

**ALSEA SCHOOL DISTRICT 7J**  
**Regular School Board Meeting**  
**Wednesday, November 18, 2015**  
**7:00 P.M.**

**Minutes**

**1. Call to Order, Flag Salute Meeting at 1701**

**2. Roll Call:**

**Board:** Doug Westlind, Jeff Davis, Ron Koetz, Aaron Schneider, Linda Montanez

**Board members absent:** None

**Staff:** Katie Sapp, Rozeanne Steckler, Shanon Rice

**Patrons:** Jill DeWolfe

Note: Marc Thielman was unable to make tonight's meeting. He let the deputy clerk and board chair know before the meeting.

**3. Approval of Agenda,**

**Doug Westlind motioned to approve the updated Agenda as presented, Ron Koetz seconded, all in favor. Motion passed unanimously.**

**4. Approval of Minutes – October 21<sup>st</sup>, 2015**

**Doug Westlind motioned to approve the October 21<sup>st</sup>, 2015 minutes as presented. Ron Koetz seconded, all in favor. Motion passed unanimously.**

**5. Patron Comments –**

- A. Jill DeWolfe – felt that the conferences were a success last week. She also really likes the google classrooms and feels like they are good exposure for kids heading to college.

**6. Superintendent's Report – Marc Thielman was unable to make tonight's meeting. He let the deputy clerk and board chair know before the meeting.**

- A. Rozeanne Steckler spoke as the Student Services Director about a new program we are running in conjunction with the Linn Benton Community College that allows kids to take courses at LBCC while they are students at Alsea. This will provide our students with more options and AP courses while they stay enrolled at our school.
- B. Rozeanne Steckler also talked about Oregon Promise, the free community college program that Oregon has now. She got all our seniors who had a 2.5 GPA or higher signed up for the program on the first school day after the program opened.
- C. Rozeanne Steckler is checking in with the school secretary to get a listing of students who have Ds or Fs at the quarter to make a plan for interventions to help these students be passing at semester.
- D. Rozeanne Steckler asked for clarification on requirements for the honors diploma. Aaron Schneider and Doug Westlind remembered a past board meeting, back when John St. Germaine was here where Mr. St. Germaine said he would make a task force to plan for new honors requirement. Aaron Schneider asked if Rozeanne was willing to take this on. Rozeanne Steckler agreed to present at the January 2016 Board Meeting.

**7. Athletic Report – Provided by Tiffany Schreiber prior to the meeting**

- A. New Hires are – none at this time
- B. Resignations – Courtney Schreiber – Cheer Advisor
- C. Fall Sports Update:

- i. HS Volleyball: The varsity volleyball team played a district playoff game at Mapleton. Team ended up losing in five sets. Coach has all uniforms collected and ready to be turned in.
- ii. MS Volleyball: The Middle School team ended their season at a tournament in McKenzie. Team played 3 games back to back. A few of the High School team members and coaches went to help out. McKenzie AD wanted to thank our HS coaches for all of their help! Still working on collecting all of their uniforms.
- iii. HS Football: HS Football played McKenzie on October 30th in a Pre-District Playoff type of game. We played hard and lost the battle in the last 2 minutes of the game. We are still working on collecting all of their gear.

The following players received all league awards: Noah Frank – Honorable Mention Quarterback; Christopher DeWolfe – 2nd Team All-league Offensive Lineman; RJ Evans – Honorable Mention Offensive Utility, Honorable Mention Defensive Utility, 2nd Team All- League Kicker; Jarred Hendrix – 2nd Team All-league Defensive End; Nathan Spaulding – 2nd Team All-league Linebacker; Teddy Frank – 2nd Team All-league Defensive Back

- iv. MS Football – the middle school football team finished off their season strong with a win. We are still working on collecting all of their gear.
- v. MS Boys Basketball: Off to a great start with 11 boys. Boys had their first home game on Monday. A team won and B team lost by 1 in overtime. Coach Terri-Anne was very proud of how hard they played.
- vi. HS Boys Basketball: As of today, there are only five boys signed up to play. We are working on getting at least 2 more. Tiffany Schreiber plans on meeting with high school boys Thursday to see if there are any others interested. Hopefully we will have a better number by the end of the week.
- vii. HS Girls Basketball: Currently there are 10 girls signed up to play. We are shooting for at least 8 of them following through. First practice went well. Coach Ricki Hendrix is excited to get the season going.
- viii. December 17 the Varsity girls would like permission to travel to Klamath Falls for a two night Basketball Tournament. Tony Bush, Hosanna Christian's AD has reserved the school library for us to sleep in. Approximately 8-10 students will be going, two coaches and Tiffany Schreiber. As of right now Tiffany Schreiber does not have all of the details, but the team will leave at around 8:30 AM on December 17 and return at around 5 PM on December 19.

#### 8. Information Items - None

#### 9. Discussion Items

- A. Financial Reports – See financial reports from LBL-ESD and cash flow from deputy clerk

- B. Girls Basketball Overnight trip to Klamath Falls [December 17-19] – Aaron Schneider asked about associated costs. There will not really be any other than the bus costs. The team will pay for their food.
- C. Donkey Basketball – Junior Class Fundraiser. Shanon Rice talked about how this can raise community involvement and it would be fun. The board, staff and patrons had a conversation about past donkey basketball. The consensus is that it would be a fun evening. Shanon will bring more information on how the night will go to the next board meeting.
- D. Superintendent Evaluation – Aaron Schneider explained the superintendent evaluation tool and asked board members to bring at least rough drafts of the evaluation to the next board meeting.
- E. Board Policy First Reading
  - i. FB – Facilities Planning [Highly Recommended]
  - ii. FC – Capital Construction Program [Highly Recommended]
  - iii. FEA – Capital Improvement [Optional]
  - iv. FEB – Selection of Architect [Optional]
  - v. FECBA – Energy – Conserving Construction [Optional]
  - vi. FEF/FEFB – Construction Contracts – Bidding and Awards [Highly Recommended]
  - vii. FF – Naming New Facilities [Optional]
  - viii. FFA – Memorials [Optional]
  - ix. FJ – Temporary District Facilities [Highly Recommended]
  - x. FK – Facilities Renovation [Highly Recommended]
  - xi. FL – Retirement of Facilities [Optional]
  - xii. GAA – Personnel: Definitions [Optional]
  - xiii. GAB – Position Descriptions [Highly Recommended]
  - xiv. GB – General Personnel Policies [Optional]
  - xv. GBA – Equal Employment Opportunity [Required]
  - xvi. GBC – Staff Ethics [Highly Recommended]
  - xvii. GBC-AR – Staff Ethics [Optional]
  - xviii. GBCBA – Alcohol/Controlled Substance Use [Optional]
  - xix. GBD – Board-Staff Communications [Required]
  - xx. GBDA – Mother Friendly Workplace [Required]
  - xxi. GBE – Staff Health and Safety [Highly Recommended]
  - xxii. GBEB – Communicable Disease [Optional]
    - ☐ The board feels keeping this policy and accompanying AR is in the school benefit.
  - xxiii. GBEB/JHCC-AR – Communicable Diseases [Optional]
  - xxiv. GBEB – Staff – HIV, AIDS, and HBV [Required]
  - xxv. GBEBAA/JHCCBA/EBBAB – HBV/Bloodborne Pathogens [Optional]
  - xxvi. GBEC – Drug-Free Workplace [Required]
  - xxvii. GBED – Medical examinations/Drug Testing [Highly Recommended]
  - xxviii. GBEDA – Drug and Alcohol Testing – Transportation Personnel [Conditionally Required]
  - xxix. GBEDA-AR – Drug and Alcohol Testing – Transportation Personnel [Conditionally Required]
  - xxx. GBG – Staff Participation in Political Activities [Optional]
    - ☐ Have Carmen Martin Review this AR and accompanying policy and see where we are with it.
  - xxxi. GBH/JECAC – Staff/Student/Parent Relations [Optional]

10. Action Items

A. Payment of Bills – October/ November

**Doug Westlind motioned to approve payment of the bills as presented. Linda Montanez seconded. Motion passed unanimously.**

B. Girls Basketball Overnight trip to Klamath Falls [December 17-19]

**Ron Koetz motioned to approve the girls basketball overnight trip to Klamath Falls as presented being mindful of possible inclement weather that could prevent the trip at the last minute. Doug Westlind seconded. All in favor. Motion passed unanimously.**

C. Donkey Basketball – Junior Class Fundraiser

**Doug Westlind motioned to approve the donkey basketball junior class fundraiser as presented. Jeff Davis seconded. All in favor. Motion passed unanimously.**

D. Policy Adoption

- i. EB – Safety Program
- ii. EBAC – Safety Committee
- iii. EBAC-AR – Safety Committee
- iv. EBB – Accident Prevention and Safety Procedures [DELETE]
- v. EBB – Integrated Pest Management
- vi. EBB-AR – Regulations Regarding the Application of Pesticides [DELETE]
- vii. EBBA – First Aid
- viii. EBBA – AR – First Aide – Infection Control
- ix. EBBAB/GBEBAA/JHCCBA – HBV/Bloodborne Pathogens
- x. EBBB – Injury/Illness Reports
- xi. EBC/EBCA – Emergency Procedures and Disaster Plans
- xii. EBCB – Emergency Drills
- xiii. EBCD – Emergency School Closures
- xiv. ECAB – Vandalism/Malicious Mischief
- xv. EDC/KGF – Authorized Use of District Equipment and Materials
- xvi. EEA – Student transportation Services
- xvii. EEAB – School Bus Scheduling and Routing
- xviii. EEAB-AR – School Bus Scheduling and Routing
- xix. EEAC – School Bus Safety Program
- xx. EEACC – Student Conduct on School Buses
- xxi. EEACC-AR – Discipline Procedures for District – Approved Student Transportation
- xxii. EEACD – Use of District Activity Vehicles for Student Transportation
- xxiii. EEACE – Loading and Unloading
- xxiv. EEAD – Special use of School Buses
- xxv. EEAE – Student Transportation in Private Vehicle
- xxvi. EEAE-AR – Proof of Vehicle Liability Insurance
- xxvii. EEBA – District Vehicles/Seat Belts/ Child Safety System
- xxviii. EEBB – Use of Private Vehicles for District Business
- xxix. EFA – Local Wellness Program
- xxx. EGAAA – Reproduction of All Copyrighted Materials
- xxxi. EGAAA-AR – Guidelines for the Use of Copyrighted Materials
- xxxii. EGACA – Cell Phones
- xxxiii. EGACA-AR – Cell Phones
- xxxiv. EH – Electronic Data Management

- xxxv. EH-AR – Electronic Data Management
- xxxvi. FB – Facilities Planning [Highly Recommended]
- xxxvii. FC – Capital Construction Program [Highly Recommended]
- xxxviii. FEA – Capital Improvement [Optional]
- xxxix. FEB – Selection of Architect [Optional]
  - xl. FECBA – Energy – Conserving Construction [Optional]
  - xli. FEF/FEFB – Construction Contracts – Bidding and Awards [Highly Recommended]
  - xl.ii. FF – Naming New Facilities [Optional]
  - xl.iii. FFA – Memorials [Optional]
  - xl.ii. FJ – Temporary District Facilities [Highly Recommended]
  - xl.ii. FK – Facilities Renovation [Highly Recommended]
  - xl.ii. FL – Retirement of Facilities [Optional]
  - xl.ii. GAA – Personnel: Definitions [Optional]
  - xl.ii. GAB – Position Descriptions [Highly Recommended]
  - xl.ii. GB – General Personnel Policies [Optional]
    - I. GBA – Equal Employment Opportunity [Required]
    - li. GBC-AR – Staff Ethics [Optional]
    - lii. GBCBA – Alcohol/Controlled Substance Use [Optional]
    - lii. GBD – Board-Staff Communications [Required]
    - liv. GBE – Staff Health and Safety [Highly Recommended]
    - lv. GBEB – Communicable Disease [Optional]
    - lvi. GBEB/JHCC-AR – Communicable Diseases [Optional]
    - lvii. GBEB – Staff – HIV, AIDS, and HBV [Required]
    - lviii. GBEBAA/JHCCBA/EBBAB – HBV/Bloodborne Pathogens [Optional]
    - lix. GBEC – Drug-Free Workplace [Required]
    - lx. GBED – Medical examinations/Drug Testing [Highly Recommended]
    - lxi. GBEDA – Drug and Alcohol Testing – Transportation Personnel [Conditionally Required]
    - lxii. GBEDA-AR – Drug and Alcohol Testing – Transportation Personnel [Conditionally Required]
    - lxiii. GBG – Staff Participation in Political Activities [Optional]
    - lxiv. GBH/JECAC – Staff/Student/Parent Relations [Optional]
    - lxv. GBHA – Parental/Family Relationship [Optional]
    - lxvi. GBI – Gifts and Solicitations [Optional]
    - lxvii. GBK/JFCG/KGC – Tobacco-Free Environment [Required]
    - lxviii. GBL – Personnel Records [Required]
    - lxix. GBM – Staff Complaints [Required]
    - lxx. GBM-AR – Staff Complaints Procedure [Optional]
    - lxxi. GBN/JBA – Sexual Harassment [Required]
    - lxxii. GBN/JBA-AR – Sexual Harassment Complaint Procedure [Required]
    - lxxiii. GBNA – Hazing/Harassment/Intimidation/Bullying/Cyberbullying/Menacing – Staff [Highly Recommended]
    - lxxiv. GBNA-AR – Hazing/Harassment/Intimidation/Bullying/Cyberbullying/Menacing – Staff [Highly Recommended]

**Ron Koetz motioned to approve policies listed as i. through lxxiv. [excluding GBEDA and GBEDA-AR, which needs Transportation Supervisor review before re-adoption] as written with edits noted in the policy update book with the exception of GBEB and GBEB/JHCC-AR which we do not want to delete. Jeff Davis seconded. All in favor. Motion passed unanimously.**

#### E. Resignations

i. Courtney Schreiber – Cheer Advisor

**Jeff Davis motioned to accept Courtney Schreiber's resignation. Ron Koetz seconded. All in favor. Motion passed unanimously.**

11. Executive Session according to ORS 192.660(2)(f) to consider records exempt by law from public inspection.

**Tabled to next meeting.**

12. Other Business

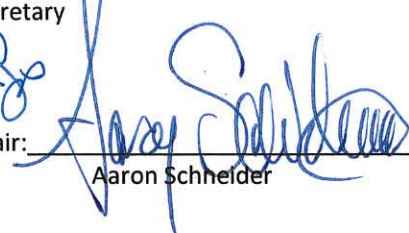
13. Next Meeting Date:

**Wednesday, December 9, 2015 – Regular Board Meeting – 7 PM**

14. Adjournment at **2056.**

As recorded by,

Katie Sapp  
Board Secretary

Board Chair:   
Aaron Schneider

Clerk:   
Marc Thielman