

# NORTH SANTIAM SCHOOL DISTRICT 29J

**Regular Session - 6:00 PM**

**AGENDA - EXPLANATION  
Thursday, June 15, 2017  
District Office**

The North Santiam School District Board of Directors will meet in Regular Session on June 15, 2017 at 6:00 pm in the Santiam Meeting Room located on the District Office site at 1155 N 3rd Avenue in Stayton. Access to the agenda, agenda explanation, and board packet can be located on the District website at [www.nasantiam.k12.or.us](http://www.nasantiam.k12.or.us) > School Board.

**1. CALL REGULAR SESSION TO ORDER, ROLL CALL, PLEDGE**

*We 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 comment. Anyone in attendance, that isn't on the agenda and wishes to address the Board during this meeting must fill out a public participation card that is available at the door and give it to the Board's Executive Assistant.*

Board Roll Call: Laura Wipper, Garrett Trott, Tass Morrison, Evan Smith, Tod Nau, Mike Wagner and Dave Kinney

Pledge of Allegiance: Laura Wipper

**2. ADDED/DELETED AGENDA ITEMS**

Any changes to the board packet after posting on June 9, 2017 will be noted below:

Added/Deleted Agenda Items-

- 
- Added or Revised Attachments to Board Packet-
- Policies BC/BCA, BCB, EFA
- Field Trip Report
- 

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

*Motion that the Board approves the agenda as modified.*

**Motion Made By:**

**Seconded By:**

**Vote:**

**4. SPOTLIGHT**

This time is set aside for special presentations that are not recurring agenda items.

Prior to the presentation of the awards, Maggie Hudson from Santiam Memorial Hospital will

Speak briefly about the new Services Integration Team that is being formed and the hospital's commitment to support it.

4. 1. **Board Awards: Laura Wipper & Tass Morrison**

The following individuals or organizations have been selected to receive Community Partnership Board Awards by the Community Engagement Committee:

**Cascade View Church**- for supporting the District's families in need

**A & W** - for providing free products to be used for student rewards and sponsoring numerous sports teams and clubs

**Jim Huddleston** - for his work on the SHS football turf field

**Dave Kinney** will also be acknowledged by the Board for his 23 years of service on the Stayton Elementary and North Santiam School District school boards.

5. **RECESS FOR REFRESHMENTS**

The board will take a brief recess for refreshments to celebrate the Board Award recipients

6. **PUBLIC COMMENT**

*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 are available at the back of the room, at any school office, from the Board's Executive Assistant, 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.*

7. **STUDENT BUSINESS**

7. 1. **Request to establish a Travel Club at Stayton High School: Alan Kirby**

8. **COMMUNICATION**

8. 1. **Superintendent's Report: Andy Gardner**

Andy will give the Board an oral report on the District and legislative issues affecting education.

8. 2. **Business Director's Report: Jane Nofziger**

Jane will be in attendance to answer any questions on the financial report for May. In addition, she will presenting a request to the Board to increase student meal prices by \$.10 in the 2017-2018 school year.

The United States Department of Agriculture (USDA) requires all local education agencies (LEA) to calculate their weighted average paid lunch price using the Paid Lunch Equity (PLE) Tool. If the weighted average paid lunch price for 2017-18 is at least \$2.52, then no further action is required. All LEAs must keep a copy of their PLE calculations (either electronic or paper) on file. Ensuring that all LEAs have made this calculation will be part of administrative reviews conducted by ODE. If the weighted average paid lunch price is less than \$2.52, then there are three options to meet the PLE requirement:

- Increase the price charged for paid lunches by a maximum of .10 cents. ~ this is the option we are using.
- Contribute non-Federal funds to the food service account.

Current Meal Prices: Lunch: K-5: \$1.95, 6-8: \$2.10, 9-12: \$2.40

Proposed 2017-2018 Meal Prices: K-5: \$2.05, 6-8: \$2.20, 9-12: \$2.50

**MOTION-MEAL PRICE INCREASE**

*Motion that the Board approves a student meal price increase of \$.10 for the 2017-2018 school year.*

**Motion Made By:**

**Seconded By:**

**Vote:**

**8. 3. Principal's Report: Alan Kirby**

SHS Principal, Alan Kirby, will present a report on the challenges boys face in school and any end-of-year data that is available at that time.

**8. 4. Community Engagement Report: Tass Morrison**

There are no meeting minutes to review as a result of the June meeting being cancelled.

**8. 5. City Council Liaisons: Laura Wipper**

This item is on the agenda to allow representatives of city councils within the District's boundary 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-

Stayton City Council, Jennifer Niegel-

Lyons City Council, Mike Wagner-

**9. CONSENT AGENDA ITEMS**

In order to make more efficient use of meeting time, items that are routine in nature are placed on the Consent Agenda when no debate is anticipated. Any item placed on the Consent Agenda may be removed at the request of any Board member prior to the time a vote is taken. All remaining items of the Consent Agenda are then disposed of in a single motion.

**9. 1. Approval of Minutes: Tonia Whisman**

The minutes from the May Board Meeting have been attached for Board review and approval.

- May 18, 2017-Regular Session Minutes

**9. 2. Licensed Report: Teri Butler**

Teri has prepared a list with changes to licensed staff since the last Regular Session.

New Hires (Board Action Required) :

Haley Davis-SES

Kristi Flemming - SES

Danielle Ackerman

Resignations (for information only):

Katrina Womack - SUB  
Amy Donaldson- SES  
Richard Smithson - SHS

9. 3. **Policy Revisions: Tonia Whisman**

Board Policy sections AB, D, E and F have been reviewed and revised by the assigned committee and were submitted for Board review in the April and May board packets. They are now ready for final approval by the Board. Due to the size of the files, the policy sections have been included in the "Extras" section of the Board Packet.

Policies BC/BCA and BCB have been revised slightly since the previous postings to allow for the Board to skip the July meeting and perform organizational tasks in June. These policies have been attached to the Board packet separately.

In addition, a post-edited version of policy EFA-Local Wellness Program has been attached. The zip file containing all policies in section E currently shows EFA as "On Hold" but this particular policy must be approved prior to June 30, 2017. Policies EFA-AR, EFAA and EFAA-AR continue to be on hold until the final policy review meeting on July 6th.

For reference, the Student Wellness Handbook has been included in the Extra's section of the Board Packet. It was created by OSBA to help educate school boards regarding best practices for Wellness Programs.

9. 4. **Action on Consent Agenda:**

**MOTION-APPROVAL OF THE CONSENT AGENDA**

*Motion that the Board approve the Consent Agenda including; 9.1-Minutes from the May 18, 2017 Regular Session; 9.2 New hires - Haley Davis, Kristi Flemming & Danielle Ackerman and 9.3- Revised policy sections AB, D, E and F as presented, including revisions to BC/BCA and BCB as indicated.*

**Motion Made By:**

**Seconded By:**

**Vote:**

10. **ORGANIZATIONAL AGENDA ITEMS**

10. 1. **Designations and Authorizations**

The Board needs to approve the following designations and authorizations annually according to Oregon State statute:

- Chief Administrative Officer-Andy Gardner
- District Clerk-Andy Gardner
- Deputy Clerk-Jane Nofziger
- Legal Counsel-Garrett, Hemann, et al
- Official Auditors for School Year- Accuity, LLC
- Budget Officer-Andy Gardner
- Custodian of Funds-Jane Nofziger
- Depositor(ies) for School Funds-LGIP, US Bank - **District will be going out for a RFP this summer**

- Facsimile Signatures-Andy Gardner, David Bolin and Jane Nofziger
- Inter-Fund Borrowing Within Fiscal Year

**10. 2. Grant and Consolidated Sub-Grant Authorization:**

The Board needs to approve the following authorizations annually according to Oregon State statute.

These grants include the following but are not limited to:

- Title Grant Applications
- NCLB/eCIP Consolidated Grant Applications
- ESEA Grant Applications
- All State and Federal Grant Applications
- All Non-Profit Grant Applications

**10. 3. 2017-2018 Board Meeting Calendar**

A revised format for the Board Calendar has been attached. It includes only the date, location and time of the meetings. Since the Regular Session start time has been moved to 6:00, most topics or agenda items requiring a Special Session previously will simply be included at the end of a Regular Session meeting.

**10. 4. Action on Organizational Agenda**

**MOTION TO APPROVE ORGANIZATIONAL AGENDA ITEMS**

*Motion that the Board approves Organizational Agenda Items; 9.1-Designations and Authorizations, 9.2-Grant and Consolidated Sub-Grant Authorizations and 9.3-2017-2018 Board Meeting Calendar*

**Motion Made By:**

**Seconded By:**

**Vote:**

**11. NEW BUSINESS**

**11. 1. Approval of 2017-2018 Budget: Jane Nofziger**

Jane will be reviewing the budget information and motions during the Budget Hearing. The resolutions will be attached below as part of the board packet.

**MOTION-APPROVAL OF THE 2017-18 BUDGET**

*Motion that the Board approves Resolutions No. 061517A- Adopting the 2017-2018 Budget in the amount of \$36,899,916; No. 061517B- Making Appropriations; No. 061517C-Imposing the Tax and No. 061517D- Categorizing the Tax*

**Motion Made By:**

**Seconded By:**

**Vote:**

*Motion that the Board approves GASB 54 Resolution No 061517E for 2016-2017 Ending Fund Balances and Revenues for Specific Uses.*

**Motion Made By:**

**Seconded By:**

**Vote:**

**11. 2. Approval of Resolution Numbers 061517A-061517D: Jane Nofziger**

Each year the Board must pass a resolution regarding the ending fund balance and reserves. All information and attachments have been included. Policy DBDB-Budget Fund Balances has been included for reference.

**Motion Made By:**

**Seconded By:**

**Vote:**

**11. 3. Swearing In New/Re-elected Board Members**

"I, \_\_\_\_\_, do solemnly swear (or affirm) that I will support the Constitution of the United States, the constitution and the laws of the state of Oregon, and the policies of North Santiam School District. During my term, beginning on July 1, 2017, I will faithfully and impartially discharge the responsibilities of the office to the best of my ability."

**11. 4. Nominations for Board Chair & Vice-Chair**

Each year, a new Board Chair and Vice-Chair must be elected. The same Board member may be elected as Board Chair for no more than two successive years without a motion stating that individual continue on for additional time. There will be discussion regarding the best practice to elect the new Chair and Vice-Chair each year since there will be no July meetings.

**11. 4. 1. Board Chair Nominations/Vote**

**Current Board Chair declares that nominations are open for a new Board Chair for 2017-2018:**

Nomination: \_\_\_\_\_ By: \_\_\_\_\_

Nomination: \_\_\_\_\_ By: \_\_\_\_\_

Nomination: \_\_\_\_\_ By: \_\_\_\_\_

**Current Board Chair offers last call for nominations:**

**Upon hearing none, the Current Board Chair declares nominations closed.**

**Current Board Chair calls for each board member to cast one vote:**

All those in favor of nominee #1 -

All those in favor of nominee #2 - (if applicable)

All those in favor of nominee #3 - (if applicable)

(Assuming that one member has received a majority of the votes)

**Current Board Chair announces the New Board Chair and passes the gavel**

**11. 4. 2. Vice-Chair Nominations/Vote**

**New Board Chair declares that nominations are open for a new Board Vice-Chair for 2017-2018:**

Nomination: \_\_\_\_\_ By: \_\_\_\_\_

Nomination: \_\_\_\_\_ By: \_\_\_\_\_

Nomination: \_\_\_\_\_ By: \_\_\_\_\_

**New Board Chair offers last call for nominations:**

**Upon hearing none, New Board Chair declares nominations closed.**

**New Board Chair calls for each board member to cast one vote:**

- All those in favor of nominee #1 -
- All those in favor of nominee #2 - (if applicable)
- All those in favor of nominee #3 - (if applicable)

(Assuming that one member has received a majority of the votes)

**New Board Chair announces the New Board Vice-Chair**

**11. 5. Standing Board Sub-Committee Membership**

The Board needs to review the assignment of Board members to the Community Engagement Committee. Currently Tass Morrison and Garrett Trott are members, with Tass as the Committee Chairman. The Board Chair can choose to keep the current Board members on the Committee if they wish to continue or assign new members for 2017-2018.

**11. 6. NSSD Leadership Team Workshop**

The 2017 workshop will be held on Monday, August 14. The location is still being determined but will be within the local district service area. The Board needs to determine who will be presenting the Board's goals and putting together the presentation.

**12. INFORMATION ONLY**

**12. 1. Upcoming Board Events & Activities:**

Community wide events, high school athletics, and district-wide information can be found through the following website links:

- [www.staytonevents.com](http://www.staytonevents.com)
- <http://www.staytonathletics.com>
- [nsantiam.k12.or.us](http://nsantiam.k12.or.us)

Other upcoming board activities and events include:

July 14-16, 2017 Summer Board Conference  
Riverhouse Conference Center in Bend

July 29, 2017 SummerFest 9am-3pm  
Old Downtown Stayton

August 14, 2017 Leadership Team Goal Workshop 8 am-4:30 pm  
Location-TBA

**12. 2. Student Enrollment:**

Current enrollment, as of June 9th, is 2262. A list of enrollment at each school is shown

below:

Mari-Linn: 214  
Sublimity: 391  
SES: 436  
SIS: 227  
SMS: 352  
SHS: 642

12. 3. **Field Trip Report:**

A list of field trips taken and/or planned during the months of May-June, 2017 will be attached.

12. 4. **Future Agenda Items:**

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

13. **BOARD ANNOUNCEMENTS**

14. **ADJOURN**

Time:

**EQUAL OPPORTUNITY EMPLOYER**

*Equal employment opportunity and treatment shall be practiced by the North Santiam School District regardless of an individual's perceived or actual race, color, religion, sex, sexual orientation, national or ethnic origin, marital status, age, mental or physical disability or perceived disability, pregnancy, familial status, economic status, veterans' status, or of any other persons with whom the individual associates is able to perform the essential functions of the position, with or without reasonable accommodation. 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 Tonia Whisman at the North Santiam School District Office at 503-769-4928.*