

**LINCOLN COUNTY SCHOOL DISTRICT**  
**Board of Directors- Regular Session**  
**Tuesday, September 15, 2009 – 7:00 p.m.**  
**Toledo Jr./Sr. High School**  
**Toledo, Oregon**

**Minutes**

- PRESIDING:** Jana Cowan, Chairman
- Present:** Jana Cowan, Chairman; Ron Beck, Vice Chairman; Jean Turner, Director
- Also Present:** Tom Rinearson, Superintendent; Laurie Urquhart, Secretary; approx. 30 members of the staff, media and interested patrons
- Excused:** Brenda Brown, Director; Zone 1 Vacant

**Call to Order- Establishment of a Quorum**

Chairman Cowan convened the meeting and called the session to order at 7:00 p.m. with a quorum of three board members present. Director Brown was excused from the meeting.

**Introductions- Student Representatives**

Toledo ASB President Brittaniy Klish reported the first day of school went exceptionally smoothly. An “introduction pep assembly” is planned for September 18<sup>th</sup>.

Senior class President Dani Bell described upcoming fundraising events for the class.

**East Area Report**

Toledo Jr./Sr. High Principal Brian Flannery called site council members forward and introduced site council President Polly Chavarria. Mr. Flannery reported the school received the small schools grant from ODE, which made a significant difference to the school. He presented flowers and a certificate of thanks to retired teacher and former board member Billie Jo Smith, who was instrumental in the effort.

ASB President Klish thanked Ms. Smith and said the student body is grateful for her hard work. Mr. Flannery also thanked Ms. Smith, saying the small schools grant made a difference of several hundred thousand dollars to the school. Ms. Smith noted the campaign was successful due to the efforts of many people.

Mr. Flannery introduced Clint Raever who is serving as Assistant Principal and athletic director at the school this year. He also reported the school is using new curriculum for corrective reading, for which students have already been tested. The school will offer math instruction in new ways this year. “I am excited about how it will change things,” said Flannery. “The small schools money has made a huge difference for us.”

## **Communications**

Lincoln City resident Linda Kreutzer expressed her concerns regarding safety and Wind for Schools, a wind energy project being developed in Lincoln City. She suggested the technology has not been tested on the Oregon coast, and asked who would be responsible if injuries or damages occur.

## **Board Reports**

Board Vice-Chair Ron Beck noted his attendance at the closing ceremony for Yaquina View and opening ceremony for Newport Intermediate School. The Coast Guard performed the flag ceremony at YVE, and attendees were escorted by the Newport Police Department as they moved from YVE to Newport Intermediate.

Board Chair Jana Cowan thanked Director of Support Services Rich Belloni and staff for their work at Toledo Elementary School, including the planting of grass. She also thanked all who stepped forward to help in Principal Bob Shindelman's absence.

## **Financial Report**

Business Manager Julie Baldwin presented financial reports as of August 31, 2009. Activity is typical for this time of year; interest rates continue to decline slightly. The spread sheet developed for this year uses three years of data for projections.

## **Superintendent's Report**

Superintendent Rinearson thanked KBCH radio and Tanger Outlet mall for their hosting of the annual "stuff a bus" school supply drive. The effort netted approximately \$15,000 in school supplies and cash for Lincoln City schools.

Mr. Rinearson reported an anonymous donor gave \$5,000 to Newport High to help waiver athletes with fees. In addition, JC Penney donated \$500 to the school for the Robotics Club.

The LDS Church donated a large amount of school supplies to Sam Case Primary, and Chuck and Patti Littlehales and H.J. Holen gave cash donations to the school.

The superintendent reported a welcome event is planned for NOAA families on the weekend of October 10, 11 and 12 with an information fair on Sunday, October 11. LCSD will host a booth at the event to share information on schools.

Preliminary enrollment numbers were shared, though Mr. Rinearson cautioned the Board that the numbers will continue to change over the coming weeks. At this point, it appears student numbers are lower in the south and west areas and higher in the north. More definitive information will be shared as it is known.

Mr. Rinearson noted back to school events are planned in the coming weeks and provided dates and times to the Board. He also presented them with the "Be a Hero" book, which administrators will be reading this year.

## **Approval of the Consent Calendar**

**Motion 09/10-13**

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

- Minutes, August 18, 2009 Regular Session;**
- Regular Personnel Items and Addendum;**
- Revised 09-10 Board Meeting Calendar.**

## **Resolution, Inter-fund Borrowing**

**Motion 09/10-14**

On motion of Director Beck, seconded by Director Turner, the Board unanimously approved Resolution 2009/10-4, Short Term Inter-fund Loans authorizing borrowing between district funds. These transactions are short term in nature, and provide another option for managing cash flow. The funds will be repaid upon receipt of tax collections in November and December.

Superintendent Rinearson noted this option is used many times in districts whose cash has been spent down.

## **Resolution, Tax Anticipation Borrowing**

**Motion 09/10-15**

On motion of Director Turner, seconded by Director Beck, the Board unanimously approved Resolution 2009/10-3, Taxable Tax and Revenue Anticipation Note as noted in the 9/15/09 board folder. This tax anticipation note is different from those done in the past as it is through a local bank rather than the OSBA TANS pool. The borrowing is akin to a line of credit; it will be drawn upon as needed, and repaid as soon as tax revenues are received. The District will incur lower interest expense using this method.

Mr. Rinearson stated this is “one more tool in our financial tool belt.” He also noted the District can make money on TANS when the economy is good, but not during times like these.

## **Consolidated Improvement Plan/Budget Narrative Process**

Operations/Federal Programs Administrator Joe Novello and Curriculum/Instruction Administrator Sandi Williams shared the “continuous improvement planning cycle” with the Board. As the Board expressed interest in meeting with site councils pursuant to budget development, the planning cycle document was created to demonstrate timing and the several processes ongoing simultaneously.

Mr. Novello noted the draft plan is “circular,” with many items overlapping and repeating (i.e., the Superintendent noted the budget for the new year is developed during the spring before the new year, while the Title budget is not known until October of the year in progress). Later in the meeting Business Manager Julie Baldwin shared a similar exercise regarding development of the budget. The two documents will be woven together.

With this information, the Board can decide upon its involvement with the various activities.

## **Mentoring and Coaching Update**

Ruth McDonald and Deb Gaffney shared mentor grant activities and coaching trainings over the last year. Last year LCSD received a grant from ODE for mentoring new teachers and administrators. 33 beginning teachers (including 16 first year teachers) and seven beginning principals took part last year.

LCSD received the grant again this year, though it was funded at a lower level. Two first year teachers, one first year principal, eight second year teachers and four second year principals will take part in the training this year.

Monthly seminars on a variety of topics (classroom discipline, parent communication, dealing with difficult children, etc.) were held throughout the year, and new teachers and administrators received one-on-one support as well. Attendees completed evaluations about the training, and had some of the highest number of positive responses in the state. The District received “mini-grants” as well that have provided funding for several other instructional strategies, including instructional coaching, mentoring for ELL, K-8 math coaching, and cognitively guided instruction for math.

Though funded by grants to date, the hope is to sustain mentoring as “the LCSD way.”

## **Policy GBEC, Drug-Free Workplace**

Joe Novello presented a revised Policy GBEC, Drug Free Workplace. After several questions arose, Mr. Novello offered to bring back this and similar policies to the Board as a package.

## **H1N1 Flu Update**

District Nurse Julie Turner reported the H1N1 immunization is now down to one shot; it should be available in mid-October. Clinics to administer the vaccine will occur at school sites; the district will have a seven-day notification window prior to the clinics.

Ms. Turner is working closely with Lincoln County Health and Human Services and the Centers for Disease Control (CDC). Student and staff illnesses in the district are being monitored per CDC’s request. The most important recommendations include increasing hand washing, covering one’s cough/cold and staying home if ill. Hand sanitizers have been installed in all district computer labs, and keyboards are being cleaned twice per day. District staff is also working with Sodexo on some other ideas to minimize exposure.

Director Jean Turner asked if teachers are included in the first group to be immunized. Julie Turner responded she is encouraging teachers whose immune systems are comprised to get the shot.

Ms. Turner is working with Toledo High teacher Peter Vince to create public service announcements to air on LCSD TV.

## **Discussion on 10/11 Budget Timeline**

Business Manager Julie Baldwin presented a proposed budget timeline for development of the 2010-2011 budget. The timeline is significantly different from budget calendars of past years, and includes

internal processes staff must complete prior to developing the budget. The hope for the expanded timeline is to enhance communication and understanding of the budget process.

The budget timeline will be combined with the “continuous improvement planning cycle” document shared earlier in the meeting. Final adoption of the 2010-11 budget is scheduled for June 15, 2010.

### **Review of Special Education Staff Development**

Special Education Administrator Susan VanLiew reported three days of training were held this summer for special education staff, including teachers, classified and administrative staff. The Fall Special Education Inservice day provided an opportunity for Ms. VanLiew to share start-of-year thoughts, expectations and direction for the year.

Other trainings included Non-Violent Crisis Intervention, Reading Mastery, Corrective Reading, autism and transitions. Approximately 70 employees took part all three days.

### **Review of Summer Projects**

Director of Support Services Rich Belloni reported Facilities/Maintenance staff were assisted this year by National Guard, Job Corps, and community service members, as well as several church groups. As in most years, an overwhelming number of projects were completed in all areas of the district. Over 60 classrooms in Newport were moved due to the west area reconfiguration. Mr. Belloni will share a list of summer project activities in the coming days.

“You’ve done a fantastic job,” commented Board Chair Jana Cowan. “The people we have working for us are phenomenal.”

The meeting was adjourned at 9:08 p.m.

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Chairman

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Superintendent