

Brookings-Harbor School District 17-C

“Every Student Can Succeed”

Special School Board Meeting Kalmiopsis School Library February 26, 2014 PM 5:30 PM

Those in attendance: Brian Hodge, Katherine Johnson, Sue Chambers, Bruce Raleigh, Alice Farmer, Dede Corpening, Baron Guido, Don Sweeney, Don Iler, Gordon Clay

Katherine Johnson called the special meeting to order at 5:30 pm.

The purpose of the meeting is to review the student high school pre-forecasting survey on student future career interests.

Brian Hodge went over the information provided highlighting areas of what students are interested in if the school were to be able to offer more courses. The number one area was another second language. Home economics, cooking and culinary were combined. This was the second top choice. There is curriculum already developed for the culinary piece. CTE route or credentialed is an option. If you have a master degree in anything you can go through this route and become credentialed. Metals, wood and welding were also one of the top choices.

Katherine Johnson finds it telling that the current generation is asking for the home economics piece. Bruce Raleigh added the importance of the business class and the financial piece. Katherine Johnson would like the students to be informed on what they can do with the information they are learning. Sue Chambers asked about the optimism of the freshman class being so much higher as attending a four year school. Brian Hodge said the district can speculate that as the student gets older the realization of the cost of a four year school, therefore. Alice Farmer suggested small engine repair as being an option. Sue Chambers suggested the second language being German. Brian Hodge added that if we do add a second language it will add the possibility of expanding Spanish to the middle school a couple periods. Katherine Johnson talked about Michelle Prudden’s program and what she has been offering the students with them receiving a certificate. Sue Chambers asked when the district will know what they will be able to add for programs next year. Brian Hodge stated by May it should be all lined up. Brian Hodge added space is another issue. Katherine Johnson talked about the robotics program and the ability for the class to do things like engraving, but the need for someone to oversee it. Brian Hodge stated a coordinator would help with that, such as a curriculum director. Bruce Raleigh also suggested keyboarding. Workshop adjourned at 5:55 PM.

Regular School Board Meeting Minutes Kalmiopsis Elementary School Library February 26, 2014

Call to Order: Called to order on Wednesday, February 26, 2014 at 6:00 P.M. by Jamie Ryan.

Attendance:

Board Members

Alice Farmer
Katherine Johnson
Bruce Raleigh
Jamie Ryan
Sue Chambers

Members of the Public

Tif Hodge
Gordan Clay

District Employees

Brian Hodge
Dede Corpening
Baron Guido
Helena Chirinian
Chris McConnel
Larry Martindale
Sheryl Lipski
Suzanne Mutch
Tina Peters

Stuart Parmalee
Brad Peters
Tilley Peters
Buell Gonzales Jr

Buell Gonzales

Student Representative
Jessica Yock

Media Representative
Don Iler

Pledge of Allegiance: The Flag Salute was recited in unison, led by Katherine Johnson.

Changes to the Agenda: Jamie Ryan asked to move the superintendent evaluation up to the first executive session. It will still be held in executive session, but will be open to the public. Everything else will shift down.

Katherine Johnson moved to adjust the order seconded by Alice Farmer.

Motion Unanimous

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

Discussion: None

Motion Unanimous

Volunteer Recognition/Spotlight: Jamie Ryan thanked Bonnie Frazier for her time as the SMART coordinator. Helena added they have more volunteers now than they have in ten years. Brian Hodge also added Don Iler, from the Pilot, is a SMART reader.

Spotlight: Brian Hodge showed clips that high school students in Joe Morin's class are putting together as commercials for our high school. Three students are doing a different segment and they are each about a minute long. One of the places they will be shown is in our local theater prior to their movies. He then did a clip on a prior BHHS student and his success in Portland.

Citizens Input: Brad Peters and Tina Peters

Tina Peters read a letter in place of her husband, Brad Peters. The concerns are regarding a single board member doing a side investigation on him and his business. Due to this Brad Peters stated that he and his wife have been publicly slandered about embezzling money through the school district. Tina Peters also informed the board, through Brad's letter, that they will file a law suit against the school board for slander, and also contact the union rep, as Tina Peters is employed by the district and feels it is now a hostile working environment. Jamie Ryan stated she would comment on this during the comments and communication portion of the meeting.

Student Representative Report: Jessica Yock reported on robotics. Leadership is taking part in the thirist project. Joe Morin has made shirts for sale that will go towards this project.

District Reports/Information:

Comments from the Superintendent: Brian Hodge publicly thanked Wendy Ross, Chris Schofield and Dane Tippman for their hard work they have put into POWERSCHOOL. Monday in-service went well. The exit clips were sent to the board- the information will be gone over at the data committee meeting on Friday. There is OSBA training on student achievement- starts with the board. (Class Project) Very worth the heavy duty training involved. Brian Hodge stated he will look into the details of the training.

Building Reports:

Katherine Johnson commented on Helena Chirinian and how productive the math studio is. The trainer will be back in March. Jamie Ryan was impressed with the training on Monday and how much the teachers are aware of with the standards and how they were able to discuss the information with each other. Katherine Johnson was impressed to see the staffs' knowledge being utilized. She also commented on Baron Guido's report. She loves the idea of the students identifying behaviors and how to manage them themselves. Katherine Johnson asked about the concerns with PACE report on the district. Brian Hodge let the board know that each building receives a report of areas that need improvement and a timeline of when the corrections should be made by. Brian Hodge explained the procedure of fixing the items. Bruce Raleigh also commented on the positive feedback with the training they are receiving with the math group. Sue Chambers asked Larry Martindale about the transcripts that have already gone out to colleges. Larry Martindale responded it's probably fewer than 20, but they are going out as the requests come in. Jamie Ryan is happy to see that Azalea grade book is being worked on. Bruce Raleigh asked if we are trying to make Powerschool do something it is not able to do. Brian Hodge said he has been assured that we are not we are just working out the bugs with the change of the grading system.

Board Business:

Audit Report: Stuart Parmalee directed the board to turn to page 46 in the audit book. The audit was performed for the school district as of June 30, 2013. It summarizes the opinions of their office. The district received the highest level that a report can be given. Stuart stated there was one compliance finding that was more a technicality issue than anything. The district was missing time and effort sheets that should have been signed by their part time employees. The district has already responded to this notified ODE of the error. He also stated that there were no disagreements with the district. All the information was provided to the auditors when the auditors asked for it. Stuart added there were a couple of little things that do not require reporting on. One of those noted was the years of teacher's experience documented by the district. Some of them did not line up with what the state reports say. Stuart said there were a couple items where the board was involved. One of them was not having the prior approval on an expenditure transaction and the other was instances where a personal credit card was used rather than a district card for reimbursements. This is not a good practice as there could be personal benefit by using a personal card. Stuart Parmalee commented on the staff being very easy to work with. Jamie Ryan asked about the use of a personal card, if there are no rewards attached. Stuart Parmalee stated it was hard to identify whether someone was receiving rewards or not. It is best not to fall into that question. If traveling, there are ways of getting around using personal credit cards. Katherine Johnson asked if Stuart Parmalee has given the district ideas of how to handle the reimbursements. Stuart Parmalee responded that with planning and proper authorization most circumstances can be preplanned with the correct procedure. Jamie Ryan asked if the Bradley/Brad Peters came into play with the audit. Stuart responded that due to the fact that Brad Peters was a member of the board, all of his transactions were looked at. He stated that here was adequate documentation with his work and it is not unusual for a board member to do work for a district in a community this size. The other Bradley Peters has been used in other school districts and is licensed with the department of agriculture. There is proper documentation of his services. He does not advertise because he is very busy. Everything related to both the Peters were found to both be handled properly by the school district. Jamie Ryan asked if the auditors were contacted by an individual board member. Stuart Parmalee responded yes, but that was not inappropriate for a board member to contact them. Their first response as an auditor, though, is did you contact your business manager. He did state that it did cause additional work that they would not have normally done had they not

been contacted by a board member. Katherine Johnson asked if the entire board should have been notified that a board member had contacted the auditor's office. Stuart responded no that they were just looking into a question a board member had. If there was a problem the audit would have stopped and the entire board would have been notified of the problem. He then added that due to the size of the community the question ended up in the public eye probably before the auditor's were even questioned on the transaction. This concluded Stuart's presentation.

Board Policies:

- 1. JF/JFA-Student Rights and Responsibilities**
- 2. JFC-Student Conduct**
- 3. JFCJ-Weapons in Schools**
- 4. JG-Student Discipline**
- 5. JGAB-Use of Restraint and Seclusion**
- 6. JGAB-AR-Use of Restraint and Seclusion**

Jamie Ryan stated it is the first reading and it's open for any changes if the board had any input. Katherine Johnson asked about the bracketed area on policy JFC. Jamie Ryan suggested they remove the bracketed area. Bruce Raleigh asked about the bracketed area on the JFCJ. Sue Chambers asked if javelins would be considered a weapons-related sport. Jamie Ryan asked for clarification on whether the bracketed should be left there.

Open Enrollment: Brian Hodge stated open enrollment would allow any student can transfer into our school district. Brian Hodge suggests open enrollment. He added realistically it means Gold Beach. The other option would be for the district to adopt an inter-district transfer form. Katherine Johnson asked if this was done every year. Brian Hodge stated that is done every year.

Alice made a motion to continue open enrollment, seconded by Katherine Johnson.

Discussion: None

Motion Pass Unanimous

School Calendar: pre-first reading

Jamie Ryan asked about the staff and adjusting the calendar. Brian Hodge stated that this is just a pre-calendar, because there is still the professional development plan to be put in place. Brian Hodge has met with the association president. The plan is to have the professional development days on place by the time the teacher's leave in June. It goes out to all the staff rooms and the district takes comments from the staff. He also added the difference in the parent teacher conferences due to the fact of Veteran's Day falling on Tuesday.

Approve Extra Duty Contracts:

Lisa Griffith - PBIS Coordinator BHHS

Michelle Prudden - PBIS Coordinator BHHS

Christal Miller- Gearup Coordinator BHHS

Katherine Johnson asked about the 5 cent difference in the PBIS stipends. Don Sweeney stated it was 50 cents and it would be accurately adjusted. Katherine Johnson asked of Christal Miller had already started acting as the gearup coordinator, to which Brian Hodge responded she has. Larry Martindale added that they had tried to do it without a coordinator and it was not working. Katherine Johnson asked if Val Cowan had something to do with Gear Up. Larry Martindale responded that Val is in the Aspire program, but is also the gear up secretary. Bruce Raleigh questioned the dates being different for the PBIS Stipends. Larry Martindale responded Lisa Griffith was actually given a period the first half of the school year to conduct PBIS, but due to

the online program needing a highly qualified teacher in English, she is now doing PBIS at a separate time.

Alice Farmer made a motion to approve the extra duty contracts, with the corrected amounts of the salary, seconded by Katherine Johnson.

Discussion: Discussion was held prior to the motion.

Motion Pass Unanimously

Division 22 Standards Report

Brian Hodge explained that there are two areas the district is noncompliant in. A counselor is required at each school site and the need for a true TAG program. With the area of TAG we do not have a specific process in place. There should be a committee to screen tag student. We do offer some enrichment classes. Sue Chambers asked how we are doing this without a person to screen. Brian Hodge stated that this is teacher driven. There are requirements to qualify as TAG, though. Sue Chambers asked about amending to state speech and debate and knowledge bowl are not offered at the high school Bruce Raleigh asked to add that science bowl is offered, though. Sue Chamber's then asked about amending our reasoning's, if there is not a budgetary restraint. Sue Chamber's asked if it was federally mandated to have TAG. Sue questioned if the district can consider offering some of the items. Jamie Ryan added that we did add the nurse which uses to be on the list. Bruce Raleigh asked about the TAG identification. Brian Hodge responded that the counselors are the ones who used to do the testing.

Nomination List for the Distinguished Service Awards

Cindy Schofield, Daryn Farmer, Ready to Smile, Emblem Club, and Lions Club were nominated to receive distinguished service awards during the March regular school board meeting.

Katherine Johnson moved to approve the above nominations, seconded by Bruce Raleigh.

**Bruce: Aye Sue: Aye Alice: Abstain Katherine: Aye Jamie: Aye
Motion Pass**

Citizen Input(non agenda items): Gordon Clay

Gordon Clay stated his concerns for the open executive session and the policy CBG-AR. He discussed the board evaluation process and the superintendent's evaluation this evening. He stated he liked data based information. Gordon Clay had data he compiled and found an overall decline since 2009. He commented on the discipline actions increasing. He also discussed the absentee rates being so high at the high school. He commented on the graduation rate declining. Gordon Clay then commented on the healthy teen's survey and the results. Lastly, Gordon Clay commented on common core and his feeling that the district is behind in this area.

Comments/Communication

Katherine Johnson spoke of the letter read by Tina Peters. Katherine Johnson asked if the board needed to go into executive session regarding the matter. She felt she had further questions that were not answered. Jamie Ryan responded that she contacted OSBA regarding the Peters. Jamie Ryan added that the board can go into executive, but it did not have to, due to the fact of the employee already speaking at the meeting. Alice Farmer asked that it would be in executive session, due to the comment of the Peter's stating their intentions of suing the board. Jamie Ryan recommended the board go into executive session ORS 192.660(2)(b) to consider the dismissal or disciplining of, or to hear complaints or charges brought against a public officer, employee, staff member, or agent, unless he or she or the agent request an open meeting.

**Katherine Johnson made a motion to add the executive session ORS 192.660(2)(b) seconded by Alice Farmer.
Motion Pass Unanimously**

Jamie Ryan commented on the policies in place for the evaluation for the superintendent. Jamie Ryan read the policy CBG. The CBG-AR was a policy that the district put on hold. Jamie Ryan contacted OSBA regarding policies that were put on hold to which they responded when there is an agreement to put a policy on hold it is suspended until rewritten. Sue Chambers stated she understood the AR was still attached to the policy that was adopted. Jamie Ryan said that AR was one of the policies that were put on hold in the January meeting. Jamie Ryan added that the AR's don't have to be applied by the board and in many districts the AR's aren't even decided by the board. Jamie Ryan stated that OSBA assured her the policy rewrites have been done properly. The board specifically placed that portion on hold. Bruce Raleigh said he attended the PLC meeting on Monday. He found each group to be in a various stage of understanding and discovery. He is very much on board with the concept of PLC. It was well worth his time. Bruce Raleigh stated he sees as a board we haven't been as careful as he board should be with following the procedures. He found the criteria for the evaluation of the superintendent being created by a single board member. He felt that there should be an additional meeting in an open discussion to develop the criteria or use the prior system until the new one would be voted on. Sue Chambers added that a discussion does not constitute a consensus. Katherine Johnson stated that she did not see it the way that Bruce Raleigh had. Katherine Johnson said that because they had put the AR on hold, her viewpoint was that it there was a consensus. Bruce Raleigh said he felt he had no input on the evaluation. Alice Farmer felt that the board did come to an agreement on the goals- communication, graduation rate and increase vocational ed. Bruce Raleigh said that those were the boards' goals. Bruce Raleigh said that the superintendent' goals should be more specific. Jamie Ryan said she emailed and asked the board members if they felt there should be a meeting and only received two requests, so she found that to be a consensus for the evaluation piece. She added however they can have a vote now to make it official. Sue Chamber's said she felt it difficult to use the form from Jamie Ryan and used the format that was put on hold.

Katherine Johnson moved to approve the form, seconded by Alice Famer.

Discussion: Bruce Raleigh reiterated that feels he is still not allowed to input information as they are just now "making it official" Jamie Ryan apologized that they should have voted on it to make it official. Bruce Raleigh responded that he is still frustrated that when only two board members requested the meeting that the board chair did not make the adjustment and hold a meeting prior to the meeting this evening. Jamie Ryan stated with the consensus the board needs to move forward. Sue Chambers asked if this is a policy, is this first reading. Jamie Ryan said it is not a policy. It is a course of action. Katherine Johnson told Bruce Raleigh she understood what he was saying, but there is a consensus and the board needs to move forward. Bruce Raleigh said he understood that, but still feels the form was not created by the board. Sue Chambers said that it is not a form. Jamie Ryan stated there is a motion on the table to approve the form that was handed out to use for the evaluation.

**Bruce: Nay Alice: Aye Sue: Nay Katherine: Aye Jamie: Aye
Motion Pass**

The meeting adjourned at 8:20 pm to executive session in accordance with ORS 192.660(2)(i) for purpose of evaluating the district's top executive.

The meeting came out of executive session into open session at 9:45 pm.

The superintendent talked about his contract and asked that the vacation days be allowed to be carried over. The contract currently only allows him to carry over 10 days. Brian Hodge said his

intention is not to save them up to take an extensive vacation. He also said the board does informally approve his vacation. He also asked that the "termination with no cause" be removed. Sue Chambers said she doesn't care how the superintendent uses his vacation. She said the termination with no cause has been in the contract as far as she remembers. She would not feel comfortable removing it without having legal counsel. Brian Hodge said he is the only one in the district with the no cause in his contract. Jamie Ryan said she could understand it being put in there when Brian Hodge was acting as the interim superintendent, but felt it did not belong in there now. Katherine Johnson's concern is that it is only in the superintendent's contract and no one else in the district. Katherine Johnson then stated she felt that the board should vote on it because the superintendent sought counsel on the matter and brought it to them. Sue Chambers said she understood that and felt the board should seek counsel as well, because as far as she can remember it had been in all the prior superintendents' contracts when she was a previous board member. Jamie Ryan agreed to the seeking counsel. Katherine Johnson asked if there should be some sort of timeline on having the questions answered. Alice Farmer stated having a no cause for termination in the superintendent's contract when he has been here for five years seems odd. Sue Chambers said that the contract applies to our past and future superintendents, so to change it around the current superintendent may not be wise. Jamie Ryan and Bruce Raleigh agreed that the board should seek counsel to be sure the language is correct. Sue Chambers asked that it be tabled. Brian Hodge explained the evaluation had to be done prior to March 1st. The vote for renewal cannot be put off. Brian Hodge explained that they are talking about two different items-the vote to renew and the changing of the contract.

Katherine Johnson made a motion to renew the contract for 3 years with the understanding to revisit the items Brian Hodge requested,(unlimited amount of vacation days to be carried over, and the no cause termination be removed) seconded by Alice Farmer.

**Bruce: Nay Alice: Aye Katherine: Aye Sue: Nay Jamie: Aye
Motion Pass**

Katherine Johnson made a motion to go into executive session 192.660(2)(a) and 192.660(2)(d) and that the rest of the agenda will be moved to a designated time at the end of the meeting during open session, seconded by Alice Farmer.

Motion Pass Unanimous

The meeting adjourned back into executive session ORS 192.660(2)(a) to consider the employment of a staff member and ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations at 10:20 PM

The meeting came out of executive session and into open session at 10:30 PM.

Bruce Raleigh made a motion to approve the MOU for the pay scale of a speech/language pathologist and the MOU for the allowance of flexible days for the specialists-speech language pathologist, school psychologist, and school nurse seconded by Sue Chambers.

Motion Pass Unanimous

Katherine Johnson made a motion to accept the recommendations of the superintendent for renewal and nonrenewal of licensed and administrative staff, seconded by Bruce Raleigh.

Discussion: Katherine Johnson wanted to thank the superintendent for his decisions and all the hard work he has done.

Motion Pass Unanimous

Comments/Communication: Jamie Ryan stated a meeting date needed to be made to finish the unfinished business of the evening. Katherine Johnson said there was another negotiations piece that needed to be discussed on negotiations. Jamie Ryan said she would also have the completed evaluation for the board to review. The Board agreed upon Tuesday March 4th at 8:00 am.

The meeting adjourned at 10:40 PM.

Minutes above approved at the Board Meeting held on March 19, 2014 with the amendment to the noted paragraph on page 6.

School Board Chairperson