

LINCOLN COUNTY SCHOOL DISTRICT
Board of Directors
Wednesday, January 11, 2017- 7:00 p.m.
Yaquina View Elementary School
Newport, Oregon

Minutes

- PRESIDING:** Ron Beck, Chairman
- Present:** Ron Beck, Chairman; Amanda Remund, Vice Chairman; Liz Martin, Kelley Ellis, Karen Bondley, Directors
- Also Present:** Steve Boynton, Superintendent; Laurie Urquhart, Secretary
- Handouts:** Financial Statements, 12/31/16; Communication to the Governing Body from Pauly Rogers and Co.; Audited Financial Report for Year Ended 6/30/16; Division 22 ODE Reporting flowchart; “You Can Help Your Child Be Ready for School,” List of Career/Technical Education Status and Future Planning; STAR Data; Enrollment Report as of December 31, 2016

Call to Order- Establishment of a Quorum

Chairman Beck convened the meeting and called the session to order at 7:00 p.m. with a quorum of all five board members present.

Student Representatives

Second grade students from Ms. Bernardi’s class used a document camera to present a story they wrote, based on a book of pictures. The students created a story using detailed descriptions from the pictures; each of them shared part of the tale with the Board.

Annual Audit Report

Director of Business Services Julie Baldwin presented the audited financial reports for the fiscal year ended June 30, 2016 for auditor Kenny Allen, who could not attend the meeting due to inclement weather. She reported the district obtained an “unmodified” or clean opinion, the highest level attainable.

The audit has one exception (comment). In one instance, the district overspent an appropriation related to food services due to implementation of a new program (Community Eligibility Program). The level of participation in this program was unknown, and meal counts rose substantially. Staff underestimated food services expenditures for this reason.

Director Baldwin said the district enjoys a great relationship with Pauly Rogers; their staff is always available for advice on all questions. Mr. Allen noted kudos to Ms. Baldwin, Ms. Cusick and staff for their excellent work.

Update on Early Learning

Early Learning Coordinator Lauren Sigman reported her position was created in December 2013 to support early learning programs in LCSD as well as to serve as a liaison to state and local partners. She noted the great collaboration between the district and community partners and early learning providers.

Ms. Sigman described the elements of the early learning programs in the district, including the Teen Parent Program, Child Development Courses/early learning labs, Learning is Fun Together (LIFT), and transitioning to kindergarten. Ms. Sigman stressed the importance of early education, especially for at risk children. She cited data demonstrating that at-risk students who have access to it are less likely to drop out and become a teen parent, more likely to attend college, and less likely to be arrested for a violent crime.

Ms. Sigman briefly described the programs, and noted a flyer is available for parents describing what their child should know and be able to do when they reach school age (“I Can” statements). She invited board members to visit any or all of the early learning programs.

Chairman Beck noted east county does not have the LIFT program; Ms. Sigman responded it had been there in the past but was discontinued due to lack of participation. Other programs are offered in that area that families access, including Head Start and programs at the Confederated Tribes of the Siletz. She said the program could return if the community requested it.

Division 22 Standards Report

Special Programs Administrator Libba Sager reported the district is in compliance with the requirements of Division 22 standards. She distributed a flowchart describing the process of determining how the district meets standards.

Every three years, the state of Oregon requires districts to report on all standards, including the process used to determine compliance. 2016/17 is such a year for LCSD.

In addition to assuring compliance with the full list of standards, the district must provide detailed evidence regarding compliance with one standard selected by ODE. This year, the standard is the identification of Talented and Intellectually Gifted Students.

During the intervening years, districts must provide specific information regarding selected standards. The report to the Oregon Department of Education for Division 22 standards will be submitted online.

West Area Report

Yaquina View Principal Kristin Becker introduced herself to the Board, noting her 25-year tenure in the district in many roles. She noted Yaquina View serves 472 students in grades K-2. Average class sizes for grades served is 25 at Kindergarten, 27 for first grade, and 27 for second grade.

Staff are focusing on four areas this year: student self-regulation, a book study on *Conscious Discipline*, family involvement with an emphasis on including Hispanic families, and literacy. “Literacy is our major focus. We want to nurture a love of learning,” said Becker.

She reported the school has three “inquiry” classrooms (inquiry learning begins by posing questions, rather than by presenting established facts).

Chairman Beck noted the parking lot seems to be working well now, with the changes made.

Financial Reports

Director of Business Services Julie Baldwin reported projected tax revenues are examined using the prior, current, and projected year to ensure accuracy. The projected ending fund balance for the current year is \$6.8 million.

Student enrollment increased in December; staff is watching this closely as budgeting for the coming year has begun.

Superintendent’s Report

Superintendent Boynton recognized and thanked the LCSD Board of Directors for their service, in honor of School Board Recognition Month. Board members are volunteers and represent all areas of the district.

Mr. Boynton reported Crestview Heights Elementary received a \$1500 grant from the Northwest Health Foundation for the “Let’s Move Active Schools” program. The funds will purchase additional standing desks and alternative seating that allows students to be up and moving.

The Superintendent congratulated Newport High senior Brooke Foiles, taking classes at Oregon Coast Community College through the Early College Program. Ms. Foiles was selected as one of two OCCC representatives to the 2017 All Oregon Academic Team, one of 40 students in Oregon.

Mr. Boynton reminded board members of the policies work session scheduled for January 25, 2017- 6:30 p.m. at the Newport High Boone Center.

Approval of the Consent Calendar

Motion 16/17-20

On motion of Director Ellis, seconded by Director Bondley, the Board unanimously approved Consent Calendar items, including:

- Minutes, December 14, 2016 Regular Session;**
- Regular Personnel Items.**

Approval of Superintendent’s Evaluation Form and Timeline

Motion 16/17-21

On motion of Director Remund, seconded by Director Martin, the Board unanimously approved the timeline and form (instrument) for the 2016/17 evaluation of the superintendent, as noted in the January 11, 2017 board folder. The evaluation is based on board-developed goals for the superintendent. The Board will meet in February with the Superintendent in executive session to discuss the evaluation.

Approval of Revised Policy DN, Disposal of District Property

Motion 16/17-22

On motion of Director Bondley, seconded by Director Martin, the Board unanimously approved revised policy DN, Disposal of District Property, as noted in the January 11, 2017 board folder. A review of recently adopted policies revealed that this policy did not align properly with the annual organizational resolution. Staff revised the policy to match the resolution, giving the Deputy Clerks the right to declare district property as surplus. The Board approves disposing surplus property valued over \$25,000.

Resolution 2016/17-5, Increase of Construction Excise Tax Rate

Motion 2016/17-23

On motion of Director Remund, seconded by Director Ellis, the Board approved Resolution 2016/17-5, Increase of Construction Tax Rate, as noted in the January 11, 2017 board folder. The revised construction excise tax rates will be \$1.07 per square foot for residential construction, and \$0.53 for non-residential construction. Although the Board approved this increase at the December 2016 board meeting, taxing entities require a board approved resolution.

Information on Career/Technical Education (CTE) Programs

Superintendent Boynton introduced Oregon Coast Community College President Birgitte Ryslinge and OCCC Dean of Academics and Workforce Dan Lara, present in the audience.

Mr. Boynton reported several Career Technical Education (CTE) **programs are in place** currently in the district, including:

- Taft High- Early Childhood Education and Development (Chemeketa Community College); Culinary (Chemeketa Community College)
- Newport High- Early Childhood Education and Development (Chemeketa Community College); Commercial Art (Chemeketa- not credited currently)
- Toledo High- Drafting (Oregon Institute of Technology) (although the program is titled “Drafting,” many different courses are included)
- Waldport High- Construction (Chemeketa- not credited currently); First Responder (Chemeketa); Commercial Tourism (Chemeketa).

Programs in development include:

- Business Services (for all areas, through Oregon Coast Community College)
- Educational Careers (Taft and Newport through OCCC and Western Oregon)
- Health Occupations (for all areas, through OCCC)
- Manufacturing/Engineering (Regional through OCCC)
- Hospitality (Taft through OCCC)
- Commercial Art (Waldport through Chemeketa)

Pre-Development Programs include:

- Computer Science/Coding
- Unmanned Aerial Devices

Mr. Boynton stated the Business Center will be located at OCCC in Lincoln City, as will Health Occupations. He said he has a meeting scheduled with Western Oregon University and OCCC in early

February to discuss the educational careers program. This program is designed as a “grow your own” teacher education program, the details of which will be determined in the near future.

The Superintendent would like to see a regional technology center for the Manufacturing/Engineering program, creating a magnet center. This program may begin with Toledo and Waldport as they have existing shops.

The Superintendent has been working with OCCC President Ryslingle for over a year to partner in the offering of several of the CTE programs. Both organizations are working hard to offer programs to give students meaningful experiences and prepare them for high wage jobs.

President Ryslingle reported the business center will be anchored in the north end of the county, but will be available online as well. OCCC hired a bilingual instructor to lead the program; a building of approximately 25,000 square feet is being considered to house the program. OCCC hopes to procure state capital funding to help with the building. She noted a secondary use for the building could be a gathering place in the event of a tsunami.

Superintendent Boynton stated the LCSD and OCCC boards may come together again in late spring/early summer.

Information on STAR Data

Director of Elementary and Special Education Susan Van Liew reported students in Kindergarten and first grade are generally not included in STAR reports, as STAR testing requires the ability to read. These students are assessed using other methods, and instruction is adjusted accordingly.

She noted data for buildings with grades K-2 are difficult to interpret at a broad building level for several reasons. Some students are not developmentally ready to succeed on the assessment, and students become ready at different times throughout the year. Because of this, some students do not have the same amount of data in the system. She also reported students’ writing is being assessed to adjust instructional strategies.

Superintendent Boynton presented a summary of STAR data for students in grades two through six, noting the expectations for growth and achievement were raised significantly this year. “The goal here is the level of achievement against the average student.”

He presented a chart showing reading and math results by area, as well as district results. He reported that proficiency is up by 4% compared to last year, with the second half of the year to go. (Last year, the biggest student gains occurred in the second half of the year.)

Mr. Boynton reported Crestview Heights meets in all four areas (proficiency and growth in reading and math). Director Van Liew will take the STAR results to elementary principals. She noted these results are “a point in time piece of data,” and said they are very broad. “The principals know to the student. Some kids are making more gains than you see here. We will make adjustments for individual students,” she added.

Admission of Non-Resident Students, 2017/18

Superintendent Boynton noted a state law enacted in 2011 allows districts to continue to enter into voluntary inter-district transfers with other districts, but also created a new transfer process that does not require the consent of the district in which the student lives.

Part of the law directs the Board to decide upon the number of students they wish to admit under this process by March 1st each year. Mr. Boynton recommended the board admit “zero” students under this process, but continue with inter-district transfers as it has for many years. This item will return for the board’s consideration at the next meeting.

Approval of Insurance Agent of Record

Motion 2016/17-24

On motion of Director Ellis, seconded by Director Bondley, the Board unanimously approved Brown & Brown Northwest as Insurance Agent of Record for all insurances other than health, after staff’s due diligence review of this firm, through June 30, 2017. This company is the largest PACE agent in Oregon, and handles 60 Oregon school districts ranging from very small to the largest district, Portland Public Schools.

The current provider has provided adequate service, but staff is looking for additional proactive service in the area of risk management. Making a change mid-year will allow the new provider an opportunity to work with the district for insurance renewals for the coming year.

2017/18 ESD Resolution Services

Each year, the Linn/Benton/Lincoln ESD presents a resolution to each of the twelve districts within their boundaries describing services to be provided the following year by the ESD and funded with “Resolution” dollars. These services are offered to districts when approved by two-thirds of the districts representing over one-half of the average daily membership of the 12 districts.

The resolution is for one year (2017/18) and will return to the board for consideration at the next meeting.

The meeting adjourned at 9:14 p.m.

Chairman

Superintendent