PRESENT: Ron Cairns, Terry Kamlade, Melissa LaCrosse, and Tracy Roe, Board Members; Kent Klewitz, Superintendent; Karen Wusstig, Secretary; District Staff and Patrons

EXCUSED: Kaye Jones

GUEST: Karen Vickers, JSD Legal Counsel

1. CALL TO ORDER: The meeting was called to order at 6:32 by Chairman Cairns.

2. RECOGNITION: Cathy Emmert recognized Meagan Semanski as an exceptional employee who makes a difference in the lives of students every day.

3. REVIEW/ADJUST AGENDA: Guest, Karen Vickers was moved to follow approval of the agenda, and JHS AVID was tabled to the next meeting. Communication was added under 10.4, and the 2016-17 calendar was added as 10.5. Included in the consent agenda are two administrative rules held over for final review by principals and now recommended for approval.

4. APPROVE AGENDA/CONSENT ITEMS: MOTION, Kamlade; SECOND, Roe to approve the agenda as adjusted and consent items: April 10 Minutes, Enrollment, Bills List, Mary Haven's Retirement Request; Policy ING-AR Animals in District Facilities; JHCCF-AR Pediculosis (Head Lice) VOTE: 4 in favor, 1 absent, (Jones). Motion carried.

5. SUPERINTENDENT CONTRACT: At the Board’s request, attorney Karen Vickers provided information concerning Oregon Revised Statutes governing superintendent contracts. She reviewed the definition of “Administrator” in ORS 342.549(1) and noted that persons subject to ORS 342.805 to 342.937, which specifically states “shall not include the superintendent, deputy superintendent or assistant superintendent …” are not included. ORS 342.845(5) lays out the process for renewal of administrators’ contracts other than superintendents. Terms of employment for the superintendent are controlled by the contract between the superintendent and the school district. Melissa LaCrosse voiced a preference for waiting until the second year of a three-year contract to decide whether or not to renew a superintendent’s contract so as not to saddle a board with a superintendent they did not hire. According to Mrs. Vickers, employee performance should drive a decision for anything less than a three-year renewal. Discussion: Evaluations given to Mr. Kewitz do not suggest the need for anything other than the Board’s customary practice of renewing the contract for another three years. Mrs. LaCrosse maintained that it might not be in the Board/District’s best interest to continually renew a three-year contract every year. She cited trainings she has attended and conversations with other school boards as sources of information supporting this viewpoint. Ron Cairns questioned the notion of burdening a future board with a
superintendent earning a positive evaluation. Mrs. Vickers pointed out that renewing the superintendent’s contract annually for three years is the same as the practice in place for teachers who receive a contract for two years, every year.

Conversation shifted to the timeline for renewing the superintendent’s contract, which Mrs. LaCrosse believes has been done more than once each year. Discussion identified the deadline for informing the superintendent that his contract will be renewed for the coming year, and then the process of addressing any changes to the contract requested by the Board or Superintendent, which is generally accomplished before the start of the new contract year. The process was not completed by the Board and Superintendent until September for the current contract year. Although, as always, changes were retroactive back to the first date of the contract period. Without a request for change from either the Board or the Superintendent, only the contract period changes.

Wanting to be sure the Board has been complying with statute, Tracy Roe reviewed the Board’s practice of notifying the Superintendent by March 15 and granting a one-year extension on his contract. Mrs. Vickers confirmed compliance, stating that there is no reason a board would not give less than a three-year contract unless the superintendent’s evaluation warrants it.

Conversation shifted to Mrs. LaCrosse recalling the way the Superintendent’s contract was presented with changes based on the glide path indicated with the percent stricken and replaced with a dollar figure. It was explained that the contract has always reflected the salary amount, although derived from a percent. Mrs. LaCrosse asked that the contracts be available for a side-by-side comparison at the next meeting. Responding to Terry Kamlade, Mrs. Vickers confirmed that either the Board or the Superintendent can propose change the contract, and either can choose to negotiate change or not.

Mrs. LaCrosse sought clarification regarding a one-year extension verses a three-year contract. Mrs. Vickers said the common practice among districts is a one-year extension, with the superintendent always in a three-year contract. When asked, Karen Vickers confirmed that this is best practice unless the evaluation indicates otherwise. Like administrators, the Superintendent receives a rolling contract. The Board was given the opportunity to ask any questions that did not get answered, but there were none. Karen Vickers left at 7:17 PM.

6. **AUDIENCE TIME:** Linda Baker addressed the Board about two public Facebook posts made by an employee of the district. Reminded that individuals are not to be discussed in open session, Chairman Cairns reminded Mrs. Baker and the audience that such concerns should be taken to the Superintendent.

7. **REPORT:**

7.1 **Financial Report** – Sara Bishop reported that the district had just completed the annual interim-audit, which went very well. She said operations are business as usual as we wrap up the end of the school year. She reported that bussing costs came in a little higher than budgeted. When asked, she noted that no new high cost special education students have enrolled. Mrs. Bishop commended Tracy Keuler and Sylvia Greek for going above and beyond to contain Special Education costs and retain students here in our district.
7.2 Child Nutrition Program Report – Mary Haven reported that Food Service is in the black for the month, but has not yet completely made up the deficit from previous months. New sodium requirements will go into effect in 2020. Because the annual Community Eligibility Provision (CEP) calculation still does not suggest moving to community eligibility, Mrs. Haven proposed increasing meal prices at each school by 10¢ and increasing the ala cart price from $2.00 to $2.25. As per ODE regulations, the district has a policy to allow charging meals. Only through a report from Mealtime is it possible to know which students have charged meals. MOTION, LaCrosse; SECOND, Kamla to approve the recommended price increases. VOTE: 4 in favor, 1 absent (Jones). Motion carried.

7.3 Administrators’ Reports – Anna Keifer announced upcoming square dance and kindergarten registration activities at the elementary school; Dan Fritz reviewed the schedule for the middle school’s outdoor school; Cathy Emmert added nothing to the high school report.

7.4 Superintendent Report – Mr. Klewitz reported participating in a walk-through of the elementary school with Anna Keifer, Raymond Freitag, Scott Haven and the contractor, architect and project manager for the seismic improvements project, and identifying ways to minimize packing and moving. He also reported receiving information about the expected funding proposal, which suggests more revenue and possible funding at a level closer to that of the Quality Education Model. However, he also pointed out that higher revenue could cause the kicker to return the overage to taxpayers.

8. POLICY REVIEW:
8.1 CBG – Evaluation of the Superintendent
8.2 EFA & EFA-AR – Local Wellness Program
8.3 EFAA-AR – Reimbursable Meals and Milk Programs
8.4 GBH/JECAC – Staff/Student/Parent Relations
8.5 GBMA – Whistleblower
8.6 GCBDA/GDBDA – Family Medical Leave
8.7 GCBDA/GDBDA-AR(1) – Federal Family & Medical Leave/State Family Medical Leave
8.8 GCBDA/GDBDA-AR(2) – Request for Family & Medical Leave
8.9 GCBDA/GDBDA-AR(3)(A) – Certification of Health Care Provider (Employee)
8.10 GCBDA/GDBDA-AR(3)(B) – Certification of Health Care Provider (Family Member)
8.11 GCBDA/GDBDA-AR(3)(C) – Military Family Leave
8.12 GCBDA/GDBDA-AR(3)(D) – Military Family Leave
8.13 GCBDA/GDBDA-AR(4) – FMLA/OFLA Eligibility Notice to Employee
8.14 GCBDA/GDBDA-AR(5) – Sample Designation Letter to Employee
8.15 GCBDA/GDBDA-AR(6) – Designation Notice
8.16 GCBDA/GDBDA-AR(7) – Fitness-For-Duty Certification
Having reviewed the proposed policy revisions, Tracy Roe said he has two questions that he will submit to the district office, so clarification can be provided at the next meeting. Others with questions were encouraged to do the same. Mr. Klewitz reported completing a thorough review of the Board’s current policies and will report his findings next month.

9. UNFINISHED BUSINESS:

9.1 Board/Superintendent Work Agreement – A brief discussion resulted in waiting until all members are present to review the working agreement. Tracy Roe said he likes the document, and thinks it’s clear with no gray areas. He said, since reviewing the agreement, he has begun notifying campuses when he plans to visit as a courtesy to staff. Agreeing that it is clear, Terry Kamlade said it becomes clearer the longer a person is on the Board, and should be helpful to someone new to the Board. After discussing a possible work session, the Board tabled the Board/Superintendent Work Agreement to the next meeting. Mentoring for the new Board Members and roles and responsibility training was discussed. Mrs. LaCrosse highly recommends the training received through the Leadership Oregon program, in which both she and Mrs. Jones have participated. The value of learning things together and creating unity was discussed.

9.2 End of Year Staff Survey Results – Melissa LaCrosse reported receiving 87 responses, for 75.6% participation in the survey. Because the survey having just ended and time is needed to address apparent duplicates, and responses possibly needing redacting, results will be emailed to the Board and presented at the June meeting.

10. NEW BUSINESS:

10.1 Communication – Chairman Cairns referred the Board to a communication from the Mapleton School Board soliciting support for speaking out against Smarter Balance. It was suggested that administrators receive a copy and it be placed on the June agenda for discussion.

10.2 2016-17 Calendar – Superintendent Klewitz reported a high level of concern that the seismic project at the elementary school, if not started as soon as possible, could interfere with the return to school in the fall. Adequate time for packing and moving is also a concern. He proposed removing the days scheduled for make-up and end school at all buildings with a half-day on June 7. Grading day and inservice day would follow on the 8th and 9th, with packing beginning on the 12th. Having confirmed the district’s ability to comply with instruction time requirements through the use of conference, staff development and inclement weather time, Mr. Klewitz suggested ending all schools to avoid creating a hardship for families needing older siblings to supervise their elementary aged siblings. He proposed no cuts to staff days, saying he is hopeful that those who are able will help with preparations at the elementary school. They may also do other work or choose to not work. Mr. Klewitz has had conversations with the associations about various ways to address the needs at the elementary school, including packing, moving,
and storing classroom contents, and the possibility of ending school early. Middle school promotion and high school graduation dates will not change.

Melissa LaCrosse asked if the Board could receive bi-weekly status reports during the project, or more frequently if something significant arises. MOTION, Roe; SECOND, Kamlade to move the last day of school on all three campuses to June 7, ending on a half-day. VOTE: 4 in favor, 1 absent (Jones). Motion carried.

11. **BOARD GOALS:** Once again considering the absence of Kay Jones, goal setting was tabled to the June meeting.

12. **BOARD COMMENTS:** Melissa LaCrosse encouraged participation in square dancing event soon to take place at the elementary school and the upcoming event at the high school honoring senior citizens. She also announced completing her bronze, silver, gold, and now, her platinum level in under two years. She encouraged others to participate regardless of tenure on the board.

13. **RECESS TO EXECUTIVE SESSION:** Chairman Cairns recessed to executive session at 8:52 pursuant to ORS 192.660(2)(k) to discuss the school safety plan.

14. **RECONVENE REGULAR SESSION:** Chairman Cairns reconvened regular session at 9:59 PM.

15. **Action from Executive Session:** No action was taken following executive session.

16. **Adjournment:** With no further business before the Board, the meeting was adjourned at 9:59 PM.

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Board Representative

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Board Secretary

* Unofficial until signed by a Board Representative