

SILVER FALLS SCHOOL DISTRICT 4J
REGULAR BOARD MEETING MINUTES

July 10, 2017

7:00 p.m.

Silverton Community Center

Attendance: Board members present were Presiding Director Tim Roth, Tom Buchholz, Shelly Nealon, Ervin Stadeli, Jennifer Traeger and Todd White. Ron Valoff was present via telephone. Also present were Andy Bellando, Superintendent; Dandy Stevens, Assistant Superintendent; Jennifer Hannan, Director of Teaching and Learning; Steve Nielsen, Business Manager; and Debbie Valoff, Board Secretary. Various members of the community and Paula Mabry, a member of the press, were present.

Presiding Director Tim Roth called the meeting to order at 7:02 p.m. and noted attendance.

FLAG SALUTE

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

ADMINISTER OATH OF OFFICE

Shelly Nealon and Jennifer Traeger read the Board Member Oath of Office, **ORS 332.005**. Ervin Stadeli also read the Oath of Office due to his new term.

ACTION ITEMS

Elect Board Chair and Vice Chair: Ron Valoff nominated Tom Buchholz as Board Chair. All in favor. Ron Valoff nominated Tim Roth as Vice Chair. Shelly Nealon nominated Todd White for Vice Chair. Shelly asked if each nominee would explain why they would want to hold this position. Tim Roth said he has held the Chair position in the past and enjoys being in a leadership position although he does not have time for Board Chair. He feels that consistency in leadership is important. Todd White said he understood that both Tim Roth and Tom Buchholz were interested in the Chair position and that he would be willing to put his name in the mix. He recalls the last time the Board Chair position was available and nobody wanted it. The Board voted for Tim Roth as Vice Chair. All were in favor.

CONSENT AGENDA

Before the Board moved to approve the Consent Agenda, Andy Bellando asked to correct an error on item 5d, #13 of the Agenda, the audit year ending should be 2018 not 2017. So noted.

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

--Approve minutes of June 12 and 26, 2017.

--Approve resignations of the following: Susie Beers-Everson, SHS Language Arts Teacher, effective June 16, 2017, Brian Satern, SHS Special Education Teacher, Effective June 17, 2017.

--Approve employment of the following teachers for the 2017-18 contract year:

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|-------------------|----------------|-----------------------|---|
| Mandi Bolduc | Butte Creek | 3 rd Grade | 1.0 FTE (<i>temporary</i>) |
| Najma Cheema | Mark Twain | 1 st Grade | 1.0 FTE (<i>temporary</i>) |
| Amanda Geck | Silver Crest | Title I & ELD | 0.5 (0.3/0.2) FTE (<i>probationary</i>) |
| Carolyn Jones | District | Behavior Specialist | 0.5 FTE (<i>temporary</i>) |
| Michelle Kennison | Silv. Middle | ELA/SS | 0.5 FTE (<i>temporary</i>) |
| Sheila Nielsen | Silv. High | Language Arts/TAG | 0.67 (0.5/0.17) FTE (<i>probationary</i>) |
| Amelia Nordlund | Silv. Middle | ELA/SS | 1.0 FTE (<i>temporary</i>) |
| Tiffany Schmidt | Victor Point | Kindergarten | 1.0 FTE (<i>probationary</i>) |
| Nicole Smeester | Central Howell | 5 th Grade | 1.0 FTE (<i>probationary</i>) |

| | | | |
|--------------------|----------|--------|----------------------------------|
| Julie Tourtellotte | Pratum | PE | 0.15 FTE (<i>probationary</i>) |
| Sandy Watts | Silv. MS | ELA/SS | 1.0 FTE (<i>temporary</i>) |

--Designate the following:

- (1) Chief Administrative Officer and District Clerk (ORS 332.515, 294.331) — Andy Bellando.
- (2) Deputy Clerk and Budget Officer — Steve Nielsen.
- (3) Custodian of the Funds — Andy Bellando and Steve Nielsen.
- (4) Regular monthly board meeting day, time, and place — second Monday of each month, 7:00 p.m., Silverton City Council Chambers (Policy **BDA**).
- (5) Superintendent Andy Bellando, Assistant Superintendent Dandy Stevens, Director of Special Services Dana Pedersen, Director of Teaching and Learning Jennifer Hannan, and Federal Programs Director Dustin Hoehne to sign state and federal grants.
- (6) Amount of the fidelity bonds of persons who shall be bonded — \$50,000 each for Andy Bellando and Steve Nielsen (**ORS 332.525**).
- (7) Lorin Stanley as designated person, Asbestos Hazards Emergency Response Act and Safety Officer.
- (8) Lorin Stanley as the District Integrated Pest Management Coordinator.
- (9) Depositories for school funds – Columbia Bank and Wells Fargo Bank.
- (10) Investment of funds (Policies **DFA**, **DFA-AR**, **DG** and **DG-AR**).
- (11) Insurance Agent — Larsen-Flynn Insurance.
- (12) Legal Counsel — Hungerford Law Firm and Garrett, Hemann, Robertson Law Firm.
- (13) Auditors — Pauly, Rogers and Co., P.C. (audit year ending June 30, 2018).
- (14) Workers' Compensation carrier — SAIF.
- (15) Title VI and Section 504 Compliance Officer — Dana Pedersen.
- (16) Title IX, Title I and Title IV Compliance Officer — Dustin Hoehne.
- (17) Set annual tuition rate of \$3,500.

AUDIENCE WITH VISITORS

Wally Lierman read an excerpt from the Budget Committee, Board Policy **DBEA** “An effort will be made to solicit applicants from throughout the district with consideration given to factors such as gender, occupation and place of residence within the district.” It goes on to say that “...it will be the usual practice to limit services to two consecutive three-year terms.” Wally pointed out that the two members whose terms are up have served two consecutive terms. Wally asks the Board to consider all new applicants and the area they represent. He also commented on the compensation issues in the Action Items. He is recommending approval but in the future to review employees who have had a classification change, for the sake of transparency and for the financial impact.

Sarah Weitzman, President of Silverton Friends of Music, reported that their organization has been active for one year as a non-profit 501c3 organization. She told the Board last June that she would return in a year to provide a yearly report. She highlighted their activities for the past year. After meeting with Andy Bellando and Jennifer Hannan, SFM was given permission to write a survey to be distributed to all elementary teachers regarding music for the Fall. They are looking to contact other districts and ask how they teach and fund music at the elementary level. They submitted a grant application to The Oregon Community Foundation. The money will be used to purchase low brass instruments for the middle and high school. They plan to submit another grant in September. Sarah thanked Mr. Bellando for his letter of recommendation that he wrote for the grant. They re-elected the same officers for this coming year. She will be emailing the Board a lecture she watched by a neuro-scientist from OHSU that spoke about the benefits of music and the positive effects it has on us with regard to learning. Shelly Nealon asked clarifying questions about the grant, survey and the group's involvement with the community. Todd White asked if they considered asking parents to rent necessary instruments which would free up funds to possibly hire someone that could “float” between schools. Sarah explained that their goal is not to raise funds for a staff member but to supplement needs where the budget wouldn't normally. Sarah made reference to a financial gift to Scotts Mills' music program. Shelly Nealon asked Mr. Bellando for clarification. He explained it was an anonymous gift to restore the 0.2 music position at Scotts Mills.

DISCUSSION ITEMS

- Budget Committee Vacancies: Andy Bellando referenced the copy of the Budget Committee Policy DBEA they received in their packets. He noted that Jim Sinn and Dean Oster's terms have expired. Per policy the Board is to make the announcement about the two vacancies and seek applicants for the two available positions. From now until August 4th, the Board will accept applications, review them during the August meeting and make their formal selection at the September meeting. Tom requested that the Board be given a list of all committee members and close proximity of where they live.
- Food Services: Mr. Bellando asked the Board to reference the draft of proposed increases to food service costs included in their packets. He noted that meal prices have not increased in the last two years. Last year the school district had to subsidize the program by approximately \$40,000.00. The proposed increases are based on a 5% average specific to PERS increase, and 2% increase specific to our Sodexo contract. The Board was reminded that they would be hearing the food service report later in the agenda which may help their decision process. Tom Buchholz asked if other districts have to subsidize their food programs. Mr. Nielson reported that, yes, some are subsidizing but actual figures are unknown.
- Cancelation July 24th Work Session: Mr. Bellando explained it is not an uncommon practice to cancel the July Work Session. He added that three Board Members are attending the OSBA Summer Conference this weekend there are two additional Work Sessions scheduled in August for training in addition to the regularly scheduled Work Session. It was agreed to cancel the July Work Session.

ADMINISTRATIVE AND STAFF REPORTS

- Seismic Project Update: Both projects are on schedule to be completed by the beginning of the school year. Tom asked for the grant amounts for both schools. Mr. Bellando reported that the Victor Point grant is \$1.1M and Butte Creek is a \$1.45M grant.
- Email Disruption: Mr. Bellando reported that the school district recently experienced disruption to our email access due to a firewall upgrade through the WESD. It resulted in the loss of email access for approximately three days. Email has been restored but only through the exchange server.
- 2016-17 Food Serv. Report: Suanne Earle, Food Service Director for the SFSD, and Catherine Wheeler, Food Service Manager for the SFSD were present to report on the food service program. Suanne began by saying how much she has enjoyed working alongside **Catherine Wheeler** and appreciates the support she has given Suanne. Suanne shared the Board Report/Newsletter that was handed out. Mark Twain was eligible for the after school program that brought in \$12,203.92 in revenue. The A to Z salad bar was introduced to elementary students. The district applied for The Farm to School Grant and was awarded \$9,220.27 to purchase locally grown and processed foods. They received another grant from the Dairy Council, Fuel Up for 60, in the amount of \$3,855.00. The money was used to purchase a food kiosk, and equipment to advertise above the kiosk, at the high school to offer "second chance" breakfasts and at lunch. June 19th began the summer lunch program. There were 857 meals served in June at four sites. Meal counts were down for breakfast and lunch this year. They feel it is due to the high number of illnesses the schools experienced in addition to the snow days. Catherine Wheeler spoke about their Service Employee of the Year, **Linda Lamb**, Lead Cook. Linda has great customer service skills and takes time to notice when a student may need a little extra attention. She began a Kitchen Safety and Service Training program for interested students. Suanne brought a photo album that Linda made and asked the Board if they would like to look at it. In addition, Lowe's awarded a grant which provided a new stove to Silver Crest.

Shelly Nealon asked Suanne, aside from the illness and snow days, what other struggles the food service department is dealing with. Suanne explained that other districts have had the same struggles this year, but one area she is gathering ideas for is how to keep the high schoolers on campus during lunches and eating in the cafeteria.

Financial Update: No financial report in July, still reconciling books. Steve Nielson noted that there will be a preliminary report at the August Board Meeting.

BOARD REPORTS

None.

CORRESPONDANCE

None.

AUDIENCE WITH VISITORS

Wally Lierman is concerned that the increased meal costs are not enough to cover the \$40,000 deficit. Tom asked what next year's reimbursement rate is. Suanne Earle said the ODE does not have those numbers yet.

Todd White asked Steve Nielson if he was able to estimate how the food service balance is compared to last year. Steve feels we'll be in a deficit again. The month of May we were looking close to even, but the three payrolls will put us in a deficit situation again. Labor provided by the school district is much higher than is in the private sector. He does note that having Sodexo as a food service management company is necessary because they keep us compliant. Todd White asked if it would be beneficial to hold off on approving the proposed increase until we know more from the budget. Steve Nielson said that the proposed increase may cover the PERS rate increase but not COLA or the Sodexo contract increase. It may even put more behind potentially. More importantly we need to consider what a reasonable amount to charge for lunch is. Compared to other school districts, we are at the higher end of what we are charging. Tim Roth does not believe it would be beneficial to hold off. He suggests approving the proposed cost and keeping an eye on the costs and maybe even proposing a mid-year increase. Erv Stadeli asked how many meals are served in a year. Suanne Earle answered 55,830 breakfast meals, 195,000 plus lunch meals and almost 3,000 after school meals.

ACTION ITEMS

Tim Roth moved. Todd White seconded, to approve the *2017-19 Collective Bargaining Agreement with Silver Falls Education Association*. The motion carried unanimously.

Tim Roth moved. Todd White seconded, to approve the *2017-19 Compensation and Insurance Benefits for School District, Administrators and Non-Represented Employees*. The motion carried unanimously.

Erv Stadeli moved. Tim Roth seconded, to approve the *2017-18 Compensation and Insurance Benefits for School District superintendent*. The motion carried unanimously.

Tim Roth moved. Erv Stadeli seconded, to approve the *Food Service Meal Rate Changes for the 2017-18 School Year*. The motion carried unanimously.

EXECUTIVE SESSION

Following a break from 8:30 p.m. to 8:36 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.*

Reconvened: Regular Session reconvened at 8:56 p.m.

Adjourn: OTHER
No further business was brought before the Board and the meeting adjourned at 8:57 p.m.

Chair of the Board

Superintendent-Clerk