

Brookings-Harbor School District 17-C

“Offering Hope, Possibility and Opportunity”

Brookings-Harbor School District 17-C School Board Agenda

Board Work Session

July 20, 2011- 5:00-6:45 PM

Kalmiopsis School Library

Call Meeting to Order
Annual Organizational
Adjourn to regular school board meeting

Organizational School Board Meeting Kalmiopsis School Library Wednesday July 20, 2011 – 7:00 pm

Visitors Welcome An opportunity is provided for citizens to speak on non-agenda items or to make suggestions for future agendas. *If you wish to address the Board on an agenda item, fill out the form provided and let the Chairperson know.* He/she will call on you at the appropriate time during the meeting.

AGENDA

1. Call Meeting to Order Bob Horel
2. Pledge of Allegiance TBA
3. Annual Organizational Procedures-**Action**-(Enclosure #1)
 - A. 1) Election of Chairperson and Vice-Chairperson (ORS 332.005(2))
 - 2) Establishment of Regular Meeting Dates, Times and Location Board Chair
 - 3) Designation of District Clerk and Chief Executive Officer
(ORS 332.515) Board Chair
 - 4) Designation of Deputy District Clerk and Business Manager Board Chair
 - 5) Designation of Budget Officer (ORS 294.331) Board Chair
 - 6) Declaration of Vacancies (2) of District Budget Committee Board Chair
 - 7) Designation of Custodian of District Funds and Authorized
Facsimile Signature (ORS 328.441;328.445) Board Chair
 - 8) Designation of Depository of District Funds
(ORS 328.441 and 294.805 and 294.895) Board Chair
 - 9) Designation of District Auditors
(ORS 297.405, 327.137 and 328.465) Board Chair
 - 10) Designation of District Insurance Agent of Record Board Chair
 - 11) Designation of District Legal Counsel Board Chair
 - 12) Designation of Authorized Officers for Submittal
of Federal Grants Board Chair
 - 13) Designation of School Board as Local Public Contract
Review Board (ORS 279A.060) Board Chair
 - 14) Designation of Press Representative Board Chair

B. Discuss and/or Appoint (Confirm) Standing Committees

- | | | |
|----|------------------------------|----------------|
| 1. | Confirm Bargaining Committee | Board Chair |
| 1. | Curriculum and Instruction | Superintendent |
| 2. | Student and Family Services | Superintendent |
| 3. | Finance Committee | Superintendent |

REGULAR SCHOOL BOARD MEETING SECTION

Consent Agenda Items.....

- Approve Minutes
- Approve Bills

Board Chair

- c.1.1
- c.2

Spotlight.....

Washington DC Presentation

Citizens Input.....

Visitors wishing to address the Board must fill out a blue card

Board Chair

Charter School Report.....

Sadie Coberly

Board Business

- a. Personnel Item
 - Approve CAP and hiring of .5 RTI Specialist
- b. Approve a Layoff of Stephen Kucharski for the 2011-2012 school year.

Attached Item 1a

Executive Session in Accordance with ORS 192.660(2)(d)

Comments/Communication

Board

Adjournment

Enclosure #1

- 1) Board election (may not be secret ballot)
- 2) Recommended to continue previous pattern of conducting the regular school board meetings on the third Wednesday of each month (except for months in which the third Wednesday falls on a legal holiday, held in the Kalmiopsis School Library, with the starting time to be 7:00 pm)
- 3) Recommended to designate Superintendent Brian Hodge as the Director of Fiscal Services and Chief Executive Officer.
- 4) Recommended to appoint Director of Fiscal Services, Don Sweeney as the Deputy Clerk and Director of Fiscal Services.
- 5) Recommended to appoint Director of Fiscal Services, Don Sweeney as the District's Budget Officer.
- 6) Two of the five positions on the District's Budget Committee are scheduled to expire during the 2011-12 school year. These positions are presently held by Patrick McVay and Michael Adams. The Board Chair directs the Administration to publicize these vacancies to solicit eligible candidates to submit applications for appointment. A deadline of October 7, 2011 is established for the receipt of completed applications; with formal appointment being scheduled for action at the October School Board Meeting.
- 7) Recommended to designate both the Superintendent and Director of Fiscal Services as custodians of funds for District 17-C and that their respective signatures be designated for facsimile purposes.
- 8) Recommended to designate the Sterling Savings Bank as the official depository of District Funds.
- 9) Recommended to designate the accounting firm of Michael Piels as the official District auditors to conduct the formal District audit for the 2011-12 school year.
- 10) Recommended to designate Beecher Carlson Insurance Agency (formerly JBLK) as the District's official insurance agent of record for the 2011-12 school year.
- 11) Recommended to designate the law firm of Garrett, Hemann, Robertson, Jennings and Comstock (located in Salem Oregon) as the District's legal counsel of record with the understanding that Bruce Zagar, an attorney with that firm, would continue to be the District's primary legal representative.
- 12) Recommended to designate the Superintendent and the Director of Fiscal Services as the authorized District officials for purposes of submitting all federal grants.
- 13) Recommended to continue practice of School Board serving as Local Public Contract Review Board.
- 14) Recommended to designate the press representative.