

ALSEA SCHOOL DISTRICT 7J
Regular School Board Meeting
Wednesday, January 13, 2016
7:00 P.M.

Minutes

1. Call to Order, Flag Salute Meeting at 1901
2. Roll Call:
Board: Doug Westlind, Jeff Davis, Ron Koetz, Aaron Schneider
Board members absent: Linda Montanez [Linda notified the board chair prior to the meeting]
Staff: Katie Sapp, Marc Thielman, Jordan Terriere, Pamela Russell, Tiffany Schreiber, Shannon Rice
Patrons: Jill DeWolfe, Glen Kearns [Accuity LCC], Rob Russell, Jackie Olsen [LBL-ESD]
3. Approval of Agenda,
Doug Westlind motioned to approve the updated Agenda as presented, Don Koetz seconded, all in favor. Motion passed unanimously.
4. Approval of Minutes – December 9, 2015
Ron Koetz motioned to approve the December 9, 2015 minutes as presented. Doug Westlind seconded, all in favor. Motion passed unanimously.
5. Patron Comments – Jill DeWolfe is worried that the juniors aren't going to be able pay for the banquet and prom at this rate.
6. Superintendent's Report – Marc Thielman
 - A. Working with the early learning hub, they have come up with a model for funding. This current proposal sets a minimum for funding for all districts. This will provide us with \$34,000 for the next year and a half.
 - B. Working on getting a new detention plan in place. Cracking down on tardiness and students wandering in the halls.
7. Director of Student Services Report – None [Dr. Steckler could not make the meeting]
8. Athletic Report – Tiffany Schreiber
 - A. New Hires are: Joy Jordan, Assistant MS Girls Basketball
 - B. Resignations: none
 - C. Winter Sports Update
 - i. HS Boys Basketball- 7 boys are playing. One more boy just recently joined the team and will have enough practices to play in this Friday's game. All boys are currently eligible. They have worked really hard the last couple of weeks trying to catch up. They are currently playing "JV status"
 - ii. MS Boys Basketball- are doing very well. We had to cancel 3 of their games due to the weather. We are able to make 1 up next week. The boys are playing in a very competitive tournament this coming weekend in Willamina. 3 of the boys are ineligible.
 - iii. HS Girls Basketball- Girls are doing well and have been making some huge improvements. The Klamath Falls Tournament was a good experience. The girls played some pretty competitive teams. We look forward to going back next year. As far as grades go, the girls are doing well.

- iv. MS Girls Basketball- The girls just started practice last week. 13 girls total. Right now the MS girls and boys are sharing the gym for practice. The girls have their first games this weekend at the Willamina Tournament.
 - v. Future Stars- Shanon Rice and the HS girls and boys basketball teams will be running the program. Currently 22 kids signed up. Grades K-4. Zero cost for the kids. AAK has donated money to pay for the t-shirts. The kids will be playing at half-time of the HS games, also probably playing at some of the Middle School Girl's games in February as well. Dates will be announced at a later date.
- D. UPCOMING Events: January 23, Middle School Boys District Playoffs at McKenzie

9. Information Items

- A. Student Presentation – A student athlete is utilizing the honestly clause in the athletic policy and is presenting on The Affects Marijuana Use.
- B. The board chair recognized that the student's paper was well done.
- C. Marc Thielman told the student that he is proud of how hard he worked on this.

10. Discussion Items

- A. Accuity LLC – 2014-2015 District Financial Audit – Glen Kearns from Accuity LCC presented the 2014-2015 District Financial Audit. [see audit letters included in this packet and the actual audit found at <https://secure.sos.state.or.us/muni/report.do>.

Glen specifically spoke about the GASB 68 which requires that PERS liabilities are included in the financial reports. He cautioned that these numbers are likely to vary next year due to fluctuation legislation/ legal cases concerning PERS.

- B. Financial Reports – See financial reports from LBL-ESD and cash flow from deputy clerk.
 - i. Marc Thielman gave kudos to past and present school boards and Jackie Olsen [former Business Manager] for their conservative work on managing District finances.
- C. Yearbook – Jordan Terriere spoke about getting the Yearbook more financially solvable.
- D. Make up days – The school needs to make up three days that we missed in December and early January. The make up days on the calendar are March 11, April 29, and May 13.
- E. Superintendent Evaluation – At this point in the meeting the board chair called board member Linda Montanez so she could participate via speaker phone. Aaron Schneider read the narrative for Marc Thielman's Superintendent Evaluation [included in this board packet].
- F. Board Policy First Reading
 - i. GCBC/GDBC – Associated Payroll Costs [Optional]
 - ii. GCBDA/GDBDA – Family Medical Leave [Required]
 - iii. GCBDA/GDBDA-AR – State Family Medical Leave [Required]
 - iv. GCBC/GDBC – Associated Payroll Costs [Optional]
 - v. GCBDA/GDBDA – Family Medical Leave [Required]
 - vi. GCBDA/GDBDA-AR(1) – State Family Medical Leave [Optional]
 - vii. GCBDA/GDBDA-AR (2) – Request for Family, Military and Medical Leave [Optional]
 - viii. GCBDA/GDBDA-AR (3) – Sample Letter to Employee - OFLA Leave [Optional]
 - ix. GCBDA/GDBDA-AR (4) – OFLA Eligibility Notice to Employee [Optional]
 - x. GCBDA/GDBDA-AR (5) – OFLA Medical Certification [Optional]

- xi. GCBDA/GDBDA-AR (6) – Oregon Military Family Leave [Required]
- xii. GCBDA/GDBDA-AR (7) – Designation Notice – OFLA [Required]
- xiii. GCBDA/GDBDA-AR (8) – Military Family Leave [Required]
- xiv. GCBDB/GDBDB – Early Return to Work [Highly Recommended]
- xv. GCBDB/GDBDB-AR – Early Return to Work Procedures [Highly Recommended]
- xvi. GCBE/GDBE – Vacations and Holidays [Optional]
- xvii. GCDA/GDDA – Criminal Records Checks/Fingerprinting [Required]
- xviii. GCDA/GDDA -AR – Criminal Records Checks/Fingerprinting [Required]
- xix. GCEC – Job Sharing [Optional]
- xx. GCEC-AR – Job Sharing Agreement [Optional]
- xxi. GCKA/GDKA – Overtime [Optional]
- xxii. GCKA/GDKA-AR – Compensatory Time [Optional]
- xxiii. GCL/GDL – Staff Development [Required]
- xxiv. GCN/GDN – Evaluation of Staff [Optional]
- xxv. GCPA – Layoff - Licensed Staff [Required]
- xxvi. GCPA-AR – Layoff/Recall - Licensed Staff [Required]
- xxvii. GCPB/GDPB – Resignation of Staff [Highly Recommended]
- xxviii. GCPC/GDPC – Retirement of Staff [Optional]
- xxix. GCPC/GDPC-AR – Reemployment of PERS-Retired Staff [Optional]
- xxx. GCPD – Discipline and Dismissal of Licensed Staff [Optional]
- xxxi. GCPD-AR – Discipline and Dismissal of Licensed Staff [Optional]
- xxxii. GCQAB – Private Tutoring Pay [Optional]
- xxxiii. GCQBA – Copyrights and Patents [Highly Recommended]
- xxxiv. GD – Classified Staff/Classified Staff Positions [Highly Recommended]
- xxxv. GDCA – Posting of Vacancies - Classified [Optional]
- xxxvi. GDEA – Substitute Classified Employees [Optional]
- xxxvii. GDI – Classified Staff Assignments and Transfers [Optional]
- xxxviii. GDIA – Notice of Employment [Highly Recommended]
- xxxix. GDP – Discipline, Demoting or Dismissal of Non-represented Staff [Optional]
- xl. GDPA – Layoff - Classified Staff [Optional]
- xli. GDPA-AR – Layoff - Classified Staff [Optional]
- xl. GGA – Personnel: Definitions [Optional]
- xl. iii. IA – Instructional Goals Highly [Recommended]
- xl. iv. IB – Freedom of Expression [Required]
- xl. v. IBDJA – Relations with Home-Schooled Students** [Highly Recommended]
- xl. vi. IC/ICA – School Year/School Calendar [Highly Recommended]
- xl. vii. ID – School Day Highly [Recommended]
- xl. viii. IE – Organization of Instruction [Highly Recommended]
- xl. ix. IF – Curriculum Development [Highly Recommended]
- l. IFCA – Site Councils [Highly Recommended]
- li. IFCA-AR – Site Councils [Optional]
- lii. IFD – Curriculum Adoption [Highly Recommended]
- liii. IFE – Curriculum Guides and Course Outlines [Optional]
- liv. IGAC – Teaching about Religion [Optional]
- lv. IGACA – Recognition of Religious Beliefs and Customs [Optional]
- lvi. IGACA-AR – Recognition of Religious Beliefs and Customs [Optional]
- lvii. IGAEB – Drug, Alcohol and Tobacco Prevention, Health Education** [Required]
- lviii. IGAI – Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education** [Highly Recommended]

11. Action Items

A. Acceptance of the 2014-2015 District Financial Audit

Doug Westlind motioned to accept the 2014-2015 District Financial Audit as presented. Jeff Davis seconded. Motion passed unanimously.

B. Payment of Bills – December/ January

Doug Westlind motioned to approve payment of the bills as presented. Ron Koetz seconded. Motion passed unanimously.

C. Student Body Account debt

Doug Westlind motioned to have the Alsea School District pay \$3,546.30 to the student body annual account, \$334.86 for student body high school track, and \$325.62 for the student body Kingfisher account for a total of \$4,206.78 to forgive debt incurred in previous years. Ron Koetz seconded. All in favor. Motion passed unanimously.

D. Make up days

Jeff Davis motioned to approve the following make up days: March 11, April 29, and May 13, for the 2015-2016 school year. Doug Westlind seconded. All in favor. Motion passed unanimously.

E. 2016-2017 Budget Calendar

Doug Westlind motioned to approve 2016-2017 Budget Calendar as presented. Ron Koetz seconded. All in favor. Motion passed unanimously.

F. Policy Adoption

- i. GCBC/GDBC – Associated Payroll Costs [Optional]
- ii. GCBDA/GDBDA – Family Medical Leave [Required]
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Jeff Davis motioned to approve policies listed as i. through xlix. as written with edits noted in the policy update book. Doug Westlind seconded. All in favor. Motion passed unanimously.

G. New hire

- i. Route Bus Driver – Lance Kreis
- ii. Middle School Girls Assistant Basketball Coach – Joy Jordan

Doug Westlind motioned to hire Lance Kreis and Joy Jordan in the position listed above. Jeff Davis seconded. All in favor. Motion passed unanimously.

H. Resignations

- i. Kaelen Fleming – Route Bus Driver
- ii. Dave Smith – Boys High School Assistant Basketball Coach

Jeff Davis motioned to accept Kaelen Fleming and Dave Smith's resignation from the positions listed above. Ron Koetz seconded. All in favor. Motion passed unanimously.

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

Entered Executive Session according to ORS 192.660(2)(f) to consider records exempt by law from public inspection at 2107.

Executive Session according to ORS 192.660(2)(a) to consider the employment of a public officer, employee, staff member or individual agent.

Entered Executive Session according to ORS 192.660(2)(a) to consider the employment of a public officer, employee, staff member or individual agent at 2115. Resumed regular session at 2050.

13. Other Business

14. Next Meeting Date:

Wednesday, February 10, 2016 – Regular Board Meeting – 7 PM

15. Adjournment at 2151.

As recorded by,

Katie Sapp
Board Secretary

Board Chair:


Aaron Schneider

Clerk:


Marc Thielman