



509-J BOARD
APPROVED
July 23, 2018

Jefferson County School District 509-J

Board of Directors Meeting Minutes of:

Monday, June 11, 2018

Attendance: Vice-Chair Courtney Snead; Stan Sullivan, Jamie Hurd and Tom Norton, Jr. Superintendent Ken Parshall, Executive Assistant Tessa Bailey, other staff members: Martha Bewley, Melinda Boyle, Randy Bryant

Absent: Chair Laurie Danzuka

Call to Order/Pledge of Allegiance & Adoption of Agenda: Vice-Chair Courtney Snead called the meeting to order at 7:04pm at the Jefferson County Support Services Building board conference room, 445 SE Buff Street, Madras, Oregon.

Board member Jamie Hurd requested to move two items up from the action items list on the agenda in order to allow the curriculum staff and visitors to go home after their long day.

Stan Sullivan moved to approve the agenda as amended - **Approved 4 /0**.

PRESENTATIONS AND REPORTS:

School Spotlight: Director of Curriculum and Instruction, Melinda Boyle was recognized for her leadership of the Gift of Literacy Project. She was joined by 509j Instructional Coach Lonnie Henderson and Davis Berringer, representing the Madras Rotary Club. Both the local Rotary Club and the District Instructional team play key roles in organizing, supporting, and staffing the one-day event geared to build literacy skills in all first grade students within Jefferson County.

[Action item moved up on the agenda] Curriculum adoption – Health & Physical Education Melinda Boyle summarized the curriculum adoption (Health & Physical Education) and introduced Michelle Crook & Shawn Darrow to present the curriculum adoption in more depth [presentation provided]. They also answered questions relative to the new curriculum. Superintendent Parshall shared how the materials have been shared extensively and are available for review at the district office and how he appreciates the thoroughness of the review/availability process this year.

Jamie Hurd motioned to approve Curriculum adoption – **Approved 4/0**.

[Action item moved up on the agenda] Bean Foundation Option Extension Agreement (Available for Questions): George Neilson (and Clint Jacks) presented the Westside information, regarding the option agreement between Jefferson County School District 509-J and The Bean Foundation, Inc. to exercise the option for an extension of the previous option agreement for one year from the date of the last extension. This agreement is related to Option to Purchase real property located at 410 SW 4th Street, Madras, Oregon.

Discussion took place regarding the Bean Foundation and their projected goals for the Madras community. Questions were answered regarding the property, the existing facility, the timeframe and the vision of the Bean Foundation.

Tom Norton motioned to extend the Bean Foundation, Inc. Option Agreement, Renewal and Extension (as written) – **Approved 4/0.**

COMMUNICATION / DISCUSSION ITEMS

Superintendent Parshall shared a thank you from the Madras VFW, thanking the board for the thank you note and pictures.

Superintendent Parshall shared with the board the proposed Policy Review / Update - Sections D-K/L (1st Reading). He explained that these policies have been discussed and reviewed during our policy review in December with OSBA. He also presented a summary of all policies in this first reading including a list of policies being held for further review but will be included in the final proposed policy adoption phase – see attached summary of policies D-K/L.

Hearing of Citizens / Delegations

The 509-J Board of Directors reserves this time for citizens to share comments or concerns regarding a topic on the agenda. Each person wishing to speak will sign in at the beginning of the meeting to be recognized. – **NO COMMENTS**

ACTION ITEMS

Board took time to review the Consent Agenda which included the following:

Consent Agenda

- Approval of Board Minutes **May 14, 2018**
- Personnel Action (*If any*)
- FY19-20, JCSD 509-J Budget Calendar & Committee Members
- April Financial Statements
- December 1, 2017-June1, 2018 payments [*one copy available for review – 575 pages*]
- Resolution 18-37 – Student Body Fund Donations
- Resolution 19-01, Annual Procedures
- Intergovernmental Agreement for School District Resource Officer

Tom Norton, Jr. motioned to approve the Consent Agenda items pulling two items for discussion – **Approved 4/0:**

Pulled for discussion:

1. Resolution 18-38 – Transfer Appropriations within the Special Revenue of Funds
2. Intergovernmental Agreement for School District Resource Officer

Martha Bewley, CFO explained the purpose of Resolution 18-38 – Transfer Appropriations within the Special Revenue of Funds and explained that it is usually done on an annual basis.

Tom Norton moved to approve Resolution 18-38 – Transfer Appropriations within the Special Revenue of Funds – **Approved 4/0.**

Discussion took place regarding the Intergovernmental Agreement for School District Resource Officer and whether the officer's time is spent at the school district or the police department. Mr. Parshall explained the relationship with the City and JCSD with the Resource Officer and clarified the agreement and assignment of the officer. Mr. Parshall also explained that the former agreement was modified to reflect that the officer's review is done by the police department with input from the school district.

Conversation took place regarding school safety and security at schools. The board was informed that next month's work session will be on school safety and security. Board Member Jamie Hurd suggested the work session be longer than one hour as there will most likely be many questions; the other board members agreed.

Jamie Hurd moved to approve Intergovernmental Agreement for School District Resource Officer – **Approved 4/0.**

2018-2019 Proposed Board Calendar – Superintendent Parshall provided the proposed 2018-2019 Board Calendar and due to the fact that we are proposing to go to one board meeting a month (with the exception of September, October and April) he also provided a list of additional opportunities where the board can be involved. Mr. Parshall also explained that they will have more work sessions and the July 23rd meeting we will include a longer work session on school safety and security. Board Vice-Chair Snead expressed that she appreciates the compromised calendar showing consideration of the boards input and concern/reservation going to one board meeting a month.

Tom Norton moved to approve 2018-2019 Board Calendar as presented – **Approved 4/0.**

Explanation and discussion took place regarding the FY18-19, Intergovernmental Agreement Between JCSD 509J & Redmond Proficiency Academy.

Stan Sullivan moved to approve FY18-19, Intergovernmental Agreement Between JCSD 509J & Redmond Proficiency Academy as presented – **Approved 4/0.**

Superintendent Parshall presented the new proposed language for Policy BG (Board-Staff Communications – *Visits to Schools*):

Visits to Schools

~~Visits by individual Board members to schools shall not be construed as supervisory inspections. Official visits by the Board will be arranged with full Board authorization and with prior notice to the staff.~~

END OF POLICY

Visits by Board members will be conducted only under Board authorization and with the full knowledge of staff, including the superintendent, principals and other supervisors. School visits by Board members will be regarded as informal expressions of interest in school affairs and not as "inspections" or visits for supervisory or administrative purposes.

Jamie Hurd moved to approve policy as presented – **Approved 4/0.**

Hearing of Citizens / Delegations

*The 509-J Board of Directors reserves this time for citizens to share comments or concerns regarding a topic NOT on the agenda. Each person wishing to speak will sign in at the beginning of the meeting to be recognized. – **No comments.***

At 8:54PM the board convened in EXECUTIVE SESSION: In accordance with ORS 192.660(2)(i) the board met to evaluate the performance of the Superintendent.

At 9:04PM the board reconvened in regular session to vote on the final evaluation of the Superintendent and concluded the meeting with the following:

Tom Norton moved to approve the Superintendent Evaluation for 2017-2018 school year – **Approved 4/0.**

REMINDERS

- Invitation to Leaders Retreat Lunch, Friday, June 15, 2018, Five Pines Lodge, Sisters
- Board Leadership – Thursday, July 19, 2018 @4:30pm [Laurie, Stan – Courtney backup]
- Board Meeting Monday, July 23, 2018, Work Session 4:00-6:45pm / Board Meeting 7:00pm
- Thinking ahead – mark your calendar:
 - AVID Northwest Collaborative School Board Workshop (Laurie & Courtney) – July 10 & 11, 2018
 - OSBA Summer Board Conference 2018: July 21-22, 2018 (Riverhouse, Bend) – [Pre-conference July 20, 2018 –The Boards Role in Disrupting Poverty]
 - 72nd Annual OSBA Conference: November 8-11, 2018
- **NIEA – Early Bird registration (Laurie & Courtney) – October 10-13th**

BOARD HIGHLIGHTS

Retirement recognition breakfast was fun

Skills USA

Nice to see staff out at community event Thursday evening – saw school teachers.

Went to three grant funded school activities – very impressive / exciting time

Gift of Literacy & Graduation

Bargaining Meetings

Lunch at State Capital re: State housing grant

MEETING CLOSURE / ADJOURN

With no further business Board Vice-Chair Courtney Snead adjourned the meeting at 9:38pm.

Tessa Bailey, Executive Assistant

Draft to Board for approval at next meeting.

Monday, July 23, 2018

Laurie Danzuka, Board Chair

Ken Parshall, Superintendent

Date

Date