. Graduation increase- what are we doing specifically?

Communication- being out in the buildings, surveys with community and staff were all specific ways to communicate. Jamie Ryan liked the idea of breaking down the goals as Alice Farmer did. She also would like to see Brian Hodge sit down with the admin and write up a 5 year plan. Jamie Ryan said she would like to see a pie chart in a display case in the high school for all to see that shows progress toward graduation. She would like to get feedback from the students in the area of voc ed. Sue Chambers agreed with the pie chart. She thinks it will be an inspirational piece for the students. Brian Hodge talked about the tutorial class being offered at the high school now to help the freshman students that are struggling. Jamie Ryan said she found that to be a fantastic idea. Brian Hodge said not is the district looking at the high school; it is looking at pre k down the road, as that is an area to close the achievement gap early on. Bruce Raleigh said he liked the building goals with the plans for intervention. He also mentioned that at the convention someone had using the word “every” to replace the word “all”- It made what was being state more personal. He would like to see the board goals wording changed. Sue Chambers agreed that would be a good focus- Bruce Raleigh then added if each member gave detailed information regarding the goals it would make it easier to evaluate the superintendent. Brian Hodge said he understood what Alice and Jamie had already stated. Katherine Johnson said she would like to see students’ character traits be focused on. She would like to see a 5 year plan that can be passed out to new hires in the district. As far as voc ed- she would like to see a more flexible schedule for the students. She feels it will impact the students and teachers as well. Jamie Ryan added that the flexibility of e2020 has allowed students the abilities to do other things. Brian Hodge talked about the virtual program and how it is also allowing students to be more flexible with their schedules. Bruce Raleigh said he felt that with flexibility it would help with the retention of high school students. Bruce sees that as helping with apprenticeships with jobs in the community. Sue Chambers talked about classes being able to build or remodel a home as a part of voc ed. Katherine Johnson came back to the word character traits. She said she would love to see the admin do that with the teachers. This to her is communication. She would like to see it become more personal. Brian apologized for interruption, but asked that Larry Martindale and Wendy Ross do a presentation on increasing the graduation rates. Larry Martindale started out by talking out the high school attendance rates. He said the high school attendance is actually doing pretty well overall. The area of difficulty at this time is students attending Pacific Bridges. Larry stated when students miss school they miss the learning experience and get behind. This eventually leads to dropping out in some cases. Sue Chambers asked if Larry Martindale felt we offered the students enough to keep them interested in staying in school. Larry Martindale said the high school does not have the resources to keep on top of these students as much as needed. Sue asked if the students are feeling alienated and is there a group that can encourage the students. Larry Martindale said there is a group that has training to help students with the transition from middle to high school and there is now a certified teacher in place to help tutor some of the students that have failing grades. Larry Martindale would like to partnership with the local law enforcement and get a part time SRO that could go out and get some of these kids back in school. Bruce Raleigh asked that we could possibly identify what the students might feel the school is lacking so that they would them to stay in school. Katherine Johnson said that she found it a good idea and that there are grants out there available to help pay for this Brian Hodge said we have a really good relationship with our police department. Bruce Raleigh went back into his views of the goals -graduation rate he would like to see something out in for the next two years. As far as communication he has noticed increase between the superintendent and the board, but would also like to see more consistency- ideally once a week highlights in an

email. Bruce Raleigh talked about the staff focus groups and would like to see community members involved as well as parents and students. Bruce Raleigh asked if Brian Hodge met with the admin more than once a year in their evaluation piece, too which he replied yes, a he would get a copy of the evaluation to him. Brian Hodge asked if the board would like what he put down in the emails as information to be repeated in the board meetings if there was nothing new to report on. Jamie Ryan stated yes, that way the public will be informed as well.

Work Session adjourned at 5:58pm.

Regular School Board Meeting **Kalmiopsis Elementary School Library** **Wednesday, November 20, 2013**

Call to Order: Called to order on Wednesday, November 20, 2013 at 6:03 P.M. by Jamie Ryan.

Attendance:

Board Members

Sue Chambers
Katherine Johnson
Alice Farmer
Jamie Ryan
Bruce Raleigh

Members of the Public

Mona Chandler
Gordan Clay
Marlene Moltane
Jami Hendley
Barbara Lillis
Susan Lunsford
Clarice Baumbach
Connor Ryan
Jerry Norman

Media Representative

Don Iler

District Employees

Brian Hodge
Dede Corpening
Larry Martindale
Don Sweeney
Buell Gonzales
Wendy Ross
Suzanne Mutch
Helena Chirinian
Baron Guido
Teri Poconi
Michelle Prudden
Sheryl Tuttle
Jennifer Rushton
Kathleen Dingle

Pledge of Allegiance: The Flag Salute was recited in unison, led by Sue Chambers.

Consent Agenda: Alice Farmer made a motion to approve the consent agenda, seconded by Bruce Raleigh.

Discussion: Sue Chambers applauded Dede Corpening for transcribing 22 hours of meetings over the past month. Jamie Ryan seconded it.

Motion Pass Unanimously

Volunteer Recognition: Michelle Prudden, as well as Brian Hodge and the School Board recognized 4 members of the community for their volunteer service. Jami Hendley and Marlene Moltane come in on Thursdays and do shopping with the students. Barbara Lillis comes in to help with sewing. Susan Lunsford, who brought skills on jarring and canning along with teaching how to make vats of soup with next to nothing,.

Spotlight: The Admin- Larry Martindale, Sheryl Lipski, and Helena Chirinian did a presentation on PLC's and how they are improving the district. Helena said her building is in the process of

learning how to work together in grade level teams. She would like the board to come and join and observe the process. Sheryl said her PLC's are aligning curriculum to standards. Larry said the high school is on the same page as the middle school. The high school has 5 PLC teams. He said the teams are talking about the things that are going to impact student achievement.

Citizens Input (Agenda Items): Gordon Clay talked about policy 2e8 criminal records check and fingerprinting. He said the policy hasn't changed in regard to adding volunteers having a background check paid for by the district. There is also a policy for the chaperones to have a background check by the district.

Student Representative Report: Jessica Yock talked about the jeans for troops earning \$285. Leadership class is working on operations Christmas child. They are putting together 54 boxes. The Seaside Presentation had very good keynote speakers. On the way back the students did a tour of the Doernbechers. The Milli Vanilli fundraiser is coming up and Mr. Rotterman is donating a gingerbread house for a raffle. There are students helping set up the lights at Azalea Park. There is also a petition going around the high school in regards to the school lunches. Katherine pointed out that Jessica Yock did a fundraiser for raising funds for a Robotics competition.

District Reports/Information:

Comments from the Superintendent: Brian Hodge thanked Jessica for the information on the food. He liked the jeans for troops. The admin team did a walkthrough at the elementary school. The teachers let Helena Chirinian know they liked it. Brian has been meeting with a lot of teachers in the district listening to their well thought out suggestions. The surveys from the parent teacher conferences are in the process of being received. Brian will go over with the admin team, and then will bring the information to the board. The data committee will also be sending out a survey to the staff. The Oregon Healthy Teens Survey is out. The board each received a hard copy. Kristi Fulton went over the results with Brian. The auditors are here now. Brian attended SOCC and did a vtel- discussion on GED and dual credit options. There will be changes with the way the GED testing is set up. Tomorrow Brian will be attending the South Coast ESD Meeting.

Building Reports:

Jamie Ryan stated she is really excited with the PLC's. She did a walk thru with Helena Chirinian earlier in the year and feels the staff is doing an awesome job. Jamie Ryan also commented on her appreciation for the high school attendance rates. Bruce Raleigh added that he echoed Jamie in the attendance as well as the PT conferences being better attended. Bruce Raleigh asked Brian Hodge for more information on the suggestions he has been getting from the teachers. Brian Hodge stated although they were broad, some of them included scheduling improvements, grading system and Powerschool, bringing PE and something else back at the elementary school. Bruce Raleigh said feedback with the staff is very important. He asked about the auditors and will the board have the option to ask the auditors questions. Don Sweeney responded they will be back in January to present. The board will have a hard copy to review prior to the auditors returning. Katherine Johnson asked Larry Martindale if the ASPIRE grant ends this year, to which Larry answered the grant has been renewed. Katherine Johnson asked if there was a place to put into the budget the extra time teachers may be putting in. Brian Hodge said certain circumstances do allow for extra time. Don Sweeney said in their professional status they do not qualify for overtime, but for missed preps, or other trainings required outside their regular day they are compensated for the time. Sue Chambers asked Larry Martindale about the students who are being taken out of their elective class for tutoring how that credit will be made up. Larry Martindale stated that the idea is to have the student get at least 6 credits per year, which would allow the student to graduate. By helping the student to

makeup the credit they are losing in a core class will actually help them achieve the 6 credits per year.

Board Business:

Personnel Items:

Approve Extra Duty Contracts:

BHHS Wrestling Coach: Jef Hatch

BHHS Boys JV Basketball: Jess Beaman

PBIS/SWIS Facilitator: Nikki Darger

BHHS Girls JV Basketball: Becky Watwood (added on at meeting)

Jamie Ryan stated first of all she wanted to thank the district for the extra information provided on the coaches. She then added that Jef Hatch needed to be separated out as he is her brother in law and she could not vote on that one. Sue Chambers asked if they should each be voted on individually. Alice Farmer said she would like to do them together. Becky Watwood was added as the BHHS Girls JV Basketball Coach.

Alice Farmer made a motion to approve the extra duty contracts, with Jef Hatch separated out, seconded by Bruce Raleigh.

Discussion: Katherine Johnson asked what a SWIS Facilitator is. Helena Chirinian responded it is a person to keep track of the referrals. Sue Chambers asked about Jess Beaman. Does he have coaching experience? Buell Gonzales responded he has coached and is an employee of the district.

Motion Pass Unanimously

Alice Farmer made a motion to approve Jef Hatch's extra duty contract, seconded by Katherine Johnson.

Discussion: Sue Chambers commented that it stated in the information on the wrestling coach that the salary details were still in the works, but the contract itself did list a salary amount. She felt the contract should be tabled until the particular details were accurate. Brian Hodge asked if Larry Martindale could explain that. Larry Martindale said his understanding was that the coaches were going to split the salary. Jamie Ryan said there would need to be two contracts. Brian Hodge said Buell Gonzales let him know that Bret Curtis was volunteering his time. The details did say they were splitting the stipend.

Bruce: Nay Sue: Nay Alice: Nay, Katherine: Nay Jamie: abstain

Vote Declined

Sue Chambers moved to table the extra duty contract for Jef Hatch until the details are accurate, seconded by Katherine Johnson.

Bruce: Aye Sue: Aye Alice: Aye, Katherine: Aye Jamie: abstain

Motion Pass

Approve New Hire Azalea Middle School Music Teacher John Webster
Katherine Johnson made a motion to approve hiring John Webster, seconded by Bruce Raleigh.

Discussion: Katherine Johnson and Bruce Raleigh both said the district is extremely lucky to have found such a highly qualified wonderful music teacher. Jamie Ryan was pleased that we had someone with the right qualifications to step in as it is such a specialty class.

Motion Pass Unanimously

Approve Out of State Travel: BHHS Basketball Yreka Tournament:

Katherine Johnson made a motion to approve the out of state travel for the BHHS basketball teams, seconded by Alice Farmer.

Discussion: Jamie Ryan appreciates the detailed information provided for the trip. Katherine Johnson thinks it is a great start for the teams. Bruce Raleigh asked what the R Ranch is. Jamie Ryan explained it was a timeshare situation with bunk houses. Sue Chambers asked if there were cabins as well. Alice Farmer stated she thought they did have cabins and the bunk houses were laid out like a dorm facility. Sue Chambers asked how the students liked staying there. Alice Farmer said it has gone well. Sue Chambers said it sounded like a lot of fun. Bruce Raleigh asked about the chaperones. There will be male and female chaperones attending.

Motion Pass Unanimously

First Reading of the 2014/2015 Budget Calendar

Discussion: No action needed. The board reviewed the dates provided. Katherine Johnson asked about approving the new members for the budget committee. There are two applicants for the three positions at this time.

Board Policy (first reading)

EBBB-Injury/Illness Reports

GBEDA-Drug and Alcohol Testing

GBEDA-AR- Drug and Alcohol Testing

GCBDA/GDBDA-AR(1)- Federal Family and Medical Leave/State Family Medical Leave

GCBDA/GDBDA-AR(2)-Request for Family and Medical Leave

GCBDA/GDBDA-AR(4)-FMLA/OFLA Eligibility Notice to Employee

GCDA/GDDA- Criminal Records Check/Fingerprinting

GCDA/GDDA-AR- Criminal Records Check/Fingerprinting

GCL/GDL- Staff Development

IGBAJ- Special Education- Free and Appropriate Public Education (FAPE)

IKF- Graduation Requirements

IKF-AR- Graduation Requirements

JGAB- Restraint and Seclusion

JHCD/JHCDA- Administering Injectable Medicines to Students

JHCD/JHCDA-AR-Administering Noninjectable/Injectable Medicines to Students

Discussion: This is a first reading. There is no action needed on these policies this evening. Jamie Ryan asked if the transportation supervisor, Bryan Winchester made the recommendations on the drug and alcohol policies stated above as they refer to drivers. Brian Hodge told the board these policies were on Bryan Winchester's recommendations. Katherine Johnson asked Gordon which policy he was referring to in his comments earlier in the meeting. He stated he was referring to IICC and felt there was a conflict between the two policies.

Buell Gonzales returned to further discuss Bret Curtis and Jef Hatch as dual wrestling coaches.

Buell stated that Bret did not want to get paid, but wanted his chiropractic visits paid, if necessary. Don Sweeney said the district would not pay chiropractic bills. Buell Gonzales said this is being Bret Curtis and Jef Hatch.

Katherine Johnson made a motion to approve Jef Hatch as the BHHS wrestling coach, seconded by Alice Farmer.

Bruce: Aye Sue: Aye Alice: Aye, Katherine: Aye Jamie: abstain

Motion Pass

Citizen Input (non agenda topics):

Gordon Clay: stated he appreciated the district for signing on for the 2014 healthy teen's student wellness new survey. There will be a short turn around for the information to be provided this year. His concern is the district website not providing access to the current information on the healthy teen's student wellness survey. The 2011, 12 and 13 information is not on the district website. Jamie Ryan said she would find out and give him that information.

Sheryl Tuttle and student Clarice Baumbach: Sheryl came to the board for support for the yearbook. The class is a well rounded program with a full circle learning experience for students. Clarice shared a little about the sponsorship. She talked about the yearbook angel program allowing community members to purchase a yearbook for a student who cannot afford one. There are currently 12 students in the class. It is a web based program. Students are able to do some of the work from home, which allows time for the students to have other experiences during class time. Sheryl commented there have not been that many yearbooks sold due to the down turn in the economy. She would much rather see yearbooks purchased for students rather than the sponsorship, but both parts are necessary. Bruce Raleigh said he was aware of some free software that might be helpful for the class.

Comments/Communication:

Jamie Ryan stated what she took away from the work session is that the board is asking the superintendant to work with the admin team on a 5 year plan and to have it ready before the evaluation time to be reviewed. Bruce Raleigh asked if there was an actual timeline for this to be completed. The board would like it prior to the January meeting so that they can have a discussion with Brian Hodge on how it is going at the January meeting.

Sue Chambers talked about the state of the district report that will be done in December. Brian Hodge said it will be done and hopefully in the board packets prior to the December meeting.

Katherine Johnson talked about the way the new GED program is working. She feels it will benefit the district in the future by allowing students to continue coming to school. Katherine Johnson also commented on the food service supervisor being able to talk with the high school students to gather information and work together to resolve the students concern.

Meeting adjourned at 7:23 PM.