

**LEBANON COMMUNITY SCHOOL DISTRICT  
SCHOOL BOARD MEETING  
MINUTES  
August 18, 2016, 7:00 PM  
Pioneer School – 500 N. 5<sup>th</sup> Street, Lebanon, Oregon 97355**

A regular School Board Meeting was held at the Pioneer School on August 18, 2016. Those present included:

|                          |                                               |
|--------------------------|-----------------------------------------------|
| Richard Borden, Director | Rob Hess, Superintendent                      |
| Jerry Williams, Director | Bo Yates, Assistant Superintendent            |
| Russ McUne, Director     | Jennifer Meckley, Director of Human Resources |
| Mike Martin, Director    |                                               |

Minutes recorded by Nicole Hundley, Executive Secretary.

**BOARD REORGANIZATION**

**1. Action:** Election of Board Chair and Vice Chair for 2016-2017

Jerry Williams nominated Russ McUne as Board Chair. Richard Borden seconded the motion. Mike Martin abstained. The motion carried.

Richard Borden nominated Jerry Williams as Vice Chair. Russ McUne seconded the motion. Mike Martin abstained. The motion carried.

**AUDIENCE COMMENTS**

Chair Russ McUne welcomed audience comments. There were none.

**PURSURING EXCELLENCE**

**1. Presentation:** Oregon Blue Zones Project

Dr. Robin Dreibelbis, DO made a presentation to the Board regarding the Blue Zones Project. She outlined the project's goals, the success in other communities, the impact it could make to the Lebanon area, and the community's desire and efforts to become the next Blue Zone demonstration community. The Lebanon Blue Zone steering committee will be completing the application for the Blue Zone designation and grant soon, and Dr. Dreibelbis asked for a letter of support from the Board to include with the application. Richard Borden made a motion to approve a letter of support from the Board. Jerry Williams seconded the motion. The motion carried unanimously.

**GENERAL BUSINESS**

**1. Action:** Board Resolution 1617-1 Representatives and Authorizations

Jerry Williams made a motion to approve the Resolution. Richard Borden seconded the motion. One typographical correction was noted. The motion carried unanimously.

**2. Action:** Appoint Board Members to Certified Negotiation Team

Richard Borden made a motion to appoint Russ McUne and Mike Martin to the Certified Negotiation Team. Jerry Williams seconded. The motion carried unanimously.

### 3. **Action:** Appoint Board Policies on First Reading

**GCBDD/GDBDD: Sick Time:** The revisions to this policy were recommended by administration. The Board accepted the revisions.

**BBA: Individual Board Member's Authority and Responsibilities, BBC: Board Member Resignation, BD/BDA: Board Meetings, BDC: Executive Sessions, BFC: Adoption and Revision of Policies:** The revisions to these policies were provided by OSBA after a review of the section, but are deemed optional revisions with only the BFC: Adoption and Revision of Policies being highly recommended. After discussion, the Board decided to keep the District's current language in all of these policies.

**ECACB: Unmanned Aircraft System (UAS) aka Drone:** This new policy was provided by OSBA as conditionally required. The Board accepted the new policy.

**JBB: Educational Equity:** This new policy was provided by OSBA as optional. After discussion, the Board decided to not accept this policy.

**JHCA/JHCB: Immunization, Physical Examination, Vision Screening/Eye Examination and Dental Screening:** This policy was provided by the OSBA as a combination of previously separate policies with new language regarding dental screenings. Mike Martin and Jerry Williams asked about dental services provided by the District, and Linda Darling noted that we have historically performed the screenings and then provided students information on free dental services from other community resources. Mike Martin asked about the cost, and Linda Darling noted that it is just the staff time. Jerry Williams asked about record keeping, and Linda Darling noted that it is kept in the health files. The report to the Oregon Department of Education is a requirement per state law. The Board accepted the revisions.

**KGB: Public Conduct on District Property:** This policy was provided by the OSBA with revisions relating to the new policy ECACB: Unmanned Aircraft System (UAS) aka Drone. The Board accepted the revisions.

Mike Martin made a motion to approve the following policies on first reading: GCBDD/GDBDD: Sick Time; ECACB: Unmanned Aircraft System (UAS) aka Drone; JHCA/JHCB: Immunization, Physical Examination, Vision Screening/Eye Examination and Dental Screening; and KGB: Public Conduct on District Property. Richard Borden seconded the motion. The motion carried unanimously.

### 4. **Discussion:** Tabled Board Policies on First Reading - IGAI: Human Sexuality, AIDS/HIV, Sexually Transmitted diseases, Health Education

The Board previously asked to review the health education curriculum before approving this policy. Rob Hess recommended that the Board set appointments with Dawn Baker and Laura Foley to review the curriculum in the District Office as it is extensive and in different mediums. Dates to review will be communicated to the Board. Further discussion or action on this policy was tabled.

### 5. **Information Only:** Policy ARs - KL-AR: Public Complaints Procedure

The Board had no further questions on the revisions.

### 6. **Discussion:** Board Policy IKF-AR: Graduation Requirements

This topic was brought forward by Liz Alperin at the previous meeting and was no longer necessary for discussion.

## **7. Information Only: Foreign Language Data**

Rob Hess noted that the data provided shows that students are choosing to be ready for college by taking foreign language classes even though there is not a graduation requirement for high school. The increase in students taking foreign language may also be due to the programs starting at the middle school level.

## **8. Discussion: Changing October 14 to a staff in-service non-school day**

Rob noted that a revision to the school year calendar at this point would require an MOU with the union. Because of this fact along with the close timeline to school starting, administration was no longer requesting that the date be changed from an instruction day. Rob did note that administration believes that in order to advance to where we want to be we will need more professional development days of paid training for certified and classified staff, and this should be a priority in the next contract negotiations. He recommended we include this day on the calendar for the 2017-2018 school year as a professional development day. Rob discussed a summer training for secondary math teachers on the new curriculum and the high level of engagement noted by the trainers. There will be times that it is important to pull teachers out for training and provide substitutes for instruction days.

## **9. Information Only: Use of Physical Restraint and Seclusion Report**

Jan Sansom noted that this report was provided as per annual state requirement. She further described physical restraint and seclusion and noted that most of these occurrences are reflected primarily at the elementary school level.

## **10. Action: Resignation of Board Member Liz Alperin, Declare Vacancy**

Liz Alperin has resigned as she moved out of the District. She sent an email to the Board and Rob Hess. The Board declared a seat vacancy for Zone 2 and will advertised the vacancy for 20 days. A candidate must have lived in the District for at least one year and preference must be given to candidates that live in Zone 2 unless there are none residing in that area. Rob Hess noted that the map of the zones was available if there were questions. This Board position is due for re-election in 2017, so the term of this position will continue until June 30, 2017. The candidate would be eligible to run as the incumbent in the election. Interviews must be held in a public setting at a Board meeting. The District will create an application with a statement of intent and will have that available to the public tomorrow. The Board will establish their interview protocols prior to the next meeting, and all interviews and the appointment will be made at the end of the next meeting.

Rob and the Board expressed their appreciation for Liz Alperin's service to the District.

## **FINANCE**

### **1. Information Only: Financial Update**

Linda Darling noted that the online payment system is live both for fees and donations. Rob Hess noted that we should add the Foundation Mini-Grants to the donations list. The projected ending fund balance is hovering very close to the budget, and we have not yet closed. Discussion ensued regarding PERS rates, which we will know in October.

### **2. Information Only: Obsolete Property**

Linda Darling noted the list of buses and vehicles that the District will be disposing of through sealed bids. We have six new buses.

## OPERATIONS

### 1. **Information Only:** Sale of Property Update

Bo Yates noted that both the City of Lebanon and Linn County have expressed interest in the property, possibly for a roundabout. We are determining fair market value and the City is looking into possible re-zoning. There is also private interest in the west side of the property. Bo will provide the lot map.

Bo discussed other Operations projects. We continue to need bus drivers, and if we do not have enough we may need to stagger start times. Administration is working on some incentives to encourage applicants. Bo discussed recent vandalism at schools and a recent theft at Green Acres. We are hoping for community support in reporting criminal activity. Bo also discussed the new custodians at our schools and how much better they are looking. The culinary room is now a proper commercial kitchen with eight workstations. Mike Martin asked about busing to Riverview during the construction, and Bo noted that the Transportation team is working on that.

## CONSENT AGENDA

1. **Action:** Approve June 9, 2016 Board Minutes
2. **Action:** Approve June 9, 2016 Board Work Session Minutes
3. **Action:** Approve June 16, 2016 Special Board Meeting Minutes
4. **Action:** Approve Hiring
  - i. Wendy Anderson, Counselor, Lebanon High School
  - ii. Laura Blake, Special Education Teacher, Riverview School
  - iii. Kellie Blauvelt, 1<sup>st</sup> Grade Teacher, Green Acres School
  - iv. Andrea Casey, Language Arts Teacher, Seven Oak Middle School
  - v. Coray Dykes, Counselor, .50 FTE, Lacombe School
  - vi. Jan Korvick, Spanish Teacher, Lebanon High School
  - vii. Patricia Martinez, Social Worker, Lebanon High School
  - viii. Marilyn Matthews, Special Education Teacher, 1.0 FTE, Seven Oak Middle School
  - ix. Martha Moore, Special Education Teacher, Riverview School
  - x. Jessica Rist, Counselor, Lebanon High School
  - xi. Megan Sharp, Health Occupation Teacher, .67 FTE, Lebanon High School
  - xii. Kenneth Shrum, Physical Education Teacher, .50 FTE, Cascades School
  - xiii. Sandra Shrum, Special Education Teacher, Lebanon High School
  - xiv. Eric Speldrich, 4<sup>th</sup> Grade Teacher, Cascades School
  - xv. Elizabeth Sterling, 4<sup>th</sup> Grade Teacher, Green Acres School
  - xvi. Lyndsey Watanabe, 2<sup>nd</sup>/3<sup>rd</sup> Grade Teacher, Pioneer School
  - xvii. Misty McDowell, Special Education Teacher, Lebanon High School
  - xviii. Katherine Harkins, 3<sup>rd</sup> Grade, Green Acres (Temporary 8/23/2016-11/30/2016)
5. **Action:** Approve Leave of Absence - Cindy Strader, Community Liaison, Lebanon High School, 16-17 school year (Classified)
6. **Action:** Approve Transfer of Cameron Eberhart from Hamilton Creek to Lebanon High School

Discussion ensued regarding teacher turnover. Mike Martin noted that teacher retention should remain a District priority. Mike Martin made a motion to approve the Consent Agenda. Richard Borden seconded the motion. The motion carried unanimously.

## BOARD COMMUNICATION

### 1. **Discussion:** OSBA Convention – November 10-13

The OSBA Convention and OSBA Administrative Trainings conflict with the November Board Meeting. The Board decided to move the November meeting to Thursday November 17, 2016, in order to allow administration and the Board to attend the Convention.

## SUPERINTENDENT COMMUNICATION

### 1. **Discussion:** Digital Board Packets

Nicole Hundley discussed options to transition the Board to a digital platform for packet creation and review in order to create efficiencies. The Board expressed concerns regarding taking notes, time to review the packet prior to the meeting, and ensuring efficiencies during the meeting. Nicole will research platform providers and report back with samples and demos at a later meeting.

### 2. **Discussion:** Reorganization of Agenda

Nicole Hundley asked if the Board would be willing to consider a reorganization of the agenda that would be more conducive for meeting flow and formal documentation in minutes. The Board asked that a sample new agenda be provided at a later meeting.

Rob Hess asked if the Board would be willing to consider having the Board meetings on a rotating schedule at different schools, to allow the Board to tour each school and also allow the schools to make Good News presentations on what is happening at their schools. The Board agreed.

## ADJOURN

The meeting adjourned at 8:30 PM.

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Russ McUne, Board Chair

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Rob Hess, Superintendent