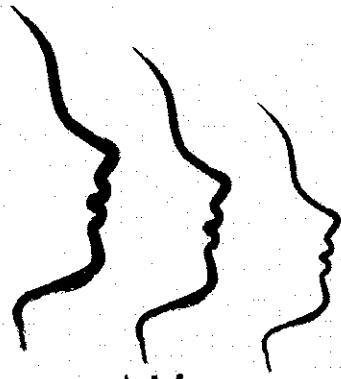


Lincoln County Schools



QUALITY LEARNING FOR ALL

BOARD FOLDER

LINCOLN COUNTY SCHOOL DISTRICT

BOARD OF DIRECTORS

EXECUTIVE AND REGULAR SESSIONS

Tuesday, January 19- 6:15 p.m. and 7:00 p.m.

Sam Case Primary

Newport, Oregon

LINCOLN COUNTY SCHOOL DISTRICT
Board of Directors- Executive and Regular Session
Tuesday, January 19, 2010- 6:15 p.m. and 7:00 p.m.
Sam Case Primary
Newport, Oregon

6:15 p.m. Exec- ORS 192.660(2)(d) Labor Negotiations

AGENDA	Page
1. CALL TO ORDER	
2. ROLL CALL- ESTABLISHMENT OF A QUORUM	
3. INTRODUCTIONS	
a. Student Representative	1
b. Fortunate Field Trip- Debbie Gwynn	2
4. COMMUNICATIONS	
<p>(During this time the audience will have the opportunity to speak to the Board. Anyone wishing to address the Board is asked to complete a "Board Communication Request" form, available from the board secretary. The chairman reserves the right to limit the time allotted to each presenter. It is requested that those addressing the board state their name for the record.)</p>	
a. Written	
b. From the Audience	
c. Staff Recognition	
5. BOARD REPORTS	
6. CONSULTANT REPORTS/STAFF REPORTS	
a. West Area Report	3
b. Financial Report	4
7. SUPERINTENDENT'S REPORT	
8. ADOPTION OF THE CONSENT CALENDAR	
<p>(Consent Calendar agenda items are designated by the Board to be adopted in a single motion unless an individual Board member or the Superintendent requests an item be removed for consideration. Action on matters of a routine matter is addressed in one motion to conserve time for other deliberation by the Board.)</p>	
a. MINUTES OF THE BOARD	
1. December 15, 2009 Regular Session	5-11
b. EDUCATION SERVICES	
c. HUMAN RESOURCES	
1. Regular Items	12-13
2. Policy GCPB/GDPB- Resignation of Staff	14-15
d. BUSINESS SERVICES	
e. SPECIAL PROGRAMS	
f. FACILITIES/MAINTENANCE/TRANSPORTATION/ FOOD SERVICES	
g. BOARD	
1. Race to the Top Memo of Understanding	16
h. OTHER	

9. OTHER DECISION ITEMS

(Decision Items are those that have been presented to the Board for discussion and questions at a prior meeting. Some circumstances may dictate a Decision Item without prior discussion.)

- a. EDUCATIONAL SERVICES
- b. HUMAN RESOURCES
- c. BUSINESS SERVICES
- d. SPECIAL PROGRAMS
- e. FACILITIES/MAINTENANCE/TRANSPORTATION/FOOD SERVICES
- f. BOARD
- g. OTHER

10. ITEMS OF DISCUSSION AND INFORMATION

(Discussion Items are presented for the Board's consideration, discussion and questions. Discussion Items will be considered for Decision at a subsequent meeting. Information items are for information only.)

- a. EDUCATIONAL SERVICES
 - 1. Compliance with Standards, Division 22 17
 - 2. Discussion on Policy JHFF, Reporting Requirements Regarding Sexual Conduct with Students 18-20
 - 3. Discussion on Policy KL, Public Complaints 21-22
- b. HUMAN RESOURCES
 - 1. Renewal of Probationary/Permanent Personnel- Process 23-24
- c. BUSINESS SERVICES
 - 1. Extension of Contract, Audit Services 25
 - 2. Extension of Contract, Insurance Agent of Record, Other than Health Benefits 26
- d. SPECIAL PROGRAMS
- e. FACILITIES/MAINTENANCE/TRANSPORTATION/FOOD SERVICES
- f. BOARD
 - 1. Information on Superintendent's Evaluation- Timeline 27-28
 - 2. ESD Resolution Services- Change to Local Service Plan 29-33
- g. OTHER

11. ADJOURNMENT

The next regular session meeting of the Board is Tuesday, February 16, 2010- 7:00 p.m. at Toledo Elementary School

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
January 19, 2010**

ITEM:

TOPIC: Introduction of Student Representative, Sam Case Primary School

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: Student Rep

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

In continuing the Board's inclusion of student representatives at Board meetings, a Sam Case student representative will update the Board on activities at that school.

RECOMMENDATION:

None; for information only.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
January 19, 2010**

ITEM:

TOPIC: "Fortunate Field Trip Experience"

PREPARED BY: Darla Zagel

WILL BE PRESENTED BY: Debbie Gwynn & Sandi Williams

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

Debbie Gwynn, 2nd grade teacher at Sam Case will share an integrated writing, science and reading field experience that her students completed in October. Copy of the "Fortunate Field Trip" book that the students created will be provided to each Board member.

SUPERINTENDENT'S RECOMMENDATION:

None; for information only.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
1/19/10**

ITEM:

TOPIC: West Area Report

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: West Area Principals

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

West area principals will update the Board regarding activities at the schools in that area.

SUPERINTENDENT'S RECOMMENDATION:

None; for information only.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA**

1/19/10

ITEM:

TOPIC: Financial Reports

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: Julie Baldwin

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

The cash flow report, Bills and Claims, Special Revenue Fund Financial Report and the Investment Report as of December 31, 2009 was sent to the Board under separate cover and will be discussed at the January 19, 2010 board meeting.

RECOMMENDATION:

None; for information only.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

BA-03

12/27/01 lku

LINCOLN COUNTY SCHOOL DISTRICT
Board of Directors- Regular Session
Tuesday, December 15, 2009 - 7:00 p.m.
Newport High School
Newport, Oregon

Minutes

PRESIDING: Jana Cowan, Chairman

Present: Jana Cowan, Chairman; Ron Beck, Vice-Chairman; Jean Turner, Brenda Brown, Karen Bondley, Directors

Also Present: Tom Rinearson, Superintendent; Laurie Urquhart, Secretary; approx. 20 members of the staff, media and interested patrons

Call to Order- Establishment of a Quorum

Chairman Cowan convened the meeting and called the session to order at 7:04 p.m. with a quorum of all five board members present.

Budget Committee Interviews/Appointments

Board members briefly interviewed two applicants to the District's Budget Committee, then appointed them to three-year terms, through June 30, 2012. The first budget committee meeting is May 20, 2010.

Appointment of John Miller to Zone 2

Motion 09/10-28

On motion of Director Brown, seconded by Director Turner, the Board unanimously approved the appointment of John Miller as the Zone 2 Budget Committee member. Mr. Miller resides in Siletz. He stated his family members are long-time Siletz residents, and said he served on the district's local school committee and Budget Committee in the past.

Appointment of Lill Hockema to Zone 3

Motion 09/10-29

On motion of Director Beck, seconded by Director Turner, the Board unanimously approved the appointment of Lill Hockema as the Zone 3 Budget Committee member. Ms. Hockema resides in Newport and has a young son and a teenaged daughter currently attending school in LCSD. She worked for the Seattle school district's budget office in the past.

Financial Forecast, Part I

Business Manager Julie Baldwin presented information related to the economic outlook for LCSD in preparation for remarks by State Rep. Jean Cowan. Ms. Baldwin reported though the recession is technically over according to the state economist, the recovery and job growth in Oregon is expected to be slow. Though the "all funds" state budget was increased by 9.2%, the "essential budget" level was

down by \$4 billion. The State School Fund (SSF) appropriation saw a 7.2% decrease from the 07/09 biennium level. If not for federal stimulus dollars, SSF funding would have been down by 11.4%.

She described the tax measures to go before voters in the January 26th election and effects of their passage or failure on LCSD. The revenue package means state revenue of \$733 million, included in the current biennium's budget. If the measures fail, LCSD will have to make reductions of \$2.8 million next year.

Measure 66 affects personal income tax rates for households earning over \$250,000 (\$125,000 for individuals). This would affect approximately 28,000 income tax filers statewide.

Measure 67 affects corporate taxes. For S-Corps and LLCs, the minimum filing tax increases from \$10 to \$150. For C-Corporations reporting no Oregon profits, the tax is increased from \$10 to \$150 for those having less than \$500,000 in Oregon sales. For those with sales above \$500,000, the minimum tax is increased from \$10 to approximately 1/10 of 1% of Oregon sales (e.g., a corporation with \$1 million in Oregon sales will pay \$1,000).

For C Corporations reporting Oregon profits, the tax rate is 7.9% (from the current rate of 6.6%) for all corporate income above \$250,000. The rate decreases to 7.6% in 2011 and 2012, and in 2013 and beyond, the income threshold increases from \$250,000 to \$10 million. Note: information on the ballot measures was gathered from the Confederation of Oregon School Administrators (COSA) and the State Legislative Office.

Update- Rep. Jean Cowan

State Representative Jean Cowan noted the state legislature has demonstrated its commitment to K-12 education. She expressed how "excruciatingly difficult" it is to balance the state budget during these trying financial times. "We are required to present a balanced budget. If the ballot measures fail, the cuts that will occur will be much larger than \$733 million as we are partway through the biennium," said Cowan. Though federal stimulus dollars have helped, the state must employ individuals to administer the federal monies thus reducing their impact.

Rep. Cowan stated the "size of the pie" (state resources) is inadequate, and that Oregon's dependence on the income tax is particularly vulnerable to downturns in the economy. She also said LCSD's falling student numbers contribute to the lack of resources here.

Ms. Cowan reviewed areas of concern to LCSD, including the passage of legislation affecting modified diplomas. Requirements for this type of diploma were changed and will affect several students expecting to graduate this year. She also addressed HB 2867, the bill dealing with contracted services. "This bill was not designed for school districts. We may be able to adjust the law," said Cowan. Director Jean Turner asked if Ms. Cowan was aware of the potential negative impact the law could have on LCSD; the representative responded she is aware and said she supports a modification to the law to exempt school districts. "It is a classic example of unintended consequences," said Cowan.

The Representative also mentioned HB 3401 dealing with PERS side accounts, and asked if this legislation was helpful. Superintendent Rinearson responded that it is helpful, but is now awaiting a ruling by the Internal Revenue Service. He explained the District bonded PERS debt several years ago.

The money is in a "side account" drawing interest. PERS initially said entities would have access to that money, but has since changed that stance due to IRS regulations. The legislation engages a conversation about the side accounts. If it is ultimately upheld, LCSD would have access to another revenue stream.

Introductions- Student Representative

Newport High student representative Dallas Kay updated the Board on activities at that school, including: •school spirit is great this year, with lots of participation in Homecoming activities; •sophomore Jake Robison raised approximately \$1500 for Doernbecher Children's Hospital in the Mr. NHS contest; •fall sports went well; •students are involved in a variety of extra-curricular and co-curricular activities, including the dance team, Robotics Club, Junior Optimists, and the new "Friday lunch jam" where students read poetry or play music.

Audit Report

Kenny Allen of Pauly, Rogers and Co., P.C. presented the audit report for the fiscal year ended June 30, 2009, reporting the District earned a "clean, unqualified" audit, the highest attainable. He reported no issues of non-compliance, and no difficulties or disagreements with management. He noted the books were in good condition for audit.

Note: Chairman Cowan announced that item 9.e. had been removed from the agenda for this evening.

Communications

Lori Miller addressed the Board regarding the Corrective Reading program and how it fits with Individual Education Plans (IEPs).

Written Communications

Vice Chairman Ron Beck reported the receipt of a letter from the Department of Environmental Quality regarding their testing of air quality at Toledo Elementary. The letter states that tests so far show concentrations well below levels of concern. The monitoring will continue to determine possible long-term health concerns until they have results from the 60-day monitoring period.

Superintendent Rinearson reported receipt of a letter from Gov. Kulongoski regarding "Race to the Top," a federal grant competition. "We are looking at moving forward on this," said Rinearson.

Mr. Rinearson also reported receipt of a letter from Mark Camara regarding concerns about student athlete concussions. Operations Administrator Joe Novello reported coaches are certified by the American Sport Education Program and are trained in responding to concussions. Also, helmets are certified every year. LCSD exceeds required standards said Novello.

Board Reports

Chairman Cowan reported Chris McKenney at Sam Case and Sarah Ball at Toledo Elementary are offering a free ten-week classical guitar course at those respective schools. Forty students total may participate.

Director Jean Turner reported she will be distributing "Math Facts" certificates to students at Crestview Heights who have mastered "times tables" to 12, and asked how the other board members' areas are doing in this regard.

West Area Report

Newport High Principal Jon Zagel reported staff have moved on from the merger of west area schools to focusing on student achievement. Though the school met Adequate Yearly Progress standards, the goal is to markedly increase the percentage of students meeting or exceeding state standards in reading, math and writing to "80-80-80" respectively (currently at 67/57/47). To help students needing assistance with writing skills, 118 students received six hours of individual writing instruction. Future plans for the west area include becoming an International Baccalaureate K-12 program.

Mr. Zagel noted all four areas of the District have seen improvement in student achievement, and thanked the Board for their foresight in hiring Superintendent Rinearson. "He is an amazing part of this improvement. The addition of Sara Johnson is also great," said Zagel.

Newport Intermediate/Isaac Newton Magnet School Principal Kristen Becker noted her students must reach even higher goals while at the intermediate school level in order to reach milestones set at the high school level. She reported the primary focus at the intermediate school is math.

Sam Case Primary Principal Marsha Eckelman said the focus at that school is on reading and math. She said it is exciting to see her young students "rising to the occasion" in several areas.

Board member Ron Beck thanked all west area principals for their consistent and timely responses to patrons' concerns. "I get the initial calls. They are always able to talk to the principals to correct the problems," said Beck.

Ms. Becker reported she will be on maternity leave beginning some time in February, and said Taft 7-12 Assistant Principal Majalise Tolan will take the reins at Newport Intermediate/INMS until mid-May. Ben Hensley and Mychal Williams at Taft 7-12 will help fill in at that school.

Financial Report

Business Manager Julie Baldwin presented financial reports as of November 30, 2009. Property taxes arrived in November as expected; interest rates remain low.

Chairman Cowan asked about the increase to purchased services; Ms. Baldwin will look into it and respond. Director Beck asked if the District would be responsible for extended unemployment benefits. Ms. Baldwin replied she has been advised the District will not be responsible but will research the issue to be sure.

Ms. Baldwin also directed the Board's attention to the art work on the cover of the audit report, done by 2nd and 3rd grade district students.

Financial Forecast Update (Part II)

Ms. Baldwin continued her financial forecast, noting LCSD's revenue is dependent upon state dollars. For the 2009-11 biennium, the state allocated \$6 billion for K-12 education. \$200 million of that has been set aside in the event state cash reserves go below \$300 million as noted in the May, 2010 state revenue forecast. LCSD will not know its share of this allocation until after May, 2010 (well into development of next year's budget).

If Measures 66 and 67 on the January 26th ballot fail, LCSD will see a revenue shortfall of \$2.8 million for the coming year. Therefore, if the ballot measures fail and the state does not distribute any of the \$200 million set aside, LCSD will see a decline in revenue next year of at least \$5 million.

Ms. Baldwin reported PERS went from being funded at 98% to 71% thus increasing contribution rates. The rates may be "smoothed" over several years but that is not known at this time.

She reported staff offering to freeze their salaries for this year (Confidential employees and most administrators) resulted in approximately \$66,500 in savings. She presented a series of slides showing revenue if the ballot measures are approved and the \$200 million from the state is "triggered," then if each ballot measure is defeated, then if both measures are defeated and the \$200 million is not distributed. In this worst cast event, the District would see a decline in revenue next year of at least \$5 million if the state legislature takes no further action.

Superintendent Rinearson demonstrated the "decision making matrix," a tool used to determine required items and value added items (those having a direct correlation to increase student learning).

Superintendent's Report

Superintendent Rinearson congratulated Taft 7-12 Assistant Principal Julie Lafayette for her award as Oregon's "Assistant Principal of the Year." The award is administered by the Confederation of Oregon School Administrators, who entered her name for consideration for the national honor.

The Superintendent reported an anonymous donor gave the District 1200 shares of stock to benefit the district's Homeless program. Staff is exploring how to best administer the gift, which is currently valued at approximately \$75,000.

Mr. Rinearson noted teachers at Oceanlake Elementary are currently using two books for professional development in improving reading instruction: *The Daily Five* and *The CAFÉ* (Comprehension/Accuracy/Fluency/Extended vocabulary).

Superintendent Rinearson thanked Newport residents Yen Nguyen and Lee Vogelmann for their donation of \$500 to the District's homeless program.

The Superintendent congratulated Newport Intermediate School for winning the November "Capture the Attendance Flag" competition.

He thanked Toledo Jr./Sr. High staff for their donation and delivery of over 70 pounds of bathroom supplies to the east area homeless cupboard at the former Arcadia School. This "cupboard" is open to

those in need of bathroom supplies, clothing and bedding every third Saturday of the month from 10 a.m. to noon.

Mr. Rinearson wished Board member Jana Cowan a belated "Happy Birthday" (December 7th) and reported the last day of school before winter break is Friday, December 18th. School resumes January 4th in the north area (Lincoln City), with the other three areas having a school improvement day then. School resumes in those areas on January 5th.

Approval of the Consent Calendar

Motion 09/10-30

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

- Minutes, 11/17/09 Regular Session;**
- Regular Personnel Items and Addendum.**

Board Priorities/Budget Planning

Director Brown stated she would like to see a priority in keeping as many dollars as possible in the classroom. Director Turner said, due to the economic situation, it is incumbent upon the district to maintain "as many programs that are working as we possibly can. We need to take a good, hard look at what is working and what is not."

Director Beck noted the District Priorities (approved by the Board in January, 2008) may not be realities in the next few years. Chairman Cowan noted the Board discussed keeping a focus on the arts and music in prior conversations. After some discussion, Board members agreed this area could be considered among those that are working in the District.

The Board reached consensus on their priorities for the development of the coming year's budget. They would like to keep as many dollars as possible in the classroom, and to maintain programs that are working.

Resolution 2009/10-9, Support of Measures 66 and 67

Motion 09/10-31

On motion of Director Brown, seconded by Director Bondley, the Board unanimously approved Resolution 2009/10-9 Support for Ballot Measures 66 and 67 in the January 26th election.

Director Beck noted part of the resolution encourages "parents, staff and community members to...actively support the measures." Mr. Rinearson stated staff may not take part in campaign activities during work hours.

Policy GCPB/ GDPB, Resignation of Staff

A revised policy GCPB/GDPB, Resignation of Staff, was presented. The policy will return to the Board for consideration at the next meeting.

Property Inventory

During a board retreat last summer, the Board raised the idea of having a property inventory completed. Director of Support Services Rich Belloni presented a portion of the inventory to determine if it met Board members' expectations. Director Brown stated her preference to include assessed values; Mr. Belloni will include them as he receives them from the assessors' office.

Mr. Belloni will complete the inventory and distribute it to the Board in the coming weeks.

Superintendent Evaluation- Instrument

Last year, the Board briefly examined a new form to evaluate the Superintendent. After further review, the Board reached consensus to use the form used in years past and to revise the new, proposed form for a future evaluation.

The Board, Learning Support Team and Principals will complete the evaluation form in January.

The meeting was adjourned at 10:02 p.m.

Chairman

Superintendent

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA**
January 19, 2010

ITEM:

TOPIC: Personnel Action

PREPARED BY: Sid Danielson- H.R.

WILL BE PRESENTED BY: Dr. Sara Johnson, Director of Human Resources

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

Regular Personnel Action items requiring Board approval.

RECOMMENDATION:

The Superintendent recommends the Board approve the attached personnel items.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

Board Agenda – January 19, 2010

Resignation(s):

Susan Kinney	Media Asst./Oceanlake 10/4/84 – 9/1/10	Retiring
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New Classified Hire(s):

Jana Boatright	Title I Teaching Asst./CVH	3.5 Hrs.-10.66/hr.
Miriam Meacham	Teaching Asst. I/WHS	3 Hrs.-10.00/hr.
M. Casey McEneny	Teaching Asst. III/ADM-NHS	8 Hrs.- 11.20/hr.
Lisa Collier	Teaching Asst. I/Npt. Prep.	5.5 Hrs.-10.00/hr.
Carla Williams	Teaching Asst. III/ADM-Tol. 7-12	4.5 Hrs.-11.20/hr.
Edna Hrabko	Sp. Ed. T.A./TOES	3.75 Hrs.-10.66/hr.
Cheryl Erickson	Title I Teaching Asst./Npt. Int.	3.75 Hrs.-10.66/hr.
Katelyn Ecker	Area Comm. Trans. Coord./Taft 7-12	7 Hrs.-15.16/hr.
Jennifer Bauer	Title I Teaching Asst./TOES	3.75 Hrs.-10.66/hr.

New Temp. Licensed:

Elizabeth England	Lang. Arts/Toledo 7-12 (.50)	MA/1
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New Coach(s):

Michael Wagner	Boys Basketball/NHS
Angie Sremba	Asst. Swim/NHS
Rick Russell	Wrestling/NHS

Leave-of-Absence Request(s):

Kristin Becker	2/15/10 – 5/10/10	Parental Leave
Lynn Bishop	1/4/10 – 1/31/10	FMLA/Medical

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA**

January 19, 2010

ITEM:

TOPIC: Policy GCPB/GDPB, Resignation of Staff

PREPARED BY: Sid Danielson - H.R.

WILL BE PRESENTED BY: Dr. Sara Johnson - Human Resources Director

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

Based on legislative changes, Policy GCPB/GDPB has been revised. It was presented to the Board at the last meeting.

The most significant change has to do with notice by licensed employees regarding resignations; the revised policy is in line with requirements of the Teachers Standards and Practices Commissions.

RECOMMENDATION:

The Superintendent recommends approval of Policy GCPB/GDPB, Resignation of Staff.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

Lincoln County School District

Code: **GCPB/GDPB**
Adopted: 7/9/02
Revised: 1/19/10

Resignation of Staff

A licensed staff member who wishes to resign from his/her position with the district must give written notice at least 60 days prior to the date he/she wishes to leave district employment. The superintendent is authorized to accept the resignation effective the day it is received and either release the teacher immediately from further teaching or administrative obligations or inform the teacher that he/she must continue teaching for part or all of the 60-day period.

Where less than a 60-day notice is given, the Board may request the Teacher Standards and Practices Commission to discipline the licensee. Exceptions due to emergency or other extenuating circumstances may be considered by the Board.

The superintendent is authorized to accept resignations of classified employees effective the day they are received.

If the employee does not submit a written resignation, a verbal resignation shall be considered the same as a written resignation.

END OF POLICY

Legal Reference(s):

ORS 342.553

ORS 652.140

OAR 581-022-1720

Pierce v. Douglas County Sch. Dist., 297 Or. 363 (1984).

HR9/24/09 PH

15

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA**

1/19/10

ITEM:

TOPIC: Race to the Top- Memorandum of Understanding

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: Superintendent Tom Rinearson

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

At the last board meeting, Superintendent Rinearson noted the receipt of a letter from Gov. Kulongoski regarding "Race to the Top," a federal grant competition. The Board reached consensus to submit an application; this evening's vote finalizes that consensus.

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent recommends the Board approve LCSD's participation in "Race to the Top," a federal grant competition.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA**

January 19, 2010

ITEM:

TOPIC: Compliance with Division 22 Standards

PREPARED BY: Jennie Scarborough

WILL BE PRESENTED BY: Joe Novello

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

Each year by January, school district superintendents are required to report to their communities the district's standing with respect to the Standards for Public Elementary and Secondary Schools as defined by state law (OAR Chapter 581, Division 22).

The 2009-2010 review of district status for compliance with OAR 581, Division 22 will be presented by Joe Novello, Operations and Title Administrator.

SUPERINTENDENT'S RECOMMENDATION:

None, for information only.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
January 19, 2010**

ITEM:

TOPIC: Policy JHFF, Reporting Requirements...

PREPARED BY: Jennie Scarborough

WILL BE PRESENTED BY: Sara Johnson / Joe Novello

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

Oregon School Board Association provided suggested information regarding new required policy JHFF - Reporting Requirements Regarding Sexual Conduct with Students. The policy is attached.

SUPERINTENDENT'S RECOMMENDATION:

For discussion at this point.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

Reporting Requirements Regarding Sexual Conduct with Students

Sexual conduct by district/school employees as defined by Oregon law will not be tolerated. All district employees are subject to this policy.

“Sexual conduct” as defined by Oregon law is any verbal or physical or other conduct by a school employee that is sexual in nature; directed toward a kindergarten through grade 12 student; unreasonably interferes with a student’s educational performance; and creates an intimidating, hostile or offensive educational environment. The definition for sexual conduct does not include behavior that would be considered child abuse as outlined by Oregon law and district Board policy JHFE and JHFE-AR - Reporting of Suspected Child Abuse.

Any district/school employee who has reasonable cause to believe that another district/school employee and/or volunteer has engaged in sexual conduct with a student must immediately notify his/her immediate supervisor.

When the district receives a report of suspected sexual conduct by a district employee, the district may decide to place the employee on paid administrative leave or in a position that does not involve direct, unsupervised contact with students while conducting an investigation. An investigation is a detailed inquiry into the factual allegations of a report of suspected sexual conduct that is based on interviews with the complainant, witnesses and the district employee who is the subject of the report. The investigation must meet any negotiated standards of an employment contract or agreement.

If, following the investigation, the report is substantiated, the district will inform the employee that the report has been substantiated and provide information regarding the appeal process. The employee may appeal the district’s decision through the appeal process provided by the district’s collective bargaining agreement. A substantiated report is one that: a) an educational provider has reasonable cause to believe is founded based on the available evidence after conducting an investigation; and b) involves conduct that the educational provider determines is sufficiently serious to be documented in the employee’s personnel file.

If the employee decides not to appeal the determination or if the determination is sustained after an appeal, a record of the substantiated report will be placed in the employee’s personnel file. The employee will be notified that this information may be disclosed to a potential employer.

The district will post in each school building the name and contact information of the person designated to receive sexual conduct reports, as well as the procedures that will follow upon receipt of a report. When action is taken on the report, the person who initiated the report must be notified.

The initiation of a report in good faith about suspected sexual conduct may not adversely affect any terms or conditions of employment or the work environment of the complainant. If a student initiates a report of

suspected sexual conduct by a district employee in good faith, the student will not be disciplined by the Board or any district employee.

The district will provide annual training to district employees, parents and students regarding the prevention and identification of sexual conduct. The district will provide to employees at the time of hire a description of conduct that may constitute sexual conduct and a description of records subject to disclosure if a sexual conduct report is substantiated.

Educational providers shall follow hiring and reporting procedures as outlined in ORS 339.370 for all district employees.

END OF POLICY

Legal Reference(s):

ORS 339.370
ORS 339.372
ORS 339.375
ORS 339.377

ORS 418.746 to-418.751
ORS 418.990
ORS 419B.005 to-419B.045

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
January 19, 2010**

ITEM:

TOPIC: Complaint Policy - KL

PREPARED BY: Jennie Scarborough

WILL BE PRESENTED BY: Joe Novello

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

Policy KL (Public Complaints) has been revised to include deletion of reference to LGA-AR (Compliance to Standards) as we currently do not have an Administrative Rule for Policy LGA.

SUPERINTENDENT'S RECOMMENDATION:

For discussion at this time.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

Lincoln County School District

Code: **KL**
Adopted: 10/9/07
Revised: 2/16/10

Public Complaints

The district will develop and implement effective means of resolving concerns voiced by employees, students and the public in order to reduce potential areas of complaints, and to establish and maintain recognized channels of communication.

An individual properly presenting a concern or complaint shall be assured the opportunity for an orderly review of the concern or complaint without reprisal. The district supports the resolution of a complaint at the lowest level possible.

A complaint is a concern, problem or difficulty related to the district educational process filed with the district by an employee, student or member of the public.

Complaints in these areas must be filed under the following:

1. Harassment: GBN, GBN-AR, JBA, JBA-AR; GBNA, GBNA-AR, GBNA, JFCF, JFCF-AR, JFCFA;
2. Instructional Resources/Instructional Materials: IIA, IIA-AR;
3. Compliance with Standards: LGA, ~~LGA-AR~~.

The superintendent will develop and administer the general complaint process.

END OF POLICY

Legal Reference(s):

ORS 192.610 - 192.690

ORS 332.107

OAR 581-022-1940

Anderson v. Central Point School District No. 6, 554 F. Supp. 600 (D. Oregon 1982); aff'd in part, 746 F.2d 505 (9th Cir. 1984).

Connick v. Myers, 461 U.S. 138 (1983).

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
1/19/10**

ITEM: Personnel - Information

TOPIC: Annual Licensed Contract Renewals/Non-Renewals/Ext./Non-Extension

PREPARED BY: Dr. Sara Johnson, HR

WILL BE PRESENTED BY: Dr. Sara Johnson, Director

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

The flow-chart attached outlines the process by which licensed employees are recommended for renewal or nonrenewal, extension or nonextension. Human Resources is working with principals to evaluate performance data before recommendations are made to the Superintendent and Board of Directors.

RECOMMENDATION:

For discussion only at this time.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

Employment Time Line for Teachers

Serve Probationary period
1 - 3 years

Probationary nonrenewal by March 15 (or dismissal at any time) for any cause deemed in good faith sufficient by the board.

Begin two-year contract

Dismissal at any time during contract for reasons in ORS 342.865/. Appeal to FDAB or, in certain circumstances, arbitration.

Year 1
By March 15 school boards must provide notice of:

Contract Extension
New contract begins July 1 and replaces prior contract.

Contract non-extension
Must implement programs of assistance for improvement

Year 2
By March 15 school boards must provide written notice of:

Contract Extension

Contract non-extension
appeal to FDAB or, in certain circumstances, arbitration

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
January 19, 2010**

ITEM:

TOPIC: Audit RFP - Request for Extension

PREPARED BY: Julie Baldwin

WILL BE PRESENTED BY: Julie Baldwin

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

The five-year term with Pauly, Rogers & Co., P.C. ends on June 30, 2010. Current Board Policy DIE calls for an audit term not to exceed five years. However, in 2005 LCSD participated in a consortium approach to the auditor Request For Proposals (RFP) with other LBL-ESD component districts. The group approach to the RFP was cost-effective for our district yet allowed individual selections from each participating district. Several of the other districts that participated previously need to extend the RFP process for one year.

Pauly, Rogers & Co., P.C. is interested in continuing as our audit firm for another year, honoring the current contract price of \$28,500 for the next year.

In lieu of the time and expense involved in the RFP process, particularly having to do it independently of the other districts, staff requests the Board's consideration in extending the audit term for one year.

SUPERINTENDENT'S RECOMMENDATION:

For discussion only at this time.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA**

January 19, 2010

ITEM:

TOPIC: Insurance Agent of Record - Request for Extension

PREPARED BY: Julie Baldwin

WILL BE PRESENTED BY: Julie Baldwin

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

The five-year term with Western States Insurance (formerly known as Ken Doerfler Insurance) as the district's insurance agent of record (other than health benefits) ends on June 30, 2010. Board Policy EI states the district will solicit requests for proposals from qualified agents every five years. In 2005, there were only two proposals received: from Ken Doerfler Insurance, Inc. and JBL&K Insurance from Portland.

District staff is very satisfied with the local availability of Mark Collson and others from Western States Insurance to meet the needs of the district's insurance. Considering the District is satisfied with the current service and the cost of completing a formal RFP process, staff is requesting the Board consider extending the term with Western States Insurance for one year.

SUPERINTENDENT'S RECOMMENDATION:

For discussion at this time.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA**

1/19/10

ITEM:

TOPIC: Evaluation of Superintendent Rinearson

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: Chairman Jana Cowan

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

Each year, the Board of Directors conducts an evaluation of Superintendent Rinearson as prescribed by policy and the Superintendent's contract. The Board, Learning Support Team and Principals have completed the evaluation instrument in past years.

At the last board meeting, the Board reached consensus to use the same evaluation instrument (form) as has been used the last several years. (They will examine a proposed new form and make recommendations regarding its use over the course of the next few months). A timeline for this year's evaluation is attached.

RECOMMENDATION:

None; for information only.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

Superintendent's Evaluation Process and Timeline, 2009/10

1. **Dec. 15, 2009** Timeline for 09/10 Evaluation on board agenda
2. **Jan. 19, 2010** Process and timeline on board agenda for information
3. **January 20** Evaluation materials distributed to Board and others by Laurie
4. **January 29** Superintendent presents information if requested by Board (via mail or email)
5. **February 5** Evaluation materials returned to Laurie for tabulation. Laurie tabulates forms and prepares a summary for board review.
6. **February 12** Summary distributed to Board and Superintendent
7. **February 16** Board meets to discuss evaluation without Superintendent in attendance, then he joins the group; closed session. Report to the community.
8. **March 16** Discussion on Superintendent's contract; open session
9. **April 20** Decision on Superintendent's contract; open session

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA**

1/19/10

ITEM:

TOPIC: 2009-11 ESD Resolution Services

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: Superintendent Tom Rinearson

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

Every two years, the Linn/Benton/Lincoln ESD presents a resolution to each of the twelve districts within their boundaries describing services to be provided the following two years 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 Board approved the resolution in February, 2009 for the 2009/2011 time period. Since that time, updates to the plan have been recommended and are included in the attached pages.

RECOMMENDATION:

For discussion at this time.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

Updates to the 2009-2011 LBL Local Service Plan (LSP)

December 2009

Note: Financial Information in the LSP remains at the 2009-10 budgeted amounts and will be adjusted when the 2010-11 budget is adopted in June of 2010.

Cover Page

Remove: Adopted January 14, 2009

Add: Updated December 4, 2009

Page 3: Changes per Executive Council Retreat October 2009

Remove - LBL Vision Forging an organizational ethic that generates dynamic, effective, and respected leadership and service focused on meeting the existing and emerging needs of school districts.

Add - LBL Vision To be a responsive and transparent organization that supports districts in helping every child succeed.

Page 4: Board member terms updated to reflect May election.

Albany and Corvallis Budget Committee Members appointed to new term 2009-2012

Add - Brian Wolf Superintendent Harrisburg School District #7

Add - Rob Hess Superintendent, Lebanon Community School District #9

Page 5: **Add -** under Tier 1 Resolution Services: Service decisions are made for a two year period.

However, if a service is provided through a contract that LBL holds with a third party vendor, the term of that contract will take precedence.

Moved - From Special Programs to Student Services

Education Evaluation and Consultation Center (School Psychologists, Speech Language and other special education assessment personnel) includes EI/ECSE Evaluations

Severely Disabled Support

Add - Interpreter Services to Special Programs

Page 6: Remove - The process used to amend this plan can be initiated any time during the year. This is done through a resolution of constituent districts and approval of the LBL Board using the same criteria that is required to approve the original plan (ORS 334.175 (6))

Add - ORS 334.175 (6). ... if the component school districts approve an amendment to a local service plan pursuant to subsection (5)(b) of this section, the board of an education service district may amend a local service plan that has been previously adopted by the board and approved by the component school districts. An amendment to a local service plan may be done at any time.

Change - Adopted February 2009 to Adopted February 2010

Page 8: **Remove -** BIS Implementation Service and Cost

Add - to Business Information System Outside Contracts for Ivy Charter , Crook County, North Central ESD

Page 9: **Remove -** Tier 2 Contracts sustainability coordinator

Page 10: **Add -** School Improvement Fund (SIF)

Page 11: Add - *Required under state law

Page 12: Add - Behavior Consultants (Formerly known as Student Support Specialists)

Page 13: Add - Mentor Grant and Title X Homeless Education Grant

Page 14: Remove - from Youth Corrections Education Program

Ocean Dunes High School Camp Florence

Riverside High School Corvallis House

Add - Young Women's Education/Transition Program

Remove - from Juvenile Detention Education Program

Serbu Education Program at Lane Detention Center

Page 15: Remove - in District Placed Services to Special Needs Students Speech Language Pathologists

Page 17: Add - in Web Design and Maintenance in the amount of \$28,615 services for 4 component districts and one* non-component district.

*Falls City School District

Page 18: Add - LBL Student Information System Ivy Charter School

Page 19: Remove - in Special Education Records Management Software TIENET McMinnville and Oregon School for the Blind

Add - in Special Education Records Management Software TIENET Elkton, Glendale, Glide, Riddle, Silver Falls, South Umpqua, Sutherlin, and Yoncolla

09-11 Resolution for the Local Service Plan Valley Coast Superintendent Association (VCSA)

Resolution Service Allocation

At least 90% of the annual State School Fund (SSF), Property Tax and other qualifying resources allocated to LBL will be expended on resolution services. Services will be provided on a two-tiered basis to deliver the Local Service Plan.

School Improvement Fund (SIF)

SIF was created during the 2007-2009 Legislative Session and 100% of funds must support component school district school improvement activities. This allocation is the carryover from the last biennial allocation and any SIF allocations that occur during the 2009-2011 Legislative Session. SIF will be placed in a separate account for tracking and reporting purposes. SIF is used to increase our capacity in service areas that are in direct alignment with districts' needs. They provide training, support, and brokered services requested by districts through the Student Achievement Service Center (SASC) and provide "district point-of-contact" service.

Tier 1 Resolution Services

Tier 1 contains services that are available to all 12 districts and are determined as being essential to all districts. The emphasis in Tier 1 is on achieving the greatest economies of scale and assuring equity of access. Tier 1 services are fully funded out of the 90% of the SSF allocation. Service decisions are made for a two year period. However, if a service is provided through a contract that LBL holds with a third party vendor, the term of that contract will take precedence.

Administrative Services

- Business Information System
- Courier Service
- Direction Services (Regional leadership and management functions for Special Programs, Student Services, and Technology and Innovations in Education)

Student Achievement Service Center

- Data Warehouse and Professional Development for Data Driven Decision Making
- School Improvement Support Required by Oregon Department of Education
- Grant Writing Support

Student Services

- Attendance Services
- Home School Registration and Tracking
- Education Evaluation and Consultation Center (School Psychologists, Speech Language and other special education assessment personnel) includes EI/ECSE Evaluations
- Severely Disabled Support and Consultation

Special Programs

- Interpreter Services

Technology and Innovations in Education (TIE)

- Network Support Services Including Wide Area Network Operation
- Network Systems Analysts
- Help Desk

Tier 2 Resolution Services

Once Tier 1 funds are allocated, the remaining balance is used for Tier 2 services. 98% of Tier 2 funds are allocated based on the ADMr of the 12 component districts using the final estimate for the May 15, 2008 SSF. The amount is rounded to the nearest whole percentage, not less than 1%.

Once established, the ADMr calculation does not change throughout the biennium in order for districts and LBL to maintain the same program for at least a two-year period.

As the Resolution Fund Distribution Tier model evolves, LBL and districts have stayed within the constraints of our agreements, yet provide flexibility in the use of resolution funds. We further agree to:

- A two-year process for decisions on services in line with the legislative biennium. Changes in Tier 2 resolution services are negotiated by district between the LBL superintendent and local superintendent. Decision will be made prior to May 1st prior to the beginning of the biennium.
- Approval will be unanimous to sustain or add to Tier 1 services.
- Two-thirds of districts, representing 50% of students will be needed to change the Local Service Plan.
- Estimates of available resolution funding will be provided in March.
- The following criteria are used to establish Program Services
 - ✓ Assist component school districts in meeting requirements of state and federal law
 - ✓ Improve student learning
 - ✓ Enhance the quality of instruction provided to students
 - ✓ Provide professional development to component school district employees
 - ✓ Enable component school districts and the students who attend schools in those districts to have equitable access to resources; and
 - ✓ Maximize operational and fiscal efficiencies for component school districts.

While every attempt is made to achieve economies of scale in Tier 2, the emphasis is on customizing a service package for each district. Tier 2 services do not require participation by every school district in the region. The emphasis is on the development of consortia of districts utilizing a given service. These consortia may, and most likely will, utilize a variety of funding resources, including resolution service resources, to fund services. In conjunction with the expenditure of Tier 2 resources, LBL can utilize these funds, or portions thereof, to contract with non-LBL contractors to provide Tier 2 services selected by local district consortia.

Amendments to the Local Service Plan

ORS 334.175 (6). ... if the component school districts approve an amendment to a local service plan pursuant to subsection (5)(b) of this section, the board of an education service district may amend a local service plan that has been previously adopted by the board and approved by the component school districts. An amendment to a local service plan may be done at any time.

Adopted February 2010

By Lincoln County School District

LBL Board Chair

Date

School District Board Chair

Date

Signed Resolutions by all component districts are on file in the LBL Superintendent Office.

LINCOLN COUNTY SCHOOL DISTRICT ENROLLMENT

December 1, 2009 - December 31, 2009

ACTUAL ENROLLMENT

SCHOOL	K	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL	PRIOR YR.	COMPARE	CURRENT	CURRENT	Projected	YTD	ABSENTEEISM	
															SAME MO	DIFFERENCE	MO. ADM	MO. ADA	Yr end ADM	ADM	RATE	
NORTH AREA																						
Oceanlake	53	49	57	59	56	57	63							394	385	9.0	367.3	345.7	365.0	361.3	5.88%	
Taft Elem.	62	54	61	43	67	52	65							404	391	13.0	375.2	349.1	353.0	375.2	6.96%	
Taft High								119	94	135	120	105	125	698	736	-38.0	699.6	616.1	679.0	705.6	11.92%	
Lincoln City Tech HS											4	14	15	29	62	51	11.0	64.7	59.1	60.0	65.3	8.76%
SUB-TOTAL	115	103	118	102	123	109	128	119	94	139	134	120	154	1,558	1,563	-5.0	1506.8	1370.0	1457.0	1507.4	9.08%	
EAST AREA																						
Toledo Elementary	43	59	50	37	55	52	41							337	380	-43.0	319.0	297.5	358.0	318.5	6.74%	
Toledo Jr/Sr High								64	52	69	62	70	81	398	397	1.0	373.2	337.4	353.0	375.6	9.61%	
Eddyville Charter	16	11	19	21	18	16	12	15	16	19	15	15	17	210	222	-12.0	202.6	184.5	200.0	204.5	8.97%	
Siletz Valley Charter	24	26	23	25	23	21	22	16	20					200	184	16.0	190.0	174.3	165.0	190.8	8.26%	
Siletz Early Academy										21	17	19	24	81	69	12.0	80.1	66.8	68.0	79.3	16.67%	
SUB-TOTAL	83	96	92	83	96	89	75	95	88	109	94	104	122	1,226	1,252	-26.0	1165.0	1060.4	1144.0	1168.8	8.98%	
WEST AREA																						
Sam Case	117	137	120	135										509	530	-21.0	454.0	420.1	529.0	451.0	7.46%	
Newport Intermediate					107	132	76							315	360	-45.0	317.8	291.7	356.0	320.5	8.21%	
Isaac Newton						56	50	33						139	122	17.0	139.6	131.7	114.0	140.0	5.71%	
Newport Prep Acad.								93	89					182	200	-18.0	184.3	168.0	772.0	184.4	8.86%	
Newport High										132	142	141	150	565	632	-67.0	548.7	490.3		554.4	10.65%	
SUB-TOTAL	117	137	120	135	107	132	132	143	122	132	142	141	150	1,710	1,844	-134.0	1644.4	1501.7	1771.0	1650.2	8.68%	
SOUTH AREA																						
Crestview Heights	33	45	39	38	46	51	51	40	60					403	423	-20.0	390.3	362.0	399.0	388.8	7.25%	
Waldport High										44	60	64	60	228	255	-27.0	221.5	194.7	234.0	225.1	12.09%	
SUB-TOTAL	33	45	39	38	46	51	51	40	60	44	60	64	60	631	678	-47.0	611.8	556.8	633.0	613.8	9.00%	
GRAND TOTAL	348	381	369	358	372	381	386	397	364	424	430	429	486	5,125	5,337	-212.0	4928.0	4488.8	5005.0	4940.2	8.91%	

ADM=Average Daily Membership ADA=Average Daily Attendance

ADM calculated at .5 FTE for kindergarten