

JEFFERSON COUNTY SCHOOL DISTRICT 509-J
BOARD OF DIRECTORS' MEETING

MINUTES OF JUNE 26, 2017

1. CALL TO ORDER. Chair Tom Norton, Jr. called the regular meeting of the School Board to order at 7:04 p.m. in the Board Conference Room at the District Support Services Building, Madras Oregon.
Present at the meeting:
Board members: Chair Tom Norton, Jr., Vice-chair Laurie Danzuka, Stan Sullivan, Lyle Rehwinkel, Courtney Snead; Superintendent Rick Molitor; next Superintendent and Warm Springs K-8 Principal Ken Parshall, Director of HR and Operations Darryl Smith, Board member-elect Jamie Hurd, Susan Matheny reporting for the Madras Pioneer, and Cindy Stanfield recording minutes.
2. ADOPTION OF AGENDA. Superintendent Molitor referred the Board to a revised agenda which added items "c" and "d" to Personnel action. **Courtney Snead moved that the Board adopt the agenda as amended. Motion carried unanimously. (5-0)**

► INFORMATION

3. SUPERINTENDENT and BOARD HIGHLIGHTS. Superintendent Molitor shared reports from ODE Assistant Superintendent Dawne Huckaby to principals Ken Parshall (WS K-8 Academy), Deborah Hunt (Madras Elementary), and Billie White (Buff Elementary). The letter was sent to acknowledge the involvement and efforts at each school as an Oregon Priority or Focus school since the 2012-2013 school year. The ESEA Program ends June 30, 2017, with kudos to Warm Springs K-8 poised to advance through efforts on multiple fronts, and to Madras and Buff Elementary having made a successful transition to serve kindergarten through fifth grade. The schools have focused on growth standards as will be apparent in coming data. Laurie Danzuka heard reports of ongoing concerns by parents at WS K-8. She encouraged clarification about the extended school year planned for WS Academy students in August. She also reported that school pride was evident in student's excitement about being at school the last day.
4. CORRESPONDENCE. None.
5. HEARING OF CITIZENS / DELEGATIONS. There were no comments.
6. OATH OF OFFICE BY NEW AND INCUMBENT BOARD MEMBERS. Newly elected Board member Jamie Hurd, and returning Board members Laurie Danzuka and Tom Norton were sworn in by Superintendent Molitor. The Board members will be ready to take office as of July 1, 2017, for the new fiscal year: Laurie Danzuka, Position #1; Jamie Hurd, Position #2; and Tom Norton, Jr., Position #3.

► ACTION

7. SGA, CERTIFIED PUBLIC ACCOUNTS & CONSULTANTS ENGAGEMENT LETTER. The Board received the traditional letter of engagement from SGA to confirm the accounting firm will provide services regarding audit of Jefferson County School District 509-J for the year ending June 30, 2017. The letter included services to be provided, terms of compensation, and responsibilities of the accounting firm and the Board members. A new law allows the District to continue services with SGA without a request for proposal. It is now required to be advertised every third year. **Stan Sullivan moved that the Board agree to continue services with SGA as presented. Motion carried. (5-0)**
8. CONSENT AGENDA: a) Approval of June 12, 2017, Board Minutes; b) Review of Bills; c) Financial Statement Ending May 31, 2017, and d) Policy Revision. 2nd reading
 - i. DL – Payroll
 - ii. DLB – Payroll Deductions

Stan Sullivan moved that the Board approve all items on the Consent Agenda as presented. Motion carried. (5-0) The Board was asked to consider information about the Performing Arts Center operation at a future meeting.

9. RESOLUTION TO CREATE BUDGET AND SPENDING AUTHORITY

- a. Adopt Resolution #17-51: \$20,000 Grant from CAF America for Warm Springs K-8 Academy toward sporting supplies
- b. Adopt Resolution #17-52: \$2,178 Donation from the Confederated Tribes of Warm Springs toward purchase of uniforms for Warm Springs K-8 Academy
- c. Adopt Resolution #17-53: \$3,000 Grant from The Roundhouse Foundation and \$2,000 Grant from Keeping the Arts to be used for the San Diego Trip for Madras High School

Lyle Rehwinkel moved that the Board adopt Resolutions #17-51, #17-52, and #17-53 as presented. Motion carried. (5-0)

10. SYSCO FOOD AND SUPPLIES CONTRACT AWARD. The Board received background information and a recommendation to award the Food and Supplies RFP #53017 to SYSCO Portland for the 2017-2018 school year in a letter by Foods and Nutrition Supervisor Patti Jobe. Action requested:

- 1) Approve that the District award the 2017-2018 Food and Supply RFP #53017 to Sysco Portland;
- 2) Accept products added to the buying list as approved through each of the Subsequent RFP's; and
- 3) Extend the award for each of the next four school years based on the increase in product prices being at or below the Bureau of Labor Statistics CPI inflation Calculator in March of the previous school year.

Lyle Rehwinkel moved that the Board approve the three action points as requested to award the Food and Supplies RFP #53017 to SYSCO Portland. Motion carried. (5-0)

11. MEMORANDUM OF AGREEMENT WITH MADRAS EDUCATION ASSOCIATION (MEA) FOR CTE SALARY PLACEMENT AND ADVANCEMENT ON THE SALARY SCHEDULE. Superintendent Molitor and HR Director Darryl Smith recommended approval of the proposed Memorandum of Agreement for the purpose of the District to be competitive in recruiting, hiring, and retaining high-quality Career and Technical (CTE) teachers, by granting experience and training when making initial placement and movement on the salary schedule. Upon approval, the parameters and process outlined in the Agreement would be in effect through the end of the current Collective Bargaining Agreement between the School District and MEA. Superintendent Molitor recommended approval in the best interest of employees and students and to treat CTE instructors fairly. Darryl Smith explained the initial idea was presented to MEA last February. He worked with the District legal counsel to draft the Agreement. Upon Board approval, it will be presented to MEA representatives to put before MEA members for a vote to approve on June 27th. Other school districts employ this practice already. **Stan Sullivan moved that the Board approve entering the Memorandum of Agreement with MEA as presented. Motion carried (4-0) Snead abstained.**

12. PERSONNEL. HR Director Darryl Smith referred the Board to the revised Personnel Action list presenting a) two resignations; and b) recommended hiring of four teachers plus three teachers added to the list at the meeting, and Randall Bryant added as Director of Human Resources & Operations.

c) Contract renewal for Barbara Garland and David Hicks was approved in March. Superintendent Molitor recommended the redrafted employment agreements presented for Barbara Garland and David Hicks to reflect benefits as afforded to other administrators valued at an additional \$4,000.

d) Reduction in Force: MHS Agriculture, JROTC, and JCMS Department Secretary. The School Board was asked to consider action to approve reduction in force in three areas to meet financial changes and staffing needs: MHS agriculture, JROTC, and JCMS department secretary. The agriculture instruction position was recommended to be reduced to half-time since participation by students has dwindled. The full department secretary position was reduced for lack of need at JCMS. The affected employee was assigned to an educational assistant position at Warm Springs K-8 Academy.

The best of four applicants meeting the qualifications of JROTC Senior Instructor withdrew his application leaving the program without a qualified leader. The Board was advised that the position was posted through the U.S. Army and is required to be held by a commissioned officer to lead the program with at least 10% of high school students enrolled. The Board was asked to reduce the JROTC program to zero.

Reduced participation in the MHS agriculture program prompted the request to reduce the agriculture instructor to a half-time position. Leadership of the Future Farmers of America Club would continue.

Board members opened discussion about the JROTC program. Laurie Danzuka asked what the minimum number of students was to keep the JROTC program. Superintendent Molitor responded that 30 students constitute a full class and that the current participation in both agriculture and JROTC was drawn away by other career and technical courses now offered. Courtney Snead inquired about looking for a way to keep the JROTC program. Superintendent Molitor explained that the funding remains available in the budget. Laurie Danzuka added that many seniors would suffer most. Darryl Smith explained the process of posting the position with the U.S. Army saying fewer candidates are available that meet the criteria. Lyle Rehwinkel recognized that JROTC has a positive impact and visibility in the communities and would be missed. He hoped a way could be figured out to have a stronger agriculture program. Courtney Snead questioned financial implications and requested that a separate vote be cast concerning item "d" – Reduction in Force. Superintendent Molitor recommended the Board move into an executive session. **Courtney Snead moved that the Board continue discussion in executive session per ORS 192.660(2)(b). Approved unanimously (5-0)**

Open session resumed at 8:35 p.m. **Courtney Snead moved that the Board approve Personnel items a, b, and c as presented. Motion carried unanimously. (5-0)**

Chair Norton called to receive separate motions presented under item 'd'-- Reduction in Force: MHS Agriculture, JROTC, and JCMS Department Secretary.

Courtney Snead moved that the Board approve reduction in force for the department secretary position. Motion carried unanimously (5-0).

Lyle Rehwinkel moved the Board to approve reduction in force within JROTC at Madras High School. Motion carried unanimously (5-0).

A motion was not raised to act on the agriculture program instructor. Superintendent Molitor informed the Board that without a motion to reduce the agriculture position, it would remain at full time. Another option would be to reduce the position to half-time to match enrollment. Action regarding the agriculture position failed for lack of motion.

13. SET WORK SESSION WITH OSBA CONSULTANT, STEVE KELLEY. The first July meeting will be held July 17th. Superintendent Molitor told the Board that Superintendent Parshall has arranged for the Board to meet the next day with OSBA consultant, Steve Kelley, on Tuesday, July 18th from 10:00 a.m. to 4:00 p.m. for a board work session.

REMINDERS: New Board member and Superintendent start July 1, 2017, and the Board Meeting will be Monday July 17, at the District Support Services Building beginning at 7:00 p.m.

14. ADJOURNMENT. This being his final Board meeting in the role as Superintendent, Rick Molitor expressed his thanks to the Board. Board members expressed gratitude and recognition to Mr. Molitor, Darryl Smith, and Lyle Rehwinkel. There being no further business, the meeting was adjourned at 8:47 p.m.

Respectfully submitted,

Cindy Stanfield, Executive Assistant

Draft minutes to be presented for approval at the July 17, 2017, meeting.