

STANFIELD SCHOOL BOARD MEETING

Minutes

Wednesday, August 9, 2017

5:30 pm

District Office Conference Room

Work Session – Board was introduced to the new staff and they got to know each other.

Regular Session – Began at 6:05 pm.

AGENDA ITEM I – CALL MEETING TO ORDER, FLAG SALUTE, and WELCOME GUESTS: The meeting was called to order at 6:23 pm by **Scott Morris**, Board Chair. Other Board Members present: **Carlos Chavez**, **Karen Johnson**, and **Terry Monkus**. Absent: **Jan Mills**. Administrators: **Shelley Liscom**, **Beth Burton**, and **Lacey Sharp**.

AGENDA ITEM II – ADMINISTRATIVE REPORTS:

Superintendent: Shelley Liscom reported – **Enrollment:** We'll give you an enrollment report, as accurate as we can at the board meeting on Wednesday, but second grade is getting smaller every day. We ended the year at 28 but are now at 24. We have several out of district students who are not returning this year and several families that have moved—some of these families just came to our district last year. Many of these students have significant needs which affects our class enrollment as well as our special education schedule. It's hard to plan for the school year—when we have so many uncertainties with enrollment. Lacey and I completed a home visit today and found the new occupant cleaning the home.

Staffing: I am recommending that we hire a CTE Health Services teacher for SSS. As we talked about at our July board meeting, I believe this CTE program is one that we have the most of chance being successful in Stanfield. I'm excited about the opportunity and the hiring. I just wish that the legislature would not always put us in such a bind to find out true funding levels just about a month before school starts. For schools—planning for the next year really starts in February. You will notice on the July board agenda that I am still proposing that we reduce to one cook manager and four assistant cooks. I talked with both the union president and the staff member involved over the summer. We plan to offer similar menus/meal patterns at both schools. Debbie is working on an ad for substitute employees to run in the Nickel.

Buildings/Maintenance: The buildings are looking great. We replaced the sinks and counter in the girls' bathroom at SSS by the gym. Evidently, over the last couple of years, our custodial staff has been using some supplies that were too abrasive—the sinks and counter were scratched and looked dirty all the time. Because this is the bathroom that most community members use while in the building Frank, Beth, and I agreed that it was a quick and fairly inexpensive “remodel” that would really make a difference for the public. The guys have been working really hard to have things ready for school. We'll be ready for instruction. We may have a few other projects not quite done. We have had a hard time getting electricians in for a few jobs, but they are coming on August 14. The parking lots have been painted. We added 15 minute parking in front of the Secondary School to help with visitor parking.. The gym floor is drying out well. I'm so glad we're able to get the earth moved away from the building behind SSS. I know Frank has purchased materials to reseal the wall—I'm just not sure if it is done yet or not. We are looking at replacing water fountains with a bottle filler/drinking station. That might be

something that maintenance works on once school is going. **Terry Monkus** – the guys are doing a great job keep the grounds. The campus looks great.

Dates:

August 14 – First day of fall practice

August 15—First day of in-service, teachers only

August 16—Entire district in-service, Benefits Fair will be held at 2:00, please come to dinner at SES between 4:30 and 6:00 pm—we are serving a nacho bar. We will have water slides and a snow cone machine.

August 17 – In-service day, teachers only

August 17—Back to School Night at SES

August 18—Orientation for 6th grade at SSS—9-12:30

AGENDA ITEM III – PUBLIC INPUT: None

AGENDA ITEM IV – CONSENT AGENDA: **Scott Morris** read the Consent Agenda, **Terry Monkus** moved and **Karen Johnson** seconded the motion to approve the consent agenda. Motion passed 4-0-0. **Consent Items:** a. **Minutes:** July 25, 2017; b. **Bills of the District:** June & July 2017; c. **Financial Reports:** June & July 2017; d. **Personnel:** Hire – Morgan Hernandez, Health Services CTE, and Tyler Davis, SSS ASB Advisor; Lay-off: Clara Nichols, Head Cook; Re-Hire: Clara Nichols, Food Services II

AGENDA ITEM V – ACTION AGENDA: **Scott Morris** read the Action Agenda items individually:

- A. **Karen Johnson** moved and **Terry Monkus** seconded the motion to approve the following Committee Assignments for the 2017-2018 school year. Motion passes 4-0-0:
 - a. Policy Review: Karen Johnson and Elizabeth Sperr
 - b. Audit/Finance Review – Scott Morris and Jan Mills
 - c. Negotiations – Elizabeth Sperr and Terry Monkus
 - d. Facilities – Scott Morris and Karen Johnson
- B. **Karen Johnson** moved and **Elizabeth Sperr** seconded the motion to approve OSAA Cooperative Sponsorship Agreement between Stanfield School District and Echo School District for Cross Country team. Motion passes 4-0-0.
- C. **Terry Monkus** moved and **Karen Johnson** seconded the motion to approve the Superintendent – Board Working Agreement. Motion passes 4-0-0.
- D. **Karen Johnson** moved and **Elizabeth Sperr** seconded the motion to authorize the Superintendent to change Administrative Regulations. Motion passes 4-0-0.
- E. **Karen Johnson** moved and **Elizabeth Sperr** seconded the motion to approve removing the graduation requirement of Computer Apps. Motion passes 4-0-0
- F. **Terry Monkus** motioned and **Karen Johnson** seconded the motion to approve the Superintendent’s Evaluation Criteria. Motion passes 4-0-0

AGENDA ITEM VI – ORGANIZATIONAL AGENDA FOR 2017-2018: **Scott Morris** presented the Organizational Agenda for 2017-2018. **Karen Johnson** moved and **Terry Monkus** seconded the motion to approve the Organizational Agenda. Motion passed 4-0-0.

- A. Shelley Liscom: Chief Administrative Office, Superintendent, District Clerk, Authorized Representative for State and Federal Programs
- B. Shelley Liscom and Kris James: Custodians of Funds

- C. Kris James: Business Manager, Deputy Clerk, Budget Officer
- D. Frank Longhorn: Designated AHERA person
- E. Cockburn & McClintock: Auditors for the District
- F. Columbia Bank, Banner Bank (ASB), and State Investment Pool: Depositories of Funds
- G. East Oregonian: Official Newspaper for Legal Notices
- H. Hungerford and Associates and OSBA: Counsel for the District
- I. Authorize Fidelity Bonds: Superintendent - \$5,000 and Business Manager – \$100,000
- J. Authorize Facsimile Signature for Shelley Liscom and Kris James (ORS 328.441, 328.445)
- K. Establish regular board meeting date as second Wednesday of each month at 6:00pm at the Stanfield District Conference Room

AGENDA ITEM VII – DISCUSSION AGENDA:

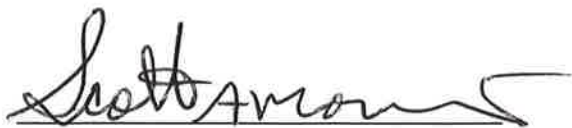
- A. **Board Work Session Dates:** Will begin at 5:30 in the District Office Conference Room prior to September’s and October’s regular Board Meetings.
- B. **Board Policy Meeting Dates:** Will be the third (3rd) Wednesday of the month, beginnings with September 20, 2017; however, the first meeting will be held September 6, 2017, at 6:00pm in the District Office Conference Room.
- C. **November OSBA Conference:** Will be held November 9-12, 2017 at the Portland Marriott Downtown Waterfront. Elizabeth Sperr and Karen Johnson are planning on attending. Will double check with Jan Mills.

AGENDA ITEM VII – BOARD DIRECTOR COMMENTS: Karen Johson – Looking forward to the new school year. **Elizabeth Sperr** – Are we doing something special the first day of school for the eclipse? Beth responded that Tyler Davis and Devin Bailey have planned some fun events in the gym with eclipse stations and then the students and staff will go outside and watch the eclipse with the certified glasses. Lacey responded that the elementary school has classroom level activities planned. The PTA has purchased story books for every classroom. The Hermiston movie theater will be bringing popcorn for us. We too will be going outside with certified glasses to watch the eclipse. Parents have been invited to join us.

AGENDA ITEM VIII – Executive Session ORS 192.660(2)(i) Personnel Review – The Board adjourned open session at 7:00 pm to Executive Session.

The Board re-convened Open Session at 7:06 pm.

AGENDA ITEM IX – ADJOURN: The meeting was adjourned at 7:07 pm.



School Board Chairman



Recording Secretary

9-13-17

Date