

**BOARD MEETING
PHILOMATH SCHOOL DISTRICT 17J**

**APRIL 21, 2005
M I N U T E S**

Previous to the Regular Session, the Board held interviews with potential Budget Committee Members. A straw vote was taken and Jim Kildea and Tracy Davis were selected, each for a three year term.

Board Chairman, Betsy Anderson, called the Regular Session of the Philomath School District Board of Directors to order on April 21, 2005 at 7:03 p.m. at Philomath Middle School. Those in attendance included Board members Rick Wells, Jodi Nelson, Rose Cook, Betsy Anderson and Carmen Martin; Superintendent Pete Tuana; Administrators Kent Sherwood, Jon Bartlow, Larry Sleeman, Steve Bell and Cindy Golston; Coordinator of CASE Don Dorman, Business Manager, Darin Davidson and Secretary Janet Skaugset.

D. REPORTS & CORRESPONDENCE:

1. **Facilities Report (Tom Ries):** Energy usage figures (fiscal year to date) were presented along with comparison figures from '01-02 and '03-04. Conservation in several areas was noted. Fire and security monitoring has been changed over to Benton Electric for most PSD buildings. Former PES and BL monitoring company, ADT, will not allow a different vendor to use their machinery so new items will have to be installed. As reported last month, the siding on PHS Gym II has deterioration. Tom found the whole wall is insulated, so only the outside needs repair. The facilities department is exploring the possibility of hiring an AmeriCorp student for the coming year, funded through grant dollars. Students receive loan money for college and then are asked to work off the debt by service to employers. A facilities systems monitoring project is a definite option.
2. **Financial Report (Darin Davidson):** Enrollment for April is down by 4 students (1,761). The budget process has begun. Board policy established a balanced budget with a 4.5% reserve, and there are no plans to increase the staffing FTE. Temporary '04-05 staff positions will be reduced. The budget is based on the March State funding estimates. Mr. Davidson noted the revised ADMw school funding formula and the stop loss equation due to our 3 years of declining enrollment. Increases are noted for benefits, with the PERS issue yet to be completely resolved as well as early retirement costs projected to rise from \$400,000 to \$512,000 for '05-06. The cost of the District audit will rise, textbook funding shows lower, vocational ed money has been earmarked. There is grave concern about flat funding for the coming year and possibly the next. Title I funding decreased by 10% this year and the district is showing a deficit in this area this year. IDEA (special education) revenue is up a little to counteract here.
3. **Superintendent's Report:** Mr. Tuana has attended several senior project presentations, has been escorting various Board members on a walk around the District, and will be going to Salem next week to meet with State Legislators regarding school funding. Exploration into developing a K-12 natural resources science education curriculum with *Oregon Trout* is still ongoing. Mr. Mitchell is working on moving ahead with the Mary's River Watershed Council on this initiative. Mr. Tuana also spent time snake hunting last week with several teachers and students from the high school.
4. **Curriculum/Assessment/Special Education Report (Don Dorman):** Special ed is experiencing lots of change lately with brand new Federal legislation, brand new forms and changes to the online data collection system. Staff have been working towards developing new autism programs as well as the high school life skills area. The parent special ed advisory committee would like to come to the next Board meeting to introduce themselves and reflect on their activities. Assessment: The Oregon state testing windows are closing soon. Title programs have experienced cuts, some up to 40%. The process on how to divide resources is underway. How the money is spent folds into the Continuous Improvement Plan which encompasses all district goals, Federal program goals with the budget. The

State has released figures on Oregon High School Leavers indicating how many students at each school graduated with a diploma, with or without a CIM, honorary or modified diploma or just “left school.” For the 9 that ‘left’ PHS with no diploma, this means they did not have enough credits for a standard diploma. Five are back this year trying to finish earning their credits, 1 has received a diploma, 1 a GED and 2 are still outstanding. Two comparisons were presented (one with schools in our geographic region and one of schools of similar size to PHS). Many schools throughout Oregon have 0% with CIM’s. The State average is 30% grads w/CIM.

5. **Kings Valley Charter School (Mark Hazelton):** The school has 14 students set to enroll in grades 6-8 next year, mostly in 6th and the school has received 17 applicants for the teaching position. Many partnerships have been established, including the Valley Astronomers, Planting Seeds Inc., and Avery Nature House-Oregon Fish & Wildlife-and neighbor Dr. Hall. The State of Oregon Employment Department came onsite for an audit, checking contractors, etc. The school passed inspection. Starker Forest personnel came and provided feedback to the school on a partnership.
6. **Principal Reports: (BL)** Mrs. Golston reported on the ‘around the world’ unit, studying the United Kingdom beginning tomorrow (with High Tea), finishing up testing, hatching ducks, the PES choir to visit for a performance and the spring musical May 11. **(PES)** The artist in residence has been helping students make a quilt, students visited the Ag Expo, State testing on writing, science and social studies for 5th is underway, free materials from the USDA have been gathered to promote the school goal (maintain/promote healthy school environ), jump rope team performance, senior citizen choir performance, spelling bee finals, spring musical on May 18, and 4 classes to participate in the Oregon history field trip. **(CPS)** Mr. Sleeman commended again their (Parent Club sponsored) artist in residence working with students creating animal puppets, the tree lady came, jog a thon was held, Book Fair was a success, spring program will be April 28, baby chicks hatched this week (great excitement) and kindergarten orientation is set for next Monday evening. **(PMS)** The “kids helping kids” program was recognized nationally on ‘Make a Difference Day’ for raising money for Mario Pastega House scholarships, honor roll assembly today, the Destination Imagination team will be going to nationals in Knoxville, Jena Browning-Kamins received a gift certificate to Borders Books for reading all 83 books in the Newbery Challenge, the PHS robotics team gave a demonstration, Outdoor school is next week, band is participating in festivals, the leadership group is fundraising for a student with leukemia and the first track meet was last week with another upcoming. **(PHS)** Mr. Sherwood introduced “Mr. PHS”- Adam Westcott. Overall, the competition raised over \$4,000 for Doernbecher Children’s Hospital. Student artist, Erin Cantrell was recognized regionally and nationally for her art works, FBLA students did excellent at the State competition, and 2 students will be going to nationals in Orlando. Advisor-Sue Van Meter was inducted into the national FBLA Advisors Hall of Fame. Alesha Coleman was honored through Pioneer Telephone Coop and their *Foundation for Rural Service* where 100 juniors nationally participate in a youth tour in Washington D.C, 3 students have been invited to accompany OSU staff to Washington D.C. working on the biodiesel project, band and choir have been to competitions, improving test scores have been noted as TESA is helping students as they take the tests, the counselors and vice principal have been working on next year’s master schedule, a recognition assembly was held recently and Mrs. Moade paid staff a surprise to say hello and visit with her 3-week old twins.
7. **Board Thanks:** Board member Rose Cook thanked our budget committee volunteer applicants and all staff currently working on preparing for the upcoming budget process. Carmen Martin thanked Mr. Crocker for inspiring student attendance at board meetings and welcomed the WOU students in attendance as well.
8. **PEA Report (Kay Glathar):** Invitations were issued for the Educator of the Year Dessert on Monday, May 2nd where a surprise recipient will be named. Great comments have been received from teachers as they see Mr. Tuana doing the walk through schools with the Board members the last few weeks. Please come again. On May 23 (after the election) PEA is inviting all board members (new and returning) to come and enjoy pizza dinner (Papa’s at 5:30 p.m.).

9. **OSEA Report:** No report this evening.

AUDIENCE INTRODUCTIONS & REQUESTS

None this evening.

E. CONSENT AGENDA ACTION ITEMS

1 – List of Bills:

- A. March, 2005

2 - Minutes:

- A. Regular Session – March 17, 2005

3 – Personnel Issues:

A. New Hire/Transfers/Leave of Absence:

- | | |
|-------------------|---|
| 1. Dan Hayes | Community School Partnership Grant Coordinator (<i>Year 3</i>) |
| 2. Ruth Mock | Transfer: PES Media I to Media II |
| 3. Lua Siegel | Parenting Grant (<i>FLA-Parental LOA 6 weeks; April 11-May 20, 2005</i>) |
| 4. Valerie Morris | PES 4 th Grade (<i>FLA-Medical LOA April 12-June 10, 2005</i>) |
| 5. Tammy Tasker | BL K/1st/2nd (<i>LOA for 2005-06</i>) |

- B. Resignation/Retirement:** None at this time.

- C. Activities/Extra Duty/Coaches:** None at this time.

D. Pool:

- | | |
|------------------------------|-----------|
| 1. Lara Browning-Kamins | Lifeguard |
| 2. Lacey Deliz | Lifeguard |
| 3. Brittany Dushame-Wendland | Lifeguard |
| 4. Chloe Hellberg | Lifeguard |
| 5. Katie Melton | Lifeguard |
| 6. Jaime Przybyla | Lifeguard |

E. Volunteers

- | | |
|-----------------------|-----------|
| 1. Andrew Davis | PMS Track |
| 2. Tom Phelps | PMS Track |
| 3. Monica Salzburg | PMS Track |
| 4. Jena Sartnurak | PMS Track |
| 5. Somkeart Sartnurak | PMS Track |
| 6. John Weaver | PMS Track |

4 – Travel/Field Trips:

- A. Mary Collins and 14 students on German Exchange Program, June 10-July 6, 2005 to Hamburg, Germany (*see attached letter*).
- B. 3 students to accompany the OSU Oregon Biodiesel Initiative group, May 14-18, 2005 to Washington D.C. (*see attached letter*).
- C. Simon Babcock and 20 students to 24th Annual Associated Oregon Forestry Clubs (AOFC) spring conference, May 6-7, 2005 in Bend, Oregon (Central Oregon Community College campus).
- D. Mandy Weaver, Amy Leonard and Sarah Melonuk and 10-16 students to STARS end-of-year retreat, May 20-23, 2005 in Black Butte, Oregon (*funded through STARS grant account*).

Rose Cook made a motion to pass the consent agenda as presented. Carmen Martin seconded the motion. Discussion noted that one Lifeguard (new hire) is the daughter of a current employee. No supervisory issues were noted. Students attending the German Field trip will receive credit upon their return. The money to finance the forestry field trip comes from the clubs' fundraising activities. **VOTE: MOTION CARRIED UNANIMOUSLY (5-0).**

F. OTHER ACTION ITEMS

1. **Recommendation for Board Policy Audit:** Due to recent legislation, all of our policies are not current in some areas. Oregon School Boards Association (OSBA) provides a board policy audit service for approximately \$2,500 to review all current policies and suggest missing policy areas. At this time, the service would also update our book to reflect National standards using an alphabetical indexing system, vs. our current numerical arrangement. Administrators, staff and site councils would then review suggested updates and the Board would receive final suggestions. Administrative Regulations would be

created to reflect policy directives. One Board policy currently being rewritten is Graduation Requirements. Carmen Martin made a motion to approve OSBA doing a district Board Policy audit. Rose Cook seconded the motion. Discussion was held about whether the \$2,500 included a searchable index; it does not. Several Board work sessions may be added focusing directly on policy work. **VOTE: MOTION CARRIED UNANIMOUSLY (5-0).**

2. **Charter School Request to Proceed on Building Expansion (Diana Barnhart):** The school has received two anonymous donations to expand the charter school. Initial plans are to approximately double the size of the school. One area would be for the preschool, for an office and more for expanded grades to be offered. With a designated front entrance and office, better control and less access to classrooms from the parking lot will result. The attorney for the district reviewed the request and our current lease agreement, and found no conflicts. Mr. Tuana recommends approving the process to move ahead, beginning the permit process. Rose Cook made a motion to allow the Kings Valley Charter School organization to proceed with building expansion plans. Rick Wells seconded the motion. Discussion occurred about whether there were any “strings” attached. The only condition on receiving the money was the donors must remain anonymous. The school does not borrow money and all funds must be received before they move forward. New restrooms were noted on the drawings and an 18’ access to the back area is all that’s required. **VOTE: MOTION CARRIED UNANIMOUSLY (5-0).**
3. **Sports Participation Fees:** A request was made at the last meeting to change the pay-to-play sports fee for spring track at PHS since there was a low turnout. Mr. Tuana has been meeting with local concerned citizens to brainstorm new ideas for future funding of activities. An evening community forum meeting was held as well. Ideas suggested include establishing an endowment fund, alumni association development, seeking corporate sponsorship, the City of Philomath participating in funding the Clemens pool, coordination of activities, workplace giving programs, and other. All internal funding will be re-examined, as well as high transportation costs, during the upcoming budget process. No real optimism is seen with the current State budget situation. Mr. Tuana’s recommendation is not to change the current policy on sports funding. No action taken by the Board at this time.
4. **Adoption of the 2005-06 Budget Committee Calendar:** Proposed dates of this year’s budget meetings are Tuesdays, May 10, 17 and 24, 2005. Carmen Martin made a motion to approve the ’05-06 budget calendar as proposed. Rick Wells seconded the motion. **VOTE: MOTION CARRIED UNANIMOUSLY (5-0).**

G. DISCUSSION ITEMS

1. **Update – First Student Route Examinations:** After reviewing the parent complaint last month, the inconsistency with bus drivers and their addressing behavioral and other issues on buses was noted. Conduct by both students and drivers will be examined. Administrators have gathered with bus manager, Margie Bowden, to discuss consistent guidelines for all. During the coming summer, an audit of all bus routes will be completed, review of vehicle codes, and traffic laws. Most routes were established many years ago. It may be recommended that several buses have video cameras installed. If significant problems are still noted, additional adults may be placed on the bus, not as a disciplinarian, but as another set of eyes. Mrs. Golston noted the importance of meeting quickly with students after any offenses and reinforcing correct conduct when cited. If issues are addressed early and uniformly, problems become limited.
2. **Technology-Student Information Systems (Steve Bell):** The district is exploring getting a student information system, to be used by all buildings throughout the district. A *student information system* coordinates the data, so that it interfaces, creates and works with the master schedule. Quick, timely data is a major advantage. Student demographics, discipline data, immunization information, state reports, etc. all interface. Users include administrators, front office staff and teachers. A larger system allows parents to participate as well, seeing information on classroom assignments and grades. Many systems are available -SASSY (complex), ESIS (in Portland and Eugene, w/student populations of

10,000 students), PowerSchool. PMS is now using an SIS system (PowerSchool). A recent informative presentation at PMS showed staff more tools they can use with their current PowerSchool configuration. Other PSD office staff were excited to see what's available using an SIS system. Vendor options are being explored at this time, pros and cons examined.

3. **Board Requests:** No requests at this time.

The meeting was adjourned at 9:27 p.m.

Board Chair

Superintendent

Date

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