

**TILLAMOOK SCHOOL DISTRICT NO. 9
BOARD OF DIRECTORS
REGULAR BOARD MEETING**

2016-17-2

District Administration Office

September 12, 2016

BOARD MEMBERS:

 X Stephanie Hurliman
 X Eva Manderson
 X Michelle Gordon
 X Dave Hollandsworth
 X Kris Lachenmeier

ADMINISTRATION:

 X Randy Schild, Superintendent
 X Shannon Farrier, Finance Director

MINUTES

Staff Present: Marla Hawley, Jennifer Guarcello, Donna Minard, Rachel Sip, Jill Ingram, Karen Thenell, Melissa Radcliffe, JP Richards, Kathy Forbes, Marcine Jenck, Bruce Rhodes, Brian Reynolds
Guests Present: Daisy Mendez (ASB)

The September 12, 2016, board meeting was called to order at 5:30 p.m. by Stephanie Hurliman. The meeting opened with the Pledge of Allegiance. The agenda was accepted as presented. There were no Comments from the Audience on Non-Agenda Items.

SPECIAL REPORTS

Superintendent's Report

- Start of the Year Review. The start of school was as smooth as we could have hoped for. Transportation is up and running.
- Student count – 2139, which is 50 students more than last year. There is only one classroom with more than 30 students. There are 150 kinder students, which is just on the edge of needing 6 teachers. The second grade class is the largest in 10 years, with 199 students. The two largest classes are 2nd/3rd grade. East has 500 students.
- Chalkboard Grant. This will assist in looking at equity needs, then will lead us through a process. It starts with a planning grant that could lead to implementation grant.
- ACE's work. There will be several training days for staff. The training is about how we deal with all students.
- Board Retreat, September 14, will be for BoardDocs training.

Finance Report

Shannon gave the financial report ending August 31, 2016. July and August are typically very quiet financially. Reports were provided in the board packet and opportunity was provided for questions. Currently, the HRA usage is about 4%. There is not an annual number yet, because the year isn't over. It is expected to be closer to 10%.

Board Member Reports

Board members participated in the all-staff opening session, which was an inspirational and student-centered message, TRHS student celebration, Ultimook Race, NWRESD opening inservice, fall sports and school visits.

Daisy Mendez, ASB, reported the Freshman first day went well. Fall sports have started. Students are looking forward to a good year.

Association Reports

OSEA – Things are going well for classified staff. The opening session was really good; staff are looking forward to hearing more at the October inservice.

TEA – The opening meeting was good. There are a few MOA's being worked on. It has been a fairly smooth start to the year.

ACTION ITEMS

Consent Agenda

MOTION (09/17-1) by Michelle Gordon, seconded by Dave Hollandsworth that the Board of Directors approve the Consent Agenda as presented including the minutes from the August 8, 2016, Board Meeting; Gifts to the District including \$3000 to South Prairie to purchase a school-wide Reflex Math subscription from Oscar and Janet Sander, a desk valued at \$100 to Wilson River School from Christiania Jeffries, a \$100 memorial gift to the THS music department from Thomas Gienger, and books/clothing/BluRay player from Marcine Jenck to THS and TJHS, valued at approximately \$1240; Personnel Actions including approving the retirement of Ron Reynolds, Liberty custodian, from PERS 10/1/16 and the district 6/9/17; accept the resignations of Becqua Harp, SP Title I EA, effective 8/3/16, Angela Jordan, SP EA, effective 8/8/16, Luisa Hernandez, East EA, effective 8/12/16, Sandy Rolston, THS food service helper, effective 8/18/16, Yolanda Christie, SP Title I EA, effective 9/1/16, and Lancia Williams, SP SpEd EA, Krystal Norberg, SP Title I EA, Heather Grimes, Liberty SpEd EA, all effective 8/27/16, and Barbara Ward, East library aide, effective 9/9/16, and approve hiring Sandy Grasty, School Psychologist, effective 9/26/16, Linda Anderson, THS food service helper, effective 8/6/16, Martin Ripley, THS custodian, effective 8/17/16, Colin Walker, THS SpEd EA, Hadasa Garcia, TJHS EA, Vanessa Cham, SP EA, Jaclyn Percy, SP Title I EA, and Mary Grothe, Liberty SpEd EA, all effective 8/26/16, Maggie Allen SP Title I EA, and Ruby Rosas, East EA, both effective 9/6/16, and Roger Perkins, Mechanic, effective 9/22/16, and 2016/17 extra duty coaching contracts for Ryan Lewis, TJHS asst football, Tabitha Shipman and Kim Norberg, both TJHS assistant volleyball, Humberto Maciel, THS asst girls soccer, and David Nuzum, THS asst boys soccer; revise or adopt policies in Section A/B, Board Governance and Operations, and Policy DLBA/DLBA-AR, Emergency Advance Salary Payments, as presented for a first reading at the August 8, 2016, board meeting; and approve the 2016/17 Out of District transfer request(s) for A./H. Alexander, S./T. Amos, M./Z. Brown, E. Chase, R. Huerta, A./K./Q. Lopes, T. McAmis, S. McColly, and R. Thompson from NKN or NVSD to TSD9, and C. Socia from TSD9 to NKN or NVSD; and declare as surplus curriculum that is no longer used. Carried.

Financial Resolution FY 17-101, Appropriation and Approval of Shortfall in Anticipated Revenue / Budget Revision

An error was discovered on the 2016-2017 Budget after it was approved and adopted by the Board on Resolution FY 16-105. Inter-fund Transfer revenue under the General Fund was over stated by \$50,000. Total transfers between funds have to balance. In this case the transfer-out from Fund 601 Group HRA was budgeted at \$155,000 and the offsetting transfer-in to the GF was budgeted at \$205,000. In order to bring the budgeted transfers into balance, the Board needs to approve the decreased revenue in the General Fund.

MOTION (09/17-2) by Dave Hollandsworth, seconded by Eva Manderson that the Board of Directors adopt Financial Resolution FY 17-101 to allow the District to approve the \$50,000 Inter-fund Transfer revenue decrease / budget revision for Fund 100. Carried.

Financial Resolution FY 17-102, Approval of Intent to Award Contracts for Liberty Elementary School Gymnasium Seismic Rehabilitation

In accordance with State Law, Tillamook School District No. 9, uses and incorporates the Oregon Attorney General's Model Public Contract Rules Chapter 137, Division 46 through 49. These rules govern purchasing procedures and other matters subject to public contracting provisions of law. Oregon Local Budget Law provides that a contracting agency shall award a public contract for goods or services by competitive sealed bidding under ORS 279B.055 or competitive sealed proposals under ORS 279B.060. The District shall procure the Architect/Engineer services in accordance with model rules adopted under ORS 279A.065.

On August 24, 2016, at 1:00 p.m. local time, the District opened competitive bid proposals from Architect/Engineering Contractors for the Liberty Elementary School Gymnasium Seismic Rehabilitation Project. The following companies submitted bids: Bradford Consulting Engineers, Inc. (Lake Oswego, Oregon), and ZCS Engineering, Inc. (Oregon City, Oregon). Each member of the evaluation committee (Superintendent, Finance Director and Maintenance Supervisor) ranked each firm in eight different weighted categories. After careful evaluation and reference checks, the committee approved ZCS Engineering as the successful bidder for this project. Their submitted proposal is \$139,800. The next step is an RFP for the General Contractor.

MOTION (09/17-3) by Eva Manderson, seconded by Kris Lachenmeier that the Board of Directors approve and award the Architect/Engineering Contract to ZCS Engineering of Oregon City, Oregon for the Liberty Elementary School Gymnasium Seismic Rehabilitation.

Revise Policy KBA-AR, Public Records

Tillamook School District occasionally receives requests for information from outside entities or private parties. Although the current policy sets forth a framework for providing the information, it does not clearly outline the costs or methods the district will use for processing such requests. After discussing the current policy and practice, draft policy revisions were made and presented to the Board. The revisions more clearly outline what the district requires prior to providing information. Discussion was held on the following: types of requests, records, cost/charges.

DISCUSSION / INFORMATION ITEMS

- Grants / Foundation Update. OYCC and NFWF summer crews did well. These are great opportunities for students. Tools for School distributed 500 backpacks. Russell Smith, Elks, does a great job of heading up this program. Outdoor School is next week.
- Special Ed Updates. There are 3 new teachers that are attending school to become Sp Ed endorsed. Stop in and encourage them!
- OSS Updates. October 14 inservice plans are being finalized. Community members/partners will be invited to hear speakers. Cassie extended an invitation to the EL back to school night (October 6, 6 p.m., East School.
- Board Retreat – September 14, 2016. 5:30 (BoardDocs Training)
- OSBA Fall Regional Meetings – Sept 15 - Seaside or Sept 20 - NWRESA.
- Budget Committee Vacancy will be advertised.

STAFF/STUDENT CELEBRATIONS

The principals shared many exciting things that are happening in the schools!

The board meeting adjourned at 6:10 p.m.