



# BOARD FOLDER

**LINCOLN COUNTY SCHOOL DISTRICT  
BOARD OF DIRECTORS  
EXECUTIVE AND REGULAR SESSIONS  
Tuesday, July 14, 2009- 6:30 p.m., 7:00 p.m.  
Newport High School  
Newport, Oregon**

**LINCOLN COUNTY SCHOOL DISTRICT**  
**Board of Directors- Executive and Regular Sessions**  
**Tuesday, July 14, 2009- 6:30 p.m. and 7:00 p.m.**  
**Newport High School**  
**Newport, Oregon**

**6:30 p.m. Executive- ORS 192.660(2)(e) Real Property Transactions**

| <b>AGENDA</b>   | <b>Page</b> |
|---|-------------|
| 1. CALL TO ORDER  |             |
| 2. ROLL CALL- ESTABLISHMENT OF A QUORUM   |             |
| 3. INTRODUCTIONS  |             |
| a. <b>DECISION:</b> Election of 09/10 Chair and Vice Chair  | 1           |
| 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  |             |
| 4. BOARD REPORTS  |             |
| 6. CONSULTANT REPORTS/STAFF REPORTS   |             |
| 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. June 16, 2009 Work Session   | 2-5         |
| 2. June 23, 2009 Regular Session  | 6-11        |
| b. EDUCATION SERVICES   |             |
| 1. Alternative Education Programs, 09/10  | 12          |
| c. HUMAN RESOURCES  |             |
| d. BUSINESS SERVICES  |             |
| e. SPECIAL PROGRAMS   |             |
| 1. PSA- Murray Lein, O.T.   | 13-15       |
| f. FACILITIES/MAINTENANCE/TRANSPORTATION/ FOOD SERVICES   |             |
| g. BOARD  |             |
| 1. 09-10 Board Meeting Calendar   | 16-17       |
| 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
  - 1. **DECISION:** West Area Reconfiguration/Closure- Yaquina View Elem. 18
  - 2. **DECISION:** Revised West Area Calendar 19-20
- b. HUMAN RESOURCES
- c. BUSINESS SERVICES
  - 1. **DECISION:** Organizational Resolution 21-25
- 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
- b. HUMAN RESOURCES
  - 1. Information on Questionnaire from Director of Human Resources 26
- c. BUSINESS SERVICES
- d. SPECIAL PROGRAMS
- e. FACILITIES/MAINTENANCE/TRANSPORTATION/FOOD SERVICES
- f. BOARD
- g. OTHER

## 11. ADJOURNMENT

The next regular session meeting of the Board is Tuesday, August 18, 2009, 7:00 p.m. at Newport High School.

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

7/14/09

**ITEM:**

**TOPIC:** Board Officers

**PREPARED BY:** Laurie Urquhart

**WILL BE PRESENTED BY:** Superintendent Tom Rinearson

**TYPE OF ITEM:** Consent  Information  Discussion  Decision

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**DESCRIPTION OF AGENDA ITEM:**

Each year, the Board of Directors elects a Chairman and Vice-Chairman to serve for the new fiscal year. Elections for 2009/10 are to be held this evening.

**SUPERINTENDENT'S RECOMMENDATION:**

The Superintendent recommends the Board elect a Chairman and Vice-Chairman for 2009/10.

**ADDITIONAL MATERIAL** Attached: Yes  No  Available: Yes  No

**LINCOLN COUNTY SCHOOL DISTRICT**  
**Board of Directors- Work Session**  
**Tuesday, June 16, 2009- 7:00 p.m.**  
**Newport High School**  
**Newport, Oregon**

**Minutes**

**PRESIDING:** Jean Turner, Chairman

**Present:** Jean Turner, Chairman; Jana Cowan, Vice-Chairman; Ron Beck, Brenda Brown, 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 Turner convened the meeting and called the session to order at 7:05 p.m. with a quorum of four board members present. Director Coulter was excused from the meeting.

**Life of an Athlete**

Operations Administrator Joe Novello and Wendy Rudy (of PAADA) presented a new student athlete drug/alcohol prevention program, "The Life of an Athlete." The program was made possible by a grant obtained by the Lincoln Commission on Children and Families, and will address Oregon Administrative Rules 581, Division 22 standards. Data indicates the use by area teens of drugs and alcohol is up; the new program is educational, corrective and restorative. The use/abuse of steroids and over-the-counter medications are also included.

This comprehensive approach is more of a philosophy than a program, said Rudy. It is geared to describing and maintaining chemical health (i.e., energy drinks, lack of sleep, etc).

The program is stricter than the current one. Training of coaches will take place each August, prior to the first practice. There will also be parent/student meetings before each sport. Ms. Rudy will share information on the program with service clubs and others to increase community awareness.

**Discussion on the 2009/10 Budget**

The Board generated topics and questions for this portion of the agenda:

**1. List generated by Brenda Brown regarding the 09/10 budget, with special emphasis on facilities/maintenance fund.** The Board reviewed the list of questions and their responses previously distributed. In response to a request to discuss a statement in the budget message ("conversations in the future that may not fit with schools in every community"), Superintendent Rinearson noted expected revenue will likely not cover increased cost of employees, PERS bonds, etc. and schools in every community. "At some point, these lines are going to cross and we will have to address it. I don't want

to leave it for someone else to deal with,” said the Superintendent. Director Brown asked to discuss this topic in an upcoming board retreat.

The remaining items on the list of questions were reviewed. Mr. Rinearson reminded Board members that the responses were based on the use of cash reserves next year. Since that time, new staffing sheets have been distributed to school principals to preserve cash.

Director Brown stated she would like to discuss the facilities/maintenance budget with Director Belloni in more detail at a different time.

**2. Arcadia building; ideas from Toledo Site Council.** The Toledo Jr./Sr. Site Council developed a proposal for use of the Arcadia and Mary Harrison former school buildings, and community member Jack Dunaway shared some of the proposal at a Budget Committee meeting. During this agenda item, Director Rich Belloni responded to ideas in the proposal.

The proposal suggested selling the Mary Harrison building, which had been assessed at \$3,110,380. Mr. Belloni commissioned an appraisal, which came in at \$860,000. He stated the Board may choose to sell the property, or not.

The proposal next discussed potential savings by using the Arcadia building differently, specifically suggesting the District Office (D.O.) be moved there and the current D.O. building be sold. The proposal also mentioned savings in utility costs. Mr. Belloni noted the Arcadia building could be used to house LCSD students again when portables at Toledo Elementary are replaced. Also the District’s homeless program was moved to the Arcadia building recently.

Mr. Belloni explained the district has an agreement with Lincoln County specifying that the first \$100,000 from the sale of the District Office property goes to the County. The remainder of the proceeds would be split evenly between the District and the County. As the building is assessed at \$236,750, this would mean a one-time influx of \$68,375.

Currently, the District rents portions of the Arcadia building to Mid Coast Christian School (\$20,000 per year), and a day care facility (\$24,000 per year).

The proposal noted the location of the Arcadia building as being 10 minutes from Newport, and being technologically available for electronic meetings. Mr. Belloni stated his belief that significant amounts of time would be lost traveling to and from Newport to meet with agencies there. He also noted the Arcadia building would need a fiber connection at a cost of approximately \$25,000 to \$30,000 plus monthly fees. In addition, require substantial rewiring for offices would be needed.

Mr. Belloni also said moving Technology staff to Arcadia would not be efficient, saying if they move to Toledo, they should be at the same location as facilities/maintenance and contracted services.

**3. Cost to run school based health centers.** Business Manager Julie Baldwin distributed a handout describing Medicaid Administrative Claiming (“MAC”) wherein LCSD is reimbursed by the federal (Medicare and Medicaid) and state (Oregon Department of Human Services- DHS) governments for administrative activities performed by school employees in support of the state Medicaid plan. Anticipated revenue in the 09-10 year is approximately \$172,662.

The District pays for utilities at the school based health centers, along with minor maintenance.

The Superintendent noted his recommendation to cut \$100,000 from school based health centers for the coming year. He said he has information from the county (DHS) as to what the program would look like at this level, but has not had time to examine it yet. The Budget Committee did not take money out of the school based health centers, said Mr. Rinearson.

Director Cowan noted the Superintendent's recommendation at the last Budget Committee meeting to retain \$1.2 million in the 09/10 budget. The Superintendent said he recommends appropriations remain as they are now, unless the board would like to change cash reserves. "We will not likely know by next Tuesday, though we are getting closer. Most likely, we will adopt a budget that does not truly reflect the spending plan."

**Co-Curricular.** At the last Budget Committee meeting, the Superintendent recommended a reduction of \$100,000 to co-curricular budgets. He explained in high schools, the funds are distributed on a per student basis. Principals met, said Mr. Rinearson, and found "another way to do it." He expressed reservations with the plan though, saying if Toledo ends up with additional funding from the state due to the small high schools bill, they do not need to be doubly subsidized.

Just prior to the May 28<sup>th</sup> Budget Committee meeting, Director Cowan asked detailed questions about revenue and expenditures pursuant to co-curricular activities. As the information requested would have taken a great deal of time to gather, Ms. Cowan met or talked to high school principals about her question. She offered to share the information at the board retreat. "My concern at the beginning was that we are spending about \$500,000 on athletics; what about other things?" She suggested discussing this in more detail in preparation for next year's budget. Mr. Rinearson noted perhaps Mr. Zagel could share at a board meeting the same information as he did with Ms. Cowan.

**Site Based Decision Making.** Chairman Turner said she is in favor, and has been all along, of moving decision making to buildings. With the current financial climate, she wondered if it would be prudent to return some decision making centrally. "I am worried now; can we make this work?" asked Turner.

Director Beck noted his support for site based decision making. "If we do what is fair, schools will do what is right," said Mr. Beck.

Superintendent Rinearson noted the Board could, as an example, ask that only certified teachers teach certain subjects. This would then be added on staffing sheets and subtracted from the larger "pie." (This would have to occur much earlier in the process).

**Cost Savings Ideas.** Director Brown said this could be combined with the last topic of the evening ("The Budget Process- when does the Board begin generating questions, etc.?"). "I think we need to talk about how we can save a dime. \$10,000 here and \$10,000 there eventually adds up to a teacher," said Brown.

Superintendent Rinearson replied that is happening at the site level. "We had 11 more teachers the first year we tried site based decision making than if we had done it centrally." Ms. Brown said everyone brings something different to the table.

Director Beck noted the District could see an exodus of students as programs diminish. Mr. Rinearson agreed, and added the IB program is actually bringing in revenue. He said this is more of a long-range conversation; "we need to be looking three to five years down the road."

**Other**

Brenda Brown asked for clarification on two enrollment sheets distributed at the last Budget Committee meeting. Julie Baldwin explained one sheet has charter schools included and the other does not.

Chairman Jean Turner stated the Board will be considering adoption of the budget approved by the Budget Committee, knowing that lower levels of spending will take place. She asked if anyone wanted any changes. The Superintendent noted the Board will need to meet as soon as possible after the legislature completes its work in the event it is necessary to close any schools. He said there may be something to share in the coming week, and said it is beneficial to let communities know first and get their perspective.

Mr. Rinearson asked if Board members would like to meet with administrators in their respective areas to learn about spending plans in that area; the Board expressed consensus to do so. Director Brown may attend all of the meetings.

Ms. Brown asked if a four-day school week had been costed out; the Superintendent replied it had and that we would lose food service dollars. Mr. Beck noted we are nearly at a four day week now (not budgeted, but de facto). Mr. Rinearson noted that scenario is much more complicated than could be accomplished for next year.

Director Beck said many things are still in flux and that we will know more later.

Superintendent Rinearson stated he felt there should be a Board organizational meeting as well as a retreat in July.

The meeting was adjourned at 9:15 p.m.

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Chairman

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Superintendent

**LINCOLN COUNTY SCHOOL DISTRICT**  
**Board of Directors- Regular Session**  
**Tuesday, June 23, 2009- 7:00 p.m.**  
**Newport High School**  
**Newport, Oregon**

**Minutes**

**PRESIDING:** Jean Turner, Chairman

**Present:** Jean Turner, Chairman; Jana Cowan, Vice-Chairman; Brenda Brown, Director

**Also Present:** Tom Rinearson, Superintendent; Laurie Urquhart, Secretary; approximately 50 members of the staff, media and interested patrons

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

Chairman Jean Turner convened the meeting and called the session to order at 7:25 p.m. with a quorum of three board members present. Directors Ron Beck and Amy Coulter were excused from the meeting.

**Public Hearing, 2009/10 Budget**

The Board recessed into a public hearing of the 2009/10 budget approved by the Budget Committee on May 28, 2009.

Toledo teacher Ron Hahn stated his belief that as many as eight teaching positions could be saved by eliminating three administrative positions at the District Office (Director of Support Services, Operations Administrator, and Curriculum/Instruction Administrator).

Parent Clifford Ryer expressed his concern with reducing one teacher at Isaac Newton Magnet School. He noted the school is the only one in the district receiving state report card ratings of "exceptional."

Newport teacher (and parent) Lori Miller asked if the possibility of closing a school could be revisited if the state legislature appropriates additional funds. The regular session then resumed.

**Communications**

Ms. Lori Miller addressed the Board regarding processes (including those for 504 plans and IEPs) and "thinking out of the box."

Newport High student Katlyn Beck asked the Board to retain NHS band teacher Matt Sadowski, saying he has vastly improved the band.

**Board Reports**

Director Brenda Brown reported both houses of the state legislature approved the "small schools" bill, which will result in additional funding (approximately \$386,000 per year said Ms. Brown) for Toledo High. Chairman Turner thanked Ms. Brown for her concerted efforts on this legislation.

**Insurance Carriers, 2009/10**

District Agent of Record Mark Collson summarized insurance proposals for the coming year. He recommended PACE/Special Districts for liability, property, and auto insurance, and SAIF for workers compensation insurance. Cost for this coverage will be neutral from the present cost, said Collson. Last year the District, based on Mr. Collson's recommendation, decided to stay with PACE over another carrier, despite the slightly higher premium at PACE. Policy holders at PACE have equity in the company; that equity resulted in over \$15,000 being returned to the District to offset premiums.

### **Cognitive Guided Instruction/Improving Math Achievement**

Mentor teacher Deb Gaffney described several programs ongoing in the District to improve student achievement in mathematics, including: •**Cognitive Guided Instruction** (helping teachers understand how students learn and providing effective teaching strategies); •**Math Instructional Coaches K-8** (two trained math instructional coaches will support staff in implementing the new national and state math standards); •**Moving Math Forward** workshops (ODE-sponsored training focused on understanding and implementing new K-12 National Council of Mathematics standards); •**Math Alignment Project** (north area project lead by teacher Allison Samuels over the past four years to align math instruction); and •**High School Math Cadre meetings** (facilitation of high school math discussions by Brian Hanna and Teresa Atwill on how to implement new national standards).

### **West Area Report**

Newport High Principal Jon Zagel reported 151 seniors graduated from NHS this year. Approximately 90% of these students stated they will be continuing their education. He noted two ongoing summer programs in the west area: the 21<sup>st</sup> Century learning center and the SEAS (Science, Engineering and Art School) program.

Mr. Zagel described the process leading to the possibility of the reconfiguration of schools in the west area for next year, saying a "perfect storm" of conditions exists with declining enrollment, rising costs and less funding from the state. With substantial reductions looming, it became evident that keeping all four schools open would result in draconian cuts to all of them. West area principals are recommending restructuring schools in Newport and the closure of one elementary school (which one is not yet decided). The current plan is for a K-3 school (also housing the pre-school), an intermediate school with grades 4-5-6 (and housing Isaac Newton Magnet School), and grades 7-12 at the high school, though grades 7 and 8 will be a prep academy.

"This is the hardest thing I've ever had to do," commented Zagel. He said the west area administrators believe it is the best decision for kids, and will save teachers and programs. Chairman Jean Turner said the discussion is continuing, and said though every area in the district has had to make similar changes it does not diminish the pain felt in the west area.

A community meeting for patrons to hear the plan and give input or ask questions is planned for Tuesday, June 30, 2009- 6:30 p.m. at Newport High School. The Board will learn more about the proposal in a work session July 7, and will be considering it at their July 14<sup>th</sup> regular session meeting.

### **Financial Report**

Business Manager Julie Baldwin shared financial reports as of May 31, 2009. She reported state timber revenue is down in Lincoln County, and said interest rates continue to decline. The ending fund balance for the 08/09 year will be about \$2 million.

### **Superintendent's Report**

Superintendent Rinearson thanked Chairman Jean Turner for her service as Chairman this year, and presented her with a plaque.

The Superintendent reported Facilities Manager Tim Kaufman was recognized by the Oregon School Facilities Management Association as a "Certified School Facilities Specialist." He was also pictured in the newsletter.

Mr. Rinearson gave kudos to Oceanlake Elementary for winning the attendance flag for May.

The Superintendent thanked Fred Meyer for their donation of \$3,278 to the District from their "Support Our Schools" campaign. Selected vendors donate \$1 for each of their items sold during a nine week period.

Superintendent Rinearson reported the Board will be meeting in several meetings in July: a work session July 7 (7:00 p.m., Newport High); a retreat work session July 10 and 11 (location to be determined), and a regular session July 14 (7:00 p.m., Newport High).

#### **Approval of the Consent Calendar**

**Motion 08/09-46**

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

- Minutes of the May 12, 2009 Regular Session;
- Life of An Athlete Program;
- Regular Personnel Items and Addendum;
- Food Service Contract, Sodexo, 09/10.

A proposal to give termination notice of the agreement for school based health centers was removed from the Consent Calendar due to a conflict of interest (Jana Cowan) and the fact that only three board members were present. The Superintendent is recommending the centers' protocols be reviewed to ensure student safety; it is intended they will continue operations. This item will be considered at an upcoming meeting.

#### **Approval of Charter- Siletz Early College Academy**

**Motion 08/09-47**

On motion of Director Brenda Brown, seconded by Director Jana Cowan, the Board unanimously approved the charter contract for Siletz Valley Early College Academy for the July 1, 2009 through June 30, 2014 time period.

#### **Approval of Charter- Eddyville Charter School**

**Motion 08/09-48**

On motion of Director Cowan, seconded by Director Brown, the Board unanimously approved the charter contract for Eddyville Charter School for the July 1, 2009 through June 30, 2014 time period. The enrollment cap of 200 students will remain as is.

#### **Approval of 09/10 Area Calendars**

**Motion 08/09-49**

On motion of Director Brown, seconded by Director Cowan, the Board unanimously approved the area calendars for the 2009/10 school year as distributed June 23, 2009. Calendars in the east, west and south areas of the District are very similar, with school improvement days occurring on Mondays.

In the north area, Taft 7-12 will be going to a four-day regular school week with Fridays set aside for staff development and student remediation.

The calendar for elementary schools in the north area is very similar to the one used this year, with a five-day regular school week. School improvement days will occur on Fridays for the north area elementary schools.

Mr. Rinearson noted the proposed realignment of west area schools may see a change in that calendar. Staff will look at the number of instructional minutes to ensure compliance with state requirements.

The calendars may be accessed on the district's website, [www.lincoln.k12.or.us](http://www.lincoln.k12.or.us).

**Approval of Writing Prime- Planned Course Statement and Syllabus** **Motion 08/09-50**

On motion of Director Cowan, seconded by Director Brown, the Board approved the syllabus and planned course statement for a new course at Waldport High School: Writing Prime. The course is designed to assist students struggling with writing. With the Board's approval, all district schools may access the course.

Assistant Principal Brian Gardner presented this item, and reported teacher Kathleen Ritzman contributed significantly to the effort.

**Approval of Resolution 2008/09-13 Adopting 2009/10 Budget** **Motion 08/09-51**

On motion of Director Cowan, seconded by Director Brown, the Board unanimously approved Resolution 2008/09-13 adopting the 2009/10 budget as approved by the Budget Committee May 28, 2009. The budget delineates an appropriation level that is likely higher than the spending plans to follow.

Chairman Turner noted one rationale is that if the District were to receive additional revenue, it could be spent without reconvening the budget committee.

Ms. Baldwin said many parts of the budget will not change, i.e., the debt service fund, the levy amount, and the tax rate.

**Approval of PACE and SAIF Insurance Carriers** **Motion 08/09-52**

On motion of Director Cowan, seconded by Director Brown, the Board unanimously approved PACE/Special District of Oregon for general liability, property, vehicles, and errors/omissions insurance, and SAIF for workers compensation insurance for the 2009/10 year.

**Approval of Facilities Agreements** **Motion 08/09-53**

On motion of Director Brown, seconded by Director Cowan the Board unanimously approved agreements for rental of space as noted in the June 23, 2009 board folder. Director Brown stated she concurs with the agreements, "as long as they have the 30 to 90 day termination clauses."

**Approval of Resolution 2008/09-12, Certification of Election Results** **Motion 08/09-54**

On motion of Director Brown, seconded by Director Cowan, the Board unanimously approved Resolution 2008/09-12, Certification of the May 19, 2009 Special District Election Results. Directors Beck, Cowan and Turner were re-elected to four year terms in the election.

**Oaths of Office**

Business Manager Julie Baldwin administered oaths of office to Directors Cowan and Turner.

## **Discussion of 2009/10 Alternative Education Programs**

Operations Administrator Joe Novello presented a list of alternative education programs for the 2009/10 year. They are the Toledo High Alternative program, the Carolyn Brown School, and Insight School of Oregon. Insight School, an online high school, serves students from all four district high schools plus one middle school student. The list will return to the Board for consideration at the next meeting.

## **Information on Lincoln City Career Tech Report**

Operations Administrator Joe Novello reported Lincoln City Career Tech staff sent the school's annual report electronically prior to the Board meeting. Mr. Novello noted great strides have occurred in the school's program.

## **Information on New Field Trip Form**

Mr. Novello noted a recent arbitration decision was the impetus to a revised field trip form for the district. The form adds several components, including an overnight supervision plan.

## **Title Audit- Corrections on Findings**

Earlier this year, the district took part in an audit of Title programs by ODE. Title Programs Administrator Clint Raever presented a corrective action report to the Board under separate cover. Mr. Raever is working closely with ODE to correct the findings (mostly related to notifications and non-uniformity of program implementation).

## **Discussion on 2009/10-1, Organizational Resolution**

Business Manager Julie Baldwin presented the annual "Designation of District Officers, Clerks, Agents and Depositories of Fund" resolution. Changes for the coming year include the change in ADA coordinator to the Director of Human Resources and the Director of Support Services; lowering of the mileage reimbursement rate to \$0.55 per mile; and Budget Committee vacancies in Zones 2 and 3. The resolution will return to the Board for consideration at the next regular session.

## **PSA- Murray Lein- Occupational Therapy**

A Personal Services Agreement for the 09/10 year with Muray Lein, Occupational Therapist, was presented. The agreement will return to the Board at the next meeting for consideration.

## **09/10 Board Meeting Calendar**

In previous meetings the Board expressed a desire to change the week of monthly board meetings to the third Tuesday of the month. A calendar reflecting this change was presented and will be considered at the next meeting. (Note: the July 09 meeting is scheduled to take place on the second Tuesday of the month, July 14<sup>th</sup>.)

## **Summer Board Retreat**

The Board met in a retreat over two days last summer and asked to have a similar meeting this year. Board members were asked to forward topics for discussion to Laurie Urquhart.

**Other**

Several unidentified audience members asked if the Board could examine how responses to “blue cards” are handled; this will be discussed at an upcoming Board retreat.

The meeting was adjourned at 9:30 p.m.

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Chairman

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Superintendent

**LINCOLN COUNTY SCHOOL DISTRICT  
REGULAR BOARD MEETING AGENDA  
7/14/09**

**ITEM:**

**TOPIC:** Alternative Education Programs

**PREPARED BY:** Jennie Scarborough

**WILL BE PRESENTED BY:** Joe Novello

**TYPE OF ITEM:** Consent  Information  Discussion  Decision

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**DESCRIPTION OF AGENDA ITEM:**

In accordance with Policy IGBHA, Alternative Education Programs, the following programs are being submitted for approval during the 2009-2010 school year:

Carolyn Brown School (Newport High Alternative School)  
Toledo High School  
Insight School of Oregon - (private alternative school)

All programs have been through the review process according to IGBHA-AR 1, 2 and 3 and meet all criteria for renewal. Staff presented these programs at the last regular session.

**SUPERINTENDENT'S RECOMMENDATION:**

The Superintendent recommends approval of the 09/10 alternative education programs as listed above.

**ADDITIONAL MATERIAL** Attached: Yes  No  Available: Yes  No

**LINCOLN COUNTY SCHOOL DISTRICT  
REGULAR BOARD MEETING AGENDA  
July 14, 2009**

**ITEM:**

**TOPIC:** Personal Services Agreement

**PREPARED BY:** Sheila Hagan

**WILL BE PRESENTED BY:** Susan Van Liew

**TYPE OF ITEM:** Consent  Information  Discussion  Decision

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**DESCRIPTION OF AGENDA ITEM:**

This Personal Services Agreement with Murray Lein, Occupational Therapist is to provide Occupational Therapy to identified students with disabilities who are eligible and in need of occupational therapy. Mr. Lein will follow the school district calendar when scheduling services for these students.

This contract is paid with federal IDEA Part B sub grant award funds and will provide services during the 2009-2010 school year.

**SUPERINTENDENT'S RECOMMENDATION:**

The Superintendent recommends approval of the Personal Services Agreement for 09/10 occupational therapy services for with Murray Lein.

**ADDITIONAL MATERIAL** Attached: Yes  No  Available: Yes  No



# LINCOLN COUNTY SCHOOL DISTRICT PERSONAL/PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, entered into by and between the Lincoln County School District ("LCSD") and Murray Lein, OTRL ("Contractor"), and in consideration of the following Covenants, conditions, and considerations:

### WITNESSETH:

1. The contractor shall provide LCSD with the following information:
  - a. Full Name: Murray Lein
  - b. Mailing Address: [REDACTED]
  - c. Telephone Number: [REDACTED]
  - d. Federal Tax ID No. \_\_\_\_\_ Or Social Security No.: [REDACTED]
  - e. Business Designation (check one)  Individual  Sole Proprietorship  Partnership  Corporation  
 Other.

Payment information will be reported to the IRS under the name and taxpayer I.D. number provided above. We are required by the Internal Revenue Service to obtain this information in order to report income paid to you by the District. If the information is not provided, we will be required to withhold 31% of all future payments made to you. **1099 Withholding Exemption:** If exemption from backup withholding (form 1099 reporting), check here  and circle your qualifying reason below:

- i. Corporation
  - ii. Tax Exempt Charity under 501(a), or IRAA
  - iii. The United States or any of its agents or instrumentalities
  - iv. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions.
  - v. A foreign government or any of its political subdivisions
- f. Does contractor now have, or have had within the prior year, contracts with other persons or entities to perform services similar to the services being performed hereunder?
  - g. Does Contractor have current statutory Worker's Compensation Insurance coverage for all persons performing services under this contract? N/A

2. **Statement of Work:** Contractor agrees to perform the following services for the District (please be specific as to nature and dates of performance and expected time involved) (Attach an exhibit if needed): Use additional sheet as needed.  
Occupational therapy services for identified students with disabilities who are eligible in the 09-10 school year. To be provided during the school day with a minimum of 2 days per week and a maximum of 32 hours per week (7-9 hours per day). Attend IEP meetings as needed.

3. The date for completion of performance shall be: June 30, 2010

4. Contractor shall be compensated in the manner provided in either subsection (a) or (b) below, which ever is completed.
  - (a) The entire, agreed-upon compensation for the services to be performed under this contract is:  
To be paid according to the following schedule of payments: \_\_\_\_\_

- (b) If services are to be charged at a periodic rate, what is the rate charged and period: \$42.40 per hour. What is the total estimated compensation: \$52,310.00,\*. If it appears during the course of this contract that the actual compensation will exceed the estimated amount, the contractor shall notify the LCSD Fiscal Department in writing. No payment in excess of the total estimated compensation shall be paid unless the Contractor has notified the Fiscal Office of the increase in time required to complete the services, and received approval of Fiscal Office to perform services up to the newly approved contract time.

**Exhibits.** As a condition to receiving the compensation above, the Contractor shall provide, in addition to the services above stated, the following additional documents or report relating to the services performed:

- (check all that apply)  Exhibit A - Statement of Work  Exhibit B - Contractor's Proposal  
 Exhibit C - Insurance Requirements  Other (describe) LCSD agrees to  
Reimburse annual OT membership dues and liability insurance dues. Provide current copy of O.T. license.

If LCSD is required by law to withhold any monies from Contractor, e.g., PERS, such withholding shall be deducted from the amount of compensation due to Contractor and the balance shall be paid to Contractor. Contractor must submit an invoice to LCSD Director Business Services as an application for payment. The invoice shall itemize Contractor's charges and expenses.

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5. If total compensation is in excess of \$10,000, as stated in Section 4(a) above, or the estimated charges based upon the rate charge and anticipated time involved as stated in Section 4(b) above exceed \$10,000, this contract shall not be binding upon LCSD until approved by the LCSD Board of Directors.

If compensation is to be paid as stated in Section 4(b), and it appears that the total payments under this Agreement shall exceed \$10,000, Contractor shall notify the LCSD Director Business Services. The Director shall present this Agreement to the LCSD Board of Directors for approval of compensation in excess of \$10,000. No compensation shall be due or payable to Contractor in excess of \$10,000 (in the aggregate) unless the LCSD Board of Directors approves this agreement.

6. Unless Contractor is a sole proprietorship, prior to performing any labor for this Contract, Contractor shall file with LCSD Director Business Services a certificate of insurance evidencing that the persons performing services under this Contract are covered by the Contractor's statutory worker's compensation insurance. Contractor shall maintain such coverage during the term of this Contract.

7. Contractor is being employed as an independent contractor to provide the services stated in Section 2 above. The compensation paid to Contractor shall be for all materials, supplies, and labor required, necessary or convenient for Contractor to provide services to LCSD. Contractor shall be responsible for, and shall indemnify and hold LCSD harmless from any governmental assessments resulting from Contractor's services or compensation, including but not limited to income tax, social security, worker's compensation, or employment insurance. LCSD shall not have the right to direct or control the manner of Contractor's performance. LCSD expressly disclaims any acts by its employees who attempt to direct or control Contractor's manner of performance. Contractor shall notify LCSD Director Business Services should any LCSD employee make an attempt to exercise direction or control over Contractor.

8. Contractor covenants and warrants to LCSD that Contractor is an independent business, has performed such services for others in the past or is now performing such services for others, and is skilled and duly qualified to provide the services required under this Agreement.

9. Contractor shall indemnify, defend, and hold LCSD harmless from any claims, actions, demands, losses, or costs (including attorney fees) arising out of or resulting from any act or omission by Contractor

10. Contractor warrants to LCSD that it/he/she has general liability insurance coverage in excess of \$200,000 per person, \$300,000 per occurrence, and \$50,000 property damage, and that Contractor shall maintain such insurance during the term of this agreement or for such longer time as LCSD may request at the time of execution hereof. initial if applicable. Contractor warrants to LCSD that it/he/she has professional malpractice insurance coverage for any errors or omissions by Contractor for the type of services being performed under this Agreement, with limits not less than \$300,000 per occurrence.

11. Contractor acknowledges that LCSD is a public entity, and that persons or entities contracting with public entities are subject to certain state or federal law, rules, or regulations. To the extent any state or federal law, rule or regulation is applicable to this Agreement, it is hereby incorporated by reference as if stated herein. It shall be Contractor's responsibility to become acquainted with the applicable state or federal law, rule or regulation.

12. In the event that the District is not adequately funded or funds are cut back, the District reserves the right to cancel all or part of this contract.

13. This contract may be terminated by either party with a 30-day written notice for lack of performance.

IN WITNESS WHEREOF, THE PARTIES DO EXECUTE THIS agreement, and except as provide above, the undersigned warrant to the other that they are executing this agreement pursuant to authority.

LINCOLN COUNTY SCHOOL DISTRICT

CONTRACTOR

  
\_\_\_\_\_  
Director

  
\_\_\_\_\_  
Contractor

\_\_\_\_\_  
Superintendent

\_\_\_\_\_  
Title

6/11/09  
\_\_\_\_\_  
Date Signed

6/11/09  
\_\_\_\_\_  
Date Signed

(If needed, board approval date) \_\_\_\_\_

- \* Pre-approved workshops/training expenses will be reimbursed.
- \* Roundtrip mileage from Lincoln County boundary line to office and scheduled LCSD schools at 58.5 cents per mile. This rate will change if the LCSD rate is changed.

**LINCOLN COUNTY SCHOOL DISTRICT  
REGULAR BOARD MEETING AGENDA  
July 14, 2009**

**ITEM:**

**TOPIC:** Board Meeting Calendar

**PREPARED BY:** Laurie Urquhart

**WILL BE PRESENTED BY:** Superintendent Rinearson

**TYPE OF ITEM:** Consent  Information  Discussion  Decision

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**DESCRIPTION OF AGENDA ITEM:**

For the past several years, the Board held a monthly meeting on the second Tuesday of each month. During the school year, board meetings take place at varying locations around the District. Fourth and fifth Tuesdays have been set aside for work sessions, should they become necessary.

The Board expressed interest in changing the week in which they meet each month to the third week of the month. After discussing this item at the last board meeting, Board members present at the meeting reached consensus to meet on the third Tuesday of the month. The attached calendar reflects that schedule (except the July 09 meeting, which occurs on the second Tuesday).

**RECOMMENDATION:**

The Superintendent recommends approval of the 2009/10 Board Meeting Calendar as listed in the July 14, 2009 Board Folder.

**ADDITIONAL MATERIAL** Attached: Yes  No  Available: Yes  No

**LINCOLN COUNTY SCHOOL DISTRICT  
BOARD OF DIRECTORS  
BOARD MEETING CALENDAR FOR 2009/10 FISCAL YEAR**

The Board of Directors meets on the ~~third Tuesday~~ of each month at **7:00 p.m. for regular business meetings**; work sessions **may** be scheduled on the fourth or fifth Tuesdays of certain months. Agendas are prepared by the Superintendent and Board Chairman ten days in advance. Persons interested in topics on the agenda, or interested in placing an item on the agenda, should contact the Superintendent or the Board Secretary a minimum of ten days before the Board meeting.

|                     |                                 |                        |
|---------------------|---------------------------------|------------------------|
| <b>July 14</b>      | <b>Newport High School</b>      | <b>Regular Session</b> |
| <b>August 18</b>    | <b>Newport High School</b>      | <b>Regular Session</b> |
| <b>September 15</b> | <b>Toledo High School</b>       | <b>Regular Session</b> |
| <b>October 20</b>   | <b>Taft Elementary</b>          | <b>Regular Session</b> |
| <b>November 17</b>  | <b>Waldport High School</b>     | <b>Regular Session</b> |
| <b>December 15</b>  | <b>Newport High School</b>      | <b>Regular Session</b> |
| <b>January 19</b>   | <b>Yaquina View Elementary</b>  | <b>Regular Session</b> |
| <b>February 16</b>  | <b>Toledo Elementary School</b> | <b>Regular Session</b> |
| <b>March 16</b>     | <b>Taft High School</b>         | <b>Regular Session</b> |
| <b>April 20</b>     | <b>Newport Middle School</b>    | <b>Regular Session</b> |
| <b>May 18</b>       | <b>Crestview Heights School</b> | <b>Regular Session</b> |
| <b>June 15</b>      | <b>Newport High School</b>      | <b>Regular Session</b> |

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

7/14/09

**ITEM:**

**TOPIC:** West Area Reconfiguration/Closure of Yaquina View Elementary

**PREPARED BY:** Laurie Urquhart

**WILL BE PRESENTED BY:** Superintendent Tom Rinearson

**TYPE OF ITEM:** Consent  Information  Discussion  Decision

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**DESCRIPTION OF AGENDA ITEM:**

West area administrators developed a plan to preserve programs and staff to better serve students by closing one elementary school and reconfiguring grade levels as follows:

- Elementary School, Grades K-3 to be located at Sam Case
- Newport Intermediate School, Grades 4-6 (and INMS grades 6-8) to be located at the current site of Newport Middle School
- Newport High School campus, comprised of Newport Prep Academy (grades 7-8; west campus) and Newport High School (grades 9-12)

Several Board members attended the June 30 community meeting on the proposal. A board work session to hear the proposal from west area administrators as well as to gather community input was held July 7.

**SUPERINTENDENT'S RECOMMENDATION:**

The Superintendent recommends the Board approve the proposal from west area administrators to reconfigure schools in the west area as noted above, closing Yaquina View Elementary School.

**ADDITIONAL MATERIAL** Attached: Yes  No  Available: Yes  No

**LINCOLN COUNTY SCHOOL DISTRICT  
REGULAR BOARD MEETING AGENDA  
July 14, 2009**

**ITEM:**

**TOPIC:** 2009-2010 West Area Calendar

**PREPARED BY:** Jennie Scarborough

**WILL BE PRESENTED BY:** Jon Zagel

**TYPE OF ITEM:** Consent  Information  Discussion  Decision

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**DESCRIPTION OF AGENDA ITEM:**

The Administrators of the West Area are requesting modifications to the 2009-2010 school calendar for the West Area due to the proposed reconfiguration.

Modifications include adding teacher transition days, changing the staff development days, adding a opening/closing ceremony day, and students beginning school two days later than the original approved version to accommodate the time needed for the transition.

This item is dependent upon obtaining a Memorandum of Understanding with the Lincoln County Education Association.

**SUPERINTENDENT'S RECOMMENDATION:**

The Superintendent recommends approval of the revised West Area 09-10 Calendar as noted in the July 14, 2009 board folder.

**ADDITIONAL MATERIAL** Attached: Yes  No  Available: Yes  No

# WEST AREA 2009 - 2010 Calendar

| 2009                            | SUN                  | MON | TUE | WED | THU | FRI | SAT   | LCNSD  | INSTRC  | STDNT |  |
|---------------------------------|----------------------|-----|-----|-----|-----|-----|---|--|---------|-------|--|
|                                 |                      |     |     |     |     |     |   | DAYS   | CONTACT |       |  |
| <b>SEPTEMBER</b>                |                      |     |     |     |     |     |   | 22   | 15      | 15    |  |
| S<br>E<br>P                     | 1 2 3 4 5            |     |     |     |     |     |   | 1-3 West Area Teacher Transition Days  |         |       |  |
|                                 | 6 7 8 9 10 11 12     |     |     |     |     |     |   | 4 West Area Teacher Inservice Days   |         |       |  |
|                                 | 13 14 15 16 17 18 19 |     |     |     |     |     |   | 7 Labor Day - Holiday  |         |       |  |
|                                 | 20 21 22 23 24 25 26 |     |     |     |     |     |   | 8 West Area Teacher Inservice Days   |         |       |  |
|                                 | 27 28 29 30          |     |     |     |     |     |   | 9 Opening/Closing Ceremonies - NO SCHOOL<br>No Transportation; however, Students Welcome |         |       |  |
|                                 |                      |     |     |     |     |     |   | 9-11 Kindergarten Orientation  |         |       |  |
|                                 |                      |     |     |     |     |     | 10 Grades 1-8, INMS - First Day of School           |  |         |       |  |
|                                 |                      |     |     |     |     |     | 11 All Grade 9, New Students Grades 10-12 First Day |  |         |       |  |
|                                 |                      |     |     |     |     |     | 14 Kindergarten, Grades 10-12 First Day             |  |         |       |  |
| <b>OCTOBER</b>                  |                      |     |     |     |     |     |   | 21   | 21      | 18    |  |
| O<br>C<br>T                     | 1 2 3                |     |     |     |     |     |   | 9 State Wide Inservice Day (no school/non contract)                                      |         |       |  |
|                                 | 4 5 6 7 8 9 10       |     |     |     |     |     |   | 12 School Improvement Day - no school**  |         |       |  |
|                                 | 11 12 13 14 15 16 17 |     |     |     |     |     |   | 23 End of First Progress   |         |       |  |
|                                 | 18 19 20 21 22 23 24 |     |     |     |     |     |   | 28 Evening Conferences   |         |       |  |
|                                 | 25 26 27 28 29 30 31 |     |     |     |     |     |   | 29 No School (Conference Day)<br>30 No School - No teachers*                             |         |       |  |
| <b>NOVEMBER</b>                 |                      |     |     |     |     |     |   | 20   | 18      | 17    |  |
| N<br>O<br>V                     | 1 2 3 4 5 6 7        |     |     |     |     |     |   | 11 Veterans' Day - Holiday   |         |       |  |
|                                 | 8 9 10 11 12 13 14   |     |     |     |     |     |   | 26-27 Thanksgiving Break   |         |       |  |
|                                 | 15 16 17 18 19 20 21 |     |     |     |     |     |   | 30 School Improvement Day - no school**  |         |       |  |
|                                 | 22 23 24 25 26 27 28 |     |     |     |     |     |   |  |         |       |  |
| 29 30                           |                      |     |     |     |     |     |   |  |         |       |  |
| <b>DECEMBER</b>                 |                      |     |     |     |     |     |   | 14   | 14      | 14    |  |
| D<br>E<br>C                     | 1 2 3 4 5            |     |     |     |     |     |   | 4 End of Second Progress   |         |       |  |
|                                 | 6 7 8 9 10 11 12     |     |     |     |     |     |   | 21 Winter Break Begins   |         |       |  |
|                                 | 13 14 15 16 17 18 19 |     |     |     |     |     |   | 25 Christmas Day - Observed  |         |       |  |
|                                 | 20 21 22 23 24 25 26 |     |     |     |     |     |   |  |         |       |  |
|                                 | 27 28 29 30 31       |     |     |     |     |     |   |  |         |       |  |
| <b>JANUARY</b>                  |                      |     |     |     |     |     |   | 19   | 19      | 18    |  |
| J<br>A<br>N                     | 1 2                  |     |     |     |     |     |   | 1 New Year's Day - Observed  |         |       |  |
|                                 | 3 4 5 6 7 8 9        |     |     |     |     |     |   | 4 School Improvement Day - no school**   |         |       |  |
|                                 | 10 11 12 13 14 15 16 |     |     |     |     |     |   | 5 School Resumes   |         |       |  |
|                                 | 17 18 19 20 21 22 23 |     |     |     |     |     |   | 18 Martin Luther King Day (non-contract all staff)                                       |         |       |  |
|                                 | 24 25 26 27 28 29 30 |     |     |     |     |     |   | 29 End of 1st Semester   |         |       |  |
| 31                              |                      |     |     |     |     |     |   |  |         |       |  |
| <b>FEBRUARY</b>                 |                      |     |     |     |     |     |   | 20   | 18      | 18    |  |
| F<br>E<br>B                     | 1 2 3 4 5 6          |     |     |     |     |     |   | 1 Records Day (no school)  |         |       |  |
|                                 | 7 8 9 10 11 12 13    |     |     |     |     |     |   | 15 President's Day - Holiday (no school)   |         |       |  |
|                                 | 14 15 16 17 18 19 20 |     |     |     |     |     |   |  |         |       |  |
|                                 | 21 22 23 24 25 26 27 |     |     |     |     |     |   |  |         |       |  |
| 28                              |                      |     |     |     |     |     |   |  |         |       |  |
| <b>MARCH</b>                    |                      |     |     |     |     |     |   | 18   | 18      | 15    |  |
| M<br>A<br>R                     | 1 2 3 4 5 6          |     |     |     |     |     |   | 1 School Improvement Day - no school**   |         |       |  |
|                                 | 7 8 9 10 11 12 13    |     |     |     |     |     |   | 5 End of Fourth Progress   |         |       |  |
|                                 | 14 15 16 17 18 19 20 |     |     |     |     |     |   | 10 Evening Conferences   |         |       |  |
|                                 | 21 22 23 24 25 26 27 |     |     |     |     |     |   | 11 No School (Conference Day)<br>12 No School - No teachers*                             |         |       |  |
|                                 | 28 29 30 31          |     |     |     |     |     |   | 22 Spring Break Begins<br>29 School resumes  |         |       |  |
| <b>APRIL</b>                    |                      |     |     |     |     |     |   | 22   | 21      | 21    |  |
| A<br>P<br>R                     | 1 2 3                |     |     |     |     |     |   | 5 School Improvement Day - no school   |         |       |  |
|                                 | 4 5 6 7 8 9 10       |     |     |     |     |     |   | 23 End of Fifth Progress   |         |       |  |
|                                 | 11 12 13 14 15 16 17 |     |     |     |     |     |   |  |         |       |  |
|                                 | 18 19 20 21 22 23 24 |     |     |     |     |     |   |  |         |       |  |
| 25 26 27 28 29 30               |                      |     |     |     |     |     |   |  |         |       |  |
| <b>MAY</b>                      |                      |     |     |     |     |     |   | 21   | 20      | 20    |  |
| M<br>A<br>Y                     | 1 2 3 4 5 6 7 8      |     |     |     |     |     |   | 31 Memorial Day - Holiday  |         |       |  |
|                                 | 9 10 11 12 13 14 15  |     |     |     |     |     |   |  |         |       |  |
|                                 | 16 17 18 19 20 21 22 |     |     |     |     |     |   |  |         |       |  |
|                                 | 23 24 25 26 27 28 29 |     |     |     |     |     |   |  |         |       |  |
|                                 | 30 31                |     |     |     |     |     |   |  |         |       |  |
| <b>JUNE</b>                     |                      |     |     |     |     |     |   | 13   | 12      | 12    |  |
| J<br>U<br>N                     | 1 2 3 4 5            |     |     |     |     |     |   | 12 Senior Graduation   |         |       |  |
|                                 | 6 7 8 9 10 11 12     |     |     |     |     |     |   | 16 Last Day for Students- Half Day   |         |       |  |
|                                 | 13 14 15 16 17 18 19 |     |     |     |     |     |   | 16 End of 2nd semester   |         |       |  |
|                                 | 20 21 22 23 24 25 26 |     |     |     |     |     |   | 17 Records Day/Teachers Last Day   |         |       |  |
|                                 | 27 28 29 30          |     |     |     |     |     |   |  |         |       |  |
| <b>Total Days this Calendar</b> |                      |     |     |     |     |     |   | 190  | 176     | 168   |  |
| <b>Compared to 2008-2009</b>    |                      |     |     |     |     |     |   | 190  | 181     | 170   |  |

Shaded = NO SCHOOL West Area School Improvement Days

Shaded = no school

Student Contact (Days in Session) OAR 581-23-006 (1) (d) Scheduled days where students are under guidance/direction of teachers.

\*Teachers work Wednesday and Thursday evenings in lieu of Friday

\*\*30 hours staff development counts toward instructional hours

**LINCOLN COUNTY SCHOOL DISTRICT  
REGULAR BOARD MEETING AGENDA  
July 14, 2009**

**ITEM:**

**TOPIC:** Resolution 2009/10-1

**PREPARED BY:** Julie Baldwin

**WILL BE PRESENTED BY:** Julie Baldwin

**TYPE OF ITEM:** Consent  Information  Discussion  Decision

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**DESCRIPTION OF AGENDA ITEM:**

Annually the designation of District Officers, Clerks, Agents and Depositories of Funds is required to be updated and approved by the Board of Directors.

This resolution has been updated with the new fiscal year, decreasing the mileage reimbursement rate from \$0.58.5 to \$0.55 (per IRS rate). Meal reimbursement rates remain the same.

The resolution was presented at the June regular session meeting.

**SUPERINTENDENT'S RECOMMENDATION:**

The Superintendent recommends approval of Resolution 2009/10-1, Designation of District Officers, Clerks, Agents and Depositories of Funds.

**ADDITIONAL MATERIAL** Attached: Yes  No  Available: Yes  No

**RESOLUTION 2009/10 - 1**

**DESIGNATION OF DISTRICT OFFICERS, CLERKS, AGENTS, AND DEPOSITORIES OF FUNDS**

**DISTRICT CLERKS**

WHEREAS, Tom Rinearson, Superintendent of Lincoln County School District, is designated by law as Clerk/Chief Administrative Officer of said District for the 2009-2010 fiscal year;

WHEREAS, it is advisable for additional staff members to be designated as Deputy Clerk/Chief Financial Officer;

BE IT RESOLVED, that Rich Belloni and Julie Baldwin are appointed as Deputy Clerks for the 2009-10 fiscal year.

BE IT FURTHER RESOLVED, that adequate bonds be obtained for the named Clerk and Deputy Clerks.

**BUDGET OFFICER**

BE IT RESOLVED, that Tom Rinearson is hereby designated to serve as Budget Officer of the Lincoln County School District for the fiscal year 2009-10.

**GRANT OFFICER**

WHEREAS, grant funding may become available through Federal, State or other sources; and

WHEREAS, certain available grant funds may be deemed beneficial toward improvement of the District's educational system;

BE IT RESOLVED, that the Superintendent and/or Deputy Clerks be named as the Local Agency Representative and shall hereby be authorized to file application(s) and execute for and on behalf of the District and otherwise act as the District's representative in all activities related to grants for the fiscal year 2009-10.

**LEGAL COUNSEL**

BE IT RESOLVED, that Nancy Hungerford is hereby designated to serve as General Counsel for the Lincoln County School District for the fiscal year 2009-10.

**AUTHORIZATION TO FILL VACANCIES**

BE IT RESOLVED, that the Superintendent or designee is hereby authorized to accept resignations and fill vacancies and report them to the Board in accordance with District Policy, for the Lincoln County School District for the fiscal year 2009-10.

**APPLICATION FOR FEDERAL IMPACT AID**

BE IT RESOLVED, that Deputy Clerks are designated as the authorized representative of the District in connection with filing for Federal Impact Aid. Public Law 874, for the Lincoln County School District for the fiscal year 2009-10.

**DISTRICT REPRESENTATIVE FOR ASBESTOS HAZARD EMERGENCY RESPONSE ACT (AHERA)**

BE IT RESOLVED, that the Director of Support Services is appointed as representative for the Lincoln County School District for the fiscal year 2009-10.

**AUDITOR**

BE IT RESOLVED, that Pauly Rogers and Co., P.C., Certified Public Accountants, are hereby designated to serve as Auditors for the Lincoln County School District for the fiscal year 2009-10.

**AMERICANS WITH DISABILITIES ACT (ADA)**

BE IT RESOLVED, that the Director of Human Resources and Director of Support Services are appointed as District coordinators for the Lincoln County School District for the fiscal year 2009-10.

**AGENT OF RECORD, PROPERTY INSURANCE**

BE IT RESOLVED, that Mark Collson III, Doerfler Insurance, Newport, Oregon is hereby designated to serve as Agent of Record for the Lincoln County School District for all insurance other than Health Benefits for fiscal year 2009-10.

**NEWSPAPERS FOR LEGAL NOTICE**

Be it resolved that The News Times be designated as the newspaper in which legal notices will be published.

**TRAVEL REIMBURSEMENT RATES**

BE IT RESOLVED, that in accordance with Policy DLC the mileage reimbursement rate for 2009-10 be set at the IRS rate of 55 cents; and meal reimbursement rates at \$9.50 for breakfast, \$9.50 for lunch and \$19.00 for dinner. Lodging is based on the commercial or governmental, single room rate, and the specifics as identified in Policy DLC-AR.

**INVESTMENT DEPOSITORIES**

WHEREAS, Lincoln County School District has statutory authority for investment of funds,

BE IT RESOLVED, that the following depositories are hereby approved as official depositories of Lincoln County School District funds for the 2009-10 fiscal year:

|   |  |
|---|--|
| West Coast Bank                               | Investments<br>Building Accounts (BA)<br>BA Checking, Investments  |
| Bank of America                               | BA, Investments  |
| Bank of the West                              | BA Checking, Investments, Cafeteria Depository Account   |
| Oregon Coast Bank                             | District's General & Payroll Checking Account, Cafeteria<br>Depository Account, BA Checking, Investments |
| U.S. Bank                                     | Investments  |
| Wells Fargo Bank                              | BA Checking, Investments   |
| Umpqua Bank                                   | BA Checking, Investments   |
| Seattle Securities NW                         | Investments  |
| Oregon State Local Government Investment Pool |  |

BE IT FURTHER RESOLVED that the investment instruments listed below are permitted for 2009-10.

Federal Agency Securities  
U.S. Treasury Securities  
Commercial Paper  
Repurchase Agreements  
Savings Accounts  
Time Certificates  
Banker's Acceptances

BE IT FURTHER RESOLVED, that the Clerk of the District or the Deputy Clerks, as Custodian of Funds, are authorized to establish accounts and to issue checks against such accounts bearing the original signature of the Clerk or the Deputy Clerks or the facsimile signature of the Clerk and/or the Deputy Clerks.

**AUTHORIZATION TO BORROW MONEY**

BE IT RESOLVED, that the Clerk or the Deputy Clerks be authorized to borrow up to \$5,000,000 within the requirements of law and District policies.

**SIGNING OF AGREEMENTS**

BE IT RESOLVED, that the Clerk and the Deputy Clerks be authorized to sign contracts, conveyances or other documents on behalf of the District, within the requirements of law and District policies.

**DISPOSAL OF SURPLUS PROPERTY**

Be it resolved that the Deputy Clerks hereby are authorized to dispose of surplus property in accordance with Board Policy to the limit of \$25,000.

**DECLARATION OF VACANCIES, BUDGET COMMITTEE**

Be it resolved that Zone 2 and Zone 3 be declared vacant and that the Board Director for the respective zones will present to the Board of Directors a slate of candidates for appointment to the position.

**DESIGNATION OF LOCAL PUBLIC CONTRACT REVIEW BOARD**

Be it resolved that the governing body of Lincoln County School District, the Board of Directors, be designated as the Local Public Contract Review Board for 2009-10.

Duly passed this 14<sup>th</sup> day of July 2009, at the regular meeting of the Board of Directors of Lincoln County School District.

\_\_\_\_\_  
Board Chairperson

\_\_\_\_\_  
Tom Rinearson, Clerk of the Board

Board Member:

|              | <u>Aye</u> | <u>Nay</u> |
|--------------|------------|------------|
| Amy Coulter  | ___        | ___        |
| Brenda Brown | ___        | ___        |
| Ron Beck     | ___        | ___        |
| Jana Cowan   | ___        | ___        |
| Jean Turner  | ___        | ___        |

**LINCOLN COUNTY SCHOOL DISTRICT  
REGULAR BOARD MEETING AGENDA  
July 14, 2009**

**ITEM:**

**TOPIC:** Intoduction Questionaire

**PREPARED BY:** Sara Johnson

**WILL BE PRESENTED BY:** Sara Johnson

**TYPE OF ITEM:** Consent  Information  Discussion  Decision

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**DESCRIPTION OF AGENDA ITEM:**

An information gathering questionnaire was sent to LCSD administrators and key district people prior to the start date of new Director of Human Resources. Important findings and responses will be shared with the Board of Directors.

**SUPERINTENDENT'S RECOMMENDATION:**

None; for information only

**ADDITIONAL MATERIAL** Attached: Yes  No  Available: Yes  No