

# Brookings-Harbor School District 17-C

“Every Student Can Succeed”

## Special School Board Meeting Minutes

Kalmiopsis School Library

June 17, 2015 5:00 pm

In Attendance: Bruce Raleigh, Alice Farmer, Katherine Johnson, Sue Gold, Sue Chambers, Gordon Clay

The purpose of the special meeting is for the board to complete the self evaluation started in May. The Board used the OSBA’s Board Self Evaluation handbook.

Bruce Raleigh called the meeting to order at 5:00 pm.

Sue Chambers gave info up through standard 7 as she was not at the last board meeting. Her scores are as follows:

Standard 1: Leadership: Mission, Vision and Goals- 3

Standard 2: Policy and Governance- 4

Standard 3: Community Relations- 3

Standard 4: Cultural Responsiveness and Educational Equity- 3

Standard 5: Accountability and Performance Monitoring- 3

Standard 6: Board Operations- Meetings- 4

Standard 7: Board Operations- Board Member Communications- 4

The board members went through the remaining standards and made comments as well as rating the standard form 0-4

Standard 8: Board Operations- Board-staff relations

Alice 1, Sue C. 3, Sue G. 3, Bruce 2, Katherine 1

Standard 9: Board Operations- Board-superintendent relations

Alice 1.5, Sue C. 3, Sue G. 2, Bruce 2, Katherine 1.5

Standard 10: Values, Ethics and Responsibility for Self

Alice 2, Sue C. 3, Sue G. 2, Bruce 2, Katherine 1.75

Standard 11: Board Systematic Improvement

Alice 1.5, Sue C. 3, Sue G. 2, Bruce 2, Katherine 1.5

Part 2 Goals

Goal Statement 1: Academic Success

Alice 1, Sue C. 3, Sue G. 2, Bruce 1, Katherine 1

Goal Statement 2: Budget

Alice .5, Sue C. 4, Sue G. 2, Bruce 2, Katherine 1

Goal Statement 3: Public Relations

Alice 1.75, Sue C. 4, Sue G. 3, Bruce 2, Katherine 1

Goal Statement 4: Policy

Alice 1.5, Sue C. 4, Sue G. 4, Bruce 2.5, Katherine 1.75

Goal Statement: Exceptional School Board

Alice 1.75, Sue C. 4, Sue G. 2, Bruce 2, Katherine 1.75

Goal Statement: Hire Qualified Superintendent

Alice 4, Sue C. 4, Sue G. 4, Bruce Katherine no comment

Board adjourned for a short break prior to the regular meeting.

Regular School Board Meeting Minutes  
Kalmiopsis School Library  
June 17, 2015 6:00 pm

**Attendance:**

**Board Members**

Sue Gold  
Katherine Johnson  
Bruce Raleigh  
Sue Chambers  
Alice Farmer

**District Employees**

Dr. Lee Bush  
Sean Gallagher (by phone)  
Dawn Bennett  
Nicole Medrano  
Helena Chirinian  
Krista Connelly

**Members of the Public**

Gordon Clay  
Holly Hatch  
Heather Marks  
Betty Moore

**Media Representative**

Jayati Ramakrishnan

**Bruce Raleigh called the meeting to order at 6:10 pm.**

**Pledge of Allegiance**

**The flag salute was recited in unison led by Dr. Bush.**

**Consent Agenda Items**

**Sue Gold made a motion to approve the consent agenda, seconded by Katherine Johnson.**

**Discussion:** None

**Motion Pass Unanimously**

**Spotlight**

**Helena Chirinian** presented Doctor Lee Bush with a thank you and appreciation trip for the jet boats from the administrative team and Dede.

**Citizen Input**

**Holly Hatch** expressed concerns with the scheduling at Azalea. She is concerned about the change from a 7 period day to a 6 period. Holly feels by taking away an elective from the students will hurt the music program. Her greater concern is the decision being made without parent input and discussion. She thanked the board for their hard work.

**Gordon Clay** talked about the policy process and how it has improved. He also said the board has made incredible improvement and has accomplished a lot this past year. He expressed concern on the girls' basketball complaint and the slow process of conclusion. He stated the concern of bullying and harassment still going on in the district.

**District Reports and Information**

**Comments from Superintendent**

**Dr. Bush** stated that this coming week that he, Bruce Raleigh and Sean Gallagher will be in Salem following through with the process with the conciliation on the basketball complaint. The hearing was set, and then asked by the complainants to be rescheduled. They were told the hearing could be rescheduled, but only by going to mediation first. Dr. Bush added the district

has a great interest in resolving this. He then thanked the board for his time in the district. His plans are to heads out from Salem. Dr. Bush said his time here went by really fast.

## **Building Reports**

### **Enrollment Summary**

### **Finance Report**

**Discussion:** Bruce Raleigh spoke of the declining enrollment and something to look at next year to have a better understanding of why the enrollment is dropping. Katherine Johnson said she is concerned as well. She said the majority of the 81 students were lost at the high school.

## **Board Business**

### **Personnel**

**Accept Resignation Letter Middle School Science: Jennifer Berger**

**Approve Hiring High School .5 ELA: Lorinda Shew**

**Approve Hiring Middle School ELA: Carol Zocchi**

**Approve Hiring Middle School Counselor: Holly Stephens**

**Approve Hiring Middle School Science: Jacob Patchen**

**Approve Hiring High School Adaptive Life Skills: Christine Ballou**

**Approve Hiring High School Social Studies Teacher: Ted Burdett**

**Bruce Raleigh added to approve resignation letter from middle school math teacher Dave Carrel.**

**Alice Farmer made a motion to approve the personnel items, seconded by Katherine Johnson.**

**Discussion:** Katherine Johnson stated that there was a lot of staff leaving the middle school.

**Motion Pass Unanimously**

### **Personnel (Extra Duty Contracts):**

**Approve HS Assistant Football Coach: Mark Camarillo**

**Approve HS Assistant Football Coach: Lloyd Alto**

**Approve HS Girls Varsity Soccer Coach: Fernando Villa**

**Approve HS Girls JV Soccer Coach: Carol Leonard**

**Approve HS Boys Varsity Soccer Coach: Gabe Anaya**

**Approve HS Boys JV Soccer Coach: Jess Beaman**

**Approve HS Cheer Coach: Alice Sandusky**

**Approve HS Wrestling Coach: Ted Burdett**

**Approve HS Girls Varsity Basketball Coach: Chris Schofield**

**Approve HS Girls JV Basketball Coach: Dan O'Brien**

**Approve HS Boys Varsity Basketball Coach: Buell Gonzales**

**Approve HS Boys JV Basketball Coach: Jess Beaman**

**Approve HS Varsity Softball Coach: Kelly Garvin**

**Approve HS JV Softball Coach: Lori Cooper**

**Approve HS Varsity Baseball Coach: Keith Wallin**

**Approve HS JV Baseball Coach: Ryan LaThorpe**

**Approve HS Head Track Coach: Terry Axel**

**Approve HS Assistant Track Coach: Ally Manley**

**Approve HS Assistant Track Coach: Joe Sthen**

**Approve HS Golf Coach: Gary Early**

**Alice Farmer made a motion to approve the extra duty contracts stated above, seconded by Sue Gold.**

**Discussion:** Katherine Johnson noted that cross country was not on the list. Bruce Raleigh stated that these are current coaches with the recommendation from Buell Gonzales to continue next year. There will be more coming along as the process is completed. Katherine Johnson said it is good that the district has a process in place that it is following.

**Motion Pass Unanimously**

### **Approve Misc. Equipment Items**

**Bus Purchase: New Bluebird Bus 5 year lease**

**Surplus Disposal: Kalmiopsis 30 Mac desktop computers, 2 iMac Flat Panel computers and 27 Keystone adapters**

**Katherine Johnson made a motion to approve the equipment items, seconded by Alice Farmer.**

**Discussion:** Sue Chambers asked if the district would own the bus after 5 years. Lee Bush stated that was correct.

**Motion Pass Unanimously**

### **Approve Budget Adoption Resolution**

**Alice Farmer moved to approve the 2015-2016 Budget Resolution seconded by Sue Chambers.**

**Discussion:** Katherine Johnson stated she is still not comfortable with the services being provided for the upcoming year to increase the graduation rate. Bruce Raleigh said it is difficult with the budget restraints and the inadequate funding to meet all the needs of the district.

**Motion Pass Unanimously**

### **Approve Volunteer Resolution**

**Katherine Johnson moved to approve the volunteer resolution, based on Kathy McKee's recommendation, seconded by Alice Farmer.**

**Discussion:** Bruce Raleigh stated this was a recommendation from the insurance company regarding volunteers and workers comp claims.

**Motion Pass Unanimously**

### **Board Policies (Second 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. GCBCD/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. IKH	Credit for Proficiency
47. IKI	Academic Integrity
48. IKFB	Graduation Exercises
49. IKFA	Early Graduation**
50. IKF-AR	Graduation Requirements

51. IKC	Class Rankings
52. IKAD	Grade Reduction/Credit Denial
53. ICAA	Final Exams**
54. IJ	Guidance Program
55. IGBHE	Expanded Options Program
56. IGBHE-AR(1)	Expanded Options Program Notification
57. IGBHE-AR(2)	Expanded Options Program (District)
58. IGBHE-AR(3)	Expanded Options Program Checklist
59. IL	Assessment Program** (Version 1)
60. IL	Assessment Program** (Version2)
61. ILBA	Assessment Exemption
62. ILBA-AR	Assessment Exemption
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	<b>Integrated Pest Management</b>
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*
<del>102. KLD</del>	<del>Public Complaints about District Personnel*(Version 3)</del>
<del>103. KLD-AR</del>	<del>Public Complaints about District Personnel*(Version 2)</del>
104. KL	Public Complaints
105. KL-AR	Public Complaint Procedure (Version 2)

**Katherine Johnson requested that policy Item 2f 84 JFCIA-AR be separated out of the group to be voted on separately. Katherine Johnson expressed the board is trying to keep students in school and feels that the way the policy is written is not compassionate to students.**

**Sue Chambers moved to approve the policies, with the exception of 2f 84, seconded by Katherine Johnson.**

**Discussion:** None

**Motion Pass Unanimously**

**Sue Chambers made a motion to approve item 2f84, JFCIA-AR, student drug testing, seconded by Sue Gold.**

**Discussion:** Sue Chambers stated that because they do not allow students to play for drug use, it keeps students off drugs. Katherine Johnson agrees with that part, she does not agree with how the policy is written. Bruce Raleigh added that the policy was sent out to the athletic director and administrators to be reviewed. Katherine Johnson said it is the part of the assessment that states being paid at their own expense on the first offense that she disagrees with. Alice Farmer stated that it could be at no cost if they seek out their resources properly.

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

**Motion Pass**

### **Board Policies (First Reading)**

1. KL Public Complaints
2. KL-AR(1) Public Complaint Procedure
3. KL-AR(2) Review of Administrative Decision
4. KL-AR(3) Public Complaints – Athletic Complaint Procedure
5. KLD Public Complaints about District Personnel \*(Version 3)
6. KLD-AR Public Complaints about District Personnel \*(Version 1)

7. AC-AR Discrimination Complaint Procedure
8. ACA-AR(2) ADA Grievance Procedure
9. EBAA Hazardous Material Policy
10. EHA-AR Confidentiality of Health Care and Health-Related Information
11. GBA-AR Civil Rights Compliance Plan
12. GBC-AR Staff Ethics
13. GBH/JECAC Staff/Student/Parent Relations
14. GBL Personnel Records
15. IGBBC-AR(1) Complaints Regarding Talented and Gifted Program
16. IGBBC-AR(2) Talented and Gifted Standards Complaint Form
17. IGBHE-AR(1) Expanded Options Program Notification
18. IGDA-AR Student Organization
19. JB-AR Equal Educational Opportunity
20. JBAA-AR Section 504-Students
21. JEA-AR Compulsory Attendance Notices and Citations
22. JFE-AR Individualized Plan for Pregnant and/or Parenting Teens
23. JGAB Use of Restraint and Seclusion
24. JGAB-AR Use of Restraint and Seclusion
25. JHCCF Pediculosis (Head Lice)
26. JHCCF-AR Pediculosis (Head Lice)
27. KJB Informational Material Distribution or Posting
28. IA Instructional Goals (Version 1)
29. KGB Public Conduct on District Property
30. LGA-AR(1) Public Appeals and Complaints about Alleged Violations of Standards
31. LGA-AR(2) Direct Appeals to the State Superintendent of Instruction about Alleged Violations of Standards
32. JFE-AR(2) Mother Friendly Educational Environment
33. JHFE-AR(1) Reporting of Suspected Abuse of a Child
34. JHFF-AR Sexual Conduct Complaint Form
35. DDB-AR Involvement of Indian Parents and Tribes in District Educational Programs
36. GBM-AR Staff Complaint Procedure
37. IGBBC-AR(1) Complaints Regarding Talented and Gifted Programs
38. IIA Instructional Resources/Instructional Materials
39. IIA-AR Complaints Regarding Instruction or Library Materials
40. ECAB-AR Criminal Complaint Form

**Bruce Raleigh stated that the Policy 2g 13 GBH/JECAC removed as it needs additional work.**

**Alice Farmer stated the back page of the athletic complaint flow chart- policy 2g 4 KL-AR(3) needs the coach to be notified first, prior to the athletic director.**

**Sue Chambers moved to advance policies 2g 1- 40 for a second reading, seconded by Sue Gold.**

**Discussion:** Bruce Raleigh went over the KL public complaint chart that was created. He added they missed the and/or in the athletic complaint procedure and it will be rewritten and brought back. In reviewing the complaint policies, many of the changes have been made for consistency. Sue Chambers asked if there was some sort of form created for the coaches so that there was a



paper trail if there were issues or concerns brought to the. Alice Farmer said there were challenges with that, as there is a fine line as to what gets documented. Bruce Raleigh stated this will rely on the discretion of the athletic director. Katherine Johnson asked about why the form states “must” be filed rather than “needs” to be filed. There was more discussion between working days, school days etc. Dr. Bush said there has to be deadlines on both ends. Bruce Raleigh said the board is going to be reasonable to circumstances that may cause some sort of delay of being filed. Katherine Johnson asked for clarification about the open or closed session 2g 7 AC-AR. It will be pulled so it can be adjusted to read accurately.

**Sue Chambers amended the motion to move forward items 2g 1-40 minus 4, 7 and 13, seconded by Sue Gold.**

**Motion Pass Unanimously**

### **Comments/Communication**

Katherine Johnson shared school board leadership information she received. She also talked about what a lighthouse board looks like. She said it mirrors the self evaluation tool that the board recently used. Bruce Raleigh talked about the retreat that Windows to Leadership will help facilitate. Katherine Johnson said it would be about 4 to 6 hours. It is important for the entire board to be there. The tentative date is Tuesday, September 15<sup>th</sup> at 8:30 am. Bruce Raleigh also explained the request for Mr. Gallagher to delay his coming here to the 6<sup>th</sup> of July in swap for attending the hearing in June. He will still be acting as superintendent, just not physically here.

**Meeting 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 7:10 pm.**

**Executive Session Adjourned at 7: 40 pm.**