

# NORTH SANTIAM SCHOOL DISTRICT 29J

**Regular Session - 7:00 PM**

**AGENDA - EXPLANATION  
Thursday, February 19, 2015  
Stayton Middle School**

The North Santiam School District's Board of Directors will meet in Regular Session on February 19, 2015 at 7:00 pm at Stayton Middle School in the cafeteria located at 1021 Shaff Road in Stayton. All agendas, agenda explanations, and board packets are available to the public online at:

<https://v3.boardbook.org/Public/PublicHome.aspx?ak=1000581>.

## 1. **REGULAR SESSION-CALL TO ORDER, ROLL CALL, PLEDGE-7:00 PM**

*The Board would like to welcome you to the Regular Session of the North Santiam School District's Board of Directors. This is an open meeting of the Board and the public is allowed to be present to observe. On tonight's agenda is a place for public participation. Anyone in attendance, who wishes to address the Board regarding an issue that is not on the agenda, must fill out a public participation card, that is available at the door, and give it to the Board Secretary, Mary Richards.*

## 2. **ADDED/DELETED AGENDA ITEMS**

Anything added to, or deleted from, the agenda after its initial posting will be listed below:

### **Added Agenda Items:**

Goal Sub-Committee Report

### **New Attachments:**

Additional Leadership Team Reports

Goal Measures

Calendar Drafts #1 and #2

Collaboration Grant Newsletter for February

Professional Development Information

## 3. **APPROVAL OF THE AGENDA** **MOTION-APPROVAL OF THE AGENDA**

**I move the Board approve the agenda as presented (or as modified).**

**By:**

**Second:**

**Vote:**

## 4. **SPOTLIGHT**

### 4. 1. **Stayton Middle School: Principal, Mike Proctor**

Mike will give the Board information on his building goals, behavior and academic achievement during the Spotlight.

### 4. 2. **Board Student Achievement Awards: Mike Proctor & Laura Wipper**

The National Honor Society continues as a standard at Stayton High School. Last year Stayton Middle School started recognizing students for their strong leadership, citizenship, character, scholarship, and service to the community through the National Junior Honor Society (NJHS). Advisors include Lisa Glavey, Joe Usselman, and Matt Olson.

New students accepted into the NJHS were inducted during a ceremony in January. Members who will be getting NJHS pins from the Board include: Riley Carlson, Abigail Ross, Megan Benson, Cody Miller, Brior Cates, Emma Storey, Mason Riedman, Finn Baxter, Samantha Szmyd, Lisel Rutherford, Cailyn Riordan, Noah Oliver, Samantha Matland, Emily Smith, and Rose Claassen.

## 5. **PUBLIC PARTICIPATION**

*The Board welcomes public comments on topics and concerns that affect the education of students. When stating an opinion before the Board, a statement of facts on which the opinion is based is particularly helpful. The Board is also interested in your comments for viable solutions and ways of involving others who would be affected by the offered solutions. Due to confidentiality and liability issues the Board cannot hear complaints against staff in an open session. A copy of the policy and procedures on how to file a complaint is available at the back of the room, at any school office, from the board secretary, or from the North Santiam School District website. If there is anyone in attendance at this time, who has filled out a public participation card and wishes to address the Board, please step forward and state your name and address.*

## 6. **COMMUNICATION**

### 6. 1. **Superintendent Report and Bond Update: Andy Gardner**

Andy will give the Board a general district-wide report and an update on bond activities. Quarterly Reports from Leadership Team members are available on the BoardBook website. Collaboration newsletters and professional development information for 2014-15 is also attached.

### 6. 2. **Financial Report: Jane Nofziger**

Financial reports on the general fund as well as the bond are attached for the Board's information.

### 6. 3. **City Council Liaisons:**

This item is on the agenda to allow representatives of area city councils in the District an opportunity to share information on upcoming city projects, grants, or community events that the school district or board members might participate in, or need information about.

Sublimity City Council, Jim Kingsbury (New)-

Stayton City Council, Jennifer Niegel-

Lyons City Council, Steven Baldwin-

### 6. 4. **Community Engagement Report: Tass Morrison**

The CE Committee met on February 5, 2015. Their Discussion included information on the Common Core Forums, upcoming Bond Tours, Gym and Field Names, Communications, E-CIP Compliance, and the TELL Survey.

### 6. 5. **Goal Sub-Committee Report: Laura Wipper**

Members of the Goal Sub-Committee include Laura Wipper, Mike Wagner, and David Kinney. Laura will give the Board a report on their progress.

## 7. **CONSENT AGENDA ITEMS**

### 7. 1. **Approval of Minutes: Mary Richards**

Mary has prepared the minutes from the last board meeting. They are attached for review by board members prior to approval.

- January 15, 2015-Special/Regular Session Minutes

### 7. 2. **Approval of Policy Adoptions/Revisions: Mary Richards**

The following policies were included in the board packet last month for review. The description of the revisions include changes that were made to the policy and the administrative rule. Only the policies need to be approved by the Board.

#### GBK/JFCG/KGC; JFCG/KGC/GBK; and KGC/GBK/JFCG-Tobacco Free Environment

One additional line has been added to the Tobacco Free Environment policy, which is shown in blue font. Only one of the duplicate policies is included in the board packet, however the Board will need to approve all three duplicates.

#### EBB-Pest Management

Allows the Pest Management Coordinator to be a designee of the Facilities Manager and records requirements that include a copy of the Safety Data Sheet. Legal references were also revised.

#### EEA-Transportation Services

Adds field trips as part of the policy on transportation services and states that the services are based on the regularly scheduled year and during the regular school day and during student activities as determined by the Board. It also provides the use of Type 10 buses to be used as needs and the requirements for safety as established by the Oregon Department of Transportation under the law. Other notations, which are already being complied with is staff training on emergency procedures and the district's compliance with all state and federal laws and regulations pertaining to school bus transportation.

#### EFAA Nutrition and Reimbursable Meals

Removes reference to free milk and snack programs since the District does not support these programs (usually used when districts do not have a meal program). Identifies schools in the District where meals are served. Uses the words "competitive foods" instead of just foods with minimal nutritional value for other items that might be sold at other times of the day or in vending machines, and also removes the requirement that vending machines cannot be located in the cafeteria area or where meals or served. Adds the requirement that meal charge requirements and limitations be put in the yearly handbook, and references the Healthy, Hunger-Free Kids Act of 2010.

#### IIBGA-Electronic Communications System

Adds the requirement that the Superintendent establishes administrative regulation for the use by staff of their own personal electronic devices to download and store district proprietary information. Provides separate permission slips for staff and outside users of the District servers. Provides for the notification to users of the consequences of

copyright infringement activities.

7. 3. **Licensed Personnel: Teri Butler**

There is no licensed report this month.

7. 4. **Approval of the Consent Agenda:**

**MOTION-APPROVAL OF THE CONSENT AGENDA**

**I move the Board approve the Consent Agenda as presented, including: 7.1 the minutes from the January 15, 2015-Special/Regular Session; and 7.2 Policy revisions to Tobacco Free Environment (GBK/JFCG/KGC, JFCG/KGC/GBK, and KGC/GBK/JFCG), EBB-Pest Management, EFAA-Nutrition & Food Services, EEA-Transportation, and IIBGA-Electronic Communication System.**

**By:**

**Second:**

**Vote:**

8. **NEW BUSINESS**

8. 1. **Review of Policy Revisions: Andy Gardner/Mary Richards**

The attached policy revisions were required by law or highly recommended by OSBA. They include the following:

KG & AR-Facilities Use (Buildings and Grounds) with Forms

Facilities forms have been updated with the prior input of a committee. A deposit fee as well as a cancellation fee have been added as well as information on the use of the auditorium and pro-turf fields. Many of the areas in red font were written in some format prior, but the revision allowed for the deletion of information that was repetitive as well as moving information under separate headings. There are several forms connected to this policy.

IGBA & AR-Students with Disabilities-Child Identification Procedures

This is a policy re-adoption.

JECB & AR- Inter-District Transfers & Form

Inter-District transfer rules are constantly changing and these policy revisions delete some of the things that can no longer be taken into consideration with regards to transfer requests. A simplified one page transfer form has been prepared based on a Cascade School District model.

GBNA & AR-Staff Harassment & Complaint Form and JFCF & AR-Student Harassment & Complaint Form

Harassment policy must now be separated for staff and students. The time lines and basic principles have not changed since the last approved revision.

8. 2. **Review of Draft School Calendars: Andy Gardner**

Mary Richards met with the Calendar Committee regarding draft calendars for 2015-16 and 2016-17. They asked that additional options be presented that include 6-week grading periods, instead of 9-week. Mary will prepare these and post the additional 6-week options before the board meeting.

The draft calendars with 9-week grading periods are attached. The Report Card

Committee will give input into the final recommendation. Staff have seen the beginning, end, and holiday (break) format, which will not change based on either the 9-week or 6-week grading periods chosen.

8. 3. **2013-14 Audit: Jane Nofziger**

A copy of the audit was sent out to all board members. A copy of the summary is attached as part of the board packet. Jane will be on hand to answer any questions that board members may have.

9. **INFORMATION ONLY**

9. 1. **Enrollment:**

Enrollment climbed slightly with the total student count at 2,332.

9. 2. **Upcoming Events and Board Activities:**

The Board Calendar is attached for the Board's convenience. Community wide events, high school athletics, and district-wide information can be found on the following websites:

[www.staytonevents.com](http://www.staytonevents.com)

<http://staytonathletics.org/>

<http://nsantiam.orvsd.org/combined-calendar>

Board Meetings

March 5, 2015 Special/Executive Session at 6 pm at the DO

March 19, 2015 Special/Regular Session at ML at 6:00 pm

Common Core Forums- 7:00 pm

February 26th at SHS in the Auditorium

Bond Tour/Literacy Night-5:00 pm

February 26th at SES in the Multi-Purpose Room

9. 3. **Future Agenda Items:**

A list of future agenda items is attached as part of the board packet. Board members may request that additional items be posted to this list.

9. 4. **Field Trip Requests:**

Attached is a list of field trip requests received for the month of February (as of Feb 13, 2015).

9. 5. **Donations & Gifts:**

Terry Fletchall donated a metal Eagle for the wall at Stayton High School (Value \$500).

10. **BOARD ANNOUNCEMENTS**

10. 1. **Board Elections: Tass Morrison**

Any board member whose term is ending and who doesn't plan to re-run for office should let Tass Morrison and Andy Gardner know as soon as possible. Elections contact information and forms regarding the upcoming May elections can be found at:

<http://www.co.marion.or.us/CO/elections/may192015DistrictElectionMainPage.htm>

Marion County Elections Office

555 Court St NE, Suite 2130  
Salem OR 97309  
503-588-5041

11. **ADJOURN**

Time:

EQUAL OPPORTUNITY EMPLOYER

*Equal employment opportunity and treatment shall be practiced by the North Santiam School District regardless of race, color, national origin, religion, sex, age, marital status, and disability if the employee, with or without reasonable accommodation, is able to perform the essential functions of the position. This meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours prior to the meeting. If you require special accommodations, please contact Mary Richards at the North Santiam School District Office at 503-769-4928.*