
Tom Buchholz, Chair
Tim Roth, Vice Chair
Shelly Nealon
Ervin Stadel
Jennifer Traeger
Ron Valoff
Todd White

SILVER FALLS SCHOOL DISTRICT 4J

BOARD WORK SESSION

Andy Bellando, Superintendent
Dandy Stevens, Asst. Supt.
Dana Pedersen, Spec. Svcs. Dir.
Jennifer Hannan, Teaching &
Learning Dir.
Steve Nielsen, Business Mgr.

Monday, September 25, 2017 7:00 p.m.

District Office Conference Room
612 Schlador Street

A G E N D A

1. Call meeting to order and note attendance
2. Discussion Items
 - a. Legislative Update – Rick Lewis, State Representative District 18
 - b. Introduction to Budget Committee Applicants
 - c. 2017-18 Draft District Goals
 - d. Transportation Update – Dandy Stevens, Asst. Superintendent
 - e. Use of Boardbook
 - f. Mid-year Fiscal Accounting and Reporting – (policy DIC, questions 1-10)
3. Action Items
 - a. Approve employment of Trina Hobson, Mark Twain Elementary PE Teacher, 0.35 FTE (*temporary*) for the 2017-18 contract year and Tim Sasaki, Silverton High School Math Teacher, 1.0 FTE (*temporary*) for the 2017-18 contract year.
 - b. Approve the resignation of Cynthia McKinney, Butte Creek 2nd Grade Teacher, Effective September 19, 2017.
 - c. Consideration of the 2017-18 District Goals
4. Adjourn to Executive Session under ORS 192.660(2)(f) – *To consider information or records that are exempt by law from public inspection.* Mid-year Fiscal Accounting and Reporting (policy DIC, question 11).
5. Return to Regular (Open Session)
6. Adjourn

SILVER FALLS BOARD WORK SESSION AGENDA

September 25, 2016

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DATES TO REMEMBER:

<i>Monday, October 9</i>	<i>Regular Board Mtg.</i>	<i>7:00 p.m.</i>	<i>Silverton Community Center</i>
<i>Monday, October 23</i>	<i>Board Work Session</i>	<i>7:00 p.m.</i>	<i>District Office – Conference Room</i>
<i>Fri. – Sun., Nov. 10-12</i>	<i>OSBA Annual Convention</i>	<i>All Day</i>	<i>Portland</i>
<i>Monday, November 13</i>	<i>Regular Board Mtg.</i>	<i>7:00 p.m.</i>	<i>Silverton Community Center</i>
<i>Monday, November 27</i>	<i>Board Work Session</i>	<i>7:00 p.m.</i>	<i>District Office – Conference Room</i>

The Silver Falls School District 4J, in compliance with the Americans with Disabilities Act of 1990 (ADA), will provide an assisted listening system (ALS) upon request. Please contact the District Administration Office at (503) 873-5303 forty-eight (48) hours in advance so arrangements can be completed.

VISITORS: Meetings of the school board are for the members to conduct official district business. All meetings are open to the public, except executive sessions which may be called according to Oregon law. Members of the public desiring to address the board are asked to contact the superintendent at least one week in advance of the meeting. If you wish to speak to the board, please give your name to the secretary, and the chairperson will provide you time under audience with visitors. Large groups are asked to designate a primary spokesperson.

*All items under consent agenda are adopted by a single motion, unless a member of the board or the superintendent requests that such item be removed from the consent agenda and voted upon separately.

Silver Falls School District

District Goal areas for 2017-18

DRAFT

For Board Consideration and Discussion

Goals –

Apply the Year-4 Strategic Visioning Plan as the basis for comprehensive district-wide decision making and improvement. Performance indicators of the Plan will be used as measures of effectiveness. **Completion Date – June 30, 2018**

Establish time-line for formation of new long-range facility planning task force. Use 2017-18 district-wide Enrollment Forecast data and SHS Phase II construction bond Mill Rate data to establish this timeline. **Completion Date – March 1, 2018**

Create public engagement opportunities through use of regional work sessions and other means. **Completion Date – June 30, 2018**

Consideration of Board policy revisions and Board Resolution(s) which support district planning and decision making efforts through the lens of equity. **Ongoing**

Financial Reports and Statements

The Board will receive monthly financial reports that include estimates of expenditures for the general fund in comparison to budget appropriations, actual receipts in comparison to budget estimates and the district's overall cash condition. Supplementary reports on other funds or accounts will be furnished upon request of the Board or superintendent.

Appropriate staff will be available at any Board meeting, upon the Board's request, to respond to questions and to present current financial information. The superintendent will notify the Board at any time of substantial deviations in the anticipated revenues and/or expenditures.

Semiannually, the Board – at a work session – will meet with the superintendent and business manager. The purpose is to receive and review answers to the following questions, with answers documented and signed by the superintendent, Board chair and/or vice chair as an example of fiduciary responsibility:

1. Are the books balanced and reconciled?
2. Does the adopted budget reflect expected expenditures?
3. Are all payroll reports filed and have all payroll liabilities been paid timely?
4. Have all federal and state grant reimbursement requests, as well as required financial reporting forms, been timely filed?
5. Are there any cases of fraud that we need to be aware of?
6. Are there any changes in the internal control system?
7. Are there any changes in the accounting system or accounting procedures?
8. Are there any other financial related matters we should be aware of?
9. Are all cash and investment accounts reconciled to the records?
10. Are all financial statements and information provided to the Board accurate and complete to the best of your knowledge?

END OF POLICY

Legal Reference(s):

ORS 294.155
ORS 294.311
ORS Chapter 297

ORS 328.465
ORS 332.105

OAR 162-010-0000 to -0330
OAR 162-040-0000 to -0160
OAR 581-023-0037

OR. DEP'T OF EDUC, PROGRAM BUDGET AND ACCOUNTING MANUAL.