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REGULAR BOARD MEETING
Minutes
September 19, 2017
High School Math Classroom, 7:00 PM

Pursuant to ORS 192.640, notice is hereby given to the members of the Cove School District Board of Directors and to the general public that the Cove School District Board of Directors held a meeting open to the public on **September 19, 2017**, beginning at **7:00 PM** in the High School Math Classroom located in the Cove High School building, 803 Main Street, Cove, Oregon.

I. PRELIMINARY MATTERS

A. Call to Order and Introduction of Special Guests

- a. Steve called meeting to order at 7:01 pm.
- b. Board members in attendance: Steve McLean, Julie Culver-Witten, John Frisch, Jamie Dickenson & Andy Lindsey.
- c. Others in attendance: Amie Breshears, Earl Pettit, Mat Miles, Katie Fox, Gerri Silveira, Darcy Carreiro, Boyd Rasmussen, Scottie Loree, Nathan Weishaar & Lisa Murchison.

B. Pledge of Allegiance

C. Celebrations and Recognitions:

- a. Mr. Pettit pointed out that the teachers are going the extra mile to bring meaningful events & trips to our students.
- b. Gerri Silvera pointed out that cross country doing very well.
- c. Jamie Dickenson stated Middle School Football doing very well.
- d. Darcy Carreiro stated that she was very impressed that Chelsea Musgrove & Laura Robins stepped up to coach 4th & 5th grade volleyball.

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- e. Darcy Carreiro & multiple community members commented on how awesome the newsletter & they really liked the meeting documents being available on the website.

D. Student Reports/Presentation:

- a. FFA - Scottie Loree
 - i. Had a Greenhand team competing in events this year, which will assist in future years.
 - ii. School garden is looking great.
 - iii. Fall festival at end of October.
 - iv. Not sure if any students are going to National FFA.
- b. Student Body
 - i. None

E. Booster Club Report:

- a. Gerri Silvera
 - i. Still struggling for members.
 - ii. Sept 23rd is drive for your school at Legacy, money raised will be used to assist with upgrading the elementary playground. Legacy will be paying \$20 to the Booster Club for each vehicle driven for Cove School.

F. Special Presentation: Sheriff Rasmussen regarding Student Resource Officer project

- a. Mr. Pettit explained that other districts in the surrounding area are talking about hiring a school resource officer. This would be funded by the Measure 98 funds, which are new funds being offered by ODE this year.
- b. Mr. Dixon from North Powder originally started the discussion amongst local school districts.
- c. With the discussion that has happened to this point, Districts would pay the full amount split 5 ways between multiple schools, ESD & Center for Human Development. There also may be a grant that the county is hoping to get to assist with this program as well, so cost may be offset a little. The grant would be diluted over a couple years, so after a few years there may not be a grant to assist with support. The sheriff wouldn't be at one school a full day, but would rotate between the Districts at different times of the day. Not in classrooms for the most part, but would be walking the hallways, mingling with students & staff. Unless requested by the District, the deputy would not cite students, but

would leave that type of discipline to the District. Mr. Pettit pointed out that his experience in his past Districts is that the deputy isn't for specific issues, but that they were a good resource. John commented that he was concerned as to how this program would be perceived.

G. Agenda: Emergency Adjustments, Item Sequence, or Deletions and Adopt the Agenda

a. No suggested edits, agenda adopted as presented.

H. Public Comments - (*Comments shall be limited to 3 minutes*)

a. None

II. ACTION ITEMS

A. Approval of the following **consent agenda** items:

1. Approval of Minutes:

- Special Meeting – July 6, 2017
- Regular Meeting – July 18, 2017
- Special Meeting – July 27, 2017
- Regular Meeting – August 15, 2017
- Workshop – August 17, 2017

2. Payroll and expenditure ratification. Disbursement Detail Listing. (*If there are any questions regarding specific expenditures, details may be obtained at the Superintendent's Office Monday through Thursday from 8AM to 4PM.*)

3. Superintendent's Leave and Expense Report

4. Second Reading and Adoption of Policy Revision

- GBM: Staff Complaints

5. Julie made a motion to approve consent agenda as presented, John second, motion passed unanimously.

B. First Reading of Policy Revision(s)

- BFE: Administration in Policy Absence
- GBMA: Whistleblower
- GCL/GDL: Staff Development
- GCPD: Discipline and Dismissal of Licensed Staff
- IICA: Field Trips and Special Events
- JEA: Compulsory Attendance
- JECBD: Homeless Students
- JHCCF: Pediculosis (Head Lice)

- i. Mr. Pettit reviewed the policies & explained any questions that arose.
- ii. John asked clarification on wording of a paragraph on GBMA: Whistleblower.

- iii. Board requested Mr. Pettit to change some wording in GCL/GDL: Staff Development in regards to the entity to be involved.
- iv. John questioned if we should have overnight chaperone wording in IICA: Field Trips and Special Events. Mr. Pettit explained situations where the wording can be an issue.
- v. Background checks on chaperones/volunteers, do we have any lists? No one sure if we have one? Administration will look into this.
- vi. **John made a motion to accept the first reading of Policies presented and direct the superintendent to compile public or Board member input concerning the revision for presentation during the October regular meeting, Jamie second, motion passed unanimously.**

C. Discussion and possible action to accept contracts:

- High School Principal
- Special Education Director
- **Andy made a motion to accept the Principal Salary at \$79,915 for the 2017-18 school year and the Special Education Stipend at \$6,484 for the 2017-18 school year with contract terms as presented, John second, motion passed unanimously.**
- John asked if there was a reason why certified & classified contracts are negotiated on the same negotiating year. No one really knew if there was a true reason. Mr. Pettit stated that they are normally offset in the Districts he has been in.

D. Discussion and possible action to adopt the Interim Superintendent Evaluation Instrument for 2017-18.

- Mr. Pettit explained that after speaking to OSBA trainer, the 360 evaluation that has been used in the past is not a good evaluation in the first year, but could be used in the second year.
- Steve agreed that the 360 is not a great evaluation for the interim superintendent. He stated that the big point of the 360 is the community involvement, which the board can do outside of the evaluation if they feel is needed.
- Mr. Pettit requested the board to conduct an informal performance review in executive session in November and the formal performance evaluation in February.
- **Andy moved to adopt the evaluation instrument for the interim superintendent position for 2017-2018 only, as presented, Jamie second, motion passed unanimously.**

E. Discussion and possible action to select the process for hiring the Superintendent.

- Mr. Pettit did research regarding what options there are for hiring a superintendent, which included an estimate of cost for each entity. The four

options were hire an established and nationally reputable private recruiting company, hire OSBA to conduct the process, use the HR department at the ESD or do it ourselves.

- IMESD will do it for free. They will not conduct the recruiting, but it will be posted as usual in various locations.
- Board discussed in detail.
- **Andy made a motion to hire OSBA to conduct superintendent hiring process for the 2018-19 school year and direct the interim superintendent to establish future agenda items in order to detail this process, as presented, Julie second, 4 ayes, 1 nay (John), motion passed.**

III. REPORTS/DISCUSSION ITEMS:

A. Board Requested Discussions

1. Requested Report: Hiring Process

- a. Mr. Pettit stated that this question was presented prior to the OSBA training, but he reiterated what OSBA training explained. The board should not be part of the hiring process, but they do follow the recommendation of the administration in regards to hiring staff members. John asked if the board is not supposed to be involved with hiring & is supposed to go with the board recommendation for hiring, then why is the board involved at all? Mr. Pettit stated because it is District policy, but in a lot of districts it is not policy that the board is involved at all in the hiring process, which includes approving the hiring recommended by administration.
- b. Jamie likes the current policy because we can discuss in a board meeting who was on the hiring committee to let everyone know that there was no bias on the committee.

2. Legal Services RFQ Status

- a. Mr. Pettit still working on this research. After meeting with IMESD superintendent & 3 assistance superintendents today, 3 of them stated that they had never designated a specific attorney for the District, they just used PACE attorney's. Further discussion by the board.

3. Board Conference Plan for SY 17-18

- a. Fall Regional meeting in La Grande on October 7th. OSBA conference in Portland on November 9-12. NSBA conference in San Antonio.

4. Board-Superintendent Working Agreement

- a. Presented by Mr. Pettit for review.

5. School Board Activity Calendar

- a. Presented by Mr. Pettit for review.

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B. Deputy Clerk:

1. District Financial Report: Consolidated Board Reports (Fiscal year to date 8/31/17 & August)
 - i. Also, included by request is a list of the capital projects completed in 2016-17.
2. Student Accounts: Profit & Loss Fiscal year to date 8/31/17.
3. Also presented a new financial statement (Operating Statement) & suggested to the board that it replace the Consolidated Board Report because the presentation is easier to understand.
 - i. The new Monthly Board Report will be used monthly in place of the Consolidated Board Report. The board requested that the Consolidated Board Report be presented quarterly, along with the normal quarterlies reports.

C. Superintendent Report (Information/discussion items)

1. OSBA/COSA Legislative Report
 - Presented by Mr. Pettit, with discussion among the board.
2. Measure 98 – Update
 - Mr. Pettit has discussed with various staff members. We will be moving forward to narrow down a plan for the funding, which should be done in the Charter Council.
3. Outdoor School - Update
 - Signed a contract with OSU stating that we intend to pursue outdoor school. The next step will be to work with OSU to address what funding we will be getting.
4. Student Enrollment: 288
5. Presentation of the following regulation revisions:
 - GBA-AR: Veterans’ Preference
 - GCPD-AR: Discipline and Dismissal of Licensed Staff
 - IGDF-AR: Student Fund-Raising Activity Request and Verification
 - JECBD-AR: Homeless Students
 - JHCCF-AR: Pediculosis (Head Lice)

IV. REQUESTS FOR FUTURE AGENDA ITEMS

1. **Presentation from OSBA regarding hiring superintendent**
2. **Charter Council Update**

V. UPCOMING EVENTS

- OSBA Regional Meeting.....October 2
- Regular School Board Meeting.....October 17

VI. ADJOURNMENT

John made a motion to adjourn at 9:30pm, Jamie second, motion passed unanimously.