

Regular School Board Meeting
Wednesday 11, 2018
7:00 P.M.



Alsea School District 7J
301 South 3rd Street
Alsea, OR 97324
541.487.4305
www.alsea.k12.or.us

MINUTES

Board: Ron Koetz, Linda Montanez, Deb Lindberg, Jeff Davis

Board members absent: Aaron Schneider [pre-arranged]

Staff: Shirley Koetz, Katie Sapp, Marc Thielman, Keenan Elbers, Jack Rusen, Holly Olsen

Students: None

Patrons: None

1. Call to Order, Flag Salute at 1900

2. Approval of Agenda

Linda Montanez motioned to approve the agenda as presented. Deb Lindberg seconded. All in favor.

Motion passed unanimously.

3. Roll Call/ Swearing in of Board Members – Deb Lindberg, Ron Koetz, Linda Montanez and Jeff Davis were sworn in by Marc Thielman.

4. Election of Officers –

Jeff Davis nominated Ron Koetz to be board Chair, Linda Montanez seconded All in favor. Motion passed unanimously.

Deb Lindberg nominated Jeff Davis to be vice board chair, Linda Montanez seconded, All in favor. Motion passed unanimously.

5. Approval of Minutes – June 26, 2019

Deb Lindberg motioned to approve the minutes as presented. Linda Montanez seconded. All in favor.

Motion passed unanimously.

6. Patron Comments –

A. Holly Olsen is working a CIP that will need to include board goals.

B. Jack Rusen – would like to address the board about the custodial contract that we had the last year. Jack Rusen feels like the school has not been cleaned completely since we went to the service. Jack Rusen let the board know that he is interested in opening a janitorial service and would like to bid for the contract.

7. Superintendent's Report – Marc Thielman

A. Jordan Zacharias came in and is excited to start work as our new first/ second grade teacher.

B. We have found some bat dung remaining in an elementary classroom. We are going to investigate having a professional come abate the problem. We are also looking into if our insurance company could cover some of the costs.

C. Roofer will be here next week to start on the woodshop roof. The costs look to be a bit higher than we anticipated, which may kick us into needing a supplemental budget. There should be more insurance money coming in too.

8. Information Items –

A. None

9. Athletic Report

- A. Nothing new to report since last month.

10. Discussion Items

- A. Cash Flow/ Financial Reports – Katie Sapp provided a cash flow for the board. We are looking at about a \$1,028,174 as a carry over into the new year.
- B. Designations
 - i. Clerk and Budget Officer – Marc Thielman
 - ii. Deputy Clerk/Business Manager – Katie Sapp/ Linn Benton Lincoln ESD
 - iii. Custodian of Funds/Authorize Facsimile Signatures – Katie Sapp, Marc Thielman, Board Chair
 - iv. Auditors of Budget – Accuity, LLC
 - v. Agent of Record – WHA Insurance
 - vi. Attorney – Garrett, Hemann, Robertson P.C.
 - vii. Paper of Record – Corvallis Gazette-Times
 - viii. Meeting Dates for Board – Jeffe Davis stated that he would like to look at Thursday as an option. Marc Thielman stated that this would help him out too. Other board members did not have a conflict with this. Consensus is that the second Thursday
 - ix. Depository of Funds – Citizens Bank, Local Government Investment Pool
 - x. Federal and ESD Grant Authority – Marc Thielman
- C. INTERGOVERNMENTAL AGREEMENT for Food Services with Corvallis School District – we will have free food for all students for the next school year. The Corvallis School District needs us to have all families fill out the free and reduced applications to ensure we can continue this great opportunity.
- D. Surplus of items – most of the items were covered last month.
- E. Resignation
 - i. Beth Runciman has accepted a position with Greenways Academy [our online provider] and will be moving on to there.

11. Action Items

- A. Payment of Bills – Tabled

No checks written since last meeting.

- B. Designations
 - i. Clerk and Budget Officer – Marc Thielman
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 - ix. Depository of Funds – Citizens Bank, Local Government Investment Pool
 - x. Federal and ESD Grant Authority – Marc Thielman

Deb Lindberg motioned to approve the designations as listed. Linda Montanez seconded. All in favor.
Motion passed unanimously.

C. Intergovernmental Agreement for Food Services with Corvallis School District
Deb Lindberg motioned to approve the Intergovernmental Agreement with Corvallis School District for food services Linda Montanez seconded. All in favor. Motion passed unanimously.

D. Purchase of Convection Oven for Food Services
Jeff Davis motions that we move forward with purchasing a convection oven, spending up to \$8,000. Deb Lindberg seconded. All in favor. Motion passed unanimously.

E. Surplus of items - **TABLED**

F. Resignation
i. Beth Runciman

Jeff Davis motioned to approve Beth Runciman's resignation. Deb Lindberg seconded. All in favor. Motion passed unanimously.

G. Registrar and Administrative Secretary Raises
Ron Koetz declared a direct conflict of interest and will abstain from the vote.
Linda Montanez motioned to approve the contractual raises for the Registrar and Administrative Secretary. Deb Lindberg seconded. All in favor. Motion passed unanimously.

H. Assistant Business Manager – Online Schools Contract
Deb Lindberg motioned to approve the Assistant Business Manager – Online Schools Contract as presented. Jeff Davis seconded. All in favor. Motion passed unanimously.

I. Director of Student Services/ Dean of Students Contract
Jeff Davis motioned to approve the Director of Student Services/ Dean of Students Contract as presented. Deb Lindberg seconded. All in favor. Motion passed unanimously.

J. Business Manager and Superintendent Contract extensions
Deb Lindberg motioned to extend the Superintendent's contract by three years and the Business Manager's contract by two years as presented. Jeff Davis seconded. All in favor. Motion passed unanimously.

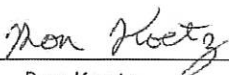
K. Transportation Supervisor and Maintenance Supervisor Contract extensions -Linda motioned, Deb seconded.
Linda Montanez motioned to extend the Transportation Supervisor and Maintenance Supervisor contracts as presented. Deb Lindberg seconded. All in favor. Motion passed unanimously.

12. Other Business - None

13. Next Meeting Date: **Thursday, August 15, 2019 – Regular Board Meeting**

14. Adjournment at 1955

As recorded by,
Katie Sapp

Board Chair: 
Ron Koetz

Clerk: 
Marc Thielman