Alsea School Board Meeting

Thursday, September 22, 2022 7:00 PM
Alsea School Library, 301 South 3rd Street, Alsea, OR 97324

1. **Call to Order**
2. **Flag Salute**
3. **Approval of the Agenda**
4. **Present Superintendent Search Calendar (OSBA, Vincent Adams)**

Alsea School District

Proposed 2022 Executive Search Calendar

DATE	BOARD	CONSULTANT
***Sep 22**	• Declare vacancy • Approve executive search process calendar *Regular public meeting*	• Facilitate board approval of search calendar
Sep 28 – Oct 19	Online survey available	• Facilitate staff and community input for new executive qualifications
***Oct 27 (Scheduled Meeting)**	• Discuss and adopt desired qualities and qualifications • Set dates, times and location of screening committee training • Identify potential screening committee members • Create salary range for posting *Regular public meeting*	• Present public input report to board • Facilitate conversation on screening committee and salary range
Oct 28 – Nov 2		• Develop professional recruiting electronic flyer • Develop notice of vacancy • Advertise position
Nov 3		• Begin accepting applications
Dec 15 (Scheduled Meeting)	• Select screening committee members *Regular public meeting*	
Nov 3 – Dec 29	Eight Weeks	• Receive applications • Recruit candidates respond to inquiries
Dec 29		• Applications close • Review all applicant submissions; prepare for screening
***Jan 5 (T.B.D.)**	• Attend screening committee training • Review list of candidates • Establish contract parameters *Special public meeting/executive session*	• Train screening committee on screening process, tools and timeline
Jan 6 - 11	• Screen applications and submit rankings	• Assist with ranking process as needed

***January 17 (hard date)**	• Select candidates to interview • Develop interview schedule • Develop interview questions • Establish contract parameters *Special public meeting/executive session*	• Present screening committee/board ranking results; facilitate board's selection of candidates to interview • Train board on interview procedures • Train board on proper internet & social media check protocols • Provide interview questions for review and facilitate consensus on interview questions
Jan 18 - 27	• Conduct internet & social media checks on upcoming interviewees	• Schedule initial interviews with candidates • Assist with internet & social media checks, as needed.
***Jan 28-31 (T.B.D.)**	• Debrief results from internet & social media checks • Conduct interviews • Select finalists *Special public meeting/executive session*	• Attend last interview and facilitate selection of finalists • Train board on conducting in-depth reference checks and site visits
Feb 1-14	• Conduct in-depth reference checks and site visits	• Schedule finalists' interviews • Assist with reference checking and site visits as needed
***Feb 15-16 (T.B.D.)**	• Hold finalists forum/"Day in the Community" • Debrief reference checks and site visit information • Conduct final interviews *Special public meeting/Executive session*	• Develop finalist forum schedule, if needed • Moderate community Q&A as needed • Attend final interview and facilitate consensus on "first choice" candidate
Feb 17-24	• Negotiate contract with "first choice" candidate	
Feb 27	• Vote to hire candidate/approve contract in open public meeting • Announce selection *Special/ (Regular) public meeting*	• Develop press release, if needed
Before July 1	• Create transition plan for new executive and board	• Meets with the new executive & board to create transition plan
July 1	• New executive begins	
After July 1	• COSA mentoring program provided to the new executive	Acts as a liaison between school district/executive and COSA as needed. OSBA provides part of the content for this mentoring program.

* Consultant is in attendance (may be virtually).

5. **District Recognition:**
    - **a. Learn at Home Oregon**
        - **i. Employee**
    - **b. Brick and Mortar**
        - **i. Student:**
        - **ii. Employee**
6. **Superintendent Report:**

    Sean Gallagher

    - **a. Superintendent Goals 2022 -2023**
    - **b. District Priority Projects**
    - **c. Legislative Roadshow**
    - **d. Celebrate National School Lunch Week**
    - **e. Bond Update: Sean Gallagher**
    - **f. Alsea Project Manager Update**

District Administration Office
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MEMO

Date: 9/12/2022

To: Board of Directors

From: Sean Gallagher – Acting Superintendent

Re: OSBA Legislative Roadshow

LBL ESD will be hosting the Benton, Lincoln, & Linn counties legislative roadshow on Monday October 17, 2022 @ The Greater Albany Public School District Office located at 718 SW 7th Ave, Albany Oregon. Dinner @ 5:45 PM, Meeting start at 6:00 PM

As a superintendent, I usually take two additional board members with me to these legislative meetings. It is a great time to converse with other board members from surrounding districts, hear from OSBA on upcoming legislative issues, and provide input to OSBA on legislative priorities. Please let me know if you would like to join so we can get you registered.

District Administration Office
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MEMO

Date: 9/22/2022

To: Board of Directors

From: Sean Gallagher – Acting Superintendent

Re: 2022-23 Superintendent Goals for approval

Student Achievement

Goal: The Alsea School District (ASD) superintendent in combination with LBL ESD will implement the Learn & Prepare, Engage & Assess, Develop & Plan, and Grant Application phases of the Oregon Department of Education (ODE) Aligning For Student Success (AFSS) project by the spring of 2023.

Objectives:

- Learn & Prepare:
  - This step includes time to become familiar with the new AFSS guidance that encompasses the following programs:
    - High School Success (HSS)
    - Student Investment Account (SIA)
    - Continuous Improvement Planning (CIP)
    - Career and Technical Education (CTE)
    - Every Day Matters (EDM)
    - Early Indicator Intervention Systems (EIIS)
- Engage & Assess:
  - Engaging the community in a comprehensive needs assessment
- Develop & Plan:
  - Gather data and use best practices research to create a plan that includes strategies, activities, and growth targets
- Grant Application
  - Submit plans for grant support that includes budgets

Communications Plan

Goal: The district will create a communications plan that is a working document by the end of the 2022-23 school year

Objectives:

- The district will create a communications plan team by the end of September 2022 led by the district Public Information Officer (PIO)
- The district will present a first draft to the Board of Directors during the November 2022 board meeting for initial approval
- The district will start to actively use the communications plan after the draft is approved
- The district will bring the final communications plan to the board for final approval during the January 2023 board meeting

Budget Development

Goal: The district will demonstrate budget accountability to the staff, students, and community by completing the outlined objectives below by March 2023

Objectives:

- Complete the ODE and Secretary of State financial audit by spring 2023
- Complete the LBL ESD 2021-22 payroll audit
- Create and approve a 2022-23 supplemental budget that more accurately reflects current expenditures by January 2023
- Build a 2023-24 budget by June 2023 that is balanced and is stable
- Completely implement requisition based purchasing procedures using Infinite Visions (IV) that includes checks and balances from direct supervisors, Business Manager, and Superintendent by the end of October 2022

CB Const, Inc

ALSEA SCHOOL DISTRICT - BOND PROJECTS

Subcontractor Contacts List

9/12/2022

Builders Exchanges / Plan Rooms Utilized:	
Eugene Builders Exchange	Multiple "hits", multiple trades, no contacts
Salem Builders Exchange	Multiple "hits", multiple trades, no contacts
Klammath Falls Builders Exchange	No Feedback provided
Contractors Plan Center, Portland	Multiple "hits", multiple trades, no contacts
FW Dodge, Portland	No Feedback provided

Division Name	Indicated Sub	"Other Vendors"						
Survey	Cole Surveying (have allowance for add'l staking	MSS	PBS (Portland)	Northstar	JD McGee	Quantum	Hunnemuller	
Special Inspections	FEI Testing (As needed)	Foundation Engineering	Atlas (Boise)					
Concrete	Standard Commercial - Albany	Guidos (Roseburg)	TGC	Pacific				
Structural Steel	CB Const, Inc							
Miscellaneous Steel	CB Const, Allowance for Railing, Connections, Etc.							
Rough Carpentry	Ramirez Construction (Labor), CB Const (Material) - Salem	TGC	Oregon United (Salem)	KB Contracting (Hubbard)	Xfactor	Eagle Mountain (Bend)		
Trusses	The Truss Co - Eugene	Oregon Truss (Dayton)	Relco (Harrisburg)	Willamette Valley (Independence)				
Casework	Dan Eveland Cabinets, CB Const - Walla Walla, WA	JS Perrott						
Siding	Mendoza (Labor), CB Const (Material) - Keizer	Skyline	RA Exteriors (Keizer)	Oregon United (Salem)	KB Contracting (Hubbard)			
Roofing, Flashing, Gutters	Umpqua - Eugene							
Insulation	Hard Core Contractors, CB Const - Hubbard	Home (Eugene)						
Doors, Frames, Hardware	Wood Crafters (Material), CB Const (Labor) - Salem							
Windows	Smith Glass - Albany							
Sectional Doors		Overhead Door Co	Applegate					
Finish Carpentry	CB Const, Inc							
Gypsum Board, Acoustical Tile	Hard Core Contractors - Hubbard	Tyndall (Coburg)						
Flooring	Rubensteins, CB Const - Eugene	FX Surfaces						
Painting	CB Const, Inc	Black Diamond (Hubbard)	Oregon Commercial	Western Partitions				
Signage	Allowance	(R3 Engraving)	(Beam Design)					
Specialties	CB Const, Inc, Allowance	(WH Cress)	(BMS)					
Plumbing	Twin Rivers, CB Const - Eugene							
HVAC	CJ Hansen - Salem	Hammerquist	Hunter-Davidson (Portland)	Apollo (Beaverton)	Charter	2S (Salem)	Northwest (Albany)	Corvallis Heating
Electrical, Fire Alarm	M&W Electric	Kunert (Roseburg)	Eckold	Northwest Supply				
Communications	Certified Systems - Junction City	EC Systems (Eugene)						
Fire Alarm & Detection System (ABOVE)	Certified Systems - Junction City	EC Systems (Eugene)						
Earthwork and Excavation	Hughes Excavation	Durbin						
Site Work	Standard Commercial - Albany	Guidos (Roseburg)	TGC					

Legend	General Location
	Corvallis
	Salem to Eugene
	Portland to Roseburg and beyond

Celebrate National School Lunch Week | Oct. 10-14, 2022



You're invited!

National School Lunch Week is Oct. 10-14.

In partnership with the Oregon Department of Education, we are inviting school board members and superintendents to eat with students and experience their local school lunches.

We could use your help.

Will you encourage your board to participate by making plans to have lunch with students that week? All they need to do before is reach out to your school nutrition staff and building administrators before their visit. Then they are encouraged to post to social media about their experience using the #NSLW22inOR hashtag and tag the ODE (@ORDeptEd) and OSBA (@OSBANews) Twitter handles.

More information can be found at the following link.

https://www.oregon.gov/ode/students-and-family/childnutrition/SNP/Pages/Oregon-School-Lunch-Week.aspx

District Administration Office
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MEMO

Date: 6/13/2022

To: Board of Directors

From: Sean Gallagher – Superintendent

Re: District Priorities for 2022-23

Board Development

- Board Policy Development
  - OSBA Policy Revision
- Efficient and Effective Board Meetings
  - OSBA Professional Development & Training
    - Regional
    - State Conferences
  - OSBA Board Chair Development & Training Network
- Guide, evaluate, and supervise the Superintendent
  - Restore Supt Evaluation Process

Superintendent

- School Improvement
  - Create a district Continuous Improvement Plan (CIP)
    - Aligning for Student Success (AFSS) – ODE
  - OSBA sponsored charter review
- Increase communications to Board of Directors, Staff, & Community
  - Board Weekly Notes
  - Regular attendance at staff meetings
  - Fireside Chats
  - Public Information Officer generated press releases
  - Implementation of BoardBooks

- Personnel
  - Restructure ASD Hierarchical Chart
  - HR Reset Project (COSA)
    - Salary schedule rebalancing & comparison analysis
    - Job Descriptions
    - Contracts
    - Leaves and accountabilities
  - Restore clear expectations for all HR related issues
    - Reauthor job descriptions
  - Hires:
    - Necessary positions with natural attrition of non-necessary positions
  - Restore Staff Evaluations Process in accordance with state law
  - Author Faculty Handbook – Nicole & Annastazia
    - Leaves
    - Processes
    - Expectations
    - Position classifications
    - Hiring process
  - Teacher Mentoring Program with LBL ESD
  - Training for substitutes and instructional aides – Annastazia & Nicole
  - Negotiations with Certified Union
- Budget
  - Restore a 10-15% cash carryover
    - Target = $1.8-2.0M
    - Current Cash Carryover = $1.3M
  - Restore checks and balances
  - Restore a sustainable budget
- Programs
  - Refocus district on priority programs that meet Division 22 Standards
  - AHS Accreditation Project
  - Oregon Records Management System (ORMS) Implementation
  - Conversion from SIS to Synergy
- Curriculum
  - Lead district in restoring curriculum cycles and curriculum that meets state standards and are effective tools for classroom instruction
    - ELA Textbook Adoption K-12
    - Math Textbook Adoption 7-12
- State/Federal Reports
  - Restore a system of gathering and reporting accurate data
  - Reassign appropriate personnel to be in charge of certain state reports that align with job descriptions
  - Aligning for Student Success project
- Charter
  - Revisit current charter, ensure that language in the charter clearly states expectations (OSBA)

- Facilities
  - Bond Project
    - Restore order and checks & balances in the process for the district and community
    - Ensure that the community garners the best value for their tax money
  - Seismic Application
- Superintendent Services
  - Assist the district in securing a new Superintendent that is a good match after my tenure
- Other

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MEMO

Date: 9/22/2022

To: Board of Directors

From: Sean Gallagher – Acting Superintendent

Re: 2022-23 District Goals for approval

Student Achievement

Goal: The Alsea School District (ASD) would like to see 100% of all graduating seniors for the 2022-23 school year to have an active, meaningful, reviewed, and updated graduation and career plan as a working document for the graduate to take with them by the time they graduate.

Objectives:

- All 2022-23 seniors create a graduation and career plan during advisory by the end of October 2022
- The 2022-23 senior grad plans are to be updated twice before graduation
- All grades 6-11 students are to create a graduation and career plan by the end of the 2022-23 school year to be updated annually
- All 2022-23 seniors will attend a career fair during the school year
- The district will start to design a senior project program during the 2022-23 school year to be implemented 2023-24 school year
- The district will provide an update on the progress towards meeting the student achievement goal during the December 2022 and March 2023 board meetings.

Communications Plan

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7. **Patron Comments**
8. **Board Comments**
   8a. OSBA Annual Conference November 11-13, 2022
9. **Approval of Minutes July 14, Sept 8, Sept 12**

Alsea School Board Meeting
Thursday, July 14, 2022 6:30 PM Pacific

Alsea School Library
301 South 3rd Street
Alsea, OR 97324

Risteen Follett:	Present
Deb Lindberg:	Present
Linda Montanez:	Present
Ryan VanLeuven:	Present
Robert Webb:	Present

Present: 5.

1. Work Session - OSBA Conference Debrief 6:30PM

2. Call to Order

3. Flag Salute

4. Approval of the Agenda

Approval of Agenda. This motion, made by Deb Lindberg and seconded by Risteen Follett, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0

5. Approval of Annual Organizational Resolution 2023-01

a. Elect Officers for the 2022-2023 School Year
    1. Board Chair
    2. Vice Chair
b. Swear in Newly Elected Officers, Sean Gallagher, Superintendent
c. Appoint members of standing committees

Bond Committee

a. Cheryl VanLeuven
b. Jamie Olsen
c. Richard Olsen
d. Keenan Elbers
e. Shirley Koetz
f. Tom Loveday
g. Ron Koetz
h. Tim France
i. Chris Furney

d. Approve personnel changes (ORS 332.075)
In Process Part of the HR Reset Project
e. Approve contracts for payment. (ORS 332.075(2-3)
In Process Part of the HR Reset Project

"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 _____

School District (ESD or Community College). During my term, I will faithfully and impartially discharge the responsibilities of the office to the best of my ability."

6. Administrative Reports and Information
   a. Comments from the Superintendent
      Presenter: Sean Gallagher
   b. HR Reset Update
      Presenter: Christina Parra and Sean Gallagher
   c. Staff Survey Data
      Presenter: Sean Gallagher, and Nicole Davis
   d. Office Relocation Plan
   e. Financial Report
      Presenter: LaRae Sullivan - LBLESD

   District Reports
   a. Eric Clendenin - K-12 Administrator
   b. Tim France – Online Administrator
   c. Cheryl Doe – SPED Administrator
   d. Carman Martin/Rich DuBord – Transportation Management.
   e. Keenan Elbers - Maintenance Supervisor
   f. Bart Rothenberger – Athletic Director
   g. Bond Project Update
      Presenter: Scott Marshall – Architect
      Sean Gallagher – Superintendent

7. Patron Comments:
Visitors wishing to address the board, please fill out a blue card, give it to the board secretary. You will be allowed 3 minutes to speak in person. All comments must be made in person.

No Comments.

8. Consent Agenda
   1. Approve Minutes, June 9, 2022, May 17, 2022 Special Board Mtg.
   2. Approve Bills, June, July, 2022

   Motion to accept the minutes for May 17, 2022, June 9, and to pay the bills for June and July as presented; Seconded: All in Favor, Passed Unanimously. This motion, made by Deb Lindberg and seconded by Robert Webb, Carried.
   Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
   Yea: 5, Nay: 0

9. Action Items:
   a. Paradigm Learning Systems Contract Renewal
   b. Kings Valley Transportation Contract Approval
   c. Summer Academic Grant K-6 Approval

d. Library MOU Approval
e. Adjoining Land possible Purchase/Lease Consideration
f. Presence Learning Contract Approval
g. Psychologist Contract Approval
h. Seismic Grant RFP Approval
i. First Reading of Policies (Personnel Policy Revisions)
    i. GAA Personnel Definitions
    ii. GAB Job Description
    iii. GB General Personnel Policies
    iv. GD Classified Staff/Classified Positions
    v. GCN/GDN Evaluation of Staff

Move to approve the Paradigm Learning Systems Contract Renewal: seconded, All in Favor, Passed. This motion, made by Deb Lindberg and seconded by Linda Montanez, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0
Move to approve the King Valley Transportation Contract; Seconded, All in Favor, Passed. This motion, made by Deb Lindberg and seconded by Ryan VanLeuven, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0
Move to approve the Summer Academic Grant K-6; Seconded, All in Favor, Passed. This motion, made by Deb Lindberg and seconded by Linda Montanez, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0
Move to approve the MOU with Corvallis - Benton County Library; Seconded, All in Favor, Passed. This motion, made by Deb Lindberg and seconded by Robert Webb, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0
Move to possibly Purchase/Lease) Adjoining Land; Seconded, All in Favor, Passed. This motion, made by Deb Lindberg and seconded by Robert Webb, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0
Move to approve the contract for Presence Learning; Seconded, All in Favor, Passed. This motion, made by Deb Lindberg and seconded by Ryan VanLeuven, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0
Move to approve the contract for a Psychologist; Seconded, All in Favor, Passed. This motion, made by Linda Montanez and seconded by Deb Lindberg, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Move to approve the permission for the Superintendent to request an RFP for some to do Seismic Grant application;; Seconded, All in Favor, Passed. This motion, made by Deb Lindberg and seconded by Robert Webb, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Move to approve the First Reading of Policies (Personnel Policy Revisions) GAA, GAB, GB, GD, GCN/GDN); Seconded, All in Favor, Passed. This motion, made by Deb Lindberg and seconded by Ryan VanLeuven, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

a. Paradigm Learning Systems Contract Renewal is our contract for curriculum for our LaHO students. We had to make some adjustments after we ran the contract by our attorneys. The contract has the green light and we are ready to sign.

b. Kings Valley Transportation Contract Approval, Sean Gallagher stated that this has taken sometime to get adjusted to be satisfactory for both Alsea and Kings Valley. After much discussion and give and take, it is ready for board approval.

c. Summer Academic Grant K-8th grade, Sean Gallagher explained that this is the grant for our summer school. He reported that things are going great so far with the field trips which are divided up into small groups with what would be of interest to each age group.

d. Library MOU approval, Mr Gallagher explained how we would partner with the Benton County Library to enhance our library. The Library will deliver books boxes to each class room on a weekly basis. There will also be fun activities that our students can participate in as well. Our school library is not going away. This is just a way to enhance what we have here in our own library. Linda Montenaz had some concerns about working with Benton County due to past experiences. They were discussed and the board asked that they get a report from both the county and elementary teacher in November to see how things are going for both parties.

e. Adjoining Land possible purchase/lease considerations. Sean Gallagher said he had gotten an inquiry from Mimi Stout about whether the school was still interested in her land. The board asked that he have a conversation and see what it was that she was wanting.

f. Presence Learning Contract Approval. Sean Gallagher explained this is a contract for services for LaHO for support in testing and helping with needs of our SPED students.

g. Psychologist Contract approval. Sean Gallagher explained this is for LaHO and needed to serve those students who aren't in the building.

h. Seismic Grant RFP approval. Sean Gallagher asked the board to approve issuing a new RFP to find a different source to use for developing a new Seismic grant submission. We have used Derek Howard the last two times and it has not been awarded to us. He feels that a person with a new perspective will get us the grant.

The discussion as to the following policy readings and how we will conduct policy reviews in the future. Sean Gallagher stated that we need to review and approve these Personnel Policies before we finish with the HR reset. This will make us compliant with our position descriptions, employee contracts and policies.

i. First Reading of Policies

i. GAA Personnel Definitions
ii. GAB Job Description
iii. GB General Personnel Policies
iv. GD Classified Staff/Classified Positions
v. GCN/GDN Evaluation of Staff

10. Board Business:
    a. School Board Training Retreat, July 19th and 20th 5:00pm to 9::00pm
    b. Board Chair Cafe July 13th 12:00 pm
    c. OSBA Legislative Roadshow

The Board will have a training retreat on July 19th and 20th from 5:00pm until 9:00pm each day. Topics will be how to hold a board meeting, ethics, public comments. How to perform Superintendent evaluations, and more. The board is looking forward to this training.
Passed out information on the OSBA Legislative Roadshow, this is the board's chance to let the legislators know how you feel and what you need them to do for our community..

11. Personnel Consent Agenda:
    1. New Hire - Sarah Harris - 6th Grade Teacher, Alsea Brick and Mortar
    2. New Hire - Erin Wells - 7th/8th Grade Math and Science, LaHO.
    3. New Hire - Haylie Rose - 0.5 FTE, K-12 Counselor
    4. Resignation - Rhonda Kay - Online Teacher, LaHO

Move to approve the hiring of Sarah Harris - 6th Grade Teacher, Erin Wells - 7th/8th Grade Math and Science, Teacher LaHO, Haylie Rose - 0.5 FTE, K-12 Counselor; Seconded, All in Favor, Passed. This motion, made by Ryan VanLeuven and seconded by Linda Montanez, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0

We would like to hire the following staff: Sarah Harris as our 6th grade teacher, brick and mortar. Erin Wells, 7th and 8th grade Math and Science teacher for LaHO. Haylie Rose as our 0.5 K-12 Guidance Counselor. We have one resignation, Rhonda Kay, an online teacher who is returning to a Brick and Mortar School in her area.

12. Key Dates and Calendar Updates:
    August 16-18, 8:00am - Teacher Inservice
    August 16, 7:30 am - Kick-off Breakfast (Board is Invited)
    August 19, 8:00 am - Teachers Workday
    August 22, 8: 00 am - First Day for Students
    September 5, - Labor Day No School

13. Next Meeting Date: July 19th and 20th - Board Workshop
Next Regular Board Meeting August 11, 2022
Adjournment:

14. Executive Session:
To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. (ORS 192.660(2)(h))

Alsea School Board Meeting
Thursday, September 8, 2022 6:00pm followed
at 7:00pm Regular Board Meeting

Alsea School Library
301 South 3rd Street
Alsea, OR 97324

1. Call to Order

2. Discussion Item for the Board Work Session:
   a. District Goals
   b. Set date for a board retreat to discuss Board Goals and Board Operating agreement

District goals and samples are attached in boardbook.

GOAL 1. Graduation requirements were discussed and how the school would make sure that students know what is required and where they are in terms of graduating. With a guidance councillor now in place to counsel our students, no student will be missed. There will be scheduled times for each high school student to meet with Ms. Rose, Guidance Councilor. Some students will need to have more guidance than others, but all will have the opportunity to speak to the councilor when needed.
The board would like to bring back Senior Projects and Job Fairs. Mr. Gallagher would like to do this but the Admin team would like to set these things up for success. They would like to wait until the 2023-2024 school year so they can have time to set-up the process. This will be a future goal for the 2023-2024 school year.
Sixth through eleventh grades will start and update their grad plans every year. This will get us back into compliance with state law. We need to let students know what is out there for them in terms of careers and schooling. J term tie in and involve staff on how to make it happen.
Board would like updates in December and March.

Goal 2. Communication: Still important. A team of communicators. Who would be part of the team? Does the Board want to be part of the team? Present team (Superintendent/PIO/Teachers/Admin) - First draft in December to get us going.

Goal 3. Budget

Looking into this - work in process, making things right with the employees. Questions about audits? NONE

Superintendent Budget: Jan 2023 more accurate, better transparency, historical precedent to work off of

Stability is an area that is still a problem. There is still a bleed.

Ryan:Van Leuven would like to go through the bills so the board knows who is being paid and why the school is spending the funds. What are the checks and balances for those bills? Get this info in a public place that's easily searchable. Possible thing to add as a vote in the general meeting. All agree that goals look good with the small changes made during the meeting. Add to action items.

Board operating agreement needs to be built Suggestion of day in October/November... Maybe it needs to be done sooner.
District retreat date: September 24th, 2022 from 12 to 4. In the Alsea School Library.
Risteen Follett will reach out to Vincent for sample retreat ideas/agenda.

Adjourned: 6:48pm

3. Call to Order
Risteen Follett called to order at 7:00pm

4. Flag Salute

5. Approval of the Agenda

Action items add (i) for the approval of district goals and (j) for District Retreat date 9/24/22 @ 12pm.

6. Superintendent Report
   a. Bond Update
      Scott Marshall, CB Construction, BOC Representative
   b. Youth in Transitions Program (YTP)
      David Fricke
   c. HR-Reset Update

Bond report session on 9/6 - went well

School has had a lot of staff/students out ill - if you don't feel well, stay home -

Sean is out next week and will try and stay in touch but limited cell service

HR Reset Teacher Contracts will be out soon, job descriptions, policy change with board not approving job descriptions. Only cert will sign contracts. Analysis data is being finalized. We want to be competitive and fair with our employees. Continuing to have conversations will affect all employees. Final analysis. Request for records with the secretary of state and ODE has been put forth. Rumors of Forestry improvement plans are in place, but not ready for the board just yet. Very excited about it. Transferring all payroll to ESD. Athletic schedules are difficult and they are sorry about the daily changes that are happening.

Bond update:

Scott Marshall: working on trying to redirect and get everyone on the same page with where things are going with the project. Approach to completion: reach a solution, construction process is hard to understand and has a lot of moving parts, Each project is very different, diligently working on plan to move forward: understanding as to the why moving forward: See the attached document for complete list and documentation.
Hot button questions.

Risteen Follett does this include our ESSER funds? Sean Gallagher:The cost of the project numbers don't necessarily show what funds we have, could be more of a savings.

Risteen Follett: Cafeteria not seen, due to the budget cost availability.

Scott Marshall: Not getting a cafeteria, but will provide the hook up available for the future. Occupancy, would have a shell...but not able to occupy . Contingency could be used, but it would be close. All the bells and whistles wouldn't be available. See, A133 Exhibit, Memo Alsea VOC Shell, Alsea Elect, VOC Shell Only Budget

Jamie and Richard Olsen: Why are we considering anything we can't occupy? Scott Marshall: the shell would only protect it from weather and then we can wait till the rest of the bids come in without losing any momentum. The contingency could be added and then finish the project...would roll the leftover funds into completion. Could make the new building differ from the proposed plan. This contract would be amended to make the building occupiable.

Jamie Olsen: would that potentially mean that we would end up with a 1.5 million dollar storage shed? Scott Marshall: that is always a possibility, but he doesn't foresee that. Doing this would open up the building renovation to start.

Deb Lindberg: HVAC/Elect: any bids? Scott Marshall: 1a was bid, it came in high, they value engineered the generator out of it. This estimate will then be utilized elsewhere. Scott Marshall, yes you would have someone local able to be called for problem solving. Always design something that is generic for easy fixability. Andy Brophy: the HVAC contractor is from Salem, has some ideas to take $ out of his bid. Look at the larger system as well. Electrical side: Roseberg and Albany. Risteen Follett: Waldport/Corvallis/Albany - who did you contact? Andy - will send the board a list of contractors he has contacted. Risteen Follett wants local contractors. CJ Hanson is a company in Salem. Work with them to get an ongoing service agreement set up

Risteen Follett's follow up to Deb Lindberg, HVAC system, have a local company sign off on the design to ensure we'd have support in fixing. CJ Hanson is the company in Salem. Work with them to get an ongoing service agreement set up.

Youth in Transition - David Fricke

YTP is a mandated service for schools, usually comes through SPED, Tasked to build a program, it was a challenge, but they got it done. Summer employment program 14 - 18 year olds can serve kids who didn't even attend school. They were assigned 850 work hours for kids over the summer. It was a successful year for it being year one for us. The program is growing.

Angie Turpen: Showed a powerpoint submitted to the board by a student. The program helps with HS dropouts and may help them find their way back. There are 6 weeks worth of sessions. Very successful and the kids recovered credits. Working with students on their future. It helps to build local relationships. The Fish Hatchery would love to see more over the school year. Like to see moving forward; more Alsea community kids involved.

7. Business Manager Report
   a. Payment Processes
   b. Process for credit cards
   c. Process for tracking and payment of contracts

Deb Lindberg moved to pay the bills; Linda Montanez Seconded, All in Favor. This motion, made by Deb Lindberg and seconded by Linda Montanez, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0

LaRea Sullivan:.
Sean Gallagher is having LaRea Sullivan look at the break even point for LaHO, should know better by mid September.
Payment Process - LaRae explained the payment process and our checks and balances.
How is the business office handling reimbursements? We are still using the old paper form, but staff need to ask their supervisors in advance to spend the funds. If they don;'t they risk not being reimbursed.
LaRae reviews all contracts and keeps track of payments. Risteen Follett asked if contracts could be loaded to the web for easy access? LaRea Sullivan, there's no problem with that.
Vendor evaluation process? LaRea Sullivan said, usually you go out for state approval before you can change or shop around, or get quotes.
Sean Gallagher and LaRae Sullivan both look at duplicate services.
We need to have 16% cost saving in all categories. Will we make it? LaRea Sullivan, we will need to wait until November//December to have a better idea.
Board asked several questions about the bills and LaRae explained what they were, they asked about school accounts in the hole and what or how we would be getting them in the black. Some are student accounts which will require some fund raising. Explained that we change online services from APEX to Edmentum. Edmentum provides better programming for less cost.

8. Consent Agenda:
   a. Approval of Minutes, July 14, 2022, August 25, 2022, September 6, 2022
   b. Payment of Bills, August and first week of September

Deb Lindberg moved to approve July minutes with changes; Ryan Van Leuven: Seconded, All in Favor. This motion, made by Deb Lindberg and seconded by Ryan VanLeuven, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0
Robert Webb moved to approve August minutes; Linda Montanez Seconded, All in Favor. This motion, made by Robert Webb and seconded by Linda Montanez, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0
Ryan Vanleuven moved to approve September minutes; Linda Montanez Seconded, 4 yes and 1 abstained. This motion, made by Ryan VanLeuven and seconded by Linda Montanez, Carried.
Deb Lindberg: Abstain (Without Conflict), Risteen Follett: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 4, Nay: 0, Abstain (Without Conflict): 1
Risteen Follett asked that July 14th minutes be corrected. Student success presentation was placed there which is incorrect.

RECESS UNTIL 8:50pm.

Risteen Follett would like to split Agenda and Checks and not have a consent agenda - Board agrees.

Payment of Bills: Board asked for clarification on several bills. LaRae Sullivan and Sean Gallagher answered their questions Annual is in the negative $1050, AP will be doing some fundraising to make that up

Leadership $4000 in the negative, they need to do some major fundraising. Board asked Sean to follow up.

Risteen Alsea Education Scholarship? Teachers Union funded. Please follow up on all negative balances

Checks - Deb - Check 10327 to Tim Pearson? Sean, went to teacher training. He went through the process

Edmentum? Replacement for Apex system. Sean said this was a time to make a break. They provide us the same/better programing for less cost.

$190,000 was from last year, $120,000 is from this year's statement. This was due to the increase in enrollment.

Benton County Development is the permits

John Boys - Multiple expenditures - looking at a better way to do this

Western Bus Sales - One of the contracts for the DEQ Grant.

Cell Phone carriers - Multiple - HR Reset will address this.

Linda - Special Occasions - Payment from last year for rentals

Risteen - Senior Banquet - why doesn't that come from ASB - fundraising possibility

Motion to approve bills - Deb Lindberg - Linda Montanez seconds - All Agree

Patron Comments - Scott Marshall: revisit bond presentation, apologize on clarity, contractor needs direction on GMP, haven't canceled concrete pour yet, need that to reassess when it'll be poured.

Board Comments: Risteen: UDE link to article for title IX changes.

9. Patron's Comments:

Scott Marshall: revisit bond presentation, apologize on clarity, contractor needs direction on GMP, hasn't canceled the concrete pour yet, needs that to reassess when it'll be poured.

10. Board Comments::
Risteen Follett - Title IX updates.
http://www.osba.org/News-Center/Announcements/2022/20220908TitleIX.aspx

11. Action Items
a. Board Meeting Frequency
b. OSBA Annual Conference
c. Should the board appoint a member to be a Liaison for the Bond and Project Manager?
d. Resolution 23-02: Accepting funds from a Donor
e. Should the Superintendent investigate finding a Project Manager?
f. Resolution 23-03 authorizing the adoption of a Health Reimbursement Arrangement (HRA) Plan
g. Title IX Response to Changes from Alsea School Board
h. Approval of VOC Center GMP

Deb Lindberg moved to continue meeting twice a month, Ryan Van Leuven Seconded, All in Favor. This motion, made by Deb Lindberg and seconded by Ryan VanLeuven, Carried.
Linda Montanez: Nay, Risteen Follett: Yea, Deb Lindberg: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 4, Nay: 1
Linda Montanez: Nay
Deb Lindberg Moved to accepted donated funds; Robert Webb Seconded, All in favor. This motion, made by Deb Lindberg and seconded by Robert Webb, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0

Deb Lindberg moved to let Sean Gallagher Investigate the possibility of a Project Manager; Ryan VanLeuven Seconded, All in Favor. This motion, made by Deb Lindberg and seconded by Ryan VanLeuven, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0
Risteen Follett nominated Ryan Van Leuven, to be the Liaison Robert Webb Seconded, All in Favor. This motion, made by Risteen Follett and seconded by Robert Webb, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0
Deb Lindberg moved to give the employees the option of the HRA: Linda Montanez, Seconded, All in Favor. This motion, made by Deb Lindberg and seconded by Linda Montanez, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0
Deb Lindberg moved to accept Risteen Follett's statement concerning Title IX; Robert Webb Seconded, All in Favor. This motion, made by Deb Lindberg and seconded by Robert Webb, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0
Deb Lindberg moved to approve the VOC GMP for Shell, Risteen Seconded,. This motion, made by Deb Lindberg and seconded by Risteen Follett, Failed.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Deb Lindberg moved to hold a special session on September 12th at 6:00pm,; Ryan VanLeuven Seconded, All in Favor. This motion, made by Deb Lindberg and seconded by Ryan VanLeuven, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0
Ryan Van Leuven moved to adopt the district goals as working document with additions; Linda Montanez Seconded, All in Favor. This motion, made by Ryan VanLeuven and seconded by Linda Montanez, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0
Deb Lindberg moved to have the Board Retreat on September 24th from 12:00pm to 4:00pm; Linda Montanez Seconded All in Favor. This motion, made by Deb Lindberg and seconded by Linda Montanez, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0
Deb Lindberg moved to accept the statement presented to the Board from the PIO; Ryan VanLeuven Seconded, All in Favor. This motion, made by Deb Lindberg and seconded by Ryan VanLeuven, Carried.
Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0

Discuss if the board should continue with the twice a month meetings or move to one. Deb Lindberg said she likes two a month.

OSBA Annual Conference. This conference fills up fast. We have a space available if anyone is interested. No vote required

Accepting funds from a donor -Resolution 23-02 Resolution to accept additional funds from a donation, create budget and spending authority for the "Family Outreach Program" FY22-23

Sean Gallagher asked if the board would like him to investigate getting a Project Manager? Board discussed pros and cons. Just looking not hiring.

The Board discussed choosing a liaison from the board who would be a rep of the board that would be part of the process, making it easier for someone who has a different skill set, the ability to communicate more with contractors and then bring back information to the board,making it easier to communicate.

The board voted on giving all employees the option of the HRA option. Resolution #2023-03 A Resolution Authoring the Adoption of a Health Reimbursement Arrangement (HRA) Plan

OSBA amendments to title IX, we have an opportunity to respond as a board. Risteen put forth a statement and states that it is by no means everyone's view and can be added/changed.

Approval of VOC GMP for Shell. Deb Lindberg wanted to continue with the concrete pour before rains come and talk out what has already been completed. Much discussion took place on the cons of going forward as well as the cons of not. Ryan Vanleuven feels that we're been put on the spot, we've wanted HVAC/Electric and now we have to make an on the spot decision. We're topping out our budget if we do it now and we might be way out of budget and still have nothing to show for it. Sean Gallagher reminded them that we could take out a loan if we had to in order to complete our top priorities. The GMP is only good for now and it would take two weeks to obtain a new one. Took a recess at 9:55pm returned at 10:01. Ryan VanLeuven wants hard numbers for the projects. Derek Howard stated" Spend some time tomorrow for occupiable space. Don't use contingencies unless there is a major design error. Doesn't see any or that in this project. Might use 10-15% of the contingency plan. $180-200,000 to put back in. Main power didn't take out the engineer's generator cost. Electrical was played conservatively. HVAC they haven't seen yet to see if they can shave off some cost places for the more specifications. Look at it this way. Now you have them and the 4-6 weeks gets pushed out even further because they find a better job. He would like to see it kept local. Ryan Van Leuven : If

we wait, will the concrete guys walk? Andy Brophy: No not yet, we've been waiting on their guys to become available. If we wait we stand the chance of losing them to other jobs and not getting them back. GMP is good for a month or two, mid October. Risteen Follett: could we delay, and not be out anytime really? Derek Howard: yes, but you need to move forward on the full build out due to electrical and plumbing fluctuations happening so frequently. Much higher risk. In 2 weeks they'll have hard numbers for electrical and HVAC upgrades. So long as electrical will play ball. CPI had an addendum that was issued, there are no mechanical drawings till tomorrow. Ryan Vanleuven wants a special session. Risteen Follett suggested : 9/12

Adoption of district goal as a working document and additions

The Board retreat was discussed and decided to have on September 24, 2022 from 12:00pm to 4:00pm.

The Board discussed and accepted the statement by the Public Information Officer to be put on the web concerning the Bond.

Regular Session Adjourned at 10:31pm

12. Executive Sessions:

To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. (ORS 192.660(2)(h))

To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing. (ORS 192.660(2)(i))
Went into Executive session at 10:34pm

13. Return to Regular Session
Returned to Regular Session at 11:52pm no items to vote on.

14. Adjourn
Meeting Adjourned at 11:52

15. **Key Dates and Calendar Updates:**
September 8, 7:00pm - Regular Board Meeting
September 8, 8:30am - Picture Day
September 14, LaHO Open House
September 14, 12:00pm Board Chair Cafe
September 16, Teacher's Work Day
September 21, 6:00pm Tenative Open House and Used Book Sale
October 13, 7:00pm Regular Board Meeting

_____ _____
Risteen Follett, Board Chair Date Sean Gallagher, Superintendent Date

Alsea School Board Meeting
Monday, September 12, 2022 6:00 PM Pacific

Alsea School Library
301 South 3rd Street
Alsea, OR 97324

1. Call to Order

2. Flag Salute

3. Approval of the Agenda

4. Superintendent Report
    a. Bond Update
Sean Gallagher, Scott Marshall, CB Construction, BOC Representative

There are two handouts to look at for the Warm Shell 2.1 million, Complete 2.5 million and Cold Shell 1.5 million. GMP hasn't changed.
Andy Brophy: Single sheet based on budget, low sub contract, outside subcontractors are the other options for your information. Multiple hits, multiple trades...any number of companies looked at the trades. However, not a lot of individuals bid. Red, Yellow, Green - options for locations as they are located.

Derek Howard - the Atlas company has offices all around Oregon. The Corvallis office said we were too far.

RisteenFollett: Sectional doors are blank? Andy Brophy, they haven't chosen a company yet to go with. The board feels more confident with the color coded copy.

Electrical or HVAC info? They did receive the drawings, Derek Howrad-we received them, but they have questions about HVAC power charge. Doesn't seem to be in there. Andy Brophy said the plans aren't stamped so they want to make it official and complete before they give the 100% ok.
Sean Gallagher, next spreadsheet, budget updated for warm shell: Derek Howard based off the request for a building that could be occupied. Took out all unnecessary items that would make it still occupiable. Maybe give the shop class some things to complete. Doors were taken out for the inside, left on the outside.
Keenan Elbers: Is drywall needed? Not really. But would highly recommend it
Deb Lindberg: Are these hard numbers? Derek Howard- yes hard numbers, these are the GMP #'s. Numbers under hard total are the numbers that will create the GMP

Sean Gallagher what are the GMP's exactly? GMP=Guaranteed maximum price, can't actually be established till a contract is signed. However, it can be established

Risteen Follett wanted the numbers for the electrical and HVAC numbers for the different shells. Derek Howard, needed 2 weeks to establish the hard numbers for all the HVAC/Electrical. Those aren't here. Used the #'s from the Shell to give a base to go off of. Need to understand the complete system set up before they can get a total cost to the board. Need to call the electrician to get those numbers.

Consequences of the two different shells. Derek Howard: The biggest difference between the two is the electrical and HVAC prices. The weather conditions are the biggest factor. However, the prices fluctuate all the time. They have to order all the main components. The biggest risk is the price escalation.

Deb Lindberg: Are these the numbers for the HVAC/Electrical? Derek does not have solid figures yet. He needs two weeks to get those solid numbers.

Risteen Follett: If the board were to approve the cold shell, could we switch the decision to a warm shell? Derek Howard, that's easy, you as a board members just have to vote to change it, they have all the hard numbers for the warm shell. They add change orders to the subcontracts. It's a paperwork evolution. Nothing will change in the price.

Ryan VanLeuven: Hallway? All the bids were canceled? Derek Howard: Yes, that was based off the old hallways and they didn't get the numbers till late for the new hallway, they'll rework it for numbers. The new electric was 150 sq ft, but needed to be completely reworked, Derek Howard did his best to give you an idea as to what it might look like

Sean Gallagher: The only thing on the table is a cold shell for the board to vote on. Andy/Derek yes that's correct.

Derek Howard: The paperwork change is very simple. Changing the number to the warm shell price and then you sign, could take less than a day.

Ryan Van Leuven: We are only voting today, so concrete can be poured? Derek Howard: that's right, we want to make sure we don't lose the concrete number

Ryan Van Leuven: We want actual numbers and drawings so they can make a concrete decision. Derek Howard, you have those, but the next steps are still in the works

Sean Gallagher: if they go from cold to warm, are the numbers solid with where it stands right here? Derek Howard: those numbers are +/- 3% and are basically just drywall and small incidentals. Derek will give you a list of what it won't include.

Ryan Van Leuven: 60 -70 thousand dollars difference. Risteen Follett wants Ryan's VanLeuvens opinion on the best path forward? Ryan VanLeuven if the concrete contractor runs, and CB is willing to step up. Then we can wait and still have time before the rain comes.

Risteen Follett: GMP is still good for 2-3 months? Andy Brophy yes and no, some are 1-2 days others are 90 days out. We would like a shell put up so the subcontractors can be dry in the rain. If you notice that there is a sprinkler still going to make sure it compacts and then they can add the concrete. They don't want that to be over-saturated when it rains and then you get cracking.

Asphalt price? Derek Howard, it's excluded now because there wasn't any in the original plan.

Andy Brophy: the fabric material would lay down with rock over the top, with asphalt you have to dig out substrate first to create a base to help with longevity

Risteen Follett: Timelines they need for concrete? What do you need for the electrical HVAC for the hallways, what do you need to move forward for the 3 other things. HVAC=need power plan, hallway=close there, retaining wall is needed-done tomorrow (retaining wall design will be done by CB Construction will do it),

Risteen Follett-Electrical? Derek Howard it''s out to bid for a GMP

Deb Lindberg asked how many subs- CB Construction could take it in house, can go to M&W there was another one as well. Carl Ecold was tried, but wouldn't bid. Deb Lindberg the electrical upgrade on yours is lower than the other bid. Derek Howard our numbers took into consideration the generator removal. Transformers have been ordered.

Risteen Follett, goal for electrical/HVAC is a couple weeks away. Derek Howard yes that's fair, 2-3 week turnaround with Scott out. October 19th would be when you would have the GMP's by. Andy Brophy said they are bypassing Scott Marshall at this point, Scott Marshall has directed them to work with CB Construction. It depends on how far they are on the design.

Ristteen Follett asked about hallway GMP? Derek Howard the same 2 weeks. With Sean Gallagher and Scott Marshall being gone, is the 2 weeks accurate? Derek- Howard said it makes him nervous, suspects they don't even have the power plan done or started.

Risteen Follett asked if the cold shell gmp is not approved, would the concrete need to be rescheduled? Andy Brophy that's correct. Risteen Follett said, based on that CB could still step in? Derek Howard yes that's correct. Risteen Follett would GMP no longer be accurate? Derek Howard would take about a week to get out here to pore and frame.

Deb Lindberg her hang up is, we don't have the GMP's before we proceed. How do you move forward with what ifs? Linda Montanez asked Ryan VanLeuven since he has been hard core about not pouring concrete, are you more comfortable now? Ryan VanLeuven, no, he wants the numbers so he knows what to do moving forward. They need electricity and HVAC to keep the kids warm and dry.

Jamie Olsen; can we move forward with concrete without the GMP signed? Derek Howard said he would need a contract. Jamie Olsen asked, what would it take to get a new electrical engineer? This is a question for Scott Marshall. Jamie, would like to see pressure put on Scott Marshall to get his electrician in line and, if not find someone else moving forward? Risteen Follett asked if we get Sean Gallagher and the bond liaison to go and have those hard questions?

Risteen Follett the action item is to vote on the cold shell GMP provided during the last board meeting. Risteen Follett asked Andy Brophy if he had an opinion and-would like to see progress moving forward, take out asphalt for the hallway and then excavate for the VOC. He fears that there will be wet conditions that will impact on the negative side, get it done as quickly and effectively as possible. Derek Howard seconded what Andy Brophy said, you as the board have to do what is best for the community and kids. Nice to see progress, but there is financial risk that can occur not knowing the hard numbers for the other projects.

5. Action Item
   a. Approval of VOC Center GMP

Risteen Follett does the board want to approve going forward?

Risteen Follett motions that they halt all action on the shell moving forward till all the GMP's have come in for the HVAC, Electrical, and hallway panel. Deb Lindberg seconded.

Discussion: Deb Lindberg wants everything. Linda Montanez wants a date, she doesn't want to see it keep getting pushed back , she wants them to make a decision. RisteenFollett: wants to see the numbers, lots of good discussion, the community has asked them to stay on task and they feel like they should see the numbers for GMP's to move forward. Risteen Follett would like to have Sean Gallagher get on Scott Marshall and the electrical engineer. CB Construction will stay on them. Ryan VanLeuven will meet with Ryan VanLeuven every Wednesday. Could have another sit down next Thursday to discuss.
No further discussion. The board voted yes to halt construction until they get firm GMP numbers.

Sean Gallagher will cc Keenan Elbers on all communications dealing with the construction..

6. Adjourned

_____ _____

Risteen Follett, Board Chair Date Sean Gallagher, Superintendent Date

10. **First Reading of Policies:**
    Guest Presenter: Betsy Brooks, Alsea School Nurse
        i. JHCCF Pediculosis (Head Lice)
        ii. JHCC/GBEB-AR Communicable Diseases
        iii. JHCCF-AR Pediculosis (Head Lice)

OSBA Model Sample Policy

Code: JHCCF
Adopted:

Pediculosis (Head Lice)

(Version 1)

(Excludes a student infested with either live lice or nits; does not allow attendance of a student with live lice or nits.)

The Board recognizes that district programs should be conducted in a manner that protects and enhances student and employee health and is consistent with recognized health practices. Consequently, in order to prevent the spread of pediculosis (head lice) in the school setting, district staff shall institute guidelines for classrooms that will assist in the prevention of and the spread of head lice. A student with a suspected case of lice shall be referred to the school nurse or administrator for an assessment. A student found with live lice or nits (lice eggs) will be excluded from school attendance. The district recognizes that the Oregon Health Authority, Public Health Division, no longer requires exclusion of a student for the presence of nits and allows the discretion of the district. A student excluded from school will be readmitted after an assessment by designated personnel to confirm no live lice or nits are present, and may be subject to periodic checks.

Successful treatment of head lice requires a coordinated approach and may involve the use of anti-louse products, combing and implementation of preventative measures recommended by health authorities. Treatment information will be provided by the district to parents of students found to have contracted head lice. It is the district's intent to encourage elimination of the current infestation and to prevent a repeat episode.

The superintendent will develop administrative regulations, as necessary, to implement this policy.

END OF POLICY

Legal Reference(s):

ORS 433.255
ORS 433.260

OAR 333-019-0010
OAR 437-002-0360

OAR 581-022-2220

OSBA Model Sample Policy

Code: JHCCF
Adopted:

Pediculosis (Head Lice)

(Version 2)

(Excludes a student with 10 or more live lice; allows attendance of a student with nits and less than 10 live lice.)

A student with a suspected case of head lice will be referred to the school nurse or administrator for assessment. A student found with live lice may be excluded from school. A parent of the student will be notified and treatment will be requested.[Students with a severe infestation[1] will be excluded immediately until treated.] [A student excluded from school that has been treated will be readmitted after an assessment by designated personnel.] The student may be subject to periodic checks.

The successful treatment of head lice requires a coordinated approach and may involve the use of anti-louse products, combing and implementation of preventative measures recommended by health authorities. Treatment information will be provided by the district to the parents of students found to have contracted head lice.

The superintendent will develop administrative regulations, as necessary, to implement this policy.

END OF POLICY

Legal Reference(s):

ORS 433.255
ORS 433.260
OAR 333-019-0010
OAR 437-002-0360
OAR 581-022-2220

[1] Ten or more live lice are present on the student upon assessment by designated personnel.

National Association of School Nurses, Pediculosis Management in the School Setting: Position Statement Revised 2011.
American Academy of Pediatrics: Position Statement on Head Lice 8-1-2012.
Centers for Disease Control and Prevention Head Lice Information for Schools 2011.

OSBA Model Sample Policy

Code: JHCCF
Adopted:

Pediculosis (Head Lice)

(Version 3)

(A student with nits and/or infested with live lice will be allowed to remain in school.)

A student with a suspected case of head lice may be referred to designated trained staff for a screening. The screening will be done in a confidential manner by trained personnel.

School personnel will notify the parent or guardian of a student found with head lice and provide information on appropriate treatment. The student will be allowed to remain in school.

The suggested school measures for head lice control, as provided in *Head Lice Guidance* published by the Oregon Department of Education and the Oregon Health Authority, Public Health Division,[1] shall be followed.

END OF POLICY

Legal Reference(s):

ORS 332.107

[1] http://www.oregon.gov/ode/students-and-family/healthsafety/Pages/Student-Health-Conditions.aspx

NATIONAL ASSOCIATION OF SCHOOL NURSES, *Pediculosis Management in the School Setting*, (POSITION STATEMENT REVISED 2016).
THE AMERICAN ACADEMY OF PEDIATRICS, *Head Lice*, (MAY, 2015).
CENTERS FOR DISEASE CONTROL AND PREVENTION, *Head Lice Information for Schools* (2015).
OREGON DEPARTMENT OF EDUCATION, *Head Lice Guidance* (2017).

OSBA Model Sample Policy

Code: JHCCF-AR
Revised/Reviewed:

Pediculosis (Head Lice)

(Exclude a student infested with either live lice or nits; does not allow attendance of a student with live lice or nits.)
(Version 1)

A student found to have contracted head lice will be subject to the following procedures:

1. Suggested school measures for head lice control, as provided in *Communicable Disease*[1] issued through the Oregon Department of Education;

2. Periodic head lice checks of students are not recommended; however, screening recommendations are as follows:

    a. [Criteria for screening an individual for lice are:

        (1) Persistent itching or scratching;
        (2) Known exposure to sibling or other close contact with head lice (e.g., seat mate in classroom, locker partners, overnight sleep activities, scouts, etc.); or
        (3) Self (student or parent) referral.

    b. Three nonrelated cases of head lice in a classroom within 10 consecutive school days requires that all students in the classroom be screened by the following school day;
    c. If there is infestation among three percent of the entire student population within 10 consecutive school days, there should be a screening of all students in the school within one week. Multiple cases from a single household count as one case for purposes of calculating the percent of students infested.]

3. Students found to have contracted head lice will be excluded from school (Oregon Administrative Rule (OAR) 333-019-0010);

4. Treatment information, district policy requirements and readmittance provisions will be provided to the parent. A parent will be advised to:

    a. Use a lice-killing agent that a health care provider, school nurse or local health authority has recommended on all family members who have symptoms of infestation;
    b. Follow the personal and household cleaning instructions provided by the district, health care provider or local health authority, as appropriate; and
    c. Remove all nits after treatment.

[1] http://www.oregon.gov/ode/students-and-family/healthsafety/Documents/commdisease.pdf

5. Following treatment, the student may be readmitted to school. A parent must either accompany his/her student to school for readmittance or provide a signed statement that treatment has been initiated;

6. The student will be subject to screening by designated personnel to determine the treatment's effectiveness. The student will be readmitted to school or denied admittance, as appropriate. The absence of live lice or nits is required for readmittance. In the event the student is not readmitted to school, parents will be notified;

7. A student who has been readmitted to school will be subject to follow-up screening by designated personnel;

8. The parent should contact his/her local health department in the event additional assistance and/or information is needed regarding the treatment of the student, other family members, close contacts and the home environment (e.g., bedding, linens, grooming equipment, etc.);

9. A student with chronic head lice may be referred for follow-up to the school's nurse or local health department, as appropriate;

10. A parent who identifies head lice on his/her student(s) at home should complete treatment prior to the readmission of the student, as required above. A parent is also encouraged to notify the school of his/her student's condition so that appropriate preventative measures may be implemented at school.

OSBA Model Sample Policy

Code: JHCCF-AR
Revised/Reviewed:

Pediculosis (Head Lice)

(Exclude a student with 10 or more live lice; allows attendance of a student with nits and less than 10 live lice.)
(Version 2)

Suggested school measures for head lice control, as provided in *Communicable Disease*[1] issued through the Oregon Department of Education will be followed.

1. Periodic head lice checks of students are not recommended; however, screening recommendations are as follows:

    a. Criteria for screening an individual for lice are:

        (1) Persistent itching or scratching;
        (2) Known exposure to sibling or other close contact with head lice (e.g., seat mate in classroom, locker partners, overnight sleep activities, scouts, etc.); or
        (3) Self (student or parent) referral.

    b. Three nonrelated cases of head lice in a classroom within 10 consecutive school days requires that all students in the classroom be screened by the following school day;
    c. If there is infestation among three percent of the entire student population within 10 consecutive school days, there should be a screening of all students in the school within one week. Multiple cases from a single household count as one case for purposes of calculating the percentage of students infested.

2. Treatment information, district policy requirements and readmittance provisions will be provided to a parent. A parent will be advised to:

    a. Use a lice-killing agent that a health care provider, school nurse or local health authority has recommended on all family members who demonstrate symptoms of infestation; and
    b. Follow the personal and household cleaning instructions provided by the district, health care provider or local health authority, as appropriate.

3. Following treatment, the student may be readmitted to school. A parent must either accompany his/her student to school for readmittance or provide a signed statement that treatment has been initiated.

4. The student will be subject to screening by designated personnel to determine the treatment's effectiveness. The student will be readmitted to school or denied admittance, as appropriate.

[1] http://www.oregon.gov/ode/students-and-family/healthsafety/Documents/commdisease.pdf

5. A student who has been readmitted to school will be subject to follow-up screening by designated personnel.

6. The parent should contact his/her local health department in the event additional assistance and/or information is needed regarding the treatment of the student, other family members, close contacts and the home environment (e.g., bedding, linens, grooming equipment, etc.).

7. A student with chronic head lice may be referred for follow-up to the school's nurse or local health department, as appropriate.

8. A parent who identifies head lice on his/her student(s) at home should complete treatment prior to the readmission of the student, as required above. A parent is also encouraged to notify the school of his/her student's condition so that appropriate preventative measures may be implemented at school.

11. **Action Items:**
    a. **Approve Calendar Days to include a School Day**
    b. **Superintendent Search Calendar**

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MEMO

Date: September 12, 2022

To: Sean Gallagher

From: Shirley Koetz

Re: Make-up Day

ok for board approval
9/12/22

The Board recently approved a change to our school calendar to reflect a holiday on January 2, 2023, instead of a school day since January 2nd is a federal holiday. Unfortunately, we forgot to add in a new school day to make up for the day we changed to a holiday. Keeping with how we do holidays that fall on Mondays on Friday of that week. So the suggestion would be to add a school day on Friday, January 6, 2023.

Thanks, Shirley

12. **Executive Session:**

13. **Adjourn**
14. **Key Dates and Calendar Updates:**
    September 24, Board Retreat 12:00pm to 4:00pm
    September 26 - 31 Homecoming Week
    October 13, 7:00pm Regular Board Meeting
    October 14, Teacher Work Day
    October 21, In-service/Grading
    October 26, 8:00am Picture Retakes
    October 27, 7:00pm Regular Board Meeting
    October 27, Early Release/Student Conferences
    October 28, Student Conferences

Homecoming Week Schedule

Monday: Camo Day
Pep Assembly - Advisory Schedule

Tuesday: Twin Day

Wednesday: Pajama Day
7:00pm Blue Bash Night - Noise Parade (starts at Football Field and goes through town)

Thursday: Blue and White Day
5:00pm HS Volleyball
6:30pm Iron Man VB (boys vs boys and classes vs classes)
7:30pm Flag Football (girls)
8:30 Bonfire (Football Field)

Friday: Homecoming
7:00pm Football Game (Homecoming court @ halftime - Vintage cars and tractors)

Saturday: Homecoming Dance
7:00pm - 10:00pm (Dance in Gym)