

SILVER FALLS SCHOOL DISTRICT 4J
REGULAR BOARD MEETING MINUTES

January 9, 2017
7:00 p.m.

District Office Conference Room

Attendance: Board members present were Chair Wally Lierman, Tom Buchholz, Aaron Koch, Tim Roth, and Ron Valoff. Ervin Stadel and Todd White were absent. Also present were Andy Bellando, Superintendent; Dandy Stevens, Assistant Superintendent; Jennifer Hannan, Director of Teaching and Learning; Dana Pedersen, Director of Special Services; Steve Nielsen, Business Manager; Denise Childs, Board Secretary; and Rachel Peters and Ellie Bright, SHS Student Representatives. Vanessa Meraz, SHS Student Representative was unable to attend. Press was not present.

Chair Wally Lierman called the meeting to order at 7:00 p.m. and noted attendance.

FLAG SALUTE

The Pledge of Allegiance was recited prior to the start of board business.

CONSENT AGENDA

Tim Roth moved, and Tom Buchholz seconded, to approve the *Consent Agenda*. The motion carried unanimously. The *Consent Agenda* included:

- Approve minutes of November 28, December 12, and December 19, 2016.
- Approve proposed revisions to Policies: **IGDF** – *Student Fund-Raising Activities*; **JED** – *Student Absences and Excuses*; **JFC** – *Student Conduct and Discipline*; **JG** – *Student Discipline*; and **JHCCF** – *Pediculosis (Head Lice)* (final reading).

STUDENT REPRESENTATIVES

Sports: Rachel Peters reported on the following sports teams' upcoming schedules: Boys' and Girls' Basketball, Swim Team, Wrestling, and Dance Team.

Activities: Rachel next reviewed various activities involving the following school clubs:
Red Cross – Second blood drive scheduled on January 31.
She is Safe Club – Making bracelets for a Bracelet Drive fundraiser.
Gay Straight Alliance – Raised around \$400 selling sweaters for the Trevor Project.
Speech and Debate Team – Has two more tournaments before the end of the semester.
National Honors Society – Recently worked with Women's Zenith Club and had a Bingo Night as a fundraiser for Tree of Giving.
Associated Student Body – Planning for upcoming Winter Dance (January 31) and Mr. SHS event in the spring.
Las Aguilas – Preparing for Cesar Chavez Conference.
FBLA – Has regional competition on January 13.
Theater – Preparing for upcoming play "Inherit the Wind", which will be performed the end of February.

Teachers: Rachel reported that despite the weather, the teachers are keeping the students on track and preparing for final exams coming up in the next few weeks.

School Brd. In recognition of it being “School Board Appreciation Month”, Ellie Bright read a quote
Appreciation that she felt was appropriate for the occasion – “The key to our success rests in people
Month: like you who embody the spirit of greatness by saying yes I can and you can too.” On
behalf of the Silverton High School Associated Student Body, Ellie and Rachel noted the
gifts bags for the Board members and thanked them for their time and effort in making
our school district the best it can be.

The Board thanked Rachel and Ellie for their report and gifts.

AUDIENCE WITH VISITORS

Guidelines: Chair Wally Lierman reviewed public testimony guidelines.

There were no comments from the audience.

DISCUSSION ITEMS

GBN/JBA: There was a first reading of proposed Policy **GBN/JBA – Sexual Harassment**. Chair
Wally Lierman explained that this policy will be done in two readings (and adopted),
instead of the usual three, as PACE (District’s insurance carrier) wants to have this
policy in place as soon as possible. Wally then suggested the first sentence be
removed. He felt it implies that the District already has a problem to be addressed.

Wally then inquired about employee training in handling sexual harassment complaints.
Mr. Bellando confirmed that there are trainings at the beginning of the school year with
staff development and the information is also in the staff handbook.

Aaron Koch wondered if consideration should be given to add some wording in regard to
electronic communication. Dandy Stevens explained that there is already a separate
policy that covers harassment through cyberbullying and electronic devices.

Policy Wally Lierman noted the first reading of the District Policy Review Committee’s
Committee recommended revisions and deletions to the policies in Sections A and B. He explained
Sect. A & B : that most of these policies have schematic and legal reference changes. Mr. Bellando
gave a reminder that this is the first of three readings for these policies so if any of the
Board members see something in the coming weeks, adjustments/revisions can be
made, if necessary. There were no comments from the Board. Tim Roth thanked Wally
Lierman and Ron Valoff for being on the Policy Review Committee.

Make-Up of Mr. Bellando discussed with the Board a proposal to make up districtwide school closure
Closure days due to inclement weather. It was noted that there were three closure days used so
Days: far, but that this proposal included two additional make-up days, if necessary. Mr.
Bellando explained the objectives of this plan. He also pointed out that the calendar
modifications would not change the last day of school for students (currently June 14),
but would add an additional day each for classified and licensed staff.

During discussion, Mr. Bellando clarified the minimum instructional hour requirements for
schools in the State of Oregon: Grades K-8 – 900 hours; Grades 9-11 – 990 hours; and
Grade 12 – 966 hours. He also defined instructional hours. Mr. Bellando shared the
discovery that a couple of our schools are just under the minimum instructional hours
threshold, so principals are working to figure out something between now and the end of
the school year to be in compliance.

Tim Roth inquired about feedback from the Teachers’ and Classified Associations
regarding the proposal and how they would get their Professional Learning Communities
(PLC) work done. Chair Wally Lierman invited Marie Traeger, Teachers’ Association
President to come speak to the Board. Mrs. Traeger said that she felt it was awesome
that Mr. Bellando first wanted teachers’ feedback before presenting the proposal to the
Board. She shared that the teachers are all in favor of converting PLC days to student
contact days. Mrs. Traeger said there are concerns about getting their PLC work done

for their assessments and data collaboration with other teachers, but with technology the teachers are committed to do what is needed to get the job done. The Board thanked Mrs. Traeger for her input.

Mr. Bellando said that changes in instructional calculation will put a different approach on how the 2017-2018 school calendar is drafted. He said he will be working with the administrators at their next meeting about what it means from an instructional hours standpoint. Mr. Bellando also felt this will be a topic at the bargaining table this spring simply because of some of the changes being experienced and what that will look like.

Chair Wally Lierman said this proposal will be an *action item* later in the meeting. He felt that because of the upcoming capital projects, it is important to keep June 14 as the last school day for kids so that the facility projects can be completed in a timely manner during the summer. Wally added that it is nice the proposal has a couple extra make-up days listed in case there are any more district-wide school closures so that the Board will hopefully not have to address it again this school year. He and the rest of the Board members thanked Mr. Bellando for the work done on the proposal.

ADMINISTRATORS AND STAFF REPORTS

Bellando — Presentation on Division 22 Standards, Compliance for Public Elementary and Secondary School. Mr. Bellando said that, by law, he is required to annually report the school district's compliance specific to Division 22, Standards for Public Elementary and Secondary Schools in the State of Oregon. He noted that education compliance requirements for Oregon public schools are becoming increasingly larger and more complex. Aside from that, Mr. Bellando said that he is mainly concerned that many compliance requirements are unfunded.

Mr. Bellando shared that it was discovered the annual Healthy and Safe Schools Plan (Section 2223) was not submitted to the Oregon Department of Education (ODE) by the January 1, 2017 deadline. As a plan of correction, ODE has been contacted and asked for an extension to March 1, 2017.

In regard to Section 1512 – Comprehensive Guidance and Counseling – Mr. Bellando said that while the District meets this rule, the District does not meet the recommended student to counselor ratio in all schools of 250 to 1. He believes it to be an important consideration to pursue, if possible, during the 2017-2018 budget development process.

Mr. Bellando then said that otherwise, based upon his review, he was reporting to the Silver Falls School Board and the public that this school district is in compliance with and implementing all remaining applicable standards for public elementary and secondary schools in the State of Oregon as set in OAR Chapter 581, Division 22.

Nielsen — Financial Report. Mr. Nielsen reported that the budget continues to stay on track. He noted that in November and December the District received over 90% of property type revenue and close to 60% of state school revenue. Mr. Nielsen shared that the audit financial statement has been received and the plan is to review it in detail at the January 23 Board Work Session.

Suanne Earle — Food Service Report. Before the start of the meeting, documentation was given to each Board member. Suanne Earle introduced Catherine Wheeler as the new Food Services Manager. She commended Catherine for her huge help in general and also working with staff through intense training to teach them how to balance the books at the end of each school day.

Catherine spoke on new staff and Suanne reviewed some of the changes within the Food Services Program:

- ❖ New location for serving lunch at Robert Frost School. Suanne thanked Lorin Stanley, Director of Maintenance and Facilities, and the District for completing these

tasks so quickly and efficiently. In response to Wally Lierman's inquiry, Mr. Bellando explained that the projects were paid out of the Maintenance Capital Projects Fund.

- ❖ Transition of moving grades K-2 from Eugene Field to the Mark Twain School building and the logistics of serving food to elementary students instead of middle school grades.
- ❖ The After School Program at Mark Twain Elementary School qualified in December and now provides a hot meal through the CACFP (Child and Adult Care Food Program) federally funded program.
- ❖ Silverton Middle School has a clean and functioning full-service kitchen resulting in meal counts going up.
- ❖ Applied for and received a "Fuel Up for 60" (wellness) grant for \$3,855. Purchased a kiosk that is in the high school cafeteria area.

Wally Lierman inquired how the snow days had affected the Food Services Program. Suanne replied that over 15,000 meals were "lost" during the 3 snow days. She explained that about \$500 to \$600 of food and \$300 worth of milk were lost.

The Board thanked Suanne and Catherine for their report.

Dustin Hoehne — Title I-A Programs; Central Howell and Pratum Schools. Mr. Hoehne first wished the Board a happy "School Board Appreciation Month". In regard to Title I-A Programs, Mr. Hoehne reported that different calculations were used by the Oregon Department of Education and the federal government to determine school district poverty levels. He shared that our District had received about \$100,000 less this year than last year for supplemental instruction in reading, math and writing. Mr. Hoehne shared that in 2012-2013 the District's average was 45.06% and this school year it is 36.86%.

Mr. Hoehne then reviewed both schools' enrollment – Central Howell (182) and Pratum (73), student transfer demographics, attendance and various school activities:

Central Howell: Supportive Parent Club -- \$10,000 profit from O'Fest'; built new Oktoberfest booth for this fall; sponsored Portland Opera to Go (performed Hansel and Gretel") along with Pratum Parent Club; and gave \$4,000 toward purchase of 65-inch 4K TVs for each classroom. All students in grades 1-8 have either a Chromebook or a laptop; kindergartners use iPad minis and some desktop machines. Ashley Crisell, 2nd/3rd Grade Teacher, organized Shoebox Drive for needy children overseas. Offer after school band and boys' basketball. Have a schoolwide goal of practicing and implementing strategies and activities and other research based community building programs to develop a sense of community and respect between students and staff – a school climate survey was done by students and results were shared with each teacher. The same survey will be done again for a comparison. The biggest school challenge will be budget times and how new PE requirements may affect staff and current programs (e.g., music).

Pratum: **Reid Gilliam** (6th grade student) won the National Geography Bee for the second year in a row. **Girls' Basketball Team (combined with Evergreen School) won the Middle School Rural League Championship.** Boys' Basketball (combined with Evergreen School) started last week. After school art classes offered one day a week by a Pratum parent. Later this week 300 pairs of socks will be donated to the Union Gospel Mission. Annual Pancake Feed is scheduled for Saturday, April 22. School-wide goal is establishing a culture of learning. The biggest school challenge is taking care of an older building. The Parent Club, through **Ben Johnston**, just completed a big septic field project and will now be approaching the District on building a bathroom by the gym.

The Board thanked Mr. Hoehne for his report.

Greg Kaatz — Mark Twain Elementary. Mr. Kaatz commended the staff for facing the obstacle of moving into their school building and getting the classrooms ready. He reviewed the school's enrollment (315) and attendance. Mr. Kaatz recognized the Parent-Teacher Club for all their support: helping move into school building and beautification projects (e.g., painting); purchased Flash Math (iPad Curriculum) for entire school; purchased headphones for each student; have one to one iPads for every student; and Read-A-Thon raised about \$4,000.

Mr. Kaatz explained how they are implementing Positive Behavior Intervention Strategies in the school. He described how they are using technology to streamline and improve the process in tracking student referrals and gather data. In terms of academics, Mr. Kaatz spoke on how their STAR (Standardized Testing and Reporting) scores are being tracked and monitored to identify trends, try to make certain that students are at or above the benchmark by the end of the school year, and put interventions in place when needed. He shared that staff members are always looking at engagement rates in terms of student and intellectual engagement.

Mr. Kaatz described a couple challenges they are facing: 1) Get restrooms retro-fitted to accommodate 5, 6 and 7 year old students; and 2) Coping with congestion and traffic. He commended the neighbors for their patience and parents doing a nice job of respecting neighbors and not parking in certain areas.

In response to Wally Lierman's inquiry, Mr. Kaatz described some of the options they have used for positive behavior (e.g., kids taking breaks during the day from class, special services transition to another school).

The Board thanked Mr. Kaatz for his report.

BOARD REPORTS

Grant St.
Property:

Aaron Koch wanted to recognize and thank **Andy Bellando** in negotiating with the Douglas family for the purchase of the Grant Street property on behalf of the Board and District. He shared that the Board had received a letter from the Douglas family commending Mr. Bellando on his level of respect in dealing with them. As a result, the Douglas family plans to work with the SHS Alumni Association to create a scholarship fund.

CORRESPONDENCE

None.

AUDIENCE WITH VISITORS

No comments from the audience.

ACTION ITEM

Make-Up of
Closure
Days:

Aaron Koch moved, and Ron Valoff seconded, to approve Resolution No. 1/9/2017 to make up closure days due to inclement weather during the 2016-2017 school year. Tim Roth then inquired if there would be an issue with teachers completing their PLC work in a timely manner. Mr. Bellando explained that they tried to have the proposal be understandable and in the simplest of terms without adding a day at the end of the school year for kids. This proposal essentially makes up two of the three missing instructional days and the third day being Professional Development for staff. Following discussion, the motion carried unanimously.

EXECUTIVE SESSION

Following a break from 8:28 p.m. to 8:31 p.m., the Board entered Executive Session pursuant to **ORS 192.660(2)(f)** – *To consider information or records that are exempt by law from public inspection* – Consideration of sick leave bank requests. Present were the five Board members (Ervin Stadel and Todd White being absent); Andy Bellando; Dandy Stevens and Denise Childs.

Reconvened: Regular Session reconvened at 8:39 p.m.

ACTION ITEM

Sick Leave Banks: Tim Roth moved, and Tom Buchholz seconded, to approve sick leave bank requests for the following three employees: up to 25 days for Leann Harle; up to 50 days for Daniel Jamsa; and up to 25 days for Christine Guenther. The motion carried unanimously.

OTHER

Adjourn: No further business was brought before the Board and the meeting adjourned at 8:40 p.m.

Chair of the Board

Superintendent-Clerk