

Brookings-Harbor School District 17-C

“Offering Hope, Possibility and Opportunity”

Organizational School Board Meeting

Kalmiopsis School Library

Tuesday July 9, 2013 – 10:00 AM

AGENDA

1. Call Meeting to Order Jamie Ryan
 2. Pledge of Allegiance TBA
 3. New Board Members Oath New Members
 3. Annual Organizational Procedures-**Action**-(Enclosure #1)
- A.
- 1) Election of Chairperson and Vice-Chairperson (ORS 332.005(2) Board Chair
 - 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 (None) 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) Bargaining Committee Board Chair
 - 2) Data Committee Board Chair

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 6:00 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) If any of the five positions on the District's Budget Committee are scheduled to expire during the 2013-14 school year, the Board Chair Directs the Administration to publicize these vacancies to solicit eligible candidates to submit applications for the appointment. The deadline of October 7, 2013 is established for the receipt of the 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 2013-14 school year.
- 10) Recommended to designate Beecher Carlson Insurance Agency (formerly JBLK) as the District's official insurance agent of record for the 2013-14 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, as well as Hungerford Law 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.