

School Board Agenda

Oregon City School District, July 10, 2017

The Board will meet in Executive Session beginning at 6:00p.m., 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
- Property

Following the Executive Session, the Board of Education will meet in Work Session, in Room 115 at the Jackson Building, 1306 12th Street, Oregon City.

Work Session Agenda:

- Annual Governance Meeting
- Springwater Environmental Sciences School Charter Agreement
- Curriculum Review Request Committee Appeal
- Oregon City Schools Foundation Report
- End of the Oregon Trail Interpretive Center Advisory Board

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
ELECTION OF BOARD CHAIR AND VICE CHAIR FOR 2017-18
1718-401 Elect Chair for 2017-18
1718-402 Elect Vice Chair for 2017-18
2. FOCUS ON LEARNING
Community Education Summer Programs – Laura Poore
Summer Meal Program – Chris Davison
3. RECOGNITION AND GOOD NEWS ABOUT OREGON CITY SCHOOLS
Oregon Department of Education Technical Assistance Grants – Wes Rogers
City of Oregon City Community Enhancement Grant – Wes Rogers
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
Safe and Healthy Schools Report – Wes Rogers

6. BOARD COMMUNICATION
Ex Oficio Members: OCHS, OCEA and OSEA representatives
7. DISCUSSION
First Reading of Policies – Wes Rogers
Budget Development – Susan Dodd, Larry Didway
Bond Renewal – Wes Rogers
8. ACTION ITEMS
 - A. CONSENT AGENDA
 1. Approve minutes: June 12, 2017 Regular Session
 June 19, 2017 Public Budget Hearing
 June 26, 2017 Special Session
 2. 1718-01 Approve Licensed Appointments
 3. 1718-404 Approve Out of District & Overnight Travel
 - B. 1718-201 through 1718-221 Approve Annual Operating Resolutions
 - C. 1718-222 A Resolution of Oregon City School District No. 62, Clackamas County,
Oregon Authorizing the Execution and Delivery of One or More Lease Purchase,
Loan or Similar Financing Agreements
 - D. 1718-403 Adopt Oregon City School Board Policy Section B:
 - BBA Board Power and Duties
 - BBAA Individual Board Member's Authority and Responsibilities
 - BBAA-AR Board/Administration Operating Principles
 - BBB Board Elections
 - BBC Board Member Resignation
 - BBD Board Member Removal from Office
 - BBE Vacancies on the Board
 - BBF Board Member Standards of Conduct
 - BBFA Board Member Ethics and Conflicts of Interest
 - BBFB Board Member Ethics and Nepotism
 - BC/BCA Board Organization/Board Organizational Meeting
 - BCB Board Officers
9. Other items requiring action by the Board (addendum)
10. ADJOURNMENT

NEXT MEETING:

**August 14, 2017, Regular Board Meeting
September 11, 2017, Regular Board Meeting**

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

1718-01 Approve Licensed Appointments for 2017-18

Contact: John Ogden

Discussion:

The following are recommended for approval to fill vacant positions in the District for the 2017-18 school year.

Recommendation:

Approve.

1718-01 APPROVE LICENSED APPOINTMENTS FOR 2017-18

BE IT RESOLVED that the following be appointed to licensed positions for the 2017-18 school year:

NAME	POSITION	HIRE DATE
Janz, Dustin OCHS	PE Teacher 1.0FTE	8/28/2017
Liechty, Alexandra Holcomb	Counselor .80FTE Temp	8/28/2017
Gavrich, Kelly Jennings Lodge	KDG Teacher .50FTE Temp	8/28/2017
Luftig, Mitchell Special Services	School Psych .50FTE Temp	8/28/2017
Fernandez, Katherine OCHS	Spanish Teacher 1.0FTE Prob	8/28/2017
Harvey, Larisa Redland	KDG Teacher 1.0FTE Temp 2	8/28/2017
Zehsazian-Darnell, Susanne Gaffney Lane	Music Teacher .50FTE Prob	8/28/2017
Gray, Meagan OCHS	Counselor 1.0FTE Prob	8/28/2017
Wheat, Cassidy GMS	LA Teacher 1.0FTE Prob	8/28/2017
Quinsey, Todd OCHS	TOSA Dean of Students 1.0FTE Prob	8/01/2017
Kirscht, Sophie OCHS	Science Teacher .50FTE Temporary	8/28/2017
Pollack, Angela John McLoughlin	5 th grade Teacher 1.0FTE Prob 2	8/28/2017

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

1718-404 Approve Out of District and Overnight Travel

Contact: Larry Didway

Discussion:

The listed group has requested approval to travel outside of the District and stay overnight. The request has the support of the administration.

Recommendation: Approve.

1718-404 APPROVE OUT OF DISTRICT AND OVERNIGHT TRAVEL

BE IT RESOLVED that the following travel be approved:

July 21-25, 2017, OCHS Yearbook Editors, All Access Yearbook Workshop, Orange, CA

**Oregon City School District
School Board Meeting**

1718-401 ELECT CHAIR FOR 2017-18

BE IT RESOLVED THAT _____ be elected Chair of the Oregon City Board of Education for the period of July 1, 2017 through June 30, 2018.

1718-402 ELECT VICE CHAIR FOR 2017-18

BE IT RESOLVED THAT _____ be elected Vice Chair of the Oregon City Board of Education for the period of July 1, 2017 through June 30, 2018.

**Oregon City School District
School Board Meeting**

1718-201 through 221 Approve Annual Operating Resolutions

Contact: Susan Dodd, Chief Financial Officer

Discussion:

These are the annual organizational resolutions approved in July of each year.

Recommendation:

Approve.

1718-201 APPOINT CHIEF ADMINISTRATIVE OFFICER AND SUPERINTENDENT-CLERK

BE IT RESOLVED that Larry G. Didway, Jr. be named as Chief Administrative Officer and Superintendent-Clerk for the 2017-18 fiscal year.

1718-202 APPOINT BUSINESS MANAGER-DEPUTY CLERK

BE IT RESOLVED that Susan Dodd be appointed Chief Financial Officer/Business Manager-Deputy Clerk for the 2017-18 fiscal year.

1718-203 APPOINT CUSTODIAN OF FUNDS

BE IT RESOLVED that Susan Dodd be appointed custodian of funds for the 2017-18 fiscal year and the use of her facsimile signature is authorized for checks and for purchase orders.

1718-204 AUTHORIZE SUPERINTENDENT-CLERK, DIRECTOR OF OPERATIONS AND CHIEF FINANCIAL/BUSINESS MANAGER-DEPUTY CLERK BOND FOR 2017-18

BE IT RESOLVED that the Superintendent-Clerk's bond, the Director of Operations and the Chief Financial Officer/Business Manager-Deputy Clerk's bond be authorized in the sum of \$150,000 for the fiscal year of 2017-18.

1718-205 AUTHORIZE APPLICATION FOR STATE, FEDERAL FUNDS AND SPECIAL GRANTS

BE IT RESOLVED that the Superintendent-Clerk and/or the Director of Operations and/or the Chief Financial Officer/Business Manager-Deputy Clerk be authorized to make application for any state or federal funds or other special grants that may become available to School District No. 62 during the 2017-18 fiscal year or ensuing fiscal year 2018-19, consistent with Board Policy.

1718-206 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.

1718-207 AUTHORIZE SIGNATURES FOR SCHOOL DISTRICT TRANSACTIONS

BE IT RESOLVED that no signatures will be valid for school transactions including but not limited to authority to sign checks and transfer and invest district funds for Clackamas County School District No. 62, other than the signature of Larry G. Didway, Jr. Superintendent-Clerk and/or Susan Dodd, Chief Financial Officer/Business Manager-Deputy Clerk, and/or Wes Rogers, Director of Operations. The Superintendent or Chief Financial Officer will review and sign all contracts on behalf of the District.

1718-208 DESIGNATE BANKS AS DEPOSITORIES

BE IT RESOLVED that the Wells Fargo Bank, U.S. Bank, Bank of the West, Citizens Bank, the State of Oregon Local Government Investment Pool, and any other banks designated by the

Superintendent or Business Manager as being banks deemed safe and proper are declared depositories for school district funds for the 2017-18 fiscal year.

1718-209 APPOINT DISTRICT AUDITORS

BE IT RESOLVED that the firm of Pauly Rogers & Co., be appointed auditors for the audit of 2017-18 fiscal year financial records.

1718-210 APPOINT INSURANCE AGENT OF RECORD

BE IT RESOLVED that the Board hereby appoints Marsh USA as the District's insurance Agent of Record for the 2017-18 fiscal year.

1718-211 APPOINT BUDGET OFFICER

BE IT RESOLVED that Susan Dodd be designated as budget officer for the 2017-18 fiscal year.

1718-212 APPOINT ELECTION AUTHORITY

BE IT RESOLVED that the Chief Financial Officer/Business Manager-Deputy Clerk be the appointed election authority for 2017-18 fiscal year to file all notices of election and receive election abstracts through the Clackamas County Elections Department.

1718-213 DESIGNATE OFFICIAL NEWSPAPER FOR PUBLIC NOTICES

WHEREAS, the Oregon City School District is required by law to make public notice of certain meetings, hearings, sales, bids, and related information,

BE IT RESOLVED that the Oregonian and/or Oregon City News be designated as the official newspaper(s) for public notices for Oregon City School District No. 62.

1718-214 AUTHORIZE VOLUNTARY STUDENT ACCIDENT INSURANCE

BE IT RESOLVED that the Ace American Insurance Company plan through Myers-Stevens & Toohey & Co. be the authorized carrier for self-paid voluntary student accident insurance for 2017-18.

1718-215 APPOINT LEGAL COUNSEL

BE IT RESOLVED that the firms of The Hungerford Law Firm, LLP; Rod Boutin and Associates; Garrett Hemann Robertson P.C.; Hawkins Delafield & Wood LLP and any other legal counsel deemed by the Superintendent or designee as appropriate and qualified be appointed legal counsel(s) for the District for the 2017-18 year.

1718-216 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 that administration has reviewed Investment Policy DFA and Administrative Regulation DFA-AR and that the Board of Education accepts that no changes are needed at this time.

1718-217 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 that 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 the Board of Education accepts.

1718-218 APPOINT BOARD OF EDUCATION AS LOCAL CONTRACT REVIEW BOARD

BE IT RESOLVED that Board of Education of Oregon City School District No. 62 reaffirms the status as the Local Contract Review Board (ORS 279.A060).

1718-219 ESTABLISH THE 2017-18 SUBSTITUTE TEACHER RATES

According to ORS 342.610, teachers employed as substitute teachers shall not be paid less per day than 85 percent of the daily salary of a beginning teacher who holds a bachelor's degree. The Department of Education is charged with computing the statewide average daily salary for beginning teachers who hold a bachelor's degree. The daily salary is defined as the average annual salary of beginning teachers who hold a bachelor's degree divided by 190 days using the most recent data available, but not earlier than the preceding school year. [ORS 342.610 (1)] Based on data for 2016-17, the average salary of beginning teachers with a bachelor's degree is **\$39,867** for class schedules based on a 5 day week. For 2017-18, therefore, the minimum pay rate for the first 10 consecutive days of substitute teaching is **\$178.35** per day (\$39,867 divided by 190 times 85%). In cases where a substitute teacher teaches for more than 10 consecutive days in the same assignment, the minimum rate for the days taught beyond 10 is computed as follows: For districts with a salary scale, the minimum rate is the higher of: 1/190th of the district's annual salary scale for beginning teachers with a bachelor's degree. [ORS 342.610 (3)(a)(A)]; or **\$178.35** per day [ORS 342.610 (3)(a)(B)] For districts without a salary scale, the minimum rate is **\$209.82** per day (100 percent, rather than 85 percent, of the statewide average salary for beginning teachers with a bachelor's degree). [ORS 342.610 (3)(a)]

WHEREAS, substitute teacher salaries have been reviewed and the state minimum rates are established for the 2017-18 school year,

BE IT RESOLVED that Oregon City School District pay substitute teachers \$178.35 per day for the first ten (10) days and \$221.80 per day beginning on the eleventh (11th) consecutive day in any one assignment.

1718-220 ESTABLISH THE 2017-18 TUITION RATES

WHEREAS, rates for non-resident tuition paying students who wish to attend Oregon City Schools for 2017-18 are calculated and recommended as displayed below.

BE IT RESOLVED that the following rates be established for the 2017-18 school year.

Elementary School	\$13,180
Middle School	\$12,750
High School	\$11,420

1718-221 DESIGNATE DEPOSITORY ACCOUNT SIGNATURES FOR ASSOCIATED STUDENT BODY ACCOUNTS

WHEREAS the following bank accounts have been established for student body accounts at each of the district's schools, with the following listed as depository signers:

LOCATION	BANK	AUTHORIZED SIGNERS
Oregon City High School	Wells Fargo	Thomas Lovell Kathy Johnson Lori Kitts Janet Dickson Toby Futch Susan Dodd

Oregon City High School	Bank of the West	Thomas Lovell Janet Dickson Lori J. Kitts Susan Dodd
Gardiner Middle	US Bank	Kelly Schmidt Michael Dellerba Jill Bedortha Dana Mills Susan Dodd
Ogden Middle	Wells Fargo	Pete Danner Ben Kates Karrie Austin Susan Dodd
Beavercreek Elementary	US Bank	Cori Waufle Debra Robertson Susan Dodd
Candy Lane Elementary	Wells Fargo	Michael Sweeten Cathy Browning Susan Dodd
Gaffney Lane Elementary	Citizens Bank	Cyndi Borgmeier Traci Sether Susan Dodd
Holcomb Elementary	Bank of the West	Kelli Rhea Jenny Bradshaw Susan Dodd
Jennings Lodge Elementary	US Bank	Michael Sweeten Lori Thompson Susan Dodd
John Mcloughlin Elementary	US Bank	Lisa Normand Diane Webb Rose Chapin Susan Dodd
Redland Elementary	Bank of the West	April Albers Frankie Minor Susan Milner Susan Dodd
Clackamas Academy of Industrial Sciences (CAIS)	Citizens Bank	Scott Curtis Arvira Matagarza Susan Dodd

BE IT RESOLVED that the listed designations be approved.

**Oregon City School District
School Board Meeting**

**1718-222 A RESOLUTION OF OREGON CITY SCHOOL DISTRICT NO. 62,
CLACKAMAS COUNTY, OREGON 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 135 apple laptops for use by teachers, specialists, and support staff for its four year computer replacement plan. This plan was first outlined in Resolution 1314-218 and introduced to the Board in fiscal 2013-14.

The district has a new four year lease proposal from Apple for 135 MacBook Air 5 13 inch laptops for \$1,058.00 each including insurance. The total principal is \$142,830.00. The District would finance this for a total cost of \$146,993.80 including interest at approximately 1.95%. The annual payment is \$36,748.45 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. The funding source for the laptop lease-purchase is the Construction Excise Tax fund.

Recommendation:

Approve.

**1718-222 A RESOLUTION OF OREGON CITY SCHOOL DISTRICT NO. 62,
CLACKAMAS COUNTY, OREGON 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 \$146,993.80; and

WHEREAS, the District is authorized pursuant to the Constitution and laws of the State of Oregon, namely, Oregon Revised Statutes Section 271.390(2) 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:

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 \$146,993.80, 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.

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 10th day of July, 2017.

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

By: _____
Chair

ATTEST:

By: _____
Clerk/Superintendent

**Oregon City School District
School Board Meeting**

1718-403 Adopt Oregon City School Board Policy Section B

Contact: Wes Rogers

Discussion:

Policies BBA, BBAA, BBAA-AR, BBB, BBC, BBD, BBE, BBF, BBFA, BBFB, BC/BCA & BCB were presented at the June 12, 2017 regular meeting for first reading and are recommended for adoption.

Recommendation:

Approve