

Lincoln County Schools



QUALITY LEARNING FOR ALL

BOARD FOLDER

LINCOLN COUNTY SCHOOL DISTRICT
BOARD OF DIRECTORS
EXECUTIVE AND REGULAR SESSIONS
Tuesday, January 13, 2009- 5:00 p.m., 6:00 p.m. and 7:00 p.m.
Sam Case Elementary School
Newport, Oregon

LINCOLN COUNTY SCHOOL DISTRICT
Board of Directors- Executive and Regular Sessions
Tuesday, January 13, 2009- 5:00 p.m., 6:00 p.m. and 7:00 p.m.
Sam Case Elementary School
Newport, Oregon

5:00 p.m. Executive- ORS 332.061; 192/660(2)(d) Labor Negotiations

	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. Audit Report	1
	b. Information on Lincoln County Youth Film Program- Rob Bovett	2
	c. United Streaming Presentation- Doug Hoffman	3
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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. December 9, 2008 Regular Session	6-12
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	d. BUSINESS SERVICES	
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	f. FACILITIES/MAINTENANCE/TRANSPORTATION/ FOOD SERVICES	
	g. BOARD	
	1. 08-09 Board Goals, Timeline	15-17
	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
- b. HUMAN RESOURCES
- c. BUSINESS SERVICES
- d. SPECIAL PROGRAMS
- e. FACILITIES/MAINTENANCE/TRANSPORTATION/FOOD SERVICES
- f. BOARD
- g. OTHER

10. ITEMS OF DISCUSSION AND INFORMATION

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

- a. EDUCATIONAL SERVICES
 - 1. Compliance with Division 22 Standards 18
- b. HUMAN RESOURCES
- c. BUSINESS SERVICES
 - 1. Resolution, Vision/Dental Self Insurance Plan 19-21
 - 2. Explanation of Budget Plan, Remainder of 08/09 22
- d. SPECIAL PROGRAMS
- e. FACILITIES/MAINTENANCE/TRANSPORTATION/FOOD SERVICES
 - 1. Discussion on Custodial Contract 23
- f. BOARD
 - 1. Upcoming Vacancies, School Board (Zones 3, 4, 5) 24-25
 - 2. 08-09 Superintendent Evaluation- Form & Timeline 26-37
- g. OTHER

11. ADJOURNMENT

The next regular session meeting of the Board is Tuesday, February 10, 2009, 7:00 p.m. at Toledo Elementary School.

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

January 13, 2009

ITEM:

TOPIC: Consultant Report- Audit

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: Kenny Allen- Pauly, Rogers and Co.

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

Kenny Allen of Pauly, Rogers and Co., P.C. will present the audit report for the fiscal year ended June 30, 2008.

RECOMMENDATION:

None; for information only.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

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

1/13/09

ITEM:

TOPIC: Lincoln County Youth Film Program

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: District Attorney Rob Bovett

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

The Lincoln County Youth Film Program will present its latest proposed project for the Spring of 2009. The Program combines education with the art of film-making, and features broadcast quality short films and television commercials about important local, regional, and national issues. The film products are written, directed, and produced by youth. The Program provides grant funds that supply state-of-the-art film-making equipment, and a filmmaker-in-residence from the Northwest Film Center. Past projects have included the Metamphetamine Awareness Project (MAP), the Tsunami Awareness Project (TAP), and the Underage Drinking Awareness Project (UDAP). The Program is coordinated by Lincoln County District Attorney Rob Bovett, and Ben Hensley and Peter Vince from the Lincoln County School District, who will present the latest proposed installment of the Program.

SUPERINTENDENT'S RECOMMENDATION:

For information only.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
January 13, 2009**

ITEM:

TOPIC: United Streaming

PREPARED BY: Darla Zagel

WILL BE PRESENTED BY: Doug Hoffman

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

Doug Hoffman, Media Specialist for Lincoln County School District will be presenting United Streaming/Discovery Education Digital Media. Doug will present an overview of the site where teachers/staff can download digital video.

SUPERINTENDENT'S RECOMMENDATION:

For information only.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
1-13-09**

ITEM:

TOPIC: Sam Case Report

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: Principal Sharman Ensminger-Stapp

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

Principal Sharman Ensminger-Stapp will share information about Sam Case with the Board.

SUPERINTENDENT'S RECOMMENDATION:

None; for information only.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

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

January 13, 2009

ITEM:

TOPIC: Financial Reports

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: Julie Baldwin

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

The cash flow report, Bills and Claims, Special Revenue Fund Financial Report and the Investment Report as of December 31, 2008 will be presented to the Board at the January 13, 2009 board meeting.

RECOMMENDATION:

None; for information only.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

BA-03

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LINCOLN COUNTY SCHOOL DISTRICT
Board of Directors- Regular Session
Tuesday, December 9, 2008- 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, Amy Coulter, Directors

Also Present: Tom Rinearson, Superintendent; Laurie Urquhart, Secretary; approx. 70 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 7:02 p.m. with a quorum of five board members present.

Student Representative

Newport High ASB President and student representative India Powell updated the Board regarding activities at that school, including: •a recent blood drive generated 35 first-time donors; •the City of Newport donated new street signs near the school with the "Cub" paw print on them; •the school improvement committee is exploring the idea of painting a Cub paw on the street in front of the school; •the school has a "giving tree" that will result in gifts to 50 students from Sam Case and Yaquina View; •student council will also "adopt" a family for the holidays by providing gifts to them; •a canned food drive is ongoing; •students are working to improve school spirit in a variety of ways.

Communications

Chairman Jean Turner noted the Board has received several additional written communications regarding the school based health center agreement. She asked audience members wishing to speak to this issue limit their comments to three minutes or less.

Teri Dubmeier addressed the Board as a mother of five (four at Eddyville, one at Newport High), Nazarene Church member and employee of Health & Human Services. She stated children attend school to be educated, and said they should be treated "just like everyone else" with regard to obtaining birth control: they should go to a doctor's office.

Travis Todd asked the Board to apply two standards to the question of the school based health center agreement: are parents OK with it, and does it work. He said many claims have been made about results to be gleaned from a change in the agreement, with little evidence to support them.

Philip Schuster said the issue is one of mentorship, and what is being taught to the students. "What kind of example does this set? We need to protect the 40% who are abstaining," said Schuster.

Mike Dean noted his opposition to the proposed change, calling it a "failed strategy." He said parents who want their children to have access already have that choice.

Don Taylor spoke as Pastor of First Presbyterian Church, expressing his support for the change in the agreement. He said he felt the change would reduce STD's, unwanted pregnancies and abortions.

Gabrielle McEntee-Wilson urged to Board to make contraceptives available at school based health centers. She made the point that young women bear the majority of the consequences of unwanted pregnancies, many times spending their lifetimes in economic hardship. "It is illogical to assume that having contraception available is condoning sex." She urged the Board to be mavericks and to allow the dispensation of contraceptives at school based health centers.

Linda Brazel quoted the inventor of the "Pill," who said he thought it would not lead to more promiscuity, but changed his mind. Ms. Brazel said she is not in favor of "contraceptives being handed out."

Sandy Adams thanked the Board for this "thoughtful, respectful process" and noted some core facts about the issue. Health providers must engage or attempt to engage families. "It's not just a law, it's a good idea. Rights come with responsibilities and consequences; it is our job to teach our teens this. We are working to remove barriers."

Gretchen Gants gave the Board a petition she circulated in favor of the comprehensive plan with 151 signatures on it.

Paula Sampson stated that "we stand before you as concerned members of this community. We all stand united to protect the health, safety and futures of our youth." She asked the school board to support the teen reproductive health plan, including dispensing contraceptives in school based health centers. She added "Nothing in this plan precludes parents from restricting their child's use of the centers."

Board Reports

Director Brenda Brown reported she and Jean Turner attended a meeting of the state revenue restructuring task force meeting. She also reported she distributed her first "Math Facts" certificates to students at Sam Case who mastered their "times table."

West Area Report

Newport High Principal Jon Zagel summarized the first three months of the school year at that school. Staff began the Freshman Academy to assist freshman students adjust to high school life and academia. Referrals are down and attendance is up at the school.

New courses approved last year (Oregon Outdoors- with a waiting list- and Film as Literature) are going well. The school held "Career Day" with 40 presenters, and the Aspire Center is helping 154 students.

Two NHS students are National Merit Scholarship semi-finalists: Logan Williams and Zach Horvath. Mr. Zagel heralded Newport High alumni Amelia Zirin Brown (who recorded a CD with Yo-Yo Ma), Brent Barton (a new state of Oregon senator), Mark Hanrahan (a reporter of Fox 12) and Nathan Ball (an inventor and PBS host of "Design Squad").

K-12 International Baccalaureate (IB) Update

West area Principals Marsha Eckelman, Sharman Ensminger, Kristin Becker and Jon Zagel provided an overview of the International Baccalaureate (IB) program in the west area. The Primary Years (grades K-5) and Middle Years (grades 6-10) are being explored.

Jon Zagel reported 109 students at Newport High are taking IB classes, with as many as 15 considering an IB diploma. He stated rigor at the school has been raised as a result of IB, and called the program "amazing."

Presentation on SEAS

Science, Engineering and Art by the Sea (SEAS) program coordinator Jody Hanna shared highlights of the program with the Board. Four two-week sessions have taken place each of the last two summers, focusing on chemistry, biology, math, physics and art. The instruction is hands on and covers a wide range of subject matter. 98 students participated in the summer 2008 program, with one paid college intern and several high school student volunteers.

Licensed teachers and professionals in science and the arts teach the students; a diverse group of teachers and topics is offered. The program was self-sustaining the second year, and serves students in grades one through six.

Superintendent's Report

Superintendent Rinearson thanked optometric physician Rick Letherer for his donation of six student eye exams and glasses for those who need them. Dr. Letherer began this tradition in 1994, and has provided the service every year since.

Mr. Rinearson thanked bus drivers of Mid Columbia Bus Company, who donated a \$150 Payless Shoes gift card to the district's homeless program.

Mid Columbia will also continue its tradition of offering four \$500 scholarships (one each to Taft, Newport, Toledo and Waldport High Schools). Building administrators will make the student selections.

The Superintendent recognized Waldport businesses Grand Central Pizza and Carpet Techs for their support of the 21st Century Learning Center in Waldport. Grand Central Pizza donated gift certificates, and Carpet Techs donated over 80 "reading rugs."

Superintendent Rinearson thanked Carpet Etc. and installer Steve Schulist for their donation of a 12'x10' carpet remnant to Yaquina View, which Mr. Schulist bound. It is being used in one of the kindergarten classrooms.

The Superintendent wished board member Jana Cowan a happy birthday (December 7) and recognized board member Brenda Brown for a recent award she received from the Oregon State Marine Board.

He began a discussion of a board policy regarding showing movies in the classroom with a conversation on R-rated movies at the high school level. The Superintendent stated schools must obtain his approval first before showing R-rated movies. A list of movies that align with district curriculum will be developed, with eventual review by the Board.

The last day of school before winter break is Friday, December 19th.

Approval of the Consent Calendar

Motion 08/09-23

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

- Minutes, November 18, 2008 Regular Session;
- Toledo High/Eddyville Charter Swim Team;
- Power Language Arts Course, Toledo High;
- Charter Amendments, Siletz Valley, Siletz Early College, and Eddyville Charters;
- Revised 08/09 South Area Calendar;
- Regular Personnel Items and Addendum;
- Resolution 2008/09-5, 403(b) Plan Document.

Approval- School Based Health Centers Agreement

Motion 08/09-24

On motion of Director Cowan, seconded by Director Brown, the Board unanimously approved by a vote of four "aye," one opposed (Director Beck) the agreement between LCSD and Lincoln County Health and Human Services pursuant to school based health centers as noted in the December 9, 2008 board folder, but removing the parenthetical remark in section 4.1 ("excluding the dispensing of birth control methods"). This change allows the dispensation of contraception at school based health centers as part of a comprehensive reproductive health care plan.

Director Brenda Brown reiterated her feeling that "we all hope our kids are abstinent until they are adults. We hope all parents talk to their teens about protection and sex. But that is not the reality." Many students do not have good support systems, and may not have adults to speak to. Ms. Brown noted the biggest reason for her support of the change to the agreement is the large number of at risk children in our district.

Director Beck expressed his opposition to the change, saying the school based health center agreement issue is not as clear as many of those coming before the Board. "There is no right or wrong answer tonight; it is a message we send our youth of 'we trust you but we don't trust you.'" He stated he would stand by the Board's decision, but voted with those that feel our current policy is the correct one. He also disagreed with state laws that require parental permission and involvement with a myriad of things, yet allow student access to birth control without parental permission. "The plan presented can reduce

pregnancies or reduce the spread of sexually transmitted diseases; it cannot do both...My vote represents 20% of the school board. I believe there are at least 20 percent of Lincoln County residents that believe as I do," stated Beck. He added that budget cuts may necessitate the closure of school based health centers in the future.

Director Amy Coulter said she sees it as a health care issue, not an emotional one. "It is about health and educating our youth. I would like to see more emphasis on abstinence," said Coulter.

Director Jana Cowan commented she "has no doubt that everyone I listened to have only the best interest of children in mind," and said she'd followed the issue for two years. She stressed the plan is for a comprehensive health care program teaching children about their bodies, abstinence, emotional aspects of sexual relations, and talking to adults about such matters. "Also this is not a school issue. The only thing we are asked to change is the agreement with Health and Human Services." If there is disagreement with patient confidentiality, that issue must be brought before the state. Ms. Cowan said there is good data saying the change in the agreement will prevent pregnancies, STDs and abortions. "Addressing the realities and leaving the moral issues in the families is important," said Cowan.

Chairman Jean Turner expressed her support for the change, saying "We have so many young people with no access to this information." She said she felt badly for the parents not supporting the plan and said if there was assurance that all students had family support "we wouldn't even be asked this." She expressed frustration with the issue, and said "I know we are not going to make half of you happy. I believe we must do this to keep our children safe."

Plan, 08/09 Budget Shortfall

Superintendent Tom Rinearson presented a plan to address the budget shortfall this school year. (More detail about the plan was shared in an email to all personnel and the Board earlier the day of the Board meeting). He explained a reduction in revenue from the state coupled with increased expenditures creates a deficit this school year totaling over \$1.95 million. The deficit will be addressed by reducing expenditures and raising/shifting revenue. For next year the District is looking a reduction of \$4 million. "We will have to make reductions, not like the Governor's statement that there will be no cuts to schools," said the Superintendent.

Central structures and departments will make reductions of approximately \$290,000, and schools will make reductions of approximately \$581,685. Building principals will forward their respective recommendations to Asst. Superintendent Len Geiger by December 19th. Human Resources and Business department staff will review the recommendations, and in the event of layoffs will develop a plan for the Superintendent's review January 5th.

Approval of Need to Layoff

Motion 08/09-25

On motion of Director Beck, seconded by Director Cowan, the Board declared by a vote of four "aye," one opposed (Director Brown) the need for a layoff of personnel this school year, directing staff to do everything possible to minimize the effects to students and staff. This approval is not a guarantee that layoffs will occur this year, but lays the groundwork should a reduction in force become necessary.

Director Brown stated a layoff should be the last resort and said the numbers are fluid at this point. Director Beck reminded the group of the 30-day notice of intent to layoff requirement in the licensed agreement. Ms. Brown suggested using school improvement days for school, and shortening the school year. The Superintendent noted his disagreement with that approach, as it creates a bigger deficit the following year.

Chairman Turner agreed the numbers are fluid, but said staff needs as much time as possible. "I fully support the communication to all staff that layoffs are the choice of last resort" added Turner.

Director Brown again stated her discomfort with the thought of a layoff, and said she would like to see plans from the buildings before declaring the need for a layoff. "I have a lot of heartburn when the numbers are so fluid. I would rather push it off and have a one item meeting to do this, or not do it at all."

Director Cowan said she wants to make it clear, in lieu of the timeline and critical nature of the issue, that layoffs are the choice of last resort. Superintendent Rinearson asked if the Board is directing him to use all available cash to avoid layoffs; the Board expressed consensus that they are not. (The Superintendent explained that using cash creates a larger deficit in the following year, as it is one-time money). Chairman Turner noted no one is in favor of layoffs, but they are sometimes necessary.

Financial Report

Business Manager Julie Baldwin presented financial reports as of November 30, 2008. Property tax revenues are comparable to last year. Enrollment declines have slowed, which should help the District's revenue next year. Monthly revenues from the state will be reduced by 1.2% beginning in January, 2009.

Superintendent Rinearson noted the estimated adjustment to the state school fund of (\$276,079), based on 2008/09 enrollment. This reduction is scheduled to occur in May, 2010. He said staff is monitoring this number.

Discussion on New Form, Superintendent Evaluation

The Board discussed a new evaluation form developed for a future annual review of the Superintendent's performance. The Board reached consensus to study the form and make suggestions over the next several months.

Discussion on Timeline, 08/09 Superintendent Evaluation

A timeline for the 2008/09 evaluation of Superintendent Rinearson was presented. The Board will use the same form as has been used the last several years. The evaluation will be done in January, 2009.

08-09 Board Goals, Timeline

The Board developed draft goals during a summer work session. With a busy fall schedule, some of the goals have not yet been addressed. The Board reached consensus to leave the goals as written; they will consider them for approval at the next meeting.

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Discussion on District Goals

The Board discussed District goals and priorities, which they adopted last school year. Superintendent Rinearson noted the priorities help guide the development of the budget.

Discussion on Board Zones

The Board began a discussion on board zones and the future possibility of re-zoning. The zones are configured based on census figures; the last time they were adjusted was 1975. Director Beck noted the Board is elected at large rather than by zone, though they must live in the zone they represent. Chairman Turner suggested using school attendance boundaries. The Board will discuss this topic at a future summer board meeting.

The meeting was adjourned at 10:00 p.m.

Chairman

Superintendent

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA**
January 13, 2009

ITEM:

TOPIC: Personnel Action

PREPARED BY: Theresa Maloney - H.R.

WILL BE PRESENTED BY: Len Geiger, Assistant Superintendent

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

Regular Personnel Action items requiring Board approval.

RECOMMENDATION:

The Superintendent recommends the Board approve the attached personnel items.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

Board Agenda – 1/13/2009

Resignation(s):

Joyce Staffenson

Music/NMS

Retirement

8/25/86-6/11/09

New Classified Hire(s):

Karla Brouhard

Special Ed TA/TOES

.81 FTE/\$10.55/hour

New Coach(s):

Leave-of-Absence Request(s):

Oletta Lewis

10/30/08-1/15/09

Medical Leave

Janet Johnson

12/18/08-1/9/09

Medical Leave

Doreen Halverson

Extended thru 6/11/09

Medical Leave

Marnie Cogswell

Extended thru 1/23/09

Medical Leave

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
1/13/09**

ITEM:

TOPIC: 2008/09 Board Goals and Workplan/Timeline

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: Superintendent Tom Rinearson

TYPE OF ITEM: Consent Information Discussion Decision

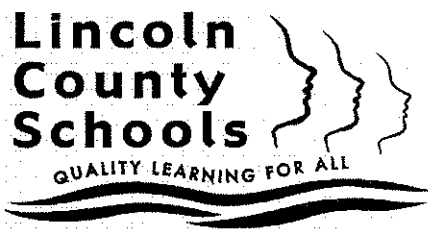
DESCRIPTION OF AGENDA ITEM:

Each year, the Board adopts Board goals. The process began with a lengthy discussion by the Board in a retreat setting in late July. The draft goals they developed at the retreat and a proposed timeline (work plan) were discussed at previous board meetings. Revised goals and timeline were again discussed over the last few meetings, and are enclosed this evening for adoption.

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent recommends the Board approve the attached 2008/09 Goals and Timeline.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No



DRAFT

2008/09 BOARD GOALS/ TIMELINE FOR COMPLETION

1. **The LCSD Board of Directors will acknowledge student achievement by:**
 - Recognizing 3rd and/or 4th grade elementary students for learning multiplication tables. (Board members will present the student with a certificate in the classroom, and will call the parents).**
 - Recognizing students for achievement of physical education goals.
 - Recognizing students for meeting attendance targets.

*** Board to award certificates and make personal phone calls to parents beginning in October. Estimate one day per week, per board member.*
2. **The LCSD Board of Directors will focus on student achievement by examining:**
 - ~~Feasibility of instituting uniforms into the dress code for students. Estimated staff research time = 60 hours (please see attached).~~
 - Results, by semester, of Taft High's pilot academic eligibility project; Taft administrators to report results to Board at end of first and second semesters. *Board re-examines pilot in summer, 2009.*
 - Credit by proficiency, current laws and OARs, and how it would affect our high schools. *Estimated staff research time = 52 hours*
 - Methods the Board can use to increase rigor and raise expectations for each individual student; *time commitment unknown...goal too vague*
 - Purpose, feasibility and impact of requiring a senior project; *Estimated staff research time = 53 hours*
3. **The LCSD Board will read "Punishment by Rewards," will discuss it over the course of two or three work sessions and hold a policy discussion around behavior management policies. Board to read parts 1 and 2 by Jan. 27; schedule work session. Board to read part 3 by Feb. 24; schedule work session.**
4. **The Board will examine the Superintendent Evaluation form, and will develop descriptors of the ratings. Board Chair and Superintendent meet to develop criteria for ratings and report back to the board by Nov. 18 board meeting.**

5. **The Board will analyze the licensed contract to:**
 - Decide if they want to negotiate with teachers;
 - Decide what parameters to give the bargaining team if the teachers notify us they want to bargain. *Superintendent and Assistant Superintendent met to review contract in late August, 2008.*

6. **The Board will continue supporting initiatives already in process, i.e., curriculum alignment, mentor programs, business/community partnerships and individual school improvement plans.** *Usually takes up one to two hours per board meeting, with six to ten hours of staff prep time. Budget Committee meetings must be considered as well.*

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

January 13, 2009

ITEM:

TOPIC: Compliance with Division 22 Standards

PREPARED BY: Darla Zagel

WILL BE PRESENTED BY: Sandi Williams and Joe Novello

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

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

The 2008-09 review of district status for compliance with OAR 581, Division 22 will be presented by Sandi Williams, Curriculum & Instruction Administrator and Joe Novello, Operations Administrator.

SUPERINTENDENT'S RECOMMENDATION:

None, for information only.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
January 13, 2009**

ITEM:

TOPIC: Resolution 2008/09-6 Terminating Joint Agreement

PREPARED BY: Julie Baldwin

WILL BE PRESENTED BY: Julie Baldwin

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

In January 2006 the District entered into a joint adoption agreement with Corvallis School District for a self-insured dental and vision plan. The jointly-held plan was necessary to meet the then-current laws for the minimum 1,000 individuals covered under the plan. 2007 Senate Bill 989 reduced the amount of insured individuals to 500, which now allows each District to have separate self-insured health plans.

The terms and funding of the separate plans will be essentially the same as the terms and funding of the jointly self-insured plan. The separate plan will continue to provide the same level of coverages as the join plan. The accounting for the joint-plan has been maintained separately, so there is not an issue with financial distribution of the terminated plan.

SUPERINTENDENT'S RECOMMENDATION:

For discussion only at this time.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

LCS D RESOLUTION 2008/09-06
TERMINATING THE JOINT ADOPTION AGREEMENT
for the
CORVALLIS SCHOOL DISTRICT and LINCOLN COUNTY SCHOOL DISTRICT
DENTAL & VISION PLAN

January 13, 2009

Lincoln County School District
459 SW Coast Hwy
Newport, OR 97365-4978

The Lincoln County School District entered into a Joint Adoption Agreement with the Corvallis School District for the Corvallis School District and Lincoln County School District Dental and Vision Plan (the Plan), effective January 1, 2006. The Plan was a self-insured joint-employer health plan, permitted by ORS 731.036(6)(a)(C). At that time, ORS 731.036(6)(a)(A) permitted Oregon school districts to self-insure separately, outside of joint programs, only those health plans that covered at least 1,000 individuals. The Corvallis and Lincoln County School Districts (collectively, the Parties) received approval of the Plan from the Oregon Insurance Division in February 2006.

Section 4 of the Joint Adoption Agreement and the Parties' submission to the Insurance Division make clear that the Parties would "decide separately what benefits to provide to their current and former employees, spouses and dependents," and those benefits were separately documented. Section 1 of the Joint Adoption Agreement provides that contributions to the Plan would be held in one or more accounts. In fact, each of the Parties' contributions under the Plan have been held in separate accounts and have not been commingled.

In the 2007 session, the Oregon legislature enacted Senate Bill 989, effective January 1, 2008, which amended 731.036(6)(a)(A) to permit school districts to self-insure health plans covering at least 500 individuals. Since both of the Parties may now separately self-insure their own dental and vision plans and both wish to do so, and the Parties have maintained separate benefit structures and funding accounts, the District takes the following action with respect to the Plan:

RESOLVED that the Joint Adoption Agreement shall be terminated effective December 31, 2008; and it is further

RESOLVED that the District shall continue to maintain its self-insured dental and vision plan uninterrupted after the effective date of termination of the Joint Adoption Agreement; and it is further

RESOLVED that the termination of the Joint Adoption Agreement shall not necessarily affect the benefits or funding of the District's dental and vision plan; and it is further

RESOLVED that any funds remaining in the District's account maintained pursuant to the Joint Adoption Agreement shall continue to be used for the exclusive benefit of the District's self-insured dental and vision plan; and it is further

RESOLVED that District staff shall promptly notify the Insurance Division of the termination of the Joint Adoption Agreement and the continuation of the District's self-insured dental and vision plan; and it is further

RESOLVED that the District Superintendent or Fiscal Services Administrator, or the Superintendent's designee, is authorized and directed to take such other and further steps as in his or her judgment may be necessary or desirable to carry out these resolutions.

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA**
January 13, 2009

ITEM:

TOPIC: Budget Reduction Plan

PREPARED BY: Julie Baldwin

WILL BE PRESENTED BY: Tom Rinearson & Julie Baldwin

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

The Superintendent and Administrators have worked with staff to make the necessary 2008-09 budget reductions, due to the 1.2% reduction to our state funding formula. An overview of those reductions will be presented to the Board this evening.

SUPERINTENDENT'S RECOMMENDATION:

None; for information only.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
1/13/09**

ITEM:

TOPIC: Custodial Contract

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: Rich Belloni

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

The term for the contract with Sodexo for custodial services will end June 30, 2009. Director of Support Services Rich Belloni will discuss options pursuant to these services at the January 13th board meeting.

SUPERINTENDENT'S RECOMMENDATION:

For discussion only at this time.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
1/13/09**

ITEM:

TOPIC: Resolution Declaring Board Vacancies

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: Superintendent Tom Rinearson

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

An election for special districts will be held on May 19, 2009 for vacancies on the Lincoln County School District Board of Directors, as described on the attached resolution. The County Clerk will publish a Notice of Director Election for all districts during the month of January, 2009. Candidates may file verified signatures or a \$10 filing fee with the County Clerk no later than 5:00 p.m. on March 19, 2009; the earliest date candidates may file is February 9, 2009.

SUPERINTENDENT'S RECOMMENDATION:

For discussion only at this time.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

Resolution 2008/09-7
DECLARATION OF BOARD VACANCIES

WHEREAS, an election for all special districts will be held on May 19, 2009 for vacancies on the Lincoln County School District Board of Directors, the following vacancies and term lengths are declared:

Board of Directors

<u>Held by:</u>	<u>Zone</u>	<u>Term of Office</u>
Ron Beck	3	Four year term beginning July 1, 2009
Jana Cowan	4	Four year term beginning July 1, 2009
Jean Turner	5	Four year term beginning July 1, 2009

This resolution (passed) (failed) this 10th day of February, 2009, by the following votes:

Ayes _____ Nays _____ Absent _____ Abstention _____

Chairman

Superintendent/Clerk

**LINCOLN COUNTY SCHOOL DISTRICT
REGULAR BOARD MEETING AGENDA
1/13/09**

ITEM:

TOPIC: Superintendent Evaluation- Timeline

PREPARED BY: Laurie Urquhart

WILL BE PRESENTED BY: Chairman Jean Turner

TYPE OF ITEM: Consent Information Discussion Decision

DESCRIPTION OF AGENDA ITEM:

Each year, the Board of Directors provides the Superintendent with a performance evaluation. The Superintendent's contract requires an evaluation prior to March 1st each year. LCSD policy CBG states "the evaluation will be based on the administrative job description, applicable standards of performance, Board policy and progress in attaining any goals for the year established by the Superintendent and/or the Board. Additional criteria for the evaluation, if any, will be developed at a public Board meeting prior to conducting the evaluation."

The attached timeline was presented for the Board's consideration at the last meeting. The same evaluation instrument (attached) will be used as has been the last several years.

RECOMMENDATION:

None; for information only.

ADDITIONAL MATERIAL Attached: Yes No Available: Yes No

Superintendent's Evaluation Process and Timeline, 2008/09

1. **Dec. 9, 2008** Timeline for 08/09 Evaluation on board agenda
2. **Jan. 13, 2009** Process and timeline on board agenda for information
3. **January 14** Evaluation materials distributed to Board and others by Laurie
4. **January 27** Superintendent presents information if requested by Board (via mail, or work session?)
5. **January 30** Evaluation materials returned to Laurie for tabulation. Laurie tabulates forms and prepares a summary for board review.
6. **February 6** Summary distributed to Board and Superintendent
7. **February 10** Board meets to discuss evaluation without Superintendent in attendance, then he joins the group; closed session. Report to the community.
8. **March 10** Discussion on Superintendent's contract; open session
9. **April 14** Decision on Superintendent's contract; open session

**LINCOLN COUNTY SCHOOL DISTRICT
Superintendent Evaluation Form- 2008/09**

STANDARD #1 — LEADERSHIP AND DISTRICT CULTURE

This standard stresses the superintendent's performance in leadership through empowering others, visioning, helping shape school culture and climate and understanding multi-cultural and ethnic difference.

Performance Indicators:

- 1.1 Facilitate a process to develop and implement a shared vision that focuses on teaching and learning
- 1.2 Promote academic rigor that focuses on learning for all students and excellence for schools
- 1.3 Create and support a community of learners that empowers others to reach high levels of performance to achieve the school's vision
- 1.4 Promote understanding and celebrating school/community cultures
- 1.5 Promote and expect a school based climate of tolerance, acceptance and civility
- 1.6 Develop, implement, promote and monitor continuous improvement processes

Summary Rating — Standard #1:

(circle one rating only)

- 4 **Outstanding** _____
- 3 **Very Good** _____
- 2 **Satisfactory** _____
- 1 **Needs Improvement** _____
- 0 **Unacceptable** _____

Comments:

STANDARD #2 — POLICY AND GOVERNANCE

Working with the board to formulate internal and external district policy, defining mutual expectations of performance with the board and demonstrating good school governance to staff, students and the community at large.

Performance Indicators:

- 2.1 Understand and articulate the system of public school governance and differentiate between policy making and administrative roles
- 2.2 Establish procedures for superintendent/board interpersonal and working relationships
- 2.3 Promote shared decision making as pervasive throughout the system
- 2.4 Create a framework for policy development and monitoring
- 2.5 Understand and interpret the role of federal, state and regional governments, policies, and politics and their relationships to local districts and schools
- 2.6 Work collaboratively with local governments, other colleagues, professional organizations, business and community groups in furthering educational goals
- 2.7 Use legal counsel in governance and procedures to avoid civil and criminal liabilities

Summary Rating — Standard #2:

(circle one rating only)

- 4 Outstanding _____
- 3 Very Good _____
- 2 Satisfactory _____
- 1 Needs Improvement _____
- 0 Unacceptable _____

Comments:

STANDARD #3 — COMMUNICATIONS AND COMMUNITY RELATIONS

This standard emphasizes the skills necessary to establish effective two-way communications not only with students, staff and parents, but the community as a whole including beneficial relationships with the media. It also stresses responding to community feedback and building community support for the district.

Performance Indicators:

- 3.1 Clearly articulate district vision, mission, and priorities to community and media
- 3.2 Demonstrate understanding of political forces and skills to build coalitions for educational process
- 3.3 Develop formal and informal techniques to assess external perceptions of district
- 3.4 Demonstrate effective communication skills (written, verbal and non-verbal contexts, formal and informal settings, large and small group and one-on-one environments)
- 3.5 Promote involvement of all students, staff, and patrons to fully participate in the process of schooling
- 3.6 Demonstrate mediation and conflict resolution skills
- 3.7 Establish effective school/community relations, school/business partnerships and public service
- 3.8 Understand the role of media in shaping and forming opinions as well as how to work with the media
- 3.9 Develop and carry out internal and external communication plans

Summary Rating — Standard #3:

(circle one rating only)

- 4 Outstanding _____
- 3 Very Good _____
- 2 Satisfactory _____
- 1 Needs Improvement _____
- 0 Unacceptable _____

Comments: _____

STANDARD #4 — ORGANIZATIONAL MANAGEMENT

Gathering, analyzing and using data for decision making, framing and solving problems and quality management.

Performance Indicators:

- 4.1 Identify, analyze, and resolve problems using effective problem solving techniques and decision-making skills
- 4.2 Exhibit sound organizational and personal planning and time management skills including appropriate delegation of responsibilities
- 4.3 Acquire, allocate and manage all resources to ensure successful student learning
- 4.4 Demonstrate budget management including financial forecasting, planning, cash flow management, account auditing and monitoring
- 4.5 Articulate budget complexities to public in respectful, understandable manner
- 4.6 Demonstrate the ability to use technology to enhance administering business, student and other information and support systems
- 4.7 Develop and monitor long range plans for school and district technology and information systems making informed decisions about computer hardware and software and staff development and training needs
- 4.8 Demonstrate knowledge of school facilities and develop a process that builds internal and public support for facility needs, including bond issues
- 4.9 Establish procedures and practices for dealing with emergencies such as weather, threats to the school, student violence and trauma

Summary Rating — Standard #4:

(circle one rating only)

- 4 Outstanding _____
- 3 Very Good _____
- 2 Satisfactory _____
- 1 Needs Improvement _____
- 0 Unacceptable _____

Comments:

STANDARD #6 — INSTRUCTIONAL LEADERSHIP

Knowledge and use of research findings on learning and instructional strategies and resources to maximize student achievement. Applying research and best practice.

Performance Indicators:

- 6.1 Collaboratively develop, implement and monitor change process to improve student and adult learning
- 6.2 Implement appropriate safety and security practices in schools
- 6.3 Formulate plan to assess appropriate teaching methods, classroom management and strategies for all learners
- 6.4 Analyze available instructional resources including applications of technology and assign them in cost effective and equitable manner to enhance student outcomes
- 6.5 Establish instructional strategies that include cultural diversity and differences in learning styles
- 6.6 Apply effective methods of monitoring, evaluating and reporting student achievement by using credible research and assessments to improve the learning process
- 6.7 Encourage various staffing patterns, student grouping plans, class scheduling plans, school organizational structures, and facilities design processes to support various teaching strategies and desired student outcomes

Summary Rating — Standard #6:

(circle one rating only)

- 4 **Outstanding** _____
- 3 **Very Good** _____
- 2 **Satisfactory** _____
- 1 **Needs Improvement** _____
- 0 **Unacceptable** _____

Comments:

STANDARD #7 — HUMAN RESOURCES LEADERSHIP

Skill in developing staff evaluation and assessment and supervisory system to improve performance. Describing and applying ethical, contractual and legal requirements for personnel selection, development, retention and dismissal.

Performance Indicators:

- 7.1 Work with staff, students and patrons to identify, organize, facilitate and evaluate the professional development experiences needed to reach district and school priorities and to improve student learning.
- 7.2 Demonstrate use of system and staff evaluation data for personnel policies, decision-making, promotion of career growth and professional development
- 7.3 Develop and implement a teacher evaluation model that will allow the retention of the best teachers
- 7.4 Diagnose and improve organizational morale
- 7.5 Identify and apply appropriate policies, criteria, and processes for the recruitment, selection, induction, compensation and separation of personnel with attention to issues of equity and diversity
- 7.6 Assess individual and institutional sources of stress and develop methods for reducing stress

Summary Rating — Standard #7:

(circle one rating only)

- 4 Outstanding _____
- 3 Very Good _____
- 2 Satisfactory _____
- 1 Needs Improvement _____
- 0 Unacceptable _____

Comments:

STANDARD #8 — VALUES AND ETHICS OF LEADERSHIP

Understanding and modeling appropriate value systems, ethics and moral leadership. Exhibiting multi-cultural understanding, coordinating social agencies and human services to help each student grow as a caring, informed citizen.

Performance Indicators:

- 8.1 Exhibit multi-cultural and ethnic understanding and sensitivity
- 8.2 Promote the value of schooling in a democratic society
- 8.3 Model and promote accepted moral and ethical standards in all interactions
- 8.4 Explore and develop ways to find common ground in dealing with difficult and divisive issues
- 8.5 Promote the value that moral and ethical practices are established in every classroom, every school and throughout the district.

Summary Rating — Standard #8:
(circle one rating only)

- 4 **Outstanding** _____
- 3 **Very Good** _____
- 2 **Satisfactory** _____
- 1 **Needs Improvement** _____
- 0 **Unacceptable** _____

Comments:

STANDARD #9 — LABOR RELATIONS

Understanding collective bargaining law and processes, contract management and effective relationships with bargaining groups.

Performance Indicators:

- 9.1 Develop bargaining strategies based upon collective bargaining laws and processes
- 9.2 Identify contract language issues and propose modifications
- 9.3 Participate in the collective bargaining processes as determined by the board
- 9.4 Establish productive relationships with bargaining groups while managing contracts effectively

Summary Rating — Standard #9:

(circle one rating only)

- 4 Outstanding _____
- 3 Very Good _____
- 2 Satisfactory _____
- 1 Needs Improvement _____
- 0 Unacceptable _____

Comments:

