

JEFFERSON COUNTY SCHOOL DISTRICT 509-J

BOARD OF DIRECTORS' MEETING

MINUTES OF JUNE 12, 2017

1. **CALL TO ORDER.** Chair Tom Norton, Jr. called the regular Board meeting to order at 7:00 p.m. at the Jefferson County School District Support Services Building. Present were Board members Laurie Danzuka, Stan Sullivan, Lyle Rehwinkel, and Courtney Snead, Superintendent Rick Molitor, Human Resource and Operations Director Darryl Smith, CFO Martha Bewley, Board member elect Jamie Hurd, and Warm Springs Principal and soon Superintendent Ken Parshall. Other staff members present were LaRae Sullivan, Shannan Ahern, Kathy Sisk, Ray Hasart, Tim Whitaker, Rebecca Symons, and Star Todd. Susan Matheny reported for The Madras Pioneer. Cindy Stanfield recorded minutes.
2. **ADOPTION OF AGENDA.** Superintendent Molitor recommended adding two items to the agenda: 10b - Accept Donation – Resolution #17-50 and 14b – Set Board Work Session for August 2nd. **Stan Sullivan moved that the Board adopt the agenda as amended. Motion carried. (5-0)**
3. **SUPERINTENDENT and BOARD HIGHLIGHTS.** Superintendent Molitor reported that at Madras High School the Career and Technical Education (CTE) Program has been led by Ray Hasart this past year.
MHS Futures Center.
 - 3a. CTE (Career and Technical Education) Update and Future Projections by Ray Hasart. Although now resigning, Mr. Hasart wished to report to the Board with pride and excitement about the students, programs and staff that have contributed to the success and variety of skill building opportunities now offered at Madras High School. CTE teacher Ben Anderson qualified six students to apply for certification in welding this week. The District is one of seven CTE programs offered in the state. MHS CTE classes are available for learning construction and machinist skills as well as the well-established graphic arts, construction, engineering, and manufacturing programs. Ten students qualified to compete nationally at the Skills USA Conference in business media and graphics. The community has also stepped up to open its doors to provide occupational experience at St. Charles Hospital, Keith Manufacturing, and experience with farming operations. Mr. Hasart has strengthened relationships with the Economic Development for Central Oregon, Jefferson County Chamber of Commerce, Better Together, Central Oregon Community College and the OSE Open Campus. A \$70,000 Ford Family grant will be used through the Chamber of Commerce to aim to give 40 students an opportunity to gain work experience in the community. The new Futures Center, to be newly named as “C2C” for “Classrooms to Careers,” is a model to other Central Oregon schools to follow. Mr. Hasart encouraged the Board to fill his position again to maintain and further community support and partnership. Board members Courtney Snead and Tom Norton expressed their appreciation to Mr. Hasart for leading the CTE programs toward full potential and recognition in the community and beyond.
 - 3b. MHS Futures Center and Collaboration with Central Oregon Community College. Mr. Hasart also credited the success of the Futures Center to Kathy Sisk and Jeremy Green. In its first year, juniors and 150 senior students were provided information and encouragement to learn of scholarships and career opportunities along with guidance to participate in ACT and SAT testing for college entrance. Now 115 have a post-graduate plan and 88 are college bound with advanced placement. Mr. Hasart found students had a new attitude of potential for their future. Five were selected as Ford Scholars. Kathy Sisk, Futures Center Coordinator, reported forming a committee with school counselors Jessica Swagger, Julie Nisley, Stacey Bruce and registrar Cassie Piercy to reach out to families and students to let them know of the resources available for college and career choices at the Futures Center. Seven private schools were found offering scholarships in addition to past resources. With guidance and encouragement, more students applied and received scholarships. Thirty percent of the seniors that were aligned with a mentor were ready to apply early for college. Kathy Sisk encourages freshmen and sophomores to take the pre-ACT exams for practice each year. The Aviance Program has proven to be a successful tool. Principal Mark Neffendorf was appreciated for encouraging programs to be tailored for MHS kids. Jeremy Green, Madras Campus Director for Central Oregon Community College (COCC), credited the Futures Center for a huge increase in the

number of college bound students. COCC offered three Advance Placement testing opportunities held at MHS instead of at COCC which resulted in 58 students prepared to enter community college. Mr. Green found students to be serious about testing and enabled by information available at the Futures Center. Courtney Snead expressed her excitement about so many students having a post high school plan. Superintendent Molitor has participated in meetings for outreach to all COCC campuses.

3c. PAC (Performing Arts Center) Update. Superintendent Molitor advised the Board that a second reading of proposed policy change to the user fee schedule and adding a special use permit for potential availability of alcohol to be served at public events at the PAC is on the agenda. Shannan Ahern presented slides reviewing the past year's events held at the PAC. The Board viewed a past two-year comparison of the financial budget along with actual revenues and expenditures related to use of the PAC for school activities and public rental. Twelve percent of revenue was received through public shows and the rest by fund raising. It was recommended that Shannan's time be redirected away from managing school facility use district wide to spending more time to find other ways to increase revenue. Superintendent Molitor believed it not to be worthwhile to open the venue to events serving alcohol saying it was "not the message to send for use on school grounds." Tom Norton supported this view.

Mrs. Ahern recommended adoption of the revised fee schedule to bring fees to meet maintenance costs. Tom Norton was interested in learning how to recruit more public concerts. Currently Mrs. Ahern's job includes running sound, lights, doors and closing the facility for each event. A foundation could be formed to reach out further and benefit the District. Ideas with Board support could be sought to increase revenue.

Laurie Danzuka would like suggestions from Mrs. Ahern to enhance the PAC as a showplace such as featuring an art show and enhancing the decor. More community awareness of the facility to the public could also increase its use. Laurie appreciated Mrs. Ahern's dedication as an employee.

3d. Good Stories and Reminders.

- Superintendent Molitor announced the receipt of \$20,049.13 from the Bette Wallan Estate presented by Helmer Wallan for use by the MHS music program. A resolution to accept the donation was added to the agenda.
- Jaylyn Suppah led eleven students from the Papalaxamisha student group from Warm Springs K-8 Academy on a visit to colleges.
- Buff Principal Billie White shared a message with schools about a woman living near Buff Elementary who could hear students reciting the Pledge of Allegiance in the morning. She was moved by emotion and promised to join students every morning to say the Pledge.
- MHS Principal Mark Neffendorf was credited for being instrumental in the life of a senior girl who was encouraged with kindness and helpfulness to not give up when life was hard which later led to a job shadowing experience in Idaho and ultimately three college acceptance letters.
- Laurie Danzuka told of her daughter's appreciation for an educational assistant who helped with 8th grade math at Warm Springs. Her daughter believed he should be a math teacher.

4. CORRESPONDENCE. None.

5. HEARING OF CITIZENS / DELEGATIONS. Parent Star Todd informed the Board that 4th grade class sizes at Madras Elementary School could reach 34 based on the present 3rd grade class sizes. Hiring a student teacher this year was appreciated and freed time for the home room teacher to address behavior issues. Ms. Todd believes teachers are doing an excellent job, however, large class sizes call for a third teacher next year.

6. ADOPTION OF ANNUAL PROCEDURES. Resolution #18-01 was presented to set procedures for the new fiscal year beginning July 1, 2017. Superintendent Molitor read the proposed procedures as included with the Board packet. **Stan Sullivan moved that the Board adopt Resolution #18-01 as presented. Motion carried unanimously. (5-0)**

7. **CONSENT AGENDA.** Lyle Rehwinkel moved that the Board accept the minutes of May 22, 2017, the bills and May Financial Statement as presented. Motion carried unanimously. (5-0)
8. **ACCEPT ABSTRACT OF VOTES TALLY OF MAY 16, 2017, ELECTION.** Lyle Rehwinkel moved that the Board accept the abstract of votes from Jefferson and Wasco counties from the May 16, 2017, special district election. Motion carried unanimously. (5-0). Elected were incumbent Laurie Danzuka to position #1, Jamie Hurd to Position #2, and incumbent Tom Norton, Jr. to position #3. Superintendent Molitor will place administration of the oath of office on the next board meeting agenda.
9. **FACILITY USE.** Second reading. The Board discussed the fee schedule change in District Rule KG-AR(1) which was proposed last year and not approved. Courtney Snead supported reducing Class B use fees by 25% and increasing Class C use to 75%. Superintendent Molitor explained that the school district is not allowed to expend school funding in support of other non-profit organizations. Currently fees have not been meeting the cost to maintain the PAC. The aim would be to break even and review actual costs. Profit making could jeopardize tax-exempt status required by bond holders. Superintendent Molitor will bring a cost breakdown and also bring back Policy Administrative Rule KG-AR(1) without the Special Use Alcohol Permit clause to the next Board meeting for action.
10. **RESOLUTIONS TO CREATE BUDGET AND SPENDING AUTHORITY.**
- Resolution #17-49 to approve recognition of \$58,596.12 from various donations to the Student Body Fund #262 as listed on a separate page with the agenda. Donations included several from the Boosters Club and other donors. Donations over \$500 are to be submitted through the District Office for Board acceptance.
 - Resolution #17-50 to accept the donation of \$20,049.14 from the Estate of Bette Wallan, former Board member, for use toward the MHS music program.
- Courtney Snead moved that the Board adopt Resolution #17-49 and Resolution #17-50 as presented. Motions carried. #17-49 approved. (4-0) Danzuka abstained. #17-50 approved unanimously (5-0).**
11. **SCIENCE TEXTBOOK ADOPTION.** Melinda Boyle submitted the recommended science textbooks and materials as selected by the Curriculum Council for use in grades K-12 during the adoption cycle beginning September 2017 through 2024:
- Discovery Science Textbook Online, Discovery Education In., c2017
 - Grades 9-12
 - High School Courses: Biology, Chemistry, and Physics.
 - Oregon Interactive Science, Pearson Education Inc., c 2017
 - Grades 6-12
 - Next Generation Science Standard Kits Grades K-5
- Notice was published in the local Madras Pioneer inviting the public to view the textbooks and materials on public display at the school district office. Laurie Danzuka believed the notice was minimal. The Curriculum Council is comprised of staff, parents and community members. The comment period is an opportunity for parents and community members to view materials and comment on the value of the curriculum. **Laurie Danzuka so moved that the Board adopt the science textbooks and materials for use by grades K-12 as appropriate from September, 2017 through 2024. Motion carried. (5-0)**
12. **POLICY UPDATES.** 1ST Reading.
- DJ-AR – Purchasing Procedures and Method of Purchase – Decision Tree
 - DL – Payroll
 - DL-AR – New Hire Procedures
 - DL-AR3 – Time and Attendance Procedures
 - DL-AR5 – Classified Compensatory Time (rule and form)
 - DLB – Payroll Deductions
13. **PERSONNEL.** The Board received a Personnel Action list with the addition of Nichole Jorgensen recommended to hire for 2017-2018 as an ELL teacher at Warm Springs K-8 Academy for a total of eight new

teachers on the list. Mary Soliz submitted her resignation letter to retire, and Gena Bennett submitted a letter of resignation to accept a position in Redmond; both resignations effective June 19, 2017. (Edit note: "Gene" Bennett should be "Gena" Bennett on the list).

Discussion followed brought on by a concern regarding the MHS sound system which seemed to not be working. Darryl Smith assured the installation replacing the old system was done properly by 509-J maintenance workers and himself. The old speakers are still being used which reduces sound quality. Operator error prevented the system from broadcasting fully at recent MHS events.

Darryl Smith recommended the Personnel Action list be approved as presented. **Courtney Snead moved that the Board accept the resignations and approve the new teacher hiring list as presented. Motion carried. (5-0)**

14. SET JULY BOARD MEETING.

Superintendent Molitor, at the request of incoming Superintendent Ken Parshall, recommended that the first meeting of the Board in July be held the third Monday, on July 17th beginning at 7:00 p.m. at the Support Services Building; and that the second meeting be held the last Monday on July 31st. **Courtney Snead so moved that the Board approve setting July 17 and July 31st as the first and second meetings of the 2017-2018 fiscal year. Motion carried unanimously. (5-0)** Superintendent Molitor added that the Board will select its chair and vice-chair at the first meeting.

Also at Mr. Parshall's request, Superintendent Molitor asked the Board to consider setting a special meeting with OSBA consultant Steve Kelley for August 2nd from 10:00 a.m. to 4:00 p.m. Action to set the meeting will be presented on the July agenda.

15. ADJOURNMENT. There being no further business, the meeting was adjourned at 9:08 p.m.

Respectfully submitted,

Cindy Stanfield

Draft to be presented for approval at the July 17th meeting.

Board Chair

Superintendent