

LEBANON COMMUNITY SCHOOL DISTRICT
SCHOOL BOARD MEETING AGENDA
September 8, 2016, 6:00 PM
District Office
485 S. 5th Street, Lebanon, Oregon 97355

A. CALL TO ORDER/WELCOME/FLAG SALUTE

Richard Borden
Jerry Williams
Michael Martin
Russ McUne

B. AUDIENCE COMMENTS

This is a time for citizens to address the Board. The Chair will recognize speaker(s) at the designated time. All speakers should identify themselves and state their name before speaking. Speakers are asked to write their name, address, and phone number. Each speaker will be allowed 3 minutes.

C. GOOD NEWS

1. **Report:** Start of School Update

D. GENERAL BUSINESS

1. **Information Only:** IGAI: Human Sexuality, AIDS/HIV, Sexually Transmitted diseases, Health Education (Enclosure D-1)
 - i. Please schedule an appointment with Dawn Baker to review the curriculum at the District Office. Curriculum will be available September 6, 7, and 8.
2. **Action:** Adopt Board Policies on Second Reading (Enclosure D-2)
 - i. GCBDD/GDBDD: Sick Time
 - ii. ECACB: Unmanned Aircraft System (UAS) aka Drone
 - iii. JHCA/JHCB: Immunization, Physical Examination, Vision Screening/Eye Examination and Dental Screening
 - iv. KGB: Public Conduct on District Property

E. FINANCE

1. **Report:** Financial Update (Enclosure E-1)

F. OPERATIONS

1. **Report:** Summer Projects

G. HUMAN RESOURCES

H. CONSENT AGENDA

1. **Action:** Approve August 18, 2016 Board Minutes (Enclosure H-1)
2. **Action:** Approve August 18, 2016 Board Work Session Minutes (Enclosure H-2)
3. **Action:** Approve Hiring/Transfers/Leave of Absence
 - i. Sara Ainsworth, Instructional Assistant, Leave of Absence for 2016-2017 School Year
 - ii. Cheryl Barnes, 2nd Grade Teacher – Pioneer School (Temporary)
 - iii. Rika Bierek, 2nd Grade Teacher – Hamilton Creek School (Temporary)
 - iv. Tracy Collier, Special Education Teacher – Seven Oak Middle School
 - v. Dara Docherty, Language Arts Teacher – Seven Oak Middle School
 - vi. Abigail Marshall, 3rd Grade Teacher – Pioneer School (Temporary)
 - vii. DeLane Overton, Transfer to Seven Oak Middle School
 - viii. Amanda Sasaki-Skopp, Transfer to Lebanon High School
 - ix. Karen Sickles, Transfer to Cascades School
 - x. Jessica Smithson, Social Studies/Language Arts Teacher (6th Grade) – Seven Oak Middle School
 - xi. Breeanne Wyatt, 4th Grade Teacher – Pioneer School

I. BOARD OF EDUCATION TIME/DISCUSSION

October 13, 2016	Cascades School
November 17, 2016	Lacomb School
December 8, 2016	Green Acres School
January 12, 2017	Lebanon High School

J. BOARD COMMUNICATION

K. SUPERINTENDENT COMMUNICATION

1. **Discussion:** Reorganization of Agenda – draft sample (Enclosure K-1)
2. **Report:** Board Goals Update

L. BOARD VACANCY

1. **Action:** Interviews
2. **Action:** Appoint Board Member Zone 2

M. ADJOURN

The Lebanon Community School District Board of Directors welcomes you to our regular meeting. It is the Board's desire to hold an effective and efficient meeting to do the business of the District. In keeping with that objective the Board provides a place for AUDIENCE COMMENTS on each of its regular agendas. This is a time when you can provide statements or ask questions. The Board allows three minutes for each speaker. The following quote is instructive to the Board and its visitors.

"The Public Meetings Law is a public attendance law, not a public participation law. Under the Public Meetings Law, governing body meetings are open to the public except as otherwise provided by law. ORS 192.630 The right of public attendance guaranteed by the Public Meetings Law does not include the right to participate by public testimony or comment."

"Other statutes, rules, charters, ordinances, and bylaws outside the Public Meetings Law may require governing bodies to hear public testimony or comment on certain matters. But in the absence of such a requirement, a governing body may conduct a meeting without any public participation. Governing bodies voluntarily may allow limited public participation at their meetings." Oregon Attorney General's Administrative Law Manual and Uniform and Model Rules of Procedure under the Administrative Procedures Act. Hardy Myers, Attorney General, March 27, 2000.

Lebanon Community Schools

Code: **IGAI**
Adopted: 8/4/08
Readopted: 12/16/10
Orig. Code(s): IGAI

Human Sexuality, AIDS/HIV, Sexually Transmitted Diseases, Health Education**

The district shall provide an age appropriate, comprehensive plan of instruction focusing on human sexuality, HIV/AIDS and sexually transmitted infections and disease prevention in elementary and secondary schools as an integral part of health education and other subjects. Course material and instruction for all human sexuality education courses that discuss human sexuality shall enhance a student's understanding of sexuality as a normal and healthy aspect of human development. A part of the comprehensive plan of instruction shall provide age-appropriate child sexual abuse prevention instruction for students in kindergarten through grade 12. The district must provide a minimum of four instructional sessions annually; one instructional session is equal to one standard class period. In addition, the HIV/AIDS and sexually transmitted infections and disease prevention education and the human sexuality education comprehensive plan shall provide adequate instruction at least annually, for all students in grades 6 through 8 and at least twice during grades 9 through 12.

Parents, teachers, school administrators, local health departments staff, other community representatives and persons from the medical community who are knowledgeable of the latest scientific information and effective education strategies shall develop the plan of instruction and align it with the Oregon Health Education Standards and Benchmarks.

The Board shall approve the plan of instruction and require that it be reviewed and updated biennially in accordance with new scientific information and effective educational strategies.

Parents of minor students shall be notified in advance of any human sexuality or AIDS/HIV instruction. Any parent may request that his/her child be excused from that portion of the instructional program under the procedures set forth in Oregon Revised Statute (ORS) 336.035(2).

The comprehensive plan of instruction shall include the following information that:

1. Promotes abstinence for school age youth and mutually monogamous relationships with an uninfected partner for adults;
2. Allays those fears concerning HIV that are scientifically groundless;
3. Is balanced and medically accurate;
4. Provides balanced, accurate information and skills-based instruction on risks and benefits of contraceptives, condoms and other disease reduction measures;

5. Discusses responsible sexual behaviors and hygienic practices which may reduce or eliminate unintended pregnancy, exposure to HIV, hepatitis B/C and other sexually transmitted infections and diseases;
6. Stresses the risks of behaviors such as the sharing of needles or syringes for injecting illegal drugs and controlled substances;
7. Discusses the characteristics of the emotional, physical and psychological aspects of a healthy relationship;
8. Discusses the benefits of delaying pregnancy beyond the adolescent years as a means to better ensure a healthy future for parents and their children. The student shall be provided with statistics based on the latest medical information regarding both the health benefits and the possible side effects of all forms of contraceptives including the success and failure rates for prevention of pregnancy, sexually transmitted infections and diseases;
9. Stresses that HIV/STDs and hepatitis B/C can be possible hazards of sexual contact;
10. Provides students with information about Oregon laws that address young people's rights and responsibilities relating to childbearing and parenting;
11. Advises students of consequences of having sexual relations with persons younger than 18 years of age to whom they are not married;
12. Encourages family communication and involvement and helps students learn to make responsible, respectful and healthy decisions;
13. Teaches that no form of sexual expression or behavior is acceptable when it physically or emotionally harms oneself or others and that it is wrong to take advantage of or exploit another person;
14. Teaches that consent is an essential component of healthy sexual behavior. Course material shall promote positive attitudes and behaviors related to healthy relationships and sexuality, and encourage active student bystander behavior;
15. Teaches students how to identify and respond to attitudes and behaviors which contribute to sexual violence;
16. Validates the importance of one's honesty, respect for each person's dignity and well-being, and responsibility for one's actions;
17. Uses inclusive materials and strategies that recognizes different sexual orientations, gender identities and gender expression;
18. Includes information about relevant community resources, how to access these resources, and the laws that protect the rights of minors to anonymously access these resources.

The comprehensive plan of instruction shall emphasize skills-based instruction that:

19. Assists students to develop and practice effective communication skills, development of self esteem and ability to resist peer pressure;
20. Provides students with the opportunity to learn about and personalize peer, media, technology and community influences that both positively and negatively impact their attitudes and decisions related to healthy sexuality, relationships and sexual behaviors, including decisions to abstain from sexual intercourse;
21. Enhances students' ability to access valid health information and resources related to their sexual health;
22. Teaches how to develop and communicate sexual and reproductive boundaries;
23. Is research based, evidence based or best practice; and
24. Aligns with the Oregon Health Education Content Standards and Benchmarks.

All sexuality education programs emphasize that abstinence from sexual intercourse, when practiced consistently and correctly, is the only 100 percent effective method against unintended pregnancy, sexually transmitted HIV and hepatitis B/C infection and other sexually transmitted infections and diseases.

Abstinence is to be stressed, but not to the exclusion of contraceptives and condoms for preventing unintended pregnancy, HIV infection, hepatitis B/C infection and other sexually transmitted infections and diseases. Such courses are to acknowledge the value of abstinence while not devaluing or ignoring those students who have had or are having sexual relationships. Further, sexuality education materials, including instructional strategies, and activities must not, in any way use shame or fear-based tactics.

Materials and information shall be presented in a manner sensitive to the fact that there are students who have experienced, perpetrated or witnessed sexual abuse and relationship violence.

END OF POLICY

Legal Reference(s):

[ORS 336.035](#)
[ORS 336.107](#)
[ORS 336.455 to -336.475](#)
[ORS 339.370 to -339.400](#)

[OAR 581-022-0705](#)
[OAR 581-022-1440](#)
[OAR 581-022-1910](#)

Lebanon Community Schools

Code: GCBDD/GDBDD
Adopted: 4/28/16

Sick Time*

“Employee” means an individual who is employed by the district and who is paid on an hourly, stipend or salary basis, and for whom withholding is required under Oregon Revised Statute (ORS) 316.162-316.221. The definition does not include volunteers or independent contractors.

Employees qualify to begin earning and accruing sick time on the first day of employment with the district. The district shall allow an eligible employee to access up to 40 hours of paid sick time per year.

~~January 1, 2016-June30, 2016~~

~~All Employee Groups:~~

~~Paid sick time shall accrue at the rate of one hour of paid sick time for every 30 hours the employee works.~~

~~Beginning July 1, 2016~~

Represented Employees:

Paid sick time of 40 hours shall be front-loaded for all fulltime represented licensed, fulltime represented classified, and part-time represented employees working 4.5 or more hours per day. Employees hired after November 1 will accrue sick time at the rate of one hour of paid sick time for every 30 hours worked.

Part-time represented employees working *less* than 4.5 hours per day will accrue paid sick time at the rate of one hour of paid sick time for every 30 hours worked.

Non-Represented Employees:

Paid sick time of 40 hours shall be front-loaded for all fulltime non-represented employees and part-time non-represented employees working 4.5 or more hours per day.

Part-time non-represented employees working *less* than 4.5 hours per day, substitutes, stipend employees (i.e. mentor), and at-will employees will accrue paid sick time at the rate of one hour for every 30 hours worked.

The employee may carry up to 40 hours of unused sick time from one year to the subsequent year. An employee is limited to using no more than 40 hours of sick time in a year.

Sick time shall be taken as follows:

- 15 minutes increments for all full or part-time licensed, full or part-time classified, full or part-time non-represented employees

- 1 hour increments for coaches and other stipend staff, classified substitutes and at-will employees
- 4 hour increments for certified substitutes

Sick time may be used for the employee’s family member’s¹ mental or physical illness, injury or health condition, need for medical diagnosis, care or treatment of a mental or physical illness, injury or health condition or need for preventive care, or for reasons consistent with the Family Medical Leave Act (FMLA) or OFLA. Sick time may also be used in the event of a public health emergency.

The use of sick time may not lead to, or result in, an adverse employment action against the employee.

The district reserves the right after five consecutive days of absence, to require proof of personal illness or injury from an employee, including a medical examination by a physician chosen and paid for by the district. An employee refusing to submit to such an examination or to provide other evidence as required by the district, shall be subject to appropriate disciplinary action, up to and including dismissal.

When the reason for sick time is consistent with FMLA/OFLA leave, the sick time and the FMLA/OFLA leave may run concurrently. When the reason for sick time is consistent with the sick leave per ORS332.507 the sick time and sick leave will run concurrently.

If the reason for sick time is a foreseeable absence, the district may require the employee to provide advance notice of their intention to use sick time as soon as is practical. When the employee uses sick time for a foreseeable absence, the employee shall take reasonable effort to schedule the sick time in a manner that does not unduly disrupt the operations of the district (e.g., grading deadlines, in-service training, mandatory meetings).

If the reason for sick time is unforeseeable, such as an emergency, accident or sudden illness, the employee shall notify the district as soon as practicable.

The district shall establish a standard process to track the eligibility for sick time of a substitute. Substitutes must complete a written request to use paid sick time within five day of their absence.

END OF POLICY

Legal Reference(s):

[ORS 332.507](#)
[ORS 342.545](#)

[ORS 342.610](#)
[ORS 659A.150 to -659A.186](#)

SB 454 (2015)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).
 Family and Medical Leave Act of 1993, 29 U.S.C. §§ 2601-2654 (2006); Family and Medical Leave Act of 1993, 29 C.F.R. Part 825 (2006).

Americans with Disabilities Act Amendments Act of 2008.
 R1/14/16 | PH

¹“Family member” is defined by the Oregon Family Leave Act (OFLA).

Oregon School Boards Association Selected Sample Policy

Code: ECACB
Adopted:

NEW POLICY

Unmanned Aircraft System (UAS) a.k.a. Drone

Any employee or representative of the district operating a district unmanned aircraft system shall do so in accordance with this policy and all applicable Federal Aviation Administration (FAA) regulations.

An “unmanned aircraft system” (UAS) means an unmanned flying machine, commonly known as a drone, and its associated elements, including communication links and the components that control the machine.

The district recognizes the academic value of student operation of a UAS as one component of curricula pertaining to principles of flight, aerodynamics and airplane design and construction, which can also serve as an academic tool in other areas such as television, film production or the arts in general. Therefore, in compliance with the Federal Aviation Administration Modernization and Reform Act of 2012, Section 336, students may operate a UAS as part of a course requirement, as long as that student does not receive compensation directly or incidentally from such operation. District staff teaching a class that allows use of a UAS may assist a student in their operation of the UAS, provided the assistance is needed as part of the curriculum and assistance is to a student enrolled in the course. The staff member’s participation must be limited to the student’s operation of the UAS.

District employees shall work with administrators to ensure that proper insurance, registration and authorization are in place prior to adoption of curriculum that allows operation of a UAS as part of the curriculum.

A UAS shall be operated in accordance with the policies of the Oregon School Activities Association (OSAA)¹ at OSAA sanctioned events. Use of a UAS at other district-sponsored athletics or activities is prohibited.

A student in violation of this policy may be subject to disciplinary action, up to and including suspension and/or expulsion.

A staff member in violation of this policy may be subject to disciplinary action, up to and including dismissal.

All data gathered by the district as part of a UAS operation will belong to the district. The data gathering by the district will follow appropriate state and federal laws. Retention of such data will follow state and federal laws.

The superintendent shall develop procedures for the implementation of this policy.

The district shall post a copy of this policy, associated procedures and a copy of Oregon Revised Statute (ORS) 192.501 on the district’s website.

¹[#85](http://www.osaa.org/governance/handbooks/osaa)

[Third Party Use

Third party use of a UAS on district property or at district-sponsored events for any purpose is prohibited, unless granted permission from the [superintendent or designee].

If permission is granted by the [superintendent or designee], the third party operating a UAS will comply with all FAA regulations and shall provide the following to the district:

1. Proof of insurance that meets the liability limits established by the district;
2. Appropriate registration and authorization issued by the FAA when required; and
3. A signed agreement holding the district harmless from any claims of harm to individuals or damage to property.]

END OF POLICY

Legal Reference(s):

[ORS 164.885](#)

[ORS 174.109](#)

[ORS 192.501](#)

[ORS 837.300 to -837.390](#)

[ORS 837.995](#)

Federal Aviation Administration Modernization and Reform Act of 2012, P.L. 112-95, § 336 (2012).

Federal Aviation Administration, Educational Use of Unmanned Aircraft Systems (UAS) Memorandum, May 4, 2016.

Family Educational Rights Privacy Act

OREGON SCHOOL ACTIVITIES ASSOCIATION HANDBOOK #85 (2015-2016).

Oregon School Boards Association Selected Sample Policy

Code: **JHCA/JHCB**
Adopted:

NEW COMBINED POLICY replacing separate JHCA and JHCB

Immunization, Physical Examination, and Vision Screening/Eye Examination and Dental Screening**

Immunization

Proof of immunization must be presented prior to the time of initial enrollment in school or within 30 days of transfer to the district. Proof consists of a signed Certificate of Immunization Status form documenting either evidence of immunization or a religious, philosophical beliefs and/or medical exemption.¹

Physical Examination

The Board recommends that all students initially enrolling in school have a physical examination. Parents will be asked to complete a district Health History form when initially enrolling their students in the district and when registering them for seventh grade.

All students participating in athletic programs are required to submit to the district a School Sports Pre-participation Examination² form prior to their initial participation in a district athletic program. The form is to be completed and signed by a parent or guardian and physician giving permission for the student to participate.

A student who is subsequently diagnosed with a significant illness or has had a major surgery is required to have a physical examination prior to further participation in extracurricular sports.

All students who continue to participate in extracurricular sports in grades 7 through 12 shall be required to complete a physical examination once every two years, thereafter.

Vision Screening or Eye Examination

The parents or guardian of a student who is 7 years of age or younger and is beginning an education program with the district for the first time shall, within 120 days of beginning the education program, submit a certification that the student has received:

1. A vision screening or eye examination; and
2. Any further examination, treatments or assistance necessary.

¹Documentation requirements for exemptions are outlined in ORS 433.267.

²Form available at www.osaa.org.

The certification is not required if the parent or guardian provides a statement to the district that:

1. The student submitted a certification to a prior education provider; or
2. The vision screening or eye examination is contrary to the religious beliefs of the student or the parents or guardian of the student.

Dental Screening

The district shall file in the student's dental health record any dental screening certifications and any results of a dental screening known by the district. The district will provide to the parent or guardian of each student, standardized information developed by the Oregon Health Authority's dental director regarding dental screenings, further examinations or necessary treatments and preventative care including fluoride varnish, sealants and daily brushing and flossing.

The parent or guardian of a student who is 7 years of age or younger and is beginning an education program with the district for the first time, shall submit a certification within 120 days of beginning the education program, that the student has received a dental screening within the previous 12 months.

The certification is not required if the parent or guardian provides a statement to the district that:

1. The student submitted a certification to a prior education provider;
2. The dental screening is contrary to the religious beliefs of the student or the parent or guardian of the student; or
3. The dental screening is a burden for the student or the parent or guardian of the student in the following ways:
 - a. The cost of obtaining the dental screening is too high;
 - b. The student does not have access to an approved screener;
 - c. The student was unable to obtain an appointment with an approved screener.

The certification may be provided by a licensed dentist, a dental hygienist or a health care practitioner as defined by state law. The certification must include the:

1. Student's name;
2. Date of screening; and
3. Name of entity conducting the dental screening.

The district shall submit to the Oregon Department of Education a report that identifies the percentage of students who failed to submit the certification for the previous year, no later than October 1 of each year.

END OF POLICY

Legal Reference(s):

[ORS 326.580](#)
[ORS 336.211](#)
[ORS 336.213](#)
[ORS 336.479](#)

[ORS 433.235 to -433.280](#)
[OAR 333-019-0010](#)
[OAR 333-050-0010 to -0120](#)

[OAR 581-021-0031](#)
[OAR 581-021-0017](#)
[OAR 581-021-0041](#)
[OAR 581-022-0705](#)

OREGON SCHOOL ACTIVITIES ASSOCIATION, OSAA HANDBOOK.

Lebanon Community Schools

Code: **KGB**
Adopted: 8/7/06
Readopted: 1/20/11, 09/10/15
Orig. Code(s): KGB

Public Conduct on District Property (Version 1)

No person on district property or grounds, including parking lots, will:

1. Injure or threaten to injure another;
2. Damage the property of another or of the district;
3. Initiate or circulate a report, one knows to be false, concerning an alleged hazardous substance, impending fire, explosion, catastrophe or other emergency that will take place in or upon a school;
4. Violate parking regulations;
5. Drive a vehicle in an unsafe manner;
6. Operate an unmanned aircraft system (UAS) or drone [unless granted permission from the superintendent or designee]] [, as prohibited by Board policy ECACB - Unmanned Aircraft System (UAS) a.k.a. Drone];
7. Impede, delay or otherwise interfere with the orderly conduct of the district's educational program or any other activity taking place on district property which has been authorized by the Board, superintendent, principal or other authorized administrator;
8. Enter any portion of district premises at any time for purposes other than those which are lawful and authorized by district officials;
9. Bring, possess, conceal, or use a weapon as prohibited by Board policy JFCJ - Weapons in the Schools and state and federal law;
10. Possess, consume, sell, give or deliver unlawful drugs and/or alcoholic beverages. Possess, sell, give or deliver drug paraphernalia;
11. Use, distribute or sell tobacco products or inhalant delivery systems;
12. Wear, possess, use, distribute, display or sell any clothing, jewelry, emblem, badge, symbol, sign or other ~~things-item which are~~ that is evidence of membership or affiliation ~~in~~ with any gang. Use speech or commit any act or omission in furtherance of the interests of any gang or gang activity. A "gang" is defined as a group that identifies itself through the use of a name, unique appearance or

language including hand signs, claiming of geographical territory or the espousing of a distinctive belief system that frequently results in criminal activity;

13. Willfully violate Board policies, administrative regulations or school rules designed to maintain public order on district property.

Persons having no legitimate purpose or business on district property, or those violating or threatening to violate the above rules, may be ejected from the premises and/or referred to law enforcement officials.

END OF POLICY

Legal Reference(s):

[ORS 161.015](#)

[ORS 164.245](#)

[ORS 164.255](#)

[ORS 166.025](#)

[ORS 166.155](#) to -166.165

[ORS 332.172](#)

[ORS 336.109](#)

[ORS 339.883](#)

[ORS 431.840](#)

[ORS 433.835](#) to -433.990

[ORS 806.060](#) to -806.080

[OAR 333-015-0025](#) to -0090

[OAR 581-021-0110](#)

[OAR 584-020-0040\(4\)\(e\),\(g\)](#)

[ORS 166.210](#) to -166.370

Gun-Free Schools Act, 20 U.S.C. 7151 (2006).

Pro-Children Act of 1994, 20 U.S.C. §§ 6081-6084 (2006).

Gun-Free School Zones Act of 1990, 18 U.S.C. §§ 921(a)(25)-(26), 922(q) (2006).

Business Report

By: Linda Darling, Business Director

August 18, 2016

Financial Report: (enclosure E-1)

The 2016-2017 Financial Board report included in this Board packet reflects all of projected revenue and expenditures for 2015-2016, along with the budgeted and spent or encumbered amounts for 2016-2017. The projected Ending Fund Balance for 2015-2016 is \$3,112,341 which is a slight decrease from the August projection of \$3,118,759. This figure will continue to change until audit in October. The amounts in 2016-2017 salaries and benefits will continue to change as employees are hired and all employees select new benefit plans during August and September.

Oregon Economic and Revenue Forecast:

The September 2016 Oregon Economic and Revenue Forecast will be released September 14, 2016. Information will be included in the October Board Report.

Audit:

The week of Oct 10th, Accuity will be in the district testing our financial data; during their February visit they tested internal controls, grant processes, and many other things. With the information that they will gather and the testing our 2015-2016 audit report will be completed in November.

2016-2017 General Fund Summary Report

	13/14 Actual	14/15 Actual	15/16 Project 8/31/2016	16/17 Budget	8-30-16 YTD & Enc	8-30-16 Balance
General Fund - Revenue						
SSF Formula	33,010,958	34,926,096	36,120,202	36,450,825	6,783,695	29,667,130
SSF Adjustment	354,709	48,134	(330,463)	-	-	-
Interest	55,090	62,596	91,478	70,000	5,290	64,710
Third Party Billing	35,680	25,179	45,178	50,000	-	50,000
TMR	189,021	154,930	149,514	175,000	-	175,000
JROTC	44,877	64,220	66,034	65,000	11,208	53,792
Other	493,650	379,017	293,424	450,000	80,734	369,266
Interfund Transfer	680,000	60,000	60,000	60,000	4,782	55,218
BFB	1,065,336	3,162,455	3,932,387	2,950,000	-	2,950,000
Total	35,929,322	38,882,628	40,427,753	40,270,825	6,885,708	33,385,117
	=====	=====	=====	=====	=====	=====
General Fund - Expenses						
Salaries	15,946,123	16,263,399	17,884,307	18,652,514	17,267,888	1,384,626
Benefits	9,581,618	10,020,660	10,644,867	11,477,648	9,645,179	1,832,469
P. Services	4,781,674	5,112,768	5,026,874	4,805,057	943,935	3,861,122
Supplies	1,123,636	1,477,643	1,297,797	1,708,226	538,789	1,169,437
Capital Outlay	-	6,779	20,047	50,000	11,000	39,000
Other Objects	262,806	308,993	286,294	337,380	249,939	87,441
Transfers	902,369	1,760,000	2,155,225	2,240,000	-	2,240,000
Contingency	-	-	-	1,000,000	-	1,000,000
Total	32,598,226	34,950,241	37,315,412	40,270,825	28,656,731	11,614,094
	=====	=====	=====	=====	=====	=====
			<i>Projected Ending Fund Balance</i>			<i>3,112,341</i>

2016-2017 General Fund Revenue Report

	13/14 Actual	14/15 Actual	15/16 Project 8/31/2016	16/17 Budget	8-30-16 YTD	8-30-16 Balance
SSF Formula						
Taxes	7,903,432	8,234,812	8,540,734	8,675,000	-	8,675,000
Federal Forest Fees	270,219	264,679	205,708	150,000	-	150,000
Common School	390,784	409,884	492,013	416,000	-	416,000
State Timber	210,996	405,152	181,382	100,000	-	100,000
School Support Fund	24,235,526	25,578,283	26,623,971	27,109,825	6,783,695	20,326,130
Adjustments to SSF Payments						-
Adj for 05/06 payments	-	-				-
Adj for HC Disability Grant	44,585	33,286	76,394	-	-	-
Adj for 11/12 payment	-	-	-	-	-	-
Adj for 12/13 payment	310,123	-	-	-	-	-
Adj for 13/14 payment	-	48,134	-	-	-	-
Adj for 14/15 payment	-	-	(330,463)	-	-	-
Adj for 15/16 payment	-	-	-	-	-	-
Total SSF Formula	33,365,667	34,974,231	35,789,738	36,450,825	6,783,695	29,667,130
Interest of Investments	55,090	62,596	91,478	70,000	5,290	64,710
Third Party billing - Medicaid	35,680	25,179	45,178	50,000	-	50,000
TMR	189,021	154,930	149,514	175,000	-	175,000
JROTC reimbursement	44,877	64,220	66,034	65,000	11,208	53,792
Other						
Rental Fees	24,989	27,828	9,718	10,000	584	9,416
Fees Charged to Grants	-	-	800	50,000	-	50,000
Miscellaneous	396,771	282,468	199,996	310,000	3,303	306,697
E-Rate reimbursement	71,891	68,721	82,910	80,000	76,847	3,153
-	-	-	-	-	-	-
Interfund Transfer - Athletics	680,000	60,000	60,000	60,000	4,782	55,218
-	-	-	-	-	-	-
Beginning Fund Balance	1,065,336	3,162,455	3,932,387	2,950,000	-	2,950,000
Total	35,929,322 =====	38,882,628 =====	40,427,753 =====	40,270,825 =====	6,885,708 =====	33,385,117 =====

2016-2017 General Fund Expenditure Report

Obj	Description	8/31/2016			16/17 Budget	8-30-16 YTD	8-30-16 Encumb	8-30-16 Balance
		13/14 Actual	14/15 Actual	15/16 Project				
111	Certified salaries	9,312,212	9,311,147	10,161,648	10,626,822	59,745	10,515,549	51,529
112	Classified salaries	3,821,771	4,164,521	4,545,055	4,967,526	282,967	4,393,813	290,746
113	Administrative salaries	1,409,054	1,464,907	1,648,330	1,612,788	270,266	1,351,328	(8,806)
114	Managerial - classified	92,856	94,714	178,755	187,684	31,300	156,498	(113)
116	Retirement stipends	99,065	76,123	51,134	44,000	6,142	29,479	8,379
118	Retirement Support Program	159,600	-	-	-	-	-	-
119	Confidential salaries	125,872	125,785	84,504	95,139	16,318	81,589	(2,768)
121	Certified subs	364,590	373,350	432,262	382,854	-	-	382,854
122	Classified subs	147,575	148,818	155,004	162,800	5,125	-	157,675
123	Temp certified	61,461	62,030	73,949	53,500	-	-	53,500
124	Temp classified	3,775	982	-	500	-	-	500
127	Student helpers salaries	12,466	11,768	7,895	6,000	-	-	6,000
132	Compensation time	19,026	23,861	25,767	32,650	75	-	32,575
133	Extra duty	149,434	254,381	324,893	324,201	53,187	-	271,014
134	Classified extra hrs	123,909	142,975	185,048	135,000	14,401	-	120,599
135	Vacation Payoff	17,384	4,377	6,938	15,650	-	-	15,650
136	Mentor teacher pay	1,568	990	609	-	-	-	-
137	Personal Leave Payout	22,057	75	-	-	-	-	-
138	Department Head Extra Duty	2,122	2,159	1,613	4,000	-	-	4,000
142	Taxable Meal Reimbursement	328	436	903	1,400	108	-	1,292
	Total Salaries	15,946,123	16,263,399	17,884,307	18,652,514	739,632	16,528,256	1,384,626
								-
210	PERS	3,955,693	3,976,407	4,187,392	4,682,670	174,240	3,863,172	645,258
220	Social Security	1,183,575	1,207,537	1,328,137	1,391,886	55,105	1,202,583	134,198
231	Worker's Comp	119,163	136,822	173,370	219,075	13,570	183,914	21,591
241	Employee Ins - Admin		177,948	212,862	220,380	34,751	173,756	11,873
242	Employee Ins - Certified	2,146,033	2,307,416	2,328,554	2,432,267	5,999	1,929,834	496,434
243	Employee Ins - Classified	1,721,374	1,874,827	2,137,056	2,249,129	86,957	1,849,001	313,172
244	Employee Ins - Other	20,636	20,700	7,731	25,820	3,439	17,205	5,176
245	Employee Ins - Retired	389,149	276,090	228,774	230,000	12,898	-	217,102
247	TSA	45,996	42,912	40,991	26,421	3,155	35,601	(12,335)
	Total Benefits	9,581,618	10,020,660	10,644,867	11,477,648	390,114	9,255,066	1,832,469
								-

2016-2017 General Fund Expenditure Report

Obj	Description	8/31/2016						
		13/14 Actual	14/15 Actual	15/16 Project	16/17 Budget	8-30-16 YTD	8-30-16 Encumb	8-30-16 Balance
311	Instructional Services	69,272	152,856	157,581	180,800	450	60,000	120,350
312	Instr Prog Improve Service	18,733	43,468	36,748	20,000	-	-	20,000
319	Other Instr-Prof-Tech SVCS	14,977	21,870	9,745	15,000	-	-	15,000
322	Repairs & Maintenance	101,489	163,270	168,482	108,517	11,820	26,922	69,775
323	Radio Service	-	-	7,767	-	-	182	(182)
324	Rentals	121,204	135,308	104,777	140,350	6,841	44,857	88,652
325	Electricity	440,338	467,896	473,758	472,100	33,884	-	438,216
326	Fuel	187,486	177,759	187,899	236,000	2,486	-	233,514
327	Water & Sewer	112,986	139,255	121,239	145,900	11,751	-	134,149
328	Garbage	77,676	86,324	96,811	95,600	6,833	-	88,767
329	Other Property Services	420	13,001	19,246	11,400	1,750	9,350	300
330	Reimb. Student Transportation	4,204	6,950	-	8,800	-	-	8,800
340	Travel	65,317	114,592	140,058	136,690	25,237	639	110,814
343	Travel - Student - Out of Dist.	1,665	-	-	4,150	-	-	4,150
346	Meals/Transportation	148	104	48	500	-	-	500
348	Staff Tuition	30,645	49,577	44,768	40,000	1,825	1,444	36,731
351	Telephone	67,513	82,642	70,529	71,300	2,727	5,000	63,573
353	Postage	25,894	23,607	21,909	28,650	93	-	28,557
354	Advertising	1,874	4,416	3,551	4,700	-	-	4,700
355	Printing & Binding	13,897	68,861	48,153	82,100	3,893	1,197	77,009
360	Charter School Payments	1,954,971	2,064,403	1,961,788	2,085,000	535,318	-	1,549,682
371	Tuitions Payments to Other Dist.	37,250	40,570	29,701	125,000	-	-	125,000
373	Tuition Pay Private School	-	-	-	5,000	-	-	5,000
374	Other Tuition	782,257	605,954	625,503	257,000	-	-	257,000
381	Audit Services	27,150	27,650	25,150	30,000	-	-	30,000
382	Legal Services	9,011	2,028	5,288	25,000	188	-	24,813
384	Negotiation Services	14,344	5,934	13,784	10,000	-	-	10,000
386	Data Processing SVCS	57,261	59,787	76,794	81,300	18,748	6,163	56,389
388	Election Services	-	4,565	-	10,000	-	-	10,000
389	Other Non_instr Pro/Tech	510,398	515,889	539,114	330,600	5,251	107,534	217,815
391	Physical Exams - Drivers	2,175	2,380	3,168	3,700	-	3,000	700
392	Drug Tests Drivers	1,110	1,110	635	3,000	-	2,000	1,000
393	Child Care Services	22,000	22,000	22,000	25,000	-	-	25,000
394	Sub calling service	5,536	5,559	7,489	8,000	6,464	-	1,536
396	Criminal History checks	2,332	2,546	2,928	2,900	72	17	2,811
398	Fingerprinting	138	639	462	1,000	-	-	1,000
	Total P. Services	4,781,674	5,112,768	5,026,874	4,805,057	675,629	268,306	3,861,122

2016-2017 General Fund Expenditure Report

Obj	Description	8/31/2016			16/17 Budget	8-30-16 YTD	8-30-16 Encumb	8-30-16 Balance
		13/14 Actual	14/15 Actual	15/16 Project				
406	Gas Oil & Lubricants	189,904	152,805	103,868	211,000	2,088	155,731	53,180
410	Supplies & Materials	356,317	457,671	420,371	534,498	74,179	40,481	419,838
413	Vehicle repair parts	54,783	50,201	48,980	63,000	5,539	28,090	29,371
414	Transportation operations	5,262	5,674	6,060	5,300	362	3,709	1,229
420	Textbooks	173,653	240,685	131,379	195,300	20,177	17,777	157,346
430	Library Books	6,636	9,934	8,588	11,200	72	-	11,128
440	Periodicals	3,753	6,012	1,937	4,920	389	757	3,774
460	Equipment under 5K	122,132	125,632	128,283	233,322	701	4,508	228,114
470	Computer software	139,153	173,513	195,888	241,775	51,637	58,842	131,296
480	Computer hardware	72,041	255,516	252,444	207,911	6,252	67,497	134,161
	Total Supplies & Materials	1,123,636	1,477,643	1,297,797	1,708,226	161,396	377,393	1,169,437
540	Equipment	-	6,779	20,047	50,000	11,000	-	39,000
	Total Capital Outlay	-	6,779	20,047	50,000	11,000	0	39,000
621	Regular Interest	-	-	-	500	-	-	500
640	Dues & Fees	51,933	92,488	67,655	103,080	15,778	8,712	78,590
650	Insurance & Judgments	210,873	216,456	218,639	233,600	225,449	-	8,151
670	Taxes & Licenses	-	49	-	200	-	-	200
	Total Other Objects	262,806	308,993	286,294	337,380	241,227	8,712	87,441
710	Transfer - Technology	50,000	175,000	200,000	225,000	-	-	225,000
711	Transfer - Classroom Furniture	-	50,000	50,000	25,000	-	-	25,000
712	Transfer - Textbook Adoption	50,000	350,000	350,000	300,000	-	-	300,000
713	Transfer - Capital Improvement	150,000	225,000	250,000	250,000	-	-	250,000
714	Transfer - Track and Turf Fund	100,000	110,000	110,000	10,000	-	-	10,000
715	Transfer - Athletic Fund	336,000	365,000	365,000	405,000	-	-	405,000
716	Transfer - Bus Replacement	150,000	250,000	250,000	250,000	-	-	250,000
717	Transfer - Unemploy Ins	50,000	25,000	15,000	25,000	-	-	25,000
718	PERS Reserve	-	150,000	500,000	500,000	-	-	500,000
719	Transfer - Food Service	16,369	50,000	65,225	150,000	-	-	150,000
730	Transfer - Debt Service	-	-	-	100,000	-	-	100,000
731	Transfer - Academic Achievemer	-	10,000	-	-	-	-	-
	Total Transfers	902,369	1,760,000	2,155,225	2,240,000	-	-	2,240,000
810	Reserve/Contingency	-	-	-	1,000,000	-	-	1,000,000
	Grand Total	32,598,226	34,950,241	37,315,412	40,270,825	2,218,998	26,437,733	11,614,094

2016-2017 All Funds Summary Report

All Funds

Fund	Description	13/14	14/15	15/16	15/16	16/17	8-30-16	8-30-16	8-30-16
		Actual	Actual	Proj. Actual	Proj. EFB	Adopted Budget	Y-T-D	Encumb	Balance
100	General Fund	32,766,866	34,950,241	37,315,412	3,112,341	40,270,825	2,218,998	26,437,733	11,614,094
200	Grant Funds	2,663,753	2,591,884	2,343,151	2,000	5,200,500	135,644	1,676,176	3,388,680
205	Senate Bill 1149	-	185,000	-	82,222	171,500	-	-	171,500
212	Academic Achievement	1,500	-	-	18,650	28,650	-	-	28,650
230	Bus Replacement	-	100,735	-	554,882	804,900	-	633,327	171,573
232	Classroom Furniture	-	50,000	40,792	9,208	38,000	-	-	38,000
240	Textbook Adoption	107,421	18,550	843,817	83,281	485,000	23,767	17,197	444,037
272	Capital Improvments	319,070	284,536	156,950	93,050	330,000	7,649	12,859	309,492
274	Technology	52,899	124,500	495	270,949	496,444	-	-	496,444
277	Track and Turf Replacement	100,000	100,000	100,000	77,754	118,000	-	-	118,000
279	Student Activity	593,221	590,053	625,595	491,700	1,120,000	26,331	57,870	1,035,799
286	High School Athletics	445,218	445,055	453,152	93,179	581,000	14,528	87,777	478,695
292	CTE Local Fund	-	-	-	-	100,000	-	-	-
296	Nutrition Services	1,683,116	1,596,163	1,615,886	310,000	2,020,907	75,301	1,075,894	869,712
299	PERS Reserve	630,000	-	-	650,000	1,150,000	-	-	1,150,000
300	Debt Service	3,359,330	3,442,481	3,528,481	69,695	3,618,482	-	-	3,618,482
310	Debt Service / SB 1149	5,151	-	-	-	-	-	-	-
311	2011 Non-Bonded Debt	223,547	223,547	223,547	119,551	349,715	-	-	349,715
601	Unemployment	37,166	37,539	10,646	99,826	120,000	350	-	119,650
	Grand Total	42,988,258	44,740,285	47,257,923	6,138,288	57,253,923	2,502,567	29,998,833	24,402,523
		=====	=====	=====	=====	=====	=====	=====	=====

**LEBANON COMMUNITY SCHOOL DISTRICT
SCHOOL BOARD MEETING
MINUTES
August 18, 2016, 7:00 PM
Pioneer School – 500 N. 5th Street, Lebanon, Oregon 97355**

A regular School Board Meeting was held at the Pioneer School on August 18, 2016. Those present included:

Richard Borden, Director	Rob Hess, Superintendent
Jerry Williams, Director	Bo Yates, Assistant Superintendent
Russ McUne, Director	Jennifer Meckley, Director of Human Resources
Mike Martin, Director	

Minutes recorded by Nicole Hundley, Executive Secretary.

BOARD REORGANIZATION

1. Action: Election of Board Chair and Vice Chair for 2016-2017

Jerry Williams nominated Russ McUne as Board Chair. Richard Borden seconded the motion. Mike Martin abstained. The motion carried.

Richard Borden nominated Jerry Williams as Vice Chair. Russ McUne seconded the motion. Mike Martin abstained. The motion carried.

AUDIENCE COMMENTS

Chair Russ McUne welcomed audience comments. There were none.

PURSURING EXCELLENCE

1. Presentation: Oregon Blue Zones Project

Dr. Robin Dreibelbis, DO made a presentation to the Board regarding the Blue Zones Project. She outlined the project's goals, the success in other communities, the impact it could make to the Lebanon area, and the community's desire and efforts to become the next Blue Zone demonstration community. The Lebanon Blue Zone steering committee will be completing the application for the Blue Zone designation and grant soon, and Dr. Dreibelbis asked for a letter of support from the Board to include with the application. Richard Borden made a motion to approve a letter of support from the Board. Jerry Williams seconded the motion. The motion carried unanimously.

GENERAL BUSINESS

1. Action: Board Resolution 1617-1 Representatives and Authorizations

Jerry Williams made a motion to approve the Resolution. Richard Borden seconded the motion. One typographical correction was noted. The motion carried unanimously.

2. Action: Appoint Board Members to Certified Negotiation Team

Richard Borden made a motion to appoint Russ McUne and Mike Martin to the Certified Negotiation Team. Jerry Williams seconded. The motion carried unanimously.

3. **Action:** Appoint Board Policies on First Reading

GCBDD/GDBDD: Sick Time: The revisions to this policy were recommended by administration. The Board accepted the revisions.

BBA: Individual Board Member's Authority and Responsibilities, BBC: Board Member Resignation, BD/BDA: Board Meetings, BDC: Executive Sessions, BFC: Adoption and Revision of Policies: The revisions to these policies were provided by OSBA after a review of the section, but are deemed optional revisions with only the BFC: Adoption and Revision of Policies being highly recommended. After discussion, the Board decided to keep the District's current language in all of these policies.

ECACB: Unmanned Aircraft System (UAS) aka Drone: This new policy was provided by OSBA as conditionally required. The Board accepted the new policy.

JBB: Educational Equity: This new policy was provided by OSBA as optional. After discussion, the Board decided to not accept this policy.

JHCA/JHCB: Immunization, Physical Examination, Vision Screening/Eye Examination and Dental Screening: This policy was provided by the OSBA as a combination of previously separate policies with new language regarding dental screenings. Mike Martin and Jerry Williams asked about dental services provided by the District, and Linda Darling noted that we have historically performed the screenings and then provided students information on free dental services from other community resources. Mike Martin asked about the cost, and Linda Darling noted that it is just the staff time. Jerry Williams asked about record keeping, and Linda Darling noted that it is kept in the health files. The report to the Oregon Department of Education is a requirement per state law. The Board accepted the revisions.

KGB: Public Conduct on District Property: This policy was provided by the OSBA with revisions relating to the new policy ECACB: Unmanned Aircraft System (UAS) aka Drone. The Board accepted the revisions.

Mike Martin made a motion to approve the following policies on first reading: GCBDD/GDBDD: Sick Time; ECACB: Unmanned Aircraft System (UAS) aka Drone; JHCA/JHCB: Immunization, Physical Examination, Vision Screening/Eye Examination and Dental Screening; and KGB: Public Conduct on District Property. Richard Borden seconded the motion. The motion carried unanimously.

4. **Discussion:** Tabled Board Policies on First Reading - IGAI: Human Sexuality, AIDS/HIV, Sexually Transmitted diseases, Health Education

The Board previously asked to review the health education curriculum before approving this policy. Rob Hess recommended that the Board set appointments with Dawn Baker and Laura Foley to review the curriculum in the District Office as it is extensive and in different mediums. Dates to review will be communicated to the Board. Further discussion or action on this policy was tabled.

5. **Information Only:** Policy ARs - KL-AR: Public Complaints Procedure

The Board had no further questions on the revisions.

6. **Discussion:** Board Policy IKF-AR: Graduation Requirements

This topic was brought forward by Liz Alperin at the previous meeting and was no longer necessary for discussion.

7. Information Only: Foreign Language Data

Rob Hess noted that the data provided shows that students are choosing to be ready for college by taking foreign language classes even though there is not a graduation requirement for high school. The increase in students taking foreign language may also be due to the programs starting at the middle school level.

8. Discussion: Changing October 14 to a staff in-service non-school day

Rob noted that a revision to the school year calendar at this point would require an MOU with the union. Because of this fact along with the close timeline to school starting, administration was no longer requesting that the date be changed from an instruction day. Rob did note that administration believes that in order to advance to where we want to be we will need more professional development days of paid training for certified and classified staff, and this should be a priority in the next contract negotiations. He recommended we include this day on the calendar for the 2017-2018 school year as a professional development day. Rob discussed a summer training for secondary math teachers on the new curriculum and the high level of engagement noted by the trainers. There will be times that it is important to pull teachers out for training and provide substitutes for instruction days.

9. Information Only: Use of Physical Restraint and Seclusion Report

Jan Sansom noted that this report was provided as per annual state requirement. She further described physical restraint and seclusion and noted that most of these occurrences are reflected primarily at the elementary school level.

10. Action: Resignation of Board Member Liz Alperin, Declare Vacancy

Liz Alperin has resigned as she moved out of the District. She sent an email to the Board and Rob Hess. The Board declared a seat vacancy for Zone 2 and will advertised the vacancy for 20 days. A candidate must have lived in the District for at least one year and preference must be given to candidates that live in Zone 2 unless there are none residing in that area. Rob Hess noted that the map of the zones was available if there were questions. This Board position is due for re-election in 2017, so the term of this position will continue until June 30, 2017. The candidate would be eligible to run as the incumbent in the election. Interviews must be held in a public setting at a Board meeting. The District will create an application with a statement of intent and will have that available to the public tomorrow. The Board will establish their interview protocols prior to the next meeting, and all interviews and the appointment will be made at the end of the next meeting.

Rob and the Board expressed their appreciation for Liz Alperin's service to the District.

FINANCE

1. Information Only: Financial Update

Linda Darling noted that the online payment system is live both for fees and donations. Rob Hess noted that we should add the Foundation Mini-Grants to the donations list. The projected ending fund balance is hovering very close to the budget, and we have not yet closed. Discussion ensued regarding PERS rates, which we will know in October.

2. Information Only: Obsolete Property

Linda Darling noted the list of buses and vehicles that the District will be disposing of through sealed bids. We have six new buses.

OPERATIONS

1. **Information Only:** Sale of Property Update

Bo Yates noted that both the City of Lebanon and Linn County have expressed interest in the property, possibly for a roundabout. We are determining fair market value and the City is looking into possible re-zoning. There is also private interest in the west side of the property. Bo will provide the lot map.

Bo discussed other Operations projects. We continue to need bus drivers, and if we do not have enough we may need to stagger start times. Administration is working on some incentives to encourage applicants. Bo discussed recent vandalism at schools and a recent theft at Green Acres. We are hoping for community support in reporting criminal activity. Bo also discussed the new custodians at our schools and how much better they are looking. The culinary room is now a proper commercial kitchen with eight workstations. Mike Martin asked about busing to Riverview during the construction, and Bo noted that the Transportation team is working on that.

CONSENT AGENDA

1. **Action:** Approve June 9, 2016 Board Minutes
2. **Action:** Approve June 9, 2016 Board Work Session Minutes
3. **Action:** Approve June 16, 2016 Special Board Meeting Minutes
4. **Action:** Approve Hiring
 - i. Wendy Anderson, Counselor, Lebanon High School
 - ii. Laura Blake, Special Education Teacher, Riverview School
 - iii. Kellie Blauvelt, 1st Grade Teacher, Green Acres School
 - iv. Andrea Casey, Language Arts Teacher, Seven Oak Middle School
 - v. Coray Dykes, Counselor, .50 FTE, Lacombe School
 - vi. Jan Korvick, Spanish Teacher, Lebanon High School
 - vii. Patricia Martinez, Social Worker, Lebanon High School
 - viii. Marilyn Matthews, Special Education Teacher, 1.0 FTE, Seven Oak Middle School
 - ix. Martha Moore, Special Education Teacher, Riverview School
 - x. Jessica Rist, Counselor, Lebanon High School
 - xi. Megan Sharp, Health Occupation Teacher, .67 FTE, Lebanon High School
 - xii. Kenneth Shrum, Physical Education Teacher, .50 FTE, Cascades School
 - xiii. Sandra Shrum, Special Education Teacher, Lebanon High School
 - xiv. Eric Speldrich, 4th Grade Teacher, Cascades School
 - xv. Elizabeth Sterling, 4th Grade Teacher, Green Acres School
 - xvi. Lyndsey Watanabe, 2nd/3rd Grade Teacher, Pioneer School
 - xvii. Misty McDowell, Special Education Teacher, Lebanon High School
 - xviii. Katherine Harkins, 3rd Grade, Green Acres (Temporary 8/23/2016-11/30/2016)
5. **Action:** Approve Leave of Absence - Cindy Strader, Community Liaison, Lebanon High School, 16-17 school year (Classified)
6. **Action:** Approve Transfer of Cameron Eberhart from Hamilton Creek to Lebanon High School

Discussion ensued regarding teacher turnover. Mike Martin noted that teacher retention should remain a District priority. Mike Martin made a motion to approve the Consent Agenda. Richard Borden seconded the motion. The motion carried unanimously.

BOARD COMMUNICATION

1. **Discussion:** OSBA Convention – November 10-13

The OSBA Convention and OSBA Administrative Trainings conflict with the November Board Meeting. The Board decided to move the November meeting to Thursday November 17, 2016, in order to allow administration and the Board to attend the Convention.

SUPERINTENDENT COMMUNICATION

1. **Discussion:** Digital Board Packets

Nicole Hundley discussed options to transition the Board to a digital platform for packet creation and review in order to create efficiencies. The Board expressed concerns regarding taking notes, time to review the packet prior to the meeting, and ensuring efficiencies during the meeting. Nicole will research platform providers and report back with samples and demos at a later meeting.

2. **Discussion:** Reorganization of Agenda

Nicole Hundley asked if the Board would be willing to consider a reorganization of the agenda that would be more conducive for meeting flow and formal documentation in minutes. The Board asked that a sample new agenda be provided at a later meeting.

Rob Hess asked if the Board would be willing to consider having the Board meetings on a rotating schedule at different schools, to allow the Board to tour each school and also allow the schools to make Good News presentations on what is happening at their schools. The Board agreed.

ADJOURN

The meeting adjourned at 8:30 PM.

Russ McUne, Board Chair

Rob Hess, Superintendent

**LEBANON COMMUNITY SCHOOL DISTRICT
SCHOOL BOARD WORK SESSION
MINUTES
August 18, 2016, 6:00 PM
Pioneer School – 500 N. 5th Street, Lebanon, Oregon 97355**

A School Board Work Session was held at the Pioneer School on August 18, 2016. Those present included:

Richard Borden, Director	Rob Hess, Superintendent
Jerry Williams, Director	Bo Yates, Assistant Superintendent
Russ McUne, Director	Jennifer Meckley, Director of Human Resources
Mike Martin, Director	Laura Foley, Director of College and Career Readiness
	Dawn Baker, Director of Federal Programs

Minutes recorded by Nicole Hundley, Executive Secretary.

DISCUSSION: Board Goals

Laura Foley and Dawn Baker led the Board in reviewing the proposed Board Goals created from the previous meeting. Discussion ensued regarding many of the main points of the Board Goals, including enrichment, rigor, measurables, community support and partnerships, AVID, relevancy, graduation rates and attendance, student voice, and communication. Discussion ensued regarding Board training regarding AVID and administration's desire to pursue becoming AVID schools of distinction. Laura and Dawn will further develop the Board Goals plan based on the discussion and desires of the Board.

The meeting adjourned at 6:55 PM.

Russ McUne, Board Chair

Rob Hess, Superintendent

**LEBANON COMMUNITY SCHOOL DISTRICT
SCHOOL BOARD MEETING AGENDA**

REORGANIZED AGENDA

September 8, 2016, 6:00 PM

District Office

485 S. 5th Street, Lebanon, Oregon 97355

A. WELCOME

1. **Call to Order**
2. **Flag Salute**
3. **Audience Comments:** This is a time for citizens to address the Board. The Chair will recognize speaker(s) at the designated time. All speakers should identify themselves and state their name before speaking. Speakers are asked to write their name, address, and phone number. Each speaker will be allowed 3 minutes.

B. GOOD NEWS/COMMUNITY COMMUNICATIONS

1. **Report:** Start of School Update

C. GENERAL BUSINESS

1. **Policies**

- a. **Information Only:** IGAI: Human Sexuality, AIDS/HIV, Sexually Transmitted diseases, Health Education (Enclosure D-1)
Please schedule an appointment with Dawn Baker to review the curriculum at the District Office. Curriculum will be available September 6, 7, and 8.
- b. **Action:** Adopt Board Policies on Second Reading (Enclosure D-2)
 - i. GCBDD/GDBDD: Sick Time
 - ii. ECACB: Unmanned Aircraft System (UAS) aka Drone
 - iii. JHCA/JHCB: Immunization, Physical Examination, Vision Screening/Eye Examination and Dental Screening
 - iv. KGB: Public Conduct on District Property

D. DEPARTMENT REPORTS

1. **Finance**
 - a. **Report:** Financial Update (Enclosure E-1)
2. **Operations**
 - a. **Report:** Summer Projects
3. **Human Resources**

E. COMMUNICATION

1. **Board**
2. **Superintendent**
 - a. **Discussion:** Reorganization of Agenda - draft sample (Enclosure K-1)
 - b. **Report:** Board Goals Update

F. CONSENT AGENDA

1. **Action:** Approve August 18, 2016 Board Minutes (Enclosure H-1)
2. **Action:** Approve August 18, 2016 Board Work Session Minutes (Enclosure H-2)
3. **Action:** Approve Hiring/Transfers/Leave of Absence
 - a. Sara Ainsworth, Instructional Assistant, Leave of Absence for 2016-2017 School Year
 - b. Cheryl Barnes, 2nd Grade Teacher – Pioneer School (Temporary)
 - c. Rika Bierck, 2nd Grade Teacher – Hamilton Creek School (Temporary)
 - d. Tracy Collier, Special Education Teacher – Seven Oak Middle School
 - e. Dara Docherty, Language Arts Teacher – Seven Oak Middle School
 - f. Abigail Marshall, 3rd Grade Teacher – Pioneer School (Temporary)
 - g. DeLane Overton, Transfer to Seven Oak Middle School
 - h. Amanda Sasaki-Skopp, Transfer to Lebanon High School
 - i. Karen Sickles, Transfer to Cascades School
 - j. Jessica Smithson, Social Studies/Language Arts Teacher (6th Grade) – Seven Oak Middle School
 - k. Breeanne Wyatt, 4th Grade Teacher – Pioneer School

Enclosure K-1

G. BOARD VACANCY

- 1. **Action:** Interviews
- 2. **Action:** Appoint Board Member Zone 2

H. ADJOURN

The Lebanon Community School District Board of Directors welcomes you to our regular meeting. It is the Board's desire to hold an effective and efficient meeting to do the business of the District. In keeping with that objective the Board provides a place for AUDIENCE COMMENTS on each of its regular agendas. This is a time when you can provide statements or ask questions. The Board allows three minutes for each speaker. The following quote is instructive to the Board and its visitors.

"The Public Meetings Law is a public attendance law, not a public participation law. Under the Public Meetings Law, governing body meetings are open to the public except as otherwise provided by law. ORS 192.630 The right of public attendance guaranteed by the Public Meetings Law does not include the right to participate by public testimony or comment."

"Other statutes, rules, charters, ordinances, and bylaws outside the Public Meetings Law may require governing bodies to hear public testimony or comment on certain matters. But in the absence of such a requirement, a governing body may conduct a meeting without any public participation. Governing bodies voluntarily may allow limited public participation at their meetings." Oregon Attorney General's Administrative Law Manual and Uniform and Model Rules of Procedure under the Administrative Procedures Act. Hardy Myers, Attorney General, March 27, 2000.

FUTURE MEETINGS

October 13, 2016	Cascades School
November 17, 2016	Lacomb School
December 8, 2016	Green Acres School
January 12, 2017	Lebanon High School