

**BOARD MEETING
PHILOMATH SCHOOL DISTRICT 17J**

**JUNE 17, 2004
M I N U T E S**

Board Chairman, Carmen Martin, called the Regular Session of the Philomath School District Board of Directors to order on May 20, 2004 at 7:06 p.m. at Philomath Middle School. Those in attendance included Board members Rick Wells, Jodi Nelson, Rose Cook, Betsy Anderson and Carmen Martin; Superintendent Rod Harvey; Administrators Nels Thompson, Kent Sherwood, Larry Sleeman and Cindy Golston; Director of Student Services Rob Siegel, Business Manager, Darin Davidson and Secretary Janet Skaugset.

C. BUDGET HEARING:

A pause was made from the regular session for the budget hearing. Business Manager, Darin Davidson noted that the Budget Committee has made their recommendation, and no changes have been made since their proposal. No further comments from the audience were offered. The budget will be adopted in regular session under "Financial Report." The Budget hearing was closed 7:11 p.m.

D. REPORTS & CORRESPONDENCE: The regular board meeting was reopened.

1. **Facilities Report:** Superintendent Harvey updated the Board on upcoming summer district projects. They include (PHS) installing a 28' screen above the stage, remodeling a restroom to become ADA accessible, installing a new pool boiler and reconfiguring the electricity supply for room 31.(PMS) Replace the main hallway ceiling tiles, replace some glass and carpeting, recondition the Science room exhaust fans. (PES) Some carpeting will be replaced with vinyl, wood chips will be added to the play area and the aging security alarm will be updated. (CPS) Install a governor-controlled gym fire door, recommission the HVAC system (under warranty) and add more wood chips to the play area. (BL) Add more wood chips and foster more grass growth. (KV) Install a new drainage system, demolish the old pump house and install well components in the boiler room. District wide, utility costs are down again this month. Bids are being accepted for the roofing projects at PES and PHS. Bid opening will be June 21.
2. **Financial Report (Darin Davidson):** Betsy Anderson made a motion to approve Resolutions 0304-03/04/05 to adopt the 2004-05 budget, make appropriations and impose/categorize the taxes. Rose Cook seconded the motion. **VOTE: MOTION CARRIED UNANIMOUSLY (5-0).** Resolution 0304-01 allows the District to make budgeted transfers for the Pool Operations fund, capital improvement fund, Classified Professional Development Reserve and PHS/PMS athletics. Resolution 0304-02 reflects transfers between functions, allowed by ORS150-450(3). Resolution 0304-06 reflects the decisions made at previous meetings to transfer dollars from the area of Contingency for the Superintendent Search process (\$5,800) and for the insurance deductible from the break in at the Forestry complex (\$1,000). Jodi Nelson made a motion to approve Resolutions 0304-01,02,06. Rick Wells seconded the motion. **VOTE: MOTION CARRIED UNANIMOUSLY (5-0).**
3. **Superintendent's Report:** Superintendent Harvey noted June ending enrollment at 1,775 students vs. last June enrollment 1,905 - a drop 130 students over the past year.
4. **District Curriculum/Student Services Report (Rob Siegel):** Mr. Siegel spoke about a recent in-depth government survey and the "response to intervention" (RTI), which identifies what's happening in Special Education and what strategies are being used to close the achievement gaps for students. One identified outcome was more flexibility is needed in what IDEA funds are allowed to be spent on. In Oregon, an evaluation has been in process in Tigard-Tualatin studying and working with students developmentally at an earlier age. Schools today are looking at the whole child (socio-economic factors, intellect, behavior etc.) when determining disability or achievement and addressing special ed needs. In Philomath, our District has a lower percentage of identified special education students that the statewide average, but a higher proportion of identified autism and mental retardation cases.

5. **Kings Valley Charter School (Mark Hazelton):** The KVCS Board has added two new members (Rex Lowther and Myna McCoy), bringing their membership to seven. Best wishes were extended to Administrator, Bruce Bourget who is leaving KVCS. Some restructuring will occur and the school is currently seeking a ½-time Executive Director, a ¼-time Educational Director and a full-time ‘floater.’ An inside look at the pipes between the restrooms and septic tank was taken. Structural damage was noted. Bruce extended thanks to District staff when working at all levels.
6. **Principal Reports: (CPS):** Mr. Sleeman noted that the annual end-of-year Kindergarten picnics were rained out (indoor had to suffice), 1st graders went on their zoo trip culminating their study of animals, the Parent Club sponsored an artist-in-residence who helped students make paper mache puppets. **(PMS)** Mr. Sleeman mentioned the end-of-year music concerts, that PE teacher, Lindsey Haggas, has been taking a course on bullying and has set up a project entitled “bullies to buddies” taking advantage of the OSU challenge course (ropes course). The 8th grade dessert dance was terrific. **(PES)** Mrs. Golston reported on the end-of-year activities and field trips, the Life Skills class participating in the Special Olympics in Salem and PES having 26- 5th graders receive the Presidential Outstanding Academic Excellence award. PES had another terrific year, and Mrs. Golston thanked the Board for their support in her first year as principal at PES and she gave special recognition to her mentor, Rod Harvey. **(PHS)** Mr. Sherwood gave tonight’s report and began by noting his appreciation to all during his first year in Philomath, and mentor Nels Thompson. <handout> Information was provided on numbers of students participating in college writing, those taking AP exams, 42 CIM’s awarded to the class of 2004 and 19 CAM awards, Christie Shaw was recognized for Forestry education in Oregon, equestrian club individual and sportsmanship awards noted, two champs at State track recognized, final numbers for suspensions-expulsions reported, absentee rate is down this year (Attendance officer contacts up and referrals down), grants brought into the District, site council was successful and active and a drop in enrollment through the year was noted. Two changes are being proposed for next year’s athlete agreement; (1) new requirement that athletes belong to ASB (buy a student body pass) since monies from ASB are used to supply athletics, and (2) the attendance rule currently says students must attend school a ½ day in order to practice, all day to play. Suggested change is students must attend school all day to practice or play, less any pre-excused absences. This would affect sports, but conversations are ongoing with music and drama participation as well.
7. **Senior Project Report (Jamie Kish):** With the cooperation of the Oregon Coast Aquarium (Newport), Jamie did an in-depth study for her senior project, reporting on “The giant pacific octopus.” She began with the youth volunteer program at the aquarium 5 years ago, giving talks to the public and scrubbing tanks, learned about husbandry and working w/animals, and now participates as a scientific diver in the tanks, feeding, etc. Over 2 years ago, she began doing background research on the pacific octopus, set up 3 different tanks to study them, did trial runs, got the octopus to identify w/her, then trained them to jump into a bag, conducted her research, compiled the data, and wrote up the results for a research journal.
8. **Board Thanks:** Board member Betsy Anderson thanked Nels Thompson for coming out of retirement to serve as interim principal at PHS this past year and for mentoring Kent Sherwood during his first year. A certificate to the garden store will be delivered soon. Carmen Martin recognized Rod Harvey for stepping in and taking over the interim Superintendent position for 2003-04. The Board presented Mr. Harvey with a gift certificate to Salishan Lodge.
9. **PEA Report:** no report tonight.
10. **OSEA Report (Sue Kish):** The unit is very close to completing negotiations on a new contract. The insurance team will also meet in August to talk about coverage options. The recent gathering of special education assistants, planning schedules for next year, was appreciated. Tentative reassignments were well received after total-picture input was presented. Thanks to Mr. Harvey for another great school year.

AUDIENCE INTRODUCTIONS & REQUESTS

None tonight.

E. CONSENT AGENDA ACTION ITEMS

1 – List of Bills:

- A. May, 2004

2 - Minutes:

- A. Regular Session – May 20, 2004

3 – Personnel Issues:

A. New Hire:

- | | |
|------------------|---|
| 1. Greg Hudson | PMS 7 th /8 th Science |
| 2. Susan Hammack | PHS Educational Transcriptionist |
| 3. Lua Siegel | Parenting Program Grant Coordinator (<i>Year4 continuation</i>) |
| 4. Meghan Gray | CPS/BL Music .5 FTE (<i>2004-05 one year temporary</i>) |
| 5. Paul Miller | PMS 6 th Grade (<i>one year temporary</i>) |
| 6. Jinny Wold | PMS 8 th LA/SS Core (<i>one year temporary</i>) |

B. Resignation/Retirement:

- | | |
|----------------------|----------------------|
| 1. Rachel Wood | CPS/BL Music |
| 2. Bryan Miyagishima | PHS Media Specialist |

C. Activities/Extra Duty/Coaches:

Coaches 2004/2005

- | | |
|-------------------|---------------------------|
| 1. Danell Hendrix | PHS Head Volleyball Coach |
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D. Extended School Year/Summer Employment

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|-------------------------|--|
| 1. Meghan Gray | Extended School Year (ESY) Teacher |
| 2. Sue Kish | ESY Personal Instruction Assistant (IA) (split w/Dorman) |
| 3. Kathy Dorman | ESY Personal Instruction Assistant (IA) (split w/Kish) |
| 4. Leslie Womack | ESY Personal Instruction Assistant (IA) |
| 5. Jackie Pendergrass | ESY Personal Instruction Assistant (IA) |
| 6. Sandy Palmieri | ESY Instructional Assistant |
| 7. D'ette Hendrix | ESY Instructional Assistant |
| 8. Leslie Jeffery | ESY Instructional Assistant |
| 9. Jane Eberhardt | Title I Summer Reading Teacher |
| 10. Gail Tofflemire | Title I Summer Reading IA |
| 11. Terry Garvin | Summer School Coordinator |
| 12. Jodi Moade | 9th-12th Math Teacher (shared w/Thomas) |
| 13. Terry Thomas | 9th-12th Math Teacher (shared w/Moade) |
| 14. Dave Dunham | 9th-12th English Teacher |
| 15. Amanda Andersen | 6th-8th Teacher |
| 16. Elaine Hall | 3rd-5th Teacher |
| 17. Jennifer Gray | KG-2 nd Teacher |
| 18. Bill VanVelzer | Instructional Assistant |
| 19. Matthew Morgan | Technology Aide |
| 20. Christopher Vonasek | Technology Aide |
| 21. Rebecca McKiernan | Summer School Volunteer |
| 22. Josh Tomsik | Summer School Volunteer |

E. Pool:

- | | |
|------------------------|-----------------------|
| 1. Alesha Coleman | Lifeguard, Instructor |
| 2. Megan Cornelius | Lifeguard |
| 3. Bryan Crocker | Lifeguard |
| 4. Megan Cruise | Lifeguard, Instructor |
| 5. Genevieve Handloser | Lifeguard |
| 6. Bethany Howard | Lifeguard |
| 7. Jacob Nielson | Lifeguard, Instructor |
| 8. Rachael Merrill | Lifeguard, Instructor |
| 9. Alden Williams | Lifeguard |

4 – Travel/Field Trips

- A. Terry Garvin and eight students to a retreat for the Executive Officers of PHS Associated Student Body, August 13-15, 2004 in Lincoln City, Oregon (*staying in a private residence*).

5 – Approve Board Reorganization Decisions & Designations for Fiscal Year 2004/2005

- a. Designate Chief Administrative Office – Pete Tuana
- b. Designate Deputy Clerk/Business Manager – Darin Davidson
- c. Designate Custodian of Funds – Pete Tuana
- d. Designate Budget Officer – Darin Davidson
- e. Designate Signatories of District Checks (2 of 3 signatures required) – Pete Tuana, Darin Davidson and Carmen Martin
- f. Designate Auditor – Koontz & Perdue
- g. Designate Insurance Agent of Record – Cramer & Giles Insurance
- h. Designate District Legal Counsel - Scott Fewel
- i. Designate Depositories for School Funds - Citizens Bank, Wells Fargo, Local Government Investment Pool
- j. Designate Confidential Employees – Darin Davidson, Stacy Dalke, Janet Skaugset, Lori Sleeman and Lisa Watkins
- k. Designate Supervisory Employees – Tom Ries, Kenton Smith, Jennifer Mellein
- l. Authorize Superintendent to Apply for Grant Funds

Jodi Nelson made a motion to approve the Consent agenda, with the amendment to Board Reorganization for 2004-05, E5E – Rose Cook - to be a third signatory for checks should Tuana or Davidson not be available. Rick Wells seconded the motion. **VOTE: MOTION CARRIED UNANIMOUSLY (5-0).**

F. OTHER ACTION ITEMS

- 1. **Surplus Kiln-Proceeds to Purchase Potter’s Wheel:** The PHS art dept won a kiln after participating in the Oregon Art Education Association *Youth Art Month*. PHS already has a kiln and would like to declare this kiln as surplus property, using the proceeds to purchase a potter’s wheel. Betsy Anderson made a motion to declare the kiln as surplus with proceeds to be spent on a new potter’s wheel. Rose Cook seconded the motion. **VOTE: MOTION CARRIED UNANIMOUSLY (5-0).**
- 2. **Board Policy #2220 – District Administration – Duties of the Superintendent:** After a review of the current policy and sample policies provided by OSBA, a combined policy is being presented for approval. Rose Cook made a motion to approve Board Policy #2220 as updated. Betsy Anderson seconded the motion. **VOTE: MOTION CARRIED UNANIMOUSLY (5-0).**
- 3. **Rate Increase for First Student Bus Contract:** First Student, Inc. prepared documentation for a 1.6% increase for the coming year. This was within accepted guidelines. Betsy Anderson made a motion to accept the proposal submitted by First Student for a 1.6% increase for 2004-05. Rose Cook seconded the motion. **VOTE: MOTION CARRIED UNANIMOUSLY (5-0).**
- 4. **Set Pay-to-Play Athletic Fee:** As proposed during discussions for the 2004-05 budget (district contribution and pay-to-play combined) a suggested fee is \$200 per sport for PHS athletes and \$75 for PMS athletes. PMS will only be sponsoring track. PYAC would offer football, volleyball and basketball. Rose Cook made a motion to set the pay-to-play fee for 2004-05 at \$200 per sport at PHS and \$75 for track at PMS. Rick Wells seconded the motion. **VOTE: MOTION CARRIED UNANIMOUSLY (5-0).**

G. DISCUSSION ITEMS

- 1. **Transfer of Ownership KVCS:** Mrs. Martin met with Mark Hazelton (KVCS) and discussions are ongoing about KVCS purchasing the building. A possible “fixed District cost” rate was discussed regarding costs the District would bill KVCS for. If KVCS elects to pay a District fixed rate, the school is rewarded when more students enroll, i.e. KVCS gets 100% of the money from the State and pays DO a fixed amount.
- 2. **Board Policy #6600 – High School Graduation Requirements:** Mr. Thompson provided the Board with figures regarding the class of 2004 and 2005 and how many students had passed various components toward earning a CIM. The proposed change to the Graduation policy includes passing 8 of the 14 possible

assessments, within 5 different areas, in order to graduate. Assessments are performance based, thus driving the reform system for the last ten years in Oregon. The PHS Site Council has been studying this issue closely. The proposed new requirements would begin in 2006. Hopefully, requiring students to pass more pieces towards a CIM would be added in future years. *To be included as an Action item in August.*

3. **Board Requests:** none presented.

The meeting was adjourned at 9:15 p.m.

Board Chair

Superintendent

Date

board/minutes/regular session 061704 jws