

School Board Agenda

Oregon City School District, August 8, 2016

The Board of Education will meet in Work Session beginning at 6:00 p.m., in Room 115 at the Jackson Building, 1306 12th Street, Oregon City.

Work Session Agenda:

- Community Survey – Maggie Simich, Patinkin Research Strategies

The Board of Education will meet in Executive Session following the Work Session, in Room 115 at the Jackson Building, 1306 12th Street, Oregon City, to discuss bargaining and property matters pursuant to ORS 192.660(2)(d) and (e).

NOTICE TO MEDIA: *In accordance with ORS 192.660(4) regarding Executive Sessions, news media representatives may not be allowed to attend portions dealing with collective bargaining strategy or consideration of student expulsion. All other matters discussed in Executive Session must remain undisclosed.*

Executive Session Agenda:

- Collective Bargaining

The Board of Education will meet in Regular Session beginning at 7:00 p.m. in the District Board Room at the Jackson Building, 1306 12th Street, Oregon City

Please silence all electronic devices before the meeting begins.

Regular Meeting Agenda:

1. CALL TO ORDER
2. FOCUS ON LEARNING
Summer Programs: Extended School Year (ESY)
-Cyndi Panko
School Wide Integrated Framework for Transformation (SWIFT)
-Cyndi Panko, Cyndi Borgmeier, Pete Danner & Kelli Rhea
3. GOOD NEWS
Return on Investment (ROI): Language Live Implementation Preliminary Results
4. PATRON INPUT
Visitors who have not previously arranged with the Superintendent to appear before the Board may be heard by signing in on the form found beside the agenda packets near the door.
5. REPORTS
Long Range Facility Advisory Committee – Wes Rogers
Transportation & Maintenance Facility Development – Wes Rogers
6. BOARD COMMUNICATION
Ex Officio Members: OCHS, OCEA and OSEA representatives

7. DISCUSSION
First Reading of Policies – Wes Rogers
DN-Disposal of District Property
8. ACTION ITEMS
 - A. CONSENT AGENDA
 1. Approve minutes: July 18, 2016 Regular Session
 2. 1617-03 Approve Licensed Appointments
 3. 1617-405 Approve Overnight Travel
 - B. 1617-403 INDB - Adopt Flag Displays and Salutes
 - C. 1617-224 Authorizing The Execution and Delivery of One or More Lease Purchase, Loan or Similar Financing Agreements
 - D. 1617-225 Approve Surplus Declaration of Obsolete Telephony Equipment
9. Other items requiring action by the Board (addendum)
10. ADJOURNMENT

NEXT MEETING:

- **6pm, Monday, August 22, 2016 – Work Session**
- **7pm, September 12, 2016 – Regular Session**

UPCOMING MEETINGS:

- **7pm, October 10, 2016 – Regular Session**
- **7pm, November 14, 2016 – Regular Session**
- **7pm, December 12, 2016 – Regular Session**

**Oregon City School District
School Board Meeting**

Consent Agenda

Approve Minutes of July 18, 2016

The Board of Education of Oregon City Schools met in regular session on July 18, 2016 beginning at 7:00pm. Members present were: Cameron Seward, Board Chairman, Connie Curteman, Board Vice Chair, Siobhan Gwozdz, Chris Storey, Evon Tekorius, and Troy Bolinger. Nicole White was absent. Present from Administration: Larry Didway, Superintendent, John Ogden, Director of Human Resources, Cyndi Panko, Director of Special Programs and Susan Dodd, Chief Financial Officer/Business Manager and Mary Larson, Interim Chief Financial Officer. Carol Sanders and Wes Rogers were absent. Also present were exoficio members Kathleen O'Brien. Others: 10.

Cameron Seward called meeting to order and led the flag salute.

CALL TO ORDER:

Mr. Seward announced the first order of business, the election of Board Chair and Vice Chair. Connie Curteman nominated Cameron Seward as Board Chair for the coming year. Evon Tekorius seconded the nomination. There were no additional nominees. Mr. Seward called for a vote. Members voted unanimously in favor of Resolution 1617-401, approving Cameron Seward as Chair for the 2016-17 school year.

Chris Storey nominated Connie Curteman as Board Vice Chair. Siobhan Gwozdz seconded the nomination. There being no additional nominees, Mr. Seward called for a vote. Member voted unanimously in favor of Resolution 1617-402, approving Connie Curteman as Vice Chair for the 2016-17 school year.

Larry Didway congratulated Chairman Seward and Vice Chair Curteman on their appointments and thanked them for all the work they put in last year, providing leadership to the school board and the extra work their roles required.

FOCUS ON LEARNING:

Community Education Summer Programs & Summer Meal Program – Laura Poore gave an update on Out of the World Summer Camp. The program runs for 10 weeks, from 7am to 6pm, and averages 55-65 children per day. Several other camps are offered along with infant-Pre-K Childcare and free summer meals program. Laura also shared Community Education opportunities which include Driver's Education and Adult Kickball.

Cameron Seward also shared additional locations for the summer meals program.

A discussion was held on the Driver's Education program.

Larry Didway said the information on the summer food program is available on the District website.

GOOD NEWS:

Larry Didway introduced Cori Waufle, new principal at Beaver Creek Elementary and shared her background prior to coming to the Oregon City School District.

Larry Didway also introduced Susan Dodd, Chief Financial Officer/Business Manager.

Financial Reporting Awards- Susan Dodd announced that the Oregon City School District was awarded the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association and a Certificate of Excellence Award from the Association of School Business Officials International for the Districts Comprehensive Annual Financial Report for the 2014-15 school

year. A copy of the report is available on the District Website. Mrs. Dodd recognized and congratulated Christina Weinard, Fiscal Services Supervisor, for her and her staffs time spent working on the report along with Nate Roedel, Susan's predecessor. Susan then presented the award to Christina. Larry Didway thanked Christina and Mary Larson for all of their work and diligence to make sure reported information is accurate.

PATRON INPUT:

There was no patron input.

REPORTS:

Water Quality Testing – Gail Hoskins, Risk Management Coordinator, started by sharing the link on the District website where information on water testing and District action can be found. Gail then announced that the first round of preliminary testing is done and posted. 261 tests were done with 28 needing attention. Remediation has begun. She said that newsletters to families will be coming out in the fall about the water quality and testing results. Larry Didway shared that he is confident that issues should be remediated before school starts. Mr. Didway also shared that while testing was being done this summer, bottled water was available to those in summer programs. Larry also pointed on the website has a link to the actual reports received from Pixis Labs and any deviation higher than acceptable standard will be highlighted. Website also gives location information and will list remediation information.

Larry thanked Gail Hoskins, Mike Riseling, Maintenance Supervisor and Michael Clark, Communications Specialist for the amount of work they have put in the project.

A discussion was held on issues found, where and what is being done to remediate.

Long Range Facility Advisory Committee: Larry reported that the committee has completed its work and final report of findings will be presented to Board on August 8, 2016. He also shared that a community survey was conducted and will be in report as well. Mr. Didway invited all to meeting.

Transportation & Maintenance Development – Parker Verhaeghe, P & C Construction, gave an update on the project. Project is in the process of closure with Grand opening scheduled for August 23, time to be determined. Slides included pictures of the entry sign and conference table at the new site both made from reclaimed wood, the bus wash system, Maintenance storage, Maintenance bays with dust collectors, Transportation dispatch with windows for bus viewing, and Transportation bays which can house six buses, with lifts that include an above ground lift for smaller vehicles. Parker said that everyone is moved in.

Larry Didway thanked Parker for his leadership and shared that the new facility looks great and will make things much more efficient. Information was given by Larry on how and why the need of the project came about, how the project was made possible by 70% reimbursement for the building with no cost to the general fund for the first seven years, and that people are already trying to grab the training area already.

Parker stated that it has been a fun project and Oregon City has been a great district to work in. Mary Larson thanked P & C for accelerating their construction schedule to finish before time line, which allowed us to occupy building by mid-June and take advantage of State School Funding in the 15-16 school year.

BOARD COMMUNICATION:

Kathleen O'Brien, OSEA Representative, reminded staff to check emails for negotiation updates and to check out OEBC website for insurance benefits as re-enrollment is required. Cameron Seward thanked Kathleen for being at meeting tonight.

Cameron Seward shared that Pioneer Pantry can benefit from a community rewards link on Fred Meyers website. There is no cost to those signing up.

DISCUSSION:

There were no First Policy Readings. Larry Didway did share that the District will be using Oregon School Board Association to work on policy updates to facilitate Oregon City School District. Policies needing updates should be complete before end of 2016-17 school year.

ACTION ITEMS:

Chris Storey recommended that the consent agenda minutes of June 6, 2016 be changed to read, "Chris Storey moved, Cameron Seward seconded to approve the 2016-17 Proposed Budget as amended." Mr. Storey then moved to approve the consent agenda with the recommended change, Troy Bolinger seconded. Motion was unanimously approved.

A discussion was held on policy and cost of flags. Larry Didway will consult with OSBA and will bring information back to Board. Chris Storey moved, Troy Bolinger seconded to table resolution 1617-403 INDB – Adopt Flag Displays and Salutes. The motion to table was unanimously approved.

Chris Storey moved, Evon Tekorius seconded to approve 1617-201 through 1617-215 and 1617-218 through 1617-221 Approve Annual Operating Resolutions with 1617-206 to read as follows and there will be a District inquiry to OCLSA to see if they would like a Student Body Account similar to other schools.

1617-206 AUTHORIZE PAYMENT OF BILLS

BE IT RESOLVED that the Superintendent-Clerk, the Director of Operations and Chief Financial Officer/Business Manager-Deputy Clerk be authorized to pay bills and obligations of the District including those that would require early payment in order to take advantage of discount rates, athletic officials, payroll deductions, tuition reimbursement, travel expenses and expenditures that were authorized in the general budget, contracted work that was previously bid and construction work which is under supervision of architects or qualified consultants, and any other legal obligations of the district.

The motion was unanimously approved.

Chris Storey moved, Connie Curteman seconded to approve 1617-216 Acknowledge Annual Review of Investment Policy DFA, DFA-AR & 1617-217 Acknowledge Annual Review of Expense Reimbursements DLC, DLC-AR to read as follows:

1617-216 ACKNOWLEDGE ANNUAL REVIEW OF INVESTMENT POLICY DFA, DFA-AR

WHEREAS, Board Policy DFA and DFA-AR Investment of Funds requires annual review of the district's investment policy and regulations,

BE IT RESOLVED that the Board of Education acknowledges administration has reviewed Investment Policy DFA and Administrative Regulation DFA-AR and that the Board of Education accepts no changes are needed at this time.

1617-217 ACKNOWLEDGE ANNUAL REVIEW OF EXPENSE REIMBURSEMENTS DLC, DLC-AR

WHEREAS, Board Policy DLC and DLC-AR Staff Expense Reimbursement is reviewed and updated annually,

BE IT RESOLVED that the Board of Education acknowledges administration has reviewed Staff Expense Reimbursement DLC and Administrative Regulation DLC-AR and that updated per diem and travel amounts have been reviewed by staff which Board of Education accepts.

The motion was approved with Siobhan Gwozdz abstaining from vote.

Connie Curteman moved, Chris Storey seconded to approve 1617-222 Approve Declaration of Surplus Technology Equipment. Motion was approved, Siobhan Gwozdz abstained from vote.

Cameron Seward shared next Board meeting date of August 8, 2016@ 7pm, with a work session starting at 6pm.

Meeting adjourned at 8:14pm.

**Oregon City School District
School Board Meeting
Consent Agenda Continued**

1617-03 Approve Licensed Appointments for 2016-17

Contact: John Ogden

Discussion:

The following are recommended for approval to fill vacant positions in the District for the 2016-17 school year.

Recommendation:

Approve.

1617-03 APPROVE LICENSED APPOINTMENTS FOR 2016-17

BE IT RESOLVED that the following be appointed to licensed positions for the 2016-17 school year:

NAME	POSITION	HIRE DATE
Wenzinger, Megan Jennings Lodge	Resource Room .50FTE Prob	8/29/2016
Miller, Matthew OCHS	Construction Teacher 1.0FTE Prob	8/29/2016
Sundseth, Margaret Special Programs	TOSA- ELL 1.0FTE	8/29/2016
Mason, Edward Holcomb	AISP Teacher 1.0FTE	8/29/2016
Hennessey, Alexis OMS	AISP Teacher 1.0FTE Prob	8/29/2016
Windham, Alayna OCHS	ALPS Teacher 1.0FTE Prob	8/29/2016
McRae, Shayla Redland Elem	SLC Teacher 1.0FTE Temp	8/29/2016
Feldt, Ian Holcomb Elem	AISP Teacher 1.0FTE Prob	8/29/2016
Hughes, Irene OCHS	SLC Teacher 1.0FTE Contract	8/29/2016

Oregon City School District
School Board Meeting
Consent Agenda Continued

1617-403 Approve Out of District and Overnight Travel

Contact: Larry Didway

Discussion

The listed groups have requested approval to travel outside of the district and stay overnight. The requests have the support of the administration.

Recommendation: Approve.

1617-403 APPROVE OUT OF DISTRICT AND OVERNIGHT TRAVEL

BE IT RESOLVED that the following travel be approved:

August 13-16, 2016 Oregon City High School Student Council Annual Retreat @ B'nai B'rith Camp in Otis, OR.

**Oregon City School District
School Board Meeting**

**1617-224 Authorizing the Execution and Delivery of One or
More Lease Purchase, Loan or Similar Financing Agreements**

Contact: Susan Dodd

Discussion:

The district currently has a need to purchase 130 apple laptops for use by teachers, specialists, and support staff for its four year computer replacement plan. This plan was outlined in Resolution 1314-218 and introduced to the Board in fiscal 2013-14. At that time, the Board approved a three year financing of 100 laptops financed by a lease proposal from Apple at a total cost of \$102,355.26 which included an interest rate of 2.29% and approved a four year replacement plan going forward.

The district has a new four year lease proposal from Apple for 130 MacBook Air 13 inch laptops for \$1,168.00 each including insurance. The total principal is \$151,840.00. The District would finance this for a total cost of \$156,175.96 including interest at approximately 1.91%. The annual payment is \$34,118.45 per year. The financing includes a \$1.00 purchase option at the end of the lease which enables District ownership of the equipment at the end of the lease. Since this agreement is greater than \$150,000, it requires a board resolution "approving and enabling the Lease/Purchase." The funding source for the laptop lease-purchase is the Construction Excise Tax fund.

Recommendation:

Approve.

1617-224 AUTHORIZING THE EXECUTION AND DELIVERY OF ONE OR MORE LEASE PURCHASE, LOAN OR SIMILAR FINANCING AGREEMENTS.

WHEREAS, the Board of Directors (the "Board") of Oregon City School District No. 62, in Clackamas County, Oregon (the "District") have deemed it necessary and advisable to finance the costs of new laptop computers and related equipment (the "Project") and paying costs of issuance through one or more lease purchase, loan or similar financing agreements (the "Agreement"); and

WHEREAS, the District desires to enter into one or more lease purchase, loan or similar financing agreements in an aggregate principal amount not to exceed \$156,175.96; and

WHEREAS, the District is authorized pursuant to the Constitution and laws of the State of Oregon, namely, Oregon Revised Statutes Section 271.390 to enter into such agreements to finance real and personal property projects; and

WHEREAS, the District anticipates incurring expenditures (the "Expenditures") to finance the costs of the Project, described herein, and wishes to utilize unspent dollars from the deferral of the principal for other budget appropriations in its Adopted Budgets.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. Authorization. The District hereby authorizes the Chair, Superintendent or Chief Financial Officer, (each an "Authorized Representative") on behalf of the District and without further action by the Board, to negotiate the terms of the Agreement, in an aggregate principal amount not to exceed \$156,175.96, to further select and delineate

the particulars of the Project, and to execute and deliver the Agreement and any related documentation necessary to carry out this Resolution to complete the financing.

- 2. Security. The District's ad valorem property taxes, subject to the limits of Article XI, Sections 11 and 11b of the Oregon Constitution, and the full faith and credit of the District, including all unobligated revenues in the District's general fund and any other funds which may be available for that purpose, are hereby irrevocably pledged to the punctual payment of principal and interest on the Agreements.

ADOPTED by the Board of Directors of Oregon City School District No. 62, Clackamas County, Oregon this 8th day of August, 2016.

**OREGON CITY SCHOOL DISTRICT NO. 62
CLACKAMAS COUNTY, OREGON**

By: _____
Chair

ATTEST:

By: _____
Clerk/Superintendent

**Oregon City School District
School Board Meeting**

1617-225 Approve Surplus Property Declaration of Obsolete Telephony Equipment

Contact: Wes Rogers

Discussion:

The district has obsolete telephony equipment that is no longer needed. Most of this equipment consists of hundreds of donated used telephone sets. We have a vendor who will pay the District an estimated \$6,500 for these obsolete devices. Board approval is requested to declare this telephony equipment surplus and because the amount is less than the informal quote limit of \$10,000, to exempt this transaction from competitive bidding. Proceeds will be deposited into the Capital Acquisition and Development Fund 401.

Recommendation:

Approve.

1617-225 APPROVE SURPLUS PROPERTY DECLARATION OF OBSOLETE TELEPHONY EQUIPMENT

WHEREAS, the district has been offered an estimated \$6,500 for obsolete, unneeded telephony equipment; and

WHEREAS, the \$6,500 sale is below the District's informal quote limit of \$10,000; therefore

BE IT RESOLVED that the obsolete telephony devices be declared surplus and the sale of those surplus items be exempted from competitive bidding.