

ALSEA SCHOOL DISTRICT 7J
Regular School Board Meeting
Wednesday, May 11, 2016
7:00 P.M.

Minutes

Prior to the meeting being called to order, Matt Frank asked to read Varsity Football Coach Kaelen Fleming's letter of resignation to the group. He also read a letter from his family to the board/ community.

1. Call to Order, Flag Salute Meeting at 1903

2. Roll Call:

Board: Jeff Davis, Ron Koetz, Aaron Schneider, Linda Montanez

Board members absent: Doug Westlind

Staff: Marc Thielman, Katie Sapp, Rozeanne Steckler, Shanon Rice, Tiffany Schreiber, Tori Cowdrey, Jackie Hendrix, Shirley Koetz, Carmen Martin

Patrons: Jill DeWolfe, Matt Frank, Evalena Frank, Serena Hendrix

Students: Christopher DeWolfe, Jared Hendrix, Teddy Frank, Noah Frank

3. Approval of Agenda,

Ron Koetz motioned to approve the updated Agenda as presented, Jeff Davis seconded, all in favor. Motion passed unanimously.

4. Approval of Minutes – April 13, 2016

Ron Koetz motioned to approve the April 13, 2016 minutes as presented. Linda Montanez seconded, all in favor. Motion passed unanimously.

5. Patron Comments – Jill DeWolfe

- A. Jill DeWolfe says thank you to Skip Lynch for taking the Chemistry class to Oregon State University. The kids had a blast.
- B. Jill DeWolfe asked to see if we can get the minutes and agendas on the website sooner/ quicker.
- C. Jill DeWolfe is disappointed on how information for the football coach resignation got in the community.
- D. Matt Frank asked how we could prevent this happening in the future?

6. 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 1912. Resumed regular sessions at 1957.

7. Superintendent's Report – Marc Thielman

- A. Cow drop/ Carnival/ Sale and field day on June 4th, 2016.
- B. Catching up on doughnuts for the littles for good behavior awards.

8. Director of Student Services Report –Rozeanne Steckler

- A. Rozeanne Steckler presented a rough draft of the schedule. Rozeanne Steckler will meet with high/ middle school students to get their class schedules set.
- B. On May 26th we will have meetings for freshmen and senior students and their parents to get them ready for the next school year. We are also going to have the incoming 7th grade parents come in for information that same night.
- C. Juniors are doing well on their testing. Working on MAP testing for elementary classrooms.

9. Athletic Report – Provided by Tiffany Schreiber

- A. New Hires: none
- B. Resignations:
 - i. Risteen Follett- MS Volleyball
 - ii. Shanon Rice- MS Volleyball
 - iii. Katie Sapp- MS Track
 - iv. Kaelen Fleming- HS Football
- C. HS Track: HS Track District is coming up this weekend. 12 kids are signed up to participate.
- D. MS Track: MS Track is coming to an end. Kids did great at their district meet last weekend. The 7/8 Grade girls placed 1st overall. A few of the kids have been selected to participate in the Meet of Champions on May 26th in Corvallis.
- E. Other: Summer basketball will start on May 31st. Head coaches are working hard on putting together a summer schedule for the athletes.
- F. Current Openings:
 - i. MS Volleyball
 - ii. HS Cheer
 - iii. HS Football

10. Information Items – **New York/ Washington DC trip**

- A. Katie Sapp presented information on a trip to New York and Washington DC in a couple years. The board seemed supportive of the staff planning this trip.

11. Discussion Items

- A. Financial Reports – we are looking at being near a \$700,000 beginning fund balance for 2016-17.
- B. Administrative Contracts – Marc Thielman presented his contract extension
- C. Minimum Wage Adjustments – Aaron Schneider mentioned that he thought an 8% raise across the board would be cleaner and more fair than adding \$.75 per salary line.
- D. 2016-2017 School Calendar – only real change is to the description of the routes which clarifies them.
- E. Kings Valley Lease Agreement – Carmen Martin said things are going well and the kinks we had are improving.
- F. Volleyball Camp – Katie Sapp presented information on a high school volleyball camp in Seaside that she would like the Varsity team to attend in August. The team has fundraising money that will cover the costs of students and coaches attending, the housing for the week most likely the food too. Katie Sapp and Ricki Hendrix plan on transporting the students in their personal vehicles for the camp instead of requesting a bus. She is asking the board to approve the overnight trip.
- G. Board Policy – Second Reading
 - i. IKF – Graduation Requirements. [Required].
 - ii. IKF-AR – Graduation Requirements [Required].
- H. Board Policy -- First Reading
 - i. IKF – Graduation Requirements. [Required].
 - ii. IKF-AR – Graduation Requirements [Required].
 - iii. Board Policy -- First Reading
 - iv. AC-- Nondiscrimination.
 - v. AC-AR—Discrimination Complaint/Grievance Procedure.
 - vi. BBFA—Board Member Ethics and Conflicts of Interest.
 - vii. BBFB—Board Member Ethics and Nepotism.
 - viii. DN—Disposal of District Property.
 - ix. EBC/EBCA—Emergency Procedures and Disaster Plans.
 - x. EBCB—Emergency Drills and Instruction [Highly Recommended]
 - xi. EFA—Local Wellness Program***[Required].
 - xii. GAA—Personnel: Definitions.

- xiii. GBC—Staff Ethics [Highly Recommended].
- xiv. GBDA—Mother Friendly Workplace.
- xv. GBK/JFCG/KGC—Prohibited Use, Possession, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems.
- xvi. GBM—Staff Complaints [Required].
- xvii. GCBDA/GDBDA-AR (1) State Family Medical Leave.
- xviii. GCBDA/GDBDA-AR (2) Request for Family, Military and Medical Leave.
- xix. GCBDA/GDBDA-AR (4) OFLA Eligibility Notice to Employee.
- xx. GCBDD/GDBDD—Sick Time* [Proposed]
- xxi. GCDA/GDDA—Criminal Records Checks/Fingerprinting [Required].
- xxii. IGAEB—Drug, Alcohol and Tobacco Prevention, Health Education** [Required].
- xxiii. IGAEB—Drug, Alcohol and Tobacco Prevention, Health Education** [Required].
- xxiv. IGBAF-AR Special Education – Individualized Education Program (IEP)** [Required].
- xxv. IL – Assessment Program**[Highly Recommended].
- xxvi. JB – Equal Educational Opportunity [Required].
- xxvii. JBA/GBN – Sexual Harassment [Required].
- xxviii. JBA/GBN-AR – Sexual Harassment Complaint Procedure [Required].
- xxix. JBAA – Section 504 – Students [Highly Recommended].
- xxx. JBAA-AR – Section 504 – Students [Highly Recommended].
- xxxi. JE – Attendance**.
- xxxii. JEA – Compulsory Attendance** [Highly Recommended].
- xxxiii. JEA-AR – Compulsory Attendance Notices and Citations** [Highly Recommended].
- xxxiv. JEBA – Early Entrance**. [Required]
- xxxv. JEBA-AR – Early Entrance to Kindergarten**.
- xxxvi. JECA – Admission of Resident Students**[Highly Recommended].
- xxxvii. JECA – Admission of Part-Time Private School Students.
- xxxviii. JECB – Admission of Nonresident Students (Version 2) [Highly Recommended].
- xxxix. JECB – Admission of Nonresident Students (Version 1). [Highly Recommended]
- xl. JECB-AR (1) – Admission of Nonresident Students.
- xli. JECB-AR (2) – Mutual Agreement – “Resident Pupil” **.
- xl. JECB-AR (3) – Application for Nonresident Student Admission – Open Enrollment.
- xl. JECB-AR (4) – Application for Nonresident Student Admission – Interdistrict Transfer.
- xl. JECB-AR (5) – Application for Nonresident Student Admission – Tuition Students.
- xl. JECB-AR (6) – Request for Interdistrict Transfer Out of Resident District.
- xlvi. IKF – Graduation Requirements. [Required].
- xlvi. IKF-AR – Graduation Requirements [Required].

I. Resignations

- i. Middle School Track Coach – Katie Sapp
- ii. Middle School Volleyball Coach – Shanon Rice
- iii. Middle School Assistant Volleyball Coach – Risteen Follett
- iv. Varsity Football Coach – Kaelen Fleming

J. New Hires

- i. SPED Teacher – Victoria Cowdrey
- ii. Social Studies Teacher – Nathan Roberts

12. Action Items

A. Payment of Bills – April/ May

Jeff Davis motioned to approve payment of the bills as presented. Linda Montanez seconded. Motion passed unanimously.

B. Administrative Contracts

Tabled until after executive sessions

Jeff Davis motioned to approve an 8% increase in Carmen Martin's salary, with a two year contract extension. Linda Montanez seconded. All in favor. Motion passed unanimously.

Jeff Davis motioned to approve an 8% increase in Rozeanne Steckler's salary, with a two year contract extension. Ron Koetz seconded. All in favor. Motion passed unanimously.

Aaron Schneider declares an actual conflict of interest. Jeff Davis motioned to approve an 8% increase in Katie Sapp's, with a two year contract extension. Linda Montanez seconded. All in favor. Motion passed unanimously.

Jeff Davis motioned to approve a two year contract extension for Marc Thielman. Ron Koetz seconded. All in favor. Motion passed unanimously.

C. Minimum Wage Adjustments

Ron Koetz declared a potential conflict of interest on this and will recuse himself. Linda Montanez motioned to raise the classified salary schedule by 8%. Jeff Davis seconded. All in favor. Motion passed unanimously.

D. 2016-2017 School Calendar

Ron Koetz motioned to approve the school calendar option with 11/23 as a non-contract day as presented. Linda Montanez seconded. All in favor. Motion passed unanimously.

E. Kings Valley 2016-2017 Lease Agreement

Jeff Davis motioned to approve the Kings Valley 2016-2017 Lease Agreement as presented. Ron Koetz seconded. All in favor. Motion passed unanimously.

F. Volleyball Camp

Linda Montanez motioned approve the High School Volleyball team attending camp in Seaside as presented. Jeff Davis seconded. All in favor. Motion passed unanimously.

G. Policy Adoption

- i. IKF – Graduation Requirements. [Required]. **TABLE – Need to choose language**
- ii. IKF-AR – Graduation Requirements [Required]. **TABLE – update with Alsea SD info**
- iii. AC-- Nondiscrimination.
- iv. AC-AR—Discrimination Complaint/Grievance Procedure. **DELETE**
- v. BBFA—Board Member Ethics and Conflicts of Interest.
- vi. BBFB—Board Member Ethics and Nepotism.
- vii. DN—Disposal of District Property.
- viii. EBC/EBCA—Emergency Procedures and Disaster Plans.
- ix. EBCB—Emergency Drills and Instruction [Highly Recommended]
- x. EFA—Local Wellness Program***[Required].
- xi. GAA—Personnel: Definitions.
- xii. GBC—Staff Ethics [Highly Recommended].
- xiii. GBDA—Mother Friendly Workplace.
- xiv. GBK/JFCG/KGC—Prohibited Use, Possession, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems.
- xv. GBM—Staff Complaints [Required].
- xvi. GCBDA/GDBDA-AR (1) State Family Medical Leave.
- xvii. GCBDA/GDBDA-AR (2) Request for Family, Military and Medical Leave.
- xviii. GCBDA/GDBDA-AR (4) OFLA Eligibility Notice to Employee.
- xix. GCBDD/GDBDD—Sick Time* [Proposed] **TABLED UNTIL NEXT MONTH**

- xx. GCDA/GDDA—Criminal Records Checks/Fingerprinting [Required].
- xxi. IGAEB—Drug, Alcohol and Tobacco Prevention, Health Education** [Required].
- xxii. IGAEB—Drug, Alcohol and Tobacco Prevention, Health Education** [Required].
- xxiii. IGBAF-AR Special Education – Individualized Education Program (IEP)** [Required].
- xxiv. IL – Assessment Program**[Highly Recommended].
- xxv. JB – Equal Educational Opportunity [Required].
- xxvi. JBA/GBN – Sexual Harassment [Required].
- xxvii. JBA/GBN-AR – Sexual Harassment Complaint Procedure [Required].
- xxviii. JBAA – Section 504 – Students [Highly Recommended].
- xxix. JBAA-AR – Section 504 – Students [Highly Recommended].
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- xxxix. JECB-AR (1) – Admission of Nonresident Students.
- xl. JECB-AR (2) – Mutual Agreement – “Resident Pupil” **.
- xli. JECB-AR (3) – Application for Nonresident Student Admission – Open Enrollment.
- xlii. JECB-AR (4) – Application for Nonresident Student Admission – Interdistrict Transfer.
- xliii. JECB-AR (5) – Application for Nonresident Student Admission – Tuition Students.
- xliv. JECB-AR (6) – Request for Interdistrict Transfer Out of Resident District.

Jeff Davis motioned to approve policies as listed in i-xliv. above with edits in the policy update book excluding GCBDD/GDBDD—Sick Time and ii. IFK and IKF-AR – Graduation Requirements which have been tabled until next month AND AC-AR—Discrimination Complaint/Grievance Procedure which we will delete. Linda Montanez seconded. All in favor. Motion passed unanimously.

H. Resignations

- i. Middle School Track Coach – Katie Sapp
- ii. Middle School Volleyball Coach – Shanon Rice
- iii. Middle School Assistant Volleyball Coach – Risteen Follett
- iv. Varsity Football Coach – Kaelen Fleming

Aaron Schneider recused himself due to a potential conflict of interest. Jeff Davis motioned accept the resignations of Katie Sapp, Shanon Rice, Risteen Follett and Kaelen Fleming as presented. Ron Koetz seconded. All in favor. Motion passed unanimously.

I. New Hires

- i. SPED Teacher – Victoria Cowdrey
- ii. Social Studies Teacher – Nathan Roberts

Ron Koetz motioned to hire Victoria Cowdrey as the SPED teacher and Nathan Roberts as the Social Studies teacher beginning in the 16-17 school year. Linda Montanez seconded. All in favor. Motion passed unanimously.

13. 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 2110.

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 2114, resumed regular session at 2124.

14. Other Business: Jared Hendrix wanted to note that Kaelen Fleming was a great influence in him perusing college and Serena Hendrix wanted to note that she felt Kaelen Fleming was very dedicated to the football team.

15. Next Meeting Date:

May 18, 2016 at 5:30 PM – 2016-17 Budget Meeting

June 8, 2016 at 7 PM – Regular School Board Meeting


16. Adjournment at **2134**.

As recorded by,
Katie Sapp

Board Chair:


Aaron Schneider

Clerk:


Marc Thielman