

SILVER FALLS SCHOOL DISTRICT 4J
BOARD WORK SESSION MINUTES

December 19, 2016

7:00 p.m.

District Office Conference Room

Attendance: Board members present were Chair Wally Lierman, Tom Buchholz, Tim Roth, and Ervin Stadel. Aaron Koch, Ron Valoff and Todd White were absent. Also present were Andy Bellando, Superintendent; Dandy Stevens, Assistant Superintendent; Lorin Stanley, Maintenance and Facility Director; and Denise Childs, Board Secretary. Various community members and the press were present.

When a quorum of Board members became present at 7:14 p.m., Chair Wally Lierman called the meeting to order and noted attendance.

DISCUSSION ITEM

District
Facilities
Usage:

Andy Bellando informed the Board that community use of the District's facilities has doubled over the past 3 years. He felt that policy **KG** – *Community Use of District Facilities* is appropriately worded and addresses all the needs, but that the Administrative Rule needs some revisions. Mr. Bellando commended **Lisa Roth**, Facilities Coordinator, for the nice job she does in overseeing all the in-town school facilities usage. Mr. Bellando shared that a District Facility Use Review Committee had met a couple of times to come up with recommended revisions to create better organization. These include:

- To help maintain the care of our facilities there is to be a designated staff member (school representative) present.
- Adequate supervision.
- The District reserves the right to cancel agreements, if necessary, if it is not in the best interest of the school or District.
- Tighten up language specific to insurance requirements.
- Adjustments to the Facility Fee Schedule.
- Change to a centralized facility use request system before the end of the school year. The Facility Coordinator's position will be expanded to oversee reservations for all of the District's facilities in town and rural.
- Acquire a program called "School Dude" for improved facility rentals usage and also allow work orders for every location in the District to be more streamlined.

Lorin Stanley added that it is important that our school facilities be available for the public, but at the same time make sure that the District's costs are covered and that facilities are protected and ready for use at all times. He also felt that with the amount of work orders coming in, the "School Dude" program will help make sure that all work orders are done and followed through. In response to Wally Lierman's inquiry, Mr. Stanley explained that they are still working on the work order and approval process.

ACTION ITEM

CM/GC Victor Point: Mr. Bellando reported that five contractors had attended the pre-proposal meeting for the Victor Point School seismic rehabilitation project last month, and that two proposals had been submitted. He noted past work history with GBC Construction of Corvallis for the Scotts Mills School seismic rehabilitation project and the upcoming Butte Creek School project. Wally Lierman inquired what the duration of the Victor Point School project will be. Mr. Bellando replied that the timeline on the proposal indicates an early summer start and substantial completion by late August.

Following discussion, Tim Roth moved, and Ervin Stadelé seconded, to approve GBC Construction of Corvallis as the Construction Manager/General Contractor for the Seismic Rehabilitation Grant Project at Victor Point School. The motion carried unanimously.

EXECUTIVE SESSION

Following a break from 7:30 – 7:31 p.m., the Board entered Executive Session pursuant to **ORS 192.660(2)(e)** – *To conduct deliberations with persons designated by the governing body to negotiate real property transactions -- Sale of Eugene Field School building and site.* Present were the four Board members (Aaron Koch, Ron Valoff and Todd White being absent), Andy Bellando, Dandy Stevens, Denise Childs, and Kristine Thomas (member of the press).

Reconvened: Regular Session reconvened at 7:35 p.m.

OTHER

Adjourn: No further business was brought before the Board and the meeting adjourned at 7:35 p.m.

Chair of the Board

Superintendent-Clerk

Date

Date