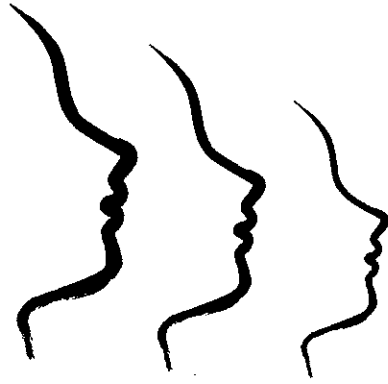


Lincoln County Schools



EVERY CHILD, EVERY DAY

BOARD FOLDER

LINCOLN COUNTY SCHOOL DISTRICT

BOARD OF DIRECTORS

Wednesday, October 12, 2016- 7:00 p.m.

REGULAR BOARD SESSION

Waldport High School

Waldport, Oregon

**LINCOLN COUNTY SCHOOL DISTRICT
Board of Directors- Regular Session
Wednesday, October 12, 2016- 7:00 p.m.
Waldport High School
Waldport, Oregon**

AGENDA

	Page
1. CALL TO ORDER	
2. ROLL CALL- ESTABLISHMENT OF A QUORUM	
3. INTRODUCTIONS	
4. COMMUNICATIONS	
<i>(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.)</i>	
a. Written	
b. From the Audience	
c. Staff Recognition	
5. BOARD REPORTS	
6. CONSULTANT REPORTS/STAFF REPORTS	
a. Student Representative	1
b. South Area Report	2
c. Financial Reports	3
7. SUPERINTENDENT'S REPORT	
8. ADOPTION OF THE CONSENT CALENDAR	
<i>(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.)</i>	
a. MINUTES OF THE BOARD	
1. September 14, 2016 Regular Session	4-9
b. EDUCATION SERVICES	
c. HUMAN RESOURCES	
1. Regular Items	10-12
d. BUSINESS SERVICES	
e. SPECIAL PROGRAMS	
f. FACILITIES/MAINTENANCE/TRANSPORTATION/ FOOD SERVICES	
g. BOARD	

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
 - 1. **DECISION:** Policy GCBDD/GDBDD, Sick Time 13-15
 - 2. **DECISION:** Resolution, Native American Month (November) 16-17
- 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. Naming of Wrestling Room, Newport High 18-19
- b. HUMAN RESOURCES
- c. BUSINESS SERVICES
 - 1. Date of First Budget Committee Meeting 20-21
 - 2. Budget Committee Vacancy- Zone 4 22
- d. SPECIAL PROGRAMS
- e. FACILITIES/MAINTENANCE/TRANSPORTATION/FOOD SERVICES
- f. BOARD
 - 1. Working Agreements, Board/Superintendent 23-25
- g. OTHER

11. ADJOURNMENT

The next regular session meeting of the Board is Wednesday, November 9, 2016- 7:00 p.m. at Toledo Jr./Sr. High School.

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA**
October 12, 2016

ITEM:

TOPIC: Introduction of Student Representative

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 student from the south area will update the Board on activities there.

RECOMMENDATION:

None; for information only.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
10/12/16**

ITEM:

TOPIC: South Area Report

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: South Area Administrators

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

South area principals will provide updates regarding their respective schools and progress on their school improvement goals.

SUPERINTENDENT'S RECOMMENDATION:

None; for information only.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
October 12, 2016**

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 General Fund summary report, Bills and Claims, Special Revenue Fund Financial Report, and the Investment Report as of September 30, 2016 will be distributed and discussed at the October 12, 2016 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
Wednesday, September 14, 2016 – 7:00 p.m.
Taft Elementary School
Lincoln City, Oregon

Minutes

- PRESIDING:** Amanda Remund, Vice Chairman
- Present:** Amanda Remund, Vice Chairman; Liz Martin, Karen Bondley, Kelley Ellis, Directors
- Also Present:** Steve Boynton, Superintendent; Laurie Urquhart, Secretary
- Handouts:** “Music is Instrumental;” Nutrition Services Newsletter, September 2016; Taft Elementary 2016-17 School Year Plan; Taft 7-12 Areas of Focus for Continual Improvement; Financial Reports, 8/31/16; School Rankings, 2015/16

Call to Order- Establishment of a Quorum

Vice Chairman Remund convened the meeting and called the session to order at 7:00 p.m. with a quorum of four board members present. Chairman Beck was excused from the meeting.

Communications

LCEA President Peter Lohonyay addressed the board regarding new policy GCBDD/GDBDD, Sick Time. He shared a sample policy from another district, saying he preferred that one’s clarifying language.

Christine Tell and Mark Sanders, representing the Siletz Bay Music Festival, summarized activities of the Studio to Schools grant. The current year is the third for the grant, which provides music education and instruments for north area students, along with the opportunity to observe and play music with renowned visiting artists.

Sodexo Food Services Director Patty Graves shared a newsletter with the board, saying the school year is off to a good start.

Sodexo Custodial Manager Greg Rodocker congratulated Shannon Poole for her national award from Sodexo. Custodial Assistant Manager Michael Ginsberg nominated Ms. Poole, who was selected at the district, regional then national level for the “Sodexo Experience” award. Ms. Poole stepped in at Toledo Jr./Sr. High when needed, and offered stellar service which was reflected by the national award.

Board Reports

Director Ellis attended a recent alumni/staff volleyball game at Toledo Jr./Sr. High.

Vice Chairman Amanda Remund congratulated Waldport High, whose math state test scores increased significantly. She also noted students and staff are excited about the changes involving middle school students at the school.

She reported Crestview Heights will hold a "Healthy Schools, Healthy Communities" event on September 20 at 5:30 p.m.

Student Representatives

Taft 7-12 ASB Co-President Dylan Givargiznia and student representative Emily Williams updated the board on ongoing activities at the school, including: •7th grade orientation was planned by staff and supported by students, who acted as class guides and who assisted teachers; •this year's play will be Willy Wonka and will take place in April, 2017; •fundraising for cancer will take place over a month's time, with one week each dedicated to breast cancer, lung cancer, childhood cancer, and leukemia.

North Area Report

Oceanlake Principal Sandy Mummey reported the Structured Learning Center moved to a larger space, and said another Kindergarten class was added at the school (six total). The computer lab was repurposed to a classroom; music and P.E. are now offered all year. Students are learning mindfulness (self-regulation), and breakfast is now served in the cafeteria. Classified and licensed employees are participating in a book study ("Conscious Discipline"); the school is continuing with Daily Five. "We have a lot going on," said Mummey.

Taft Elementary Principal Nick Lupo distributed a handout showing his plan for the year. Sixth grade students participate in band at the high school, and take part in a middle school-type schedule with rotating classes. Two Taft Elementary teachers participated in AVID training, which complements the high school program. Sixth grade students all received a school binder to help promote organization. They are using the binders as traveling lockers as they rotate from class to class. More music and P.E. instruction is being offered at the school than in the past.

Taft 7-12 Principal Majalise Tolan distributed a handout showing areas of focus for continual improvement at the school including communication, AVID and GEAR UP (college and career ready), Career and Technical Education, and Professional Development.

The school will offer parent/guardian training several evenings to respond to parent concerns titled "Let's Talk About It." Please contact Taft 7-12 for more information.

The school is participating for the second year in AVID for 7th through 10th grade students. Ms. Tolan noted the school will be focused on building relationships with students.

Career Technical Education (CTE) is being enhanced by the addition of a career exploration class and a health careers class. Culinary Arts and Child Psychology classes are continuing, and forest management has been added.

Teachers are sharing information with one another regarding professional development, as one size does not fit all.

Update on SWEET Program/Youth Transition Program

Special Education Administrator Cyndi Henry and Special Education Teacher Judy Clark-Upton summarized the Summer Work Experience Education and Training (SWEET) program recently concluded in the district. The program was funded by a \$36,000 pilot grant from the Oregon Department of Education; it offered ten special education students the chance to work a paid, six-week job at a local business. Students were also paid for one week of orientation and job skills prior to beginning at their work site.

The program was very successful, and resulted in two of the students being offered permanent positions. At least three of the sites want to continue volunteer/job shadow opportunities during the school year. The students earned about \$1,000 each.

Ms. Henry reported the district received a one-year grant from Vocational Rehabilitation and ODE as a result of the SWEET program. The grant will fund \$35,000 of a full time transition coordinator to work with students of varying disabilities on transition activities and employment opportunities. The coordinator will also be a liaison for students with other community agencies as needed.

ACT vs. Smarter Balanced Testing

High school principals Jon Zagel, Majalise Tolan and Clint Raever presented information about exploring the possibility of using the ACT test rather than Smarter Balanced (SBAC) at the 11th grade level only. They examined this topic for over a year, and came to the conclusion that the ACT test better serves students.

The Smarter Balanced tests take approximately 23 hours to take. If a student is also an International Baccalaureate (IB) or Advanced Placement (AP) student, testing time could increase to 41 hours. The ACT test takes about five hours to complete. Also, since the SBAC is not given to students in grades 9 and 10, there is a gap of progress monitoring.

The ACT test provides more information to students and staff, and in a timely manner so that instruction can be adjusted accordingly (unlike the SBAC). It is also a test that colleges accept.

The principals are not suggesting the District opt out of Smarter Balanced all together, but rather that parents have the option of opting their student out at the 11th grade level only. The test provides good information for grades 3 through 8, and the state selects that test.

Possible drawbacks to selecting the ACT rather than SBAC include a potential loss of federal funding at the state level. Several districts in the state are considering using a different test at the 11th grade level, and a state work group focused on the 'Every Student Succeeds Act' (ESSA; new federal education law) suggests that flexibility regarding the 11th grade test is imminent.

"The benefits outweigh the detriments," commented Mr. Raever. Principals will offer opportunities for parent and community input, and will explain their rationale for considering this change. Waldport High will offer both tests.

Director Ellis noted her concern with backing away from the SBAC after sharing information about it and defending it for the last year. Superintendent Boynton said that once the ACT or another test is a viable option, he would be surprised if any district in the state continued with SBAC.

Director Martin thanked the principals for their time and expertise.

Financial Reports

Director of Business Services Julie Baldwin reported enrollment figures are still in flux and would be reported at the next meeting. Revenue and expenditures are in alignment with typical activities for this time of year.

Associated Student Body (ASB) revenue and expenditures are now administered at the district office, per the auditors' suggestion.

Interest rates have increased slightly.

Superintendent's Report

Superintendent Boynton thanked the large contingent of people and organizations who held "Stuff a Bus" school supply drives. Mid-Columbia Bus Co. parked buses at the outlet mall in Lincoln City and Wal-Mart in Newport; approximately \$16,000 in cash and school supplies was gathered in Lincoln City. School supplies and cash donations gathered in Newport were shared with schools in Newport, Toledo and Waldport through the HELP centers. Director Ellis also noted a "Stuff a Bus" event was also held in Toledo with the help of Georgia Pacific.

As mentioned earlier in the meeting, Mr. Boynton thanked the Oregon Community Foundation for their continuation of the Studio to School grant, providing music education to students in Lincoln City schools. This is the third year of the grant, funded through the Siletz Bay Music Festival.

The Superintendent thanked Sodexo Food Services for providing breakfast and lunch to district administrators during one of their August trainings. He recognized Food Services Director Patty Graves for her excellent work.

Mr. Boynton reported Newport High students Leland Wood and Natalie DeWitt, Waldport High 2016 graduate Etasha Golden, and Waldport High teacher Kama Almasi are onboard the R/V Oceanus on a three-day research cruise from Newport to Portland. They joined students and teachers from Bandon, North Bend and Warrenton, and will be working with mammal and seabird researchers.

Mr. Boynton wished board member Amanda Remund an early "Happy Birthday."

He reported the number of homeless students in the district increased in 2015-16 to 772 students in grades K-12. The district H.E.L.P. program is working hard to help these students.

Mr. Boynton reported the district moved up in school rankings from 105 to 101.

The superintendent said that most schools are close to capacity, and said he is considering options to address this.

Approval of the Consent Calendar

Motion 16/17-7

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

- **Minutes, August 10, 2016 Regular Session;**
- **Minutes, August 23, 2016 Special Session;**
- **Regular Personnel Items;**
- **Board Goals Reaffirmed, 2016-18.**

Approval of 2016-17 Superintendent Goals

Motion 16/17-8

On motion of Director Bondley, seconded by Director Ellis, the Board unanimously approved 2016/17 goals for the superintendent as noted in the September 14, 2016 board folder. The goals cover four areas: financial, district improvement, elementary student achievement and secondary student engagement.

Approval of Policy GBED, Medical Exams/Drug Testing

Motion 16/17-9

On motion of Director Martin seconded by Director Bondley, the Board unanimously approved Policy GBED, Medical Examinations/Drug Testing as noted in the September 14, 2016 board folder. The policy was discovered to contain unintended verbiage, which Director of Human Resources Michael Morgan corrected. The policy was presented to the board for their review at the August meeting. Since then, it was revised to add a footnote that was deleted in error.

Update on Summer Projects; Water Testing

Director of Support Service Rich Belloni updated the board on projects in process or recently completed. Principals share their one and five-year plans with Facilities and Maintenance staff; the plans are implemented as they can be fit in.

This summer (not a complete list): •A middle school wing was created at Crestview Heights, which involved significant remodeling including moving two labs, moving lockers, painting, and moving an office;

- At Sam Case, the computer lab was remodeled into a classroom; a bathroom was installed near the health room; old tile was abated in several areas;
- Oceanlake saw the Kindergarten room remodeled, two regular classrooms re-done, and the special education room remodeled. An art and music room was also created;
- Work on the seismic grant is nearly 100% complete at Toledo Jr./Sr. High. This work included replacing the old gym roof. Other work at the school included adding sound panels in the gym and painting a large "T" on the outside of the gym;
- At Yaquina View, the Title room was remodeled to be a regular classroom; the music room was re-done;
- Newport High west campus- remodel of the counseling center began last May and was delayed by the water testing done throughout the district over the summer. The counseling center project should be complete sometime in October.

•Taft 7-12 saw about 60% of the exterior of the building painted; sound panels in two classrooms were removed and replaced with walls;

Mr. Belloni reported district insurance company representatives examined weight rooms throughout the district and made recommendations. Nineteen combo weight racks were purchased as a result; some floors were replaced as well.

Grounds clean-up was done throughout the district.

The district had 1,480 water tests for lead, done throughout the district. Some rooms had several tests. A few areas have signs posted as “non-potable water- do not drink.” These are in areas that would not typically be used for drinking (e.g., a sink used for washing dishes before they go in the dishwasher, science labs, showers.)

New Policy GCBDD/GDBDD, Sick Time

Policy GCBDD/GDBDD, Sick Time was developed as a result of a change in state law. The policy applies to substitute employees, as others are covered under their respective contracts.

The policy will return for the board’s consideration at the next meeting.

Discussion Working Agreements, Board/ Superintendent

Several years ago the board and superintendent developed working agreements to guide the board and superintendent in working together. The board will continue discussion on the agreements at the next board meeting.

The meeting was adjourned at 9:21 p.m.

Chairman

Superintendent

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

October 12, 2016

ITEM:

TOPIC: Personnel Action

PREPARED BY: Jennie Scarborough - Human Resources

WILL BE PRESENTED BY: Michael Morgan, Human Resources Director

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

Regular personnel action requiring Board approval.

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent recommends the Board approve the attached personnel items.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

Board Agenda — October 12, 2016 — Personnel Action

Temporary Licensed Hire(s):

Kyla Palmer Kindergarten/Oceanlake

Classified Hire(s):

Mary "Rachael" Wallace Computer Lab TA/TOES

Catherine Olsen Teaching Assistant I/TOES-21st Century

Haylie Rose Teen Program & Volunteer Specialist/HELP

Lisa Otis Title I Teaching Assistant/Yaquina View

Scott Siegel Title I Teaching Assistant/Yaquina View

Daymond Sewell 21st Century Site Coordinator/TOES

Chasati Ritchey SPED Teaching Assistant II/CVH

Angelettia Denson SPED Teaching Assistant/NMS

Israel Crane SPED Teaching Assistant/NMS

Heather Johnson 21st Century Project Development Asst/Arcadia

Katie Losier Title I Teaching Assistant/Sam Case

Coach Hire(s):

Tyler Lopez Assistant Football/Taft 7-12

Resignation(s):

Rachel Faires	SPED Teaching Assistant II Crestview Heights	Resignation 1/4/2016 – 6/30/2016
Shelly Smallwood	SPED Teaching Assistant II Crestview Heights	Resignation 9/5/2006 – 9/28/2016
Morag Reid	Info & Records Clerk III Toledo Jr/Sr High	Retirement 12/1/1986 – 12/30/2016
Gerry Baker	Grounds IV Facilities & Maintenance	Resignation 6/3/2013 – 10/14/2016

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
October 12, 2016**

ITEM:

TOPIC: Policy GCBDD/GDBDD, Sick Time

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: Michael Morgan, Director of HR

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

Policy GCBDD/GDBDD, Sick Time, was developed as a result of a change in state law. This policy applies to substitute employees, since others are covered under their respective contracts. It was presented to the Board at the September board meeting.

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent recommends the Board approve Policy GCBDD/GDBDD, Sick Time, as contained in the October 12, 2016 board folder.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

Sick Time *

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

Employees qualify to begin earning and accruing sick time on the first day of employment with the district.

The district shall allow an eligible employee to access up to 40 hours of paid sick time per fiscal year. Paid sick time shall accrue at the rate of at least one hour of paid sick time for every 30 hours the employee works, or 1-1/3 hours for every 40 hours the employee works for all part time employees and substitutes. Paid sick time of 40 hours shall be front-loaded to all full time employees and coaches at the beginning of each fiscal year.

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

Sick time shall be taken in hourly increments, except licensed substitutes must take sick time in increments of 4hrs and may be used for the employee’s or a family member’s¹ mental or physical illness, injury or health condition, need for medical diagnosis, care or treatment of a mental or physical illness, injury or health condition or need for preventive care, or for reasons consistent with the Family Medical Leave Act (FMLA) or OFLA. Sick time may also be used in the event of a public health emergency.

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

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

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

When the reason for sick time is consistent with ORS 332.507, the sick time and leave pursuant to ORS 332.507 may run concurrently.

If the reason for sick time is a foreseeable absence, the district may require the employee to provide advance notice of their intention to use sick time within 10 days of the requested sick time, or as soon as practicable. When the employee uses sick time for a foreseeable absence, the employee shall take

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

reasonable effort to schedule the sick time in a manner that does not unduly disrupt the operations of the district (e.g., grading deadlines, inservice training, mandatory meetings).

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

The district shall establish a standard process to track the eligibility for sick time of a substitute.

END OF POLICY

Legal Reference(s):

ORS 332.507
ORS 342.545

ORS 342.610
ORS 659A.150 to -659A.186

SB 454 (2015)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).
Family and Medical Leave Act of 1993, 29 U.S.C. §§ 2601-2654 (2006); Family and Medical Leave Act of 1993, 29 C.F.R. Part 825 (2006).
Americans with Disabilities Act Amendments Act of 2008.

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA**
October 12, 2016

ITEM:

TOPIC: Resolution; Native American Heritage Month

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: Chairman Ron Beck

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

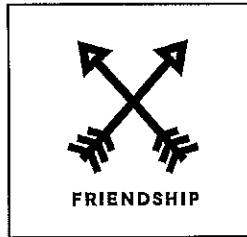
National Native American Heritage month is a nationally celebrated event. Lincoln County School District has recognized this event in a number of ways through the years, many times adopting a resolution declaring the month of November as Native American Heritage Month.

The Board will consider such a resolution this evening.

RECOMMENDATION:

The Superintendent recommends approval of Resolution 2016/17-2, proclaiming the month of November as "Native American Heritage Month."

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No



**RESOLUTION 2016/17-2,
NATIVE AMERICAN HERITAGE MONTH**

WHEREAS, our country is home to an ancient, noble and enduring native culture; and

WHEREAS, Oregon Native Americans have contributed greatly to the vitality of our state and school district; and

WHEREAS, it is important to honor these contributions; and

WHEREAS, Lincoln County School District celebrates and honors diversity; and

WHEREAS, we will strive together to continue and strengthen this valuable partnership;

NOW THEREFORE, we the Board of Directors of the Lincoln County School District do hereby proclaim the month of November as "Native American Heritage Month."

Chairman

Superintendent

October 12, 2016

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
October 12, 2016**

ITEM:

TOPIC: Naming of Newport High Wrestling Room

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: Principal Jon Zagel, Mark Collson

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

Recently Spike Jones, a long time Newport Cub wrestling supporter, passed away. Mr. Jones was a former OSU wrestler and contributed generously to the Newport High wrestling program over the years. Newport High administrators and Boosters would like to name the wrestling room in Mr. Jones' honor, and would like to remodel the room. Funds have been raised toward this end, and more is expected.

Policy FF-AR (attached) describes the process to be followed for naming facilities, which requires Board approval.

RECOMMENDATION:

For discussion at this time.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

Lincoln County School District

Code: **FF-AR**
Revised/Reviewed: 7/09/02; 6/14/16 (Effective
7/01/16)
Orig. Code(s): FF-AR

Naming Facilities

The Board shall be responsible for naming any building, site or other facility which is the property of the district.

1. Names for new or existing facilities may be proposed by any citizen. All such proposals must be in writing.
2. The Board may choose to delegate to Local School Committees or other representative committees the responsibility of preparing recommendations for Board consideration. The interests of students and patrons must be considered.
3. The Board will make the final determination as to whether the facility will be named and what that name shall be.

Specifications for the selection of names of new and existing facilities:

1. Names relating to location must significantly relate to the total area;
2. As the use of a facility changes, the name shall be reviewed and adjusted as needed;
3. Facilities will not be named after living state, national or international dignitaries;
4. Facilities may be named after local individuals after direct involvement in school activities has been completed;
5. The Board may specify additional requirements for each new request/recommendation.

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA**
October 12, 2016

ITEM:

TOPIC: Date of First Budget Committee Meeting

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: Julie Baldwin

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

The proposed 2017/18 Budget Calendar and Process was developed by Director of Business Services Julie Baldwin. It is designed to have the budget adopted by the Board at the June 14, 2017 meeting, and lists the first Budget Committee meeting as May 30, 2017. Per policy, the Board sets the date for the first budget committee meeting.

SUPERINTENDENT'S RECOMMENDATION:

For discussion at this time.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

Lincoln County School District 2017-18 Budget Calendar & Process

10/12/2016	Draft of Budget Calendar Presented to Board
11/9/2016	Board Approves Budget Calendar
January thru March	Superintendent and Learning Support Team have meetings and discussions with Principals to discuss budget needs for 2017-18 to support <i>Every Child, Every Day</i>
3/6/2017	First Official State Estimate of Funding
4/4/2017	Budget allocations distributed to all Administrators
4/10/17 - 4/14/17	LST meets regionally to review finalized school budget staffing sheets
4/14/2017	Deadline for all budget staffing sheets submitted
5/23/2017	Proposed Budget delivered to Budget Committee and available for public review
May 2017	Budget committee meetings reported in the <i>News Times</i> and posted on the District's website
5/30/2017 & 6/01/2017	Budget Committee Meetings: 7 pm, Newport High Boone Center 7 pm, if needed
6/9/2017	Official publication requirements for public hearing: 1 notice at least 5 days but no more than 25 days before meeting. Notice published in the <i>NewsTimes</i>
6/14/2017	Public Hearing on Approved Budget
6/14/2017	Resolution for Adoption/Appropriation/Levy approved by Board

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA**
October 12, 2016

ITEM:

TOPIC: Budget Committee Vacancy- Zone 4

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: Julie Baldwin

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

The Budget Committee for LCSD consists of the five school board members and five appointed citizens from each of the five board zones. The budget committee members serve terms of three years in length, which are staggered to allow some continuity on the committee. The school board appoints the other citizens to the Committee.

There is one vacancy on the Committee at present in Zone 4 (Toledo, Siletz, Eddyville areas).

This position is for a full three-year term. Applications will be available on the district website and at the District Administration office in Newport. The deadline for submitting applications is currently Friday, October 28th. Applicants must be registered voters, may not be employees of LCSD and must live in the zone to which they are applying.

RECOMMENDATION:

For discussion at this time.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

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

10/12/16

ITEM:

TOPIC: Board Working Agreements

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: Chairman Ron Beck

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

Several years ago, the Board developed "Board Working Agreements" to guide the Board and Superintendent in working together.

The agreements were slightly revised two years ago, and are presented this evening for review.

SUPERINTENDENT'S RECOMMENDATION:

For discussion at this time.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

**Lincoln County School Board
Board of Directors/Superintendent Working Agreements**

All decisions will be made based on the needs and interests of children in our district.

I. BOARD ROLES & RESPONSIBILITIES

The board will:

1. Focus on governance: policy-making, strategic planning, and evaluation (curriculum, district performance, and superintendent).
2. Uphold the legal, compliance, and confidentiality requirements on all matters arising from board meetings and executive session. (BD/BDA, BDC)
3. Recognize the role of the chair to speak for and about the board to the press and public groups. Recognize the role of the chair to convene meetings, execute documents as appropriate, and develop the agenda with the vice chair and superintendent.
4. Participate annually in establishing goals and objectives for themselves.
5. Act as ambassadors to the schools, the community, and the district. (KA/KAA, KB)
6. Follow the chain of command. The last stop, not the first, will be the board. All personnel complaints and criticisms received by the board or its individual members will be directed to the superintendent. (KL)

II. HOW WE OPERATE & MAKE DECISIONS

The board agrees that:

7. Surprises will not be sprung on other board members or the superintendent at a board meeting. Two board members must agree before an item is placed on a meeting agenda. (BDDC)
8. The board will make decisions as a whole board, only at properly called meetings. (BBAA, BD/BDA, BDD)
9. The board acts only when in formal session. An individual board member will not take a unilateral action. When a board member serves on a school committee, his or her role shall be defined by the board as silent observer or active participant. (BBAA, BD/BDA)
10. The board will support decisions of the majority after honoring the right of individual members to express opposing viewpoints and vote their convictions. Once a decision is made, members will support the decision of the majority. (BBAA)
11. The board will cast votes on all matters except when a conflict of interest arises. (BBFA)

12. The board will start meetings on time, and avoid marathon board meetings. If a board member believes she or he doesn't have enough information or has questions, either the superintendent or the board chair is to be called before the meeting.
13. The superintendent shall provide data to the board members so that data driven decisions can be made.
14. The superintendent shall distribute information to all board members in a timely manner.

III. HOW WE COMMUNICATE

The board will:

15. Communicate directly with the superintendent when information is needed or a question arises. (BG)
16. Rely on the chair to respond to group e-mail sent to the board.
17. Rely on the superintendent to inform the board of all critical information including relevant trends, anticipated adverse media coverage, or external or internal changes.
18. Communicate with one another should an issue or problem develop between members.
19. Give careful consideration to all issues brought forth by individuals and special interests. Board members will operate as representatives and make decisions in the best interest of the whole district. (KA/KAA, KB)
20. Share their expertise and points of view as topics arise at meetings.