

# **Lincoln County Schools**



**EVERY CHILD, EVERY DAY**

## **BOARD FOLDER**

**LINCOLN COUNTY SCHOOL DISTRICT  
BOARD OF DIRECTORS**

**Tuesday, July 14, 2015- 6:30 p.m. and 7:00 p.m.  
EXECUTIVE AND REGULAR BOARD SESSIONS**

**Newport High School  
Newport, Oregon**

**LINCOLN COUNTY SCHOOL DISTRICT**  
**Board of Directors- Executive and Regular Sessions**  
**Tuesday, July 14, 2015- 6:30 p.m. and 7:00 p.m.**  
**Newport High School**  
**Newport, Oregon**

**6:30 p.m. Executive Session- ORS 192.660(2)(d) Labor Negotiations**

**AGENDA**

	<b>Page</b>
1. CALL TO ORDER	
a. <b>DECISION:</b> Election of 15/16 Chair and Vice Chair	1
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	
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. May 26, 2015 Work Session	2-5
2. June 9, 2015 Regular Session	6-10
b. EDUCATION SERVICES	
c. HUMAN RESOURCES	
1. Regular Items	11-14
2. Confidential Employees Agreement, 2015-18	15
3. Memo of Understanding, OSEA (Classified), 2015-17	16
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
  - 1. **DECISION:** 2015/16 Alternative Education Programs 17
- b. HUMAN RESOURCES
- c. BUSINESS SERVICES
  - 1. **DECISION:** Annual Designation of Officers Resolution 18-22
- d. SPECIAL PROGRAMS
- e. FACILITIES/MAINTENANCE/TRANSPORTATION/FOOD SERVICES
- f. BOARD
  - 1. **DECISION:** Amendment, School Based Health Centers 23-25
- 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
- c. BUSINESS SERVICES
- d. SPECIAL PROGRAMS
- e. FACILITIES/MAINTENANCE/TRANSPORTATION/FOOD SERVICES
- f. BOARD
  - 1. Discussion on 2015/16 Board Goals 26-27
- g. OTHER

**11. ADJOURNMENT**

The next regular session meeting of the Board is Tuesday, August 11, 2015- 7:00 p.m. at Newport High School.

**LINCOLN COUNTY SCHOOL DISTRICT  
REGULAR BOARD MEETING AGENDA  
7/14/15**

**ITEM:**

**TOPIC:** Board Officers

**PREPARED BY:** Laurie Urquhart

**WILL BE PRESENTED BY:** 2014/15 Chairman Liz Martin

**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 2015/16 year are to be held this evening.

**SUPERINTENDENT'S RECOMMENDATION:**

The Superintendent recommends the Board elect a Chairman and Vice-Chairman for 2015/16.

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

**LINCOLN COUNTY SCHOOL DISTRICT**  
**Board of Directors- Work Session**  
**Tuesday, May 26, 2015- 6:30 p.m.**  
**Newport High School**  
**Newport, Oregon**

**Minutes**

- PRESIDING:** Ron Beck, Acting Chairman
- Present:** Ron Beck, Acting Chairman; Kelley Ellis, Amanda Remund- Directors
- Also Present:** Steve Boynton, Superintendent; Aaron Belloni, Student Services Administrator; Laurie Urquhart, Secretary
- Excused:** Liz Martin, Chairman; Karen Bondley, Vice Chairman
- Handout-** Policy Summary, Section G (Personnel)

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

Acting Chairman Ron Beck convened the meeting and called the session to order at 6:39 p.m. with a quorum of three board members present. Chairman Liz Martin and Vice Chairman Karen Bondley were excused from the meeting.

**Policy Review- Section G, Personnel**

Student Services Administrator Aaron Belloni prepared a "Policy Review" document for section G (Personnel), showing the name of the policy, notes about it, the reviewers of the policy and the notes about each policy (including whether to adopt or not, delete).

The Board received the original set of policies from OSBA along with the revised set under separate cover.

Board members reviewed the 24-page long Section G Review document. They considered each policy along with the staff recommendation. Board members reached consensus to accept the staff recommendations in most cases. Some in the "recommendation" column required Board consensus as to whether to retain/revise/delete the policy. Mr. Belloni also had questions on some policies. A list of those policies along with the Board's consensus follows:

GBC, Conflict of Interest, Staff Ethics. Question regarding allowing employees in the same family not being assigned to the same building except with the Superintendent or designee's approval. OK to adopt with this addition.

GBCA, Staff Dress and Grooming. LST members selected version 1, adding "All staff dress and grooming shall be appropriate and not disruptive to the educational process."

GBD, Board- Staff Communications. This was to be discussed by the board; they reached consensus not to adopt this policy as the information is covered in Policy BG, Board-Staff Communications.

GBEB- Communicable Diseases. District Nurse Julie Turner and Safety Coordinator Sue Graves selected Version 2 from OSBA. Ebola was added as a school restrictable disease.

GBEBA, Staff- HIV, AIDS and HBV. Second to last sentence deleted, and last sentence added: "The district may develop policies and/or procedures on a case-by-case basis for rumor control, infection control and public relations/media."

GBEC, Drug-Free Workplace. Mr. Belloni checked with OSBA to see if smell could be added to the list of 'reasonable suspicion' items. It cannot be added as it will not stand up in court, per OSBA. The district nurses are working on a drug and alcohol awareness presentation that will be posted to the district website.

GBEC-AR, Drug-Free Workplace. Discussion occurred as to whether to leave the ARs as they are, or delete them because the information may be contained in an employee handbook. Aaron will check with Chelsi regarding which way to proceed.

GBED, Pre-Employment Drug Testing OR Medical Examinations/Drug Testing. OSBA recommends separating the fingerprinting portion of the policy from the medical exam portion. Mr. Boynton said the district currently does not have any positions for which a medical exam would be required, but the policy would allow it to occur if it was needed. Mr. Belloni will follow up with Human Resources Director Chelsi Sholty regarding who pays for drug tests (employee or district).

GBED-AR(1) Pre-Employment Drug Testing. The Board reached consensus to delete the AR since it is now covered in the policy and/or is covered by existing procedures.

GBED-AR(2). Pre-Employment Drug Testing Form. Recommendation to delete the form as procedures exist to deal with this.

GBEDA, Drug and Alcohol Testing, Transportation Personnel. Although we contract out transportation services, the board reached consensus to retain the policy as revised by OSBA. Director Beck noted he would like to see post-accident drug testing done on a driver driving a district vehicle.

GBEDA-AR, Drug and Alcohol Testing, Transportation Personnel. As requirements are prescribed by state statute and the district outsources busing, the board reached consensus to delete this AR.

GBH/JECAC- Child Custody Actions. Board reached consensus to adopt Version 3. This should help with situations that come up regularly at schools regarding custody issues.

GBH/JECAC-AR- Child Custody Actions. ARs proposed for deletion as the proposed policy covers most situations.

GBI- Gifts to District Personnel. OSBA recommends deleting Version 1 (current policy for LCSD). Director Ellis noted that the part of the policy dealing with gifts is also contained in the Conflict of Interest Policy (Staff Ethics, Policy GBC). Mr. Belloni will check with OSBA to see if the "gifts" language can be removed and the "solicitation" language retained.

GBJ- Weapons in the Schools. (This policy was added by Mr. Belloni; it was not included with the Board's set of Section G policies). The policy prohibits employees from bringing dangerous weapons to school. After discussion, the board asked to have a procedure that would allow antique or historical weapons, weapons part of a hunter safety course, etc. to be brought to school by staff for classroom learning. Director Beck noted the School Resource Officer would need to be exempted from this requirement, as he/she would be a district employee in part.

GBM-AR(2) Staff Complaints. Board members asked that the word "staff" be added to the form.

GBN, Sexual Harassment. Board reached consensus to adopt version 2. It was determined that Chelsi Sholty is the Title IX coordinator for staff complaints, and Eric Clendenin for student complaints. Director Beck said the District must be sure it is training students to recognize sexual harassment.

GBN/JBA-AR, Sexual Harassment Complaint Procedure. A question was raised in Step 2 about the length of time listed in which to discuss a complaint with concerned parties (five days). Mr. Belloni will follow up with OSBA to see if this is state law or can be adjusted.

GBNA-AR, Hazing/Harassment/Intimidation/Bullying/Menacing/Cyberbullying- Staff. This AR simplifies the definition of cyberbullying. Step two of the complaint procedure lists five days as the length of time for staff to arrange meetings with concerned parties after learning of the complaint. Mr. Belloni will investigate whether this is a legal requirement, or if the time can be adjusted to a longer period.

GCAB, Personal Electronic Devices and Social Media- Staff. LST suggests changing language regarding texting students to "Texting individual students is strongly discouraged."

GCBDA/GDBDA(AR)(5) and/or (7), FMLA/OMLA- Board members asked why the sample letters were part of the policy. Mr. Belloni will investigate.

GCBDB/GDBDB, Early Return to Work. Board members reached consensus to adopt the policy after the "Or," suggested by OSBA.

GCBDB/GCBDB-AR. Board members asked that OSBA check to ensure the AR aligns with the version of the policy selected.

GCC/GDC, Recruitment/Hiring/Fingerprinting/Initial Employment. OSBA recommends deleting our current version of the policy and ARs, and replacing them with two different policies and one set of ARs: GCC, Recruitment of Licensed Staff; GCDA/GDDA, Criminal Records Checks/Fingerprinting, and ARS to match the second policy listed.

GCC/GDC-AR. Mr. Belloni will check to see if information in this AR is covered elsewhere. OSBA recommends deleting this.

GCDA/GDDA, and accompanying AR. Criminal Records Checks/Fingerprinting. Superintendent Boynton and the Board would like OSBA to examine this policy and administrative rules to examine if there is a way for undocumented parents to volunteer (while supervised) at their child's school. OSBA will also look into mitigating certain disqualifying events (i.e., an adult that committed a crime as a teen that does not reflect that person as an adult). Mr. Belloni will work with OSBA on this policy and ARs.

Several policies will be deleted in this section as they no longer apply or are used.

GCL-AR, Continuing Professional Development Program. Mr. Belloni needs to check with OSBA to ensure which version to use (note: after the meeting, OSBA advised using version 2, above the "or").

GCQB, Research Involving Human Subjects. Superintendent Boynton recommends deleting this policy as teachers are already trained in action research.

GCQBA, Copyrights and Patents. Superintendent Boynton would like Mr. Belloni to discuss this policy with attorneys and OSBA. He does not wish to remove innovation but encourage it. However, staff should not be able to profit from something created using district resources. The intellectual property (process; stays with whoever created it) must be separated from the tangible (product; stays with the district).

GD, Classified Staff Positions. Director of Human Resources Chelsi Sholty and Mr. Belloni prefer version 1. Confidential/Exempt employees need to be added to this policy.

GDIA, Notice of Employment. Remove "certified letter;" this is not current practice.

GDPD and GDPD-AR, Dismissal of Classified Employees. Director Ellis asked if it should change to "non-licensed staff." Mr. Belloni will check; he will also check with Director of Human Resources Chelsi Sholty.

The meeting was adjourned at 9:12 p.m.

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Chairman

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Superintendent



**LINCOLN COUNTY SCHOOL DISTRICT**  
**Board of Directors- Regular Session**  
**Tuesday, June 9, 2015 – 7:00 p.m.**  
**Newport High School**  
**Newport, Oregon**

**Minutes**

- PRESIDING:** Liz Martin, Chairman
- Present:** Liz Martin, Chairman; Kelley Ellis, Amanda Remund- Directors
- Also Present:** Steve Boynton, Superintendent, Laurie Urquhart, Secretary; approximately 30 members of the staff, media and patrons
- Handouts:** May 31, 2015 Financial Reports; Alternative Education/Advanced Learning; Dual Credit/International Baccalaureate/Advanced Placement

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

Chairman Liz Martin convened the meeting and called the session to order at 7:04 p.m. with a quorum of three board members present. Directors Beck and Bondley were excused from the meeting.

**Public Hearing- Approved Budget**

The board recessed into a public hearing of the approved 2015-16 budget.

South Beach resident Cari Jenkins noted she attended the Budget Committee meeting in May, and had some remarks regarding it. She expressed concern that administrators may receive pay increases when “teachers have not for a while, or if they have they have been very small.” She noted her hope that teachers can be compensated fairly for the good work they do.

She also said she does not feel eliminating the Communications Coordinator position is wise and said she feels it is not far removed from classrooms. “I would prefer more communication from the district,” said Jenkins. She suggested the development of a Google calendar that would show all events.

She questioned the amount of money budgeted for technology, and said she felt the district is becoming a district of “testing rather than learning. I want students having daily hands on experiences, not just learning how to take tests.”

Chairman Martin thanked Ms. Jenkins for her comments and said she would be happy to have a conversation with her.

The regular session was then reconvened.

## **Tom Moore Memorial Award**

Taft 7-12 Principal Majalise Tolan introduced Lincoln City residents Matt and Tara Daniels, recipients of the 2015 Tom Moore Memorial Award. The Tom Moore award is the district's highest volunteer award, named for former board member Tom Moore who gave his all to the district.

Ms. Tolan thanked the couple for their many years of selfless dedication to Taft 7-12. Matt has been a volunteer coach for Taft 7-12 in football, basketball and track, and is a youth soccer and basketball coach as well. He attends nearly all sporting and academic events at the school. Tara is a tireless advocate for student emotional health and equality. She spearheaded a domestic violence awareness event, helped organize and promote a GSA fundraiser, attends all Taft events and is also a youth sports coach. Both have been instrumental in rebuilding trust with the Taft Boosters.

Mr. and Ms. Daniels were presented with a plaque honoring them for their outstanding achievements.

## **Board Reports**

Director Amanda Remund reported Waldport's graduation was wonderful. Chairman Martin gave kudos to Taft and Newport High's ceremonies, which she attended. (Other board members were unable to attend graduations this year and sent their regrets.)

## **Student Representative**

NHS Parenting Teen Coordinator Cindy Blackwood introduced teen parent Geraldine Urieta-Angeles who she called "the face of this program." Ms. Urieta-Angeles graduated from Newport High on June 6, 2015; she thanked Ms. Blackwood and all involved with the program for their support and said the program deserves more recognition. She plans to pursue a career in criminal justice.

## **Insurance Carriers, Other Than Health**

Agent of Record John Russell reported the PACE insurance trust continues to be a good option for the district. Though insurance premiums nationally are increasing 6 to 9%, PACE's suggested increase is 3% for LCSD. This year, coverages were increased to consider the additional classroom space. For the coming year, data breach coverage has been added (for no additional cost).

For workers compensation insurance, Mr. Russell recommended SAIF. The district's experience rating is excellent. He recommended the District maintain PACE for property/liability coverage and SAIF for workers compensation.

## **Financial Reports**

Business Manager Julie Baldwin reported the projected ending fund balance may be reduced by \$1.2 million due to repayment of local revenue collected by the district. The current projected ending fund balance is just below what was budgeted to begin the 2015-16 year.

Enrollment is holding steady at approximately 5,000 students. Interest rates remain unchanged.

Chairman Martin questioned an expenditure from Coos Bay School District. Ms. Baldwin explained this was part of the STEM Hub grant, for which the district serves as fiscal agent.

### **Superintendent's Report**

Superintendent Steve Boynton presented a plaque in appreciation to Chairman Liz Martin for her service as Chairman of the Board this year.

Mr. Boynton congratulated Toledo Elementary teacher Janna Limbert, named Lincoln County Education Association (LCEA) teacher of the year.

The Superintendent thanked the Oregon School Employees Association (OSEA) for their donation of \$1,000 each year for scholarships, one \$250 award for each high school.

Mr. Boynton gave kudos to the Newport High band, which marched in the Portland Starlight parade and placed third in their respective category.

He reported spring sports went well in the district, with softball teams from Taft and Newport advancing to the quarterfinals in state playoffs. In track, Newport's Rachel Vinjamuri won three state titles in the 4A state track meet, and NHS' Brendan Thurber-Blaser won the state title in the javelin toss.

Mr. Boynton reported the last day of school for this year is Friday, June 12<sup>th</sup> (half day).

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

**Motion 14/15-40**

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

- Minutes, 4/28/15 Work Session;
- Minutes, 5/12/15 Regular Session;
- Regular Personnel Items;
- Sodexo Contract, Food Services 2015/16;
- 2015-16 Board Meeting Calendar.

### **Approval of Resolution Adopting 15/16 Budget**

**Motion 14/15-41**

On motion of Director Ellis, seconded by Director Remund, the Board unanimously approved Resolution 2014/15-13, adopting the budget for fiscal year 2015/16, as approved by the Budget Committee on May 19, 2015.

Business Manager Julie Baldwin reported the Budget Committee made some amendments to the proposed budget by increasing the general fund by \$500,000 for anticipated additional funding from the state. The Budget Committee also reduced the unappropriated ending fund balance by \$800,000 and increased instructional services. It is possible that the additional state funds allocated by the legislature may all be distributed in the second year of the biennium; the district wants the ability to spend reserves in the first year.

The budget is available on the district website, [www.lincoln.k12.or.us](http://www.lincoln.k12.or.us).

**Approval of Insurance Carriers- Other than Health**

**Motion 14/15-42**

On motion of Director Ellis, seconded by Director Remund, the Board unanimously approved PACE for property, vehicles, liability, errors and omission insurance, and SAIF for workers compensation coverage for the 2015/16 year.

Business Manager Julie Baldwin noted the district took part in enacting a boundary invasion toolkit, so will realize a 5% credit.

**Resolution, Appropriations Transfer**

**Motion 14/15-42**

On motion of Director Remund, seconded by Director Ellis, the Board unanimously approved Resolution 2014/15-43, Appropriations Transfer.

Budget law requires that appropriation levels not be overspent in actuality. This year the General Fund incurred expenditures classified as 'facilities acquisition and construction services.' As bond funds were exhausted, there were projects to be completed using general fund resources. Proper classification of these expenditures should be in the Facilities, Acquisition and Construction Services functions.

The resolution lists the recommendation of the transfer of funds to properly account for these expenditures.

**Mid Coast Christian School- Rent**

This item was removed from the agenda as Mid Coast Christian School withdrew their request to lower the rent. After meeting with district staff, Mid Coast representatives felt the district was offering them a fair price for rental of space at the Arcadia building.

**Resolution Certifying Election Results**

**Motion 14/15-44**

On motion of Director Remund, seconded by Director Ellis, The Board approved Resolution 2014/15-12, Certification of the May 19, 2015 Special Districts Election. Board members in Zone 1 (Karen Bondley) and Zone 2 (Liz Martin) were re-elected to four year terms. The Zone 5 representative (Amanda Remund) was elected to a two-year remainder term.

**Information on Alternative Education Programs, 15/16**

Director of Secondary Education Eric Clendenin distributed a handout titled "Alternative Education/Advanced Learning," and reported the district employed the use of the online "Edmentum" this school year for alternative education students. Attendance appears to be up, as does earned credits.

While this system served the district well this year as an interim step, next year alternative education will be provided by Compass Learning. This choice will significantly increase the district's online capability, and will provide both credit recovery and advanced learning options.

Each high school will continue to have an alternative education presence next year, along with a Distance Education instructor. Second language will continue to present a challenge as the district does

not own the curriculum for this. Mr. Clendenin noted he is continuing to negotiate with Compass and with Oregon Coast Community College. Superintendent Boynton reported his intention is to offer alternative education to home school students and perhaps charter school students as well. "There are costs associated with this that we would have to work out," said Boynton.

### **Accelerated Learning and Early College Program**

Director of Secondary Education Eric Clendenin distributed a handout listing the dual credit/International Baccalaureate and advanced placement courses for each high school for the coming year. A total of 48 new courses will be articulated for college credit, and advanced placement courses have been added at Taft, Toledo and Waldport high schools. The list continues to grow, said Clendenin.

The district is in continuing negotiations with Oregon Coast Community College to finalize offerings through that institution for next year. Master schedules are in process of being built; Mr. Clendenin said he hopes to be able to report more on this topic at the August board meeting.

He noted that principals and counselors have worked hard to develop this program; "It is impressive," said Clendenin. Chairman Martin said the additional classes are "exciting, but I am concerned with getting our daily classes done with limited staff."

### **Organizational Resolution, 2015/16**

Each year the designation of district officers, clerks, agents and depositories of funds is required to be updated and approved by the Board of Directors.

For the coming year, mileage reimbursement rates will increase to \$.575 per mile (from \$.56) to match the IRS rate. The meal reimbursement rate will remain unchanged.

There are Budget Committee vacancies in Zones 2 and 3. The resolution will return for the Board's consideration at the July board meeting.

### **Policies- Section G**

The Board met in a work session meeting on May 26, 2015 to discuss Policy Section G. The next scheduled policy work session is scheduled for September 29, 2015.

The meeting was adjourned at 8:17 p.m.

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Chairman

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Superintendent

**LINCOLN COUNTY SCHOOL DISTRICT  
REGULAR BOARD MEETING AGENDA**  
July 14, 2015

**ITEM:**

**TOPIC:** Personnel Action

**PREPARED BY:** Jennie Scarborough - Human Resources

**WILL BE PRESENTED BY:** Chelsi Sholty, HR Director

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

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**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 — July 14, 2015 — Personnel Action

### Licensed Hire(s):

Shoshana Abramson	Grade 5 Teacher – Taft Elementary School
Andrew Ahrendt	School Counselor – Newport Middle School
Tim Anderson	Special Education Teacher – Sam Case
Sean Bedell	Science Teacher – Newport Middle School
Sam Bond	Science Teacher – Toledo Jr/Sr High School
Tiffany Buck	Grade 5 Teacher – Taft Elementary School
Christina Coleman	Grade 4 Teacher – Taft Elementary School
Andria Douglas	Grade 2 Teacher – Yaquina View School
Peter Ellingsen	Advanced Math – Waldport High School
Mike Freel	Music Teacher – Oceanlake/Taft Elementary School
Rebecca Freel	Special Education Teacher – Newport Middle School
Bryan Freschi	Math Teacher – Newport Middle School
Nathan Green	Special Education Teacher – Toledo Elementary School
Gene Groblebe	Language Arts Teacher – Taft 7-12
Shannon Helmricks	Grade 1 Teacher – Oceanlake
Damian Huff	Math Teacher – Taft 7-12
Jill Keck	Grade 2 Teacher – Toledo Elementary School
Kayla Kratochvil	Grade 6 Teacher – Toledo Elementary School
Jonathan Landis	Social Studies Teacher – Taft 7-12

Ireen Lapham	Spanish Teacher – Newport Middle School
Judy Lilley	School Psychologist - Newport Middle/High School
Adam Martinez	Grade 4 Teacher – Sam Case
Beverly Minard	Grade 5 Teacher – Taft Elementary School
Heidi Morrell	Kindergarten Teacher – Yaquina View
Caitlin Olara	Grade 5 Teacher – Toledo Elementary School
Tami Reinhardt	Special Education Teacher – Taft Elementary School
Leigh Rothweiler	Language Arts Teacher – Taft 7-12
Ben Ryan	Social Studies Teacher – Newport High School
Doug Sain	Language Arts Teacher – Newport Middle School
Ian Schroeder	Special Education Teacher – Taft 7-12
Ali Spangler	Math Teacher – Crestview Heights School
Rachel Steward	Music Teacher – Newport High School
Jodi Warner	Kindergarten Teacher – Crestview Heights School
Melissa Wilk	Grade 1 Teacher – Oceanlake
Chelsea Witherspoon	Kindergarten Teacher – Toledo Elementary School

**Administrator Hire(s):**

Shelley Moore	Assistant Principal – Taft 7-12
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**Resignation Rescinded:**

Ali Kurt	Toledo Elementary School
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**Resignation(s):**

Brittany Hiatt	Grade 2 Teacher Toledo Elementary School	Resignation 8/20/2014 – 6/30/2015
Mike Johnson	Social Studies Teacher Newport High School	Resignation 8/29/2000 – 6/30/2015
Bradley LaMarche	Special Education Teaching Assistant Taft Elementary School	Resignation 9/25/2014 – 6/30/2015
Chelsi Sholty	Human Resources Director District Office	Resignation 5/8/2009 – 7/17/2015
Todd Sholty	Alternative Education Program Manager District-Wide	Resignation 11/16/2011 – 6/30/2015
Kevin VanZee	School Counselor Siletz Valley Schools	Resignation 8/22/2013 – 6/30/2015

**LINCOLN COUNTY SCHOOL DISTRICT  
REGULAR BOARD MEETING AGENDA  
July 14, 2015**

**ITEM:**

**TOPIC:** Confidential Employment Agreement

**PREPARED BY:** Laurie Urquhart

**WILL BE PRESENTED BY:** Steve Boynton, Superintendent

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

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**DESCRIPTION OF AGENDA ITEM:**

District Confidential employees met with administration to review and discuss a new three-year agreement. All parties have agreed to terms of the contract, sent to the Board under separate cover.

The term of the contract is July 1, 2015 through June 30, 2018.

**SUPERINTENDENT'S RECOMMENDATION:**

The Superintendent recommends the Board approve the Confidential Employees Agreement for the July 1, 2015 through June 30, 2018 time period.

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

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

July 14, 2015

**ITEM:**

**TOPIC:** Memorandum of Understanding, Oregon School Employees Association

**PREPARED BY:** Laurie Urquhart

**WILL BE PRESENTED BY:** Steve Boynton, Superintendent

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

**DESCRIPTION OF AGENDA ITEM:**

Members of Chapter 19 of the Oregon School Employees Association (Classified union) ratified a Memorandum of Understanding (MOU) with the district, changing some terms of the contract. The MOU reorganizes position families, and changes the salary schedule based on an analysis of like positions in other Oregon school districts. It affects the remainder of the term of the contract, through June 30, 2017.

The Board received the MOU under separate cover.

**SUPERINTENDENT'S RECOMMENDATION:**

The Superintendent recommends the Board approve the Memorandum of Understanding between the Oregon School Employees Association Chapter 19 and the Lincoln County School District as distributed under separate cover.

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

**LINCOLN COUNTY SCHOOL DISTRICT  
REGULAR BOARD MEETING AGENDA  
7/14/15**

**ITEM:**

**TOPIC:** Alternative Education Program

**PREPARED BY:** Laurie Urquhart

**WILL BE PRESENTED BY:** Eric Clendenin

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

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**DESCRIPTION OF AGENDA ITEM:**

Board Policy IGBHA requires the Board adopt a list of alternative education programs annually.

Director of Secondary Education Eric Clendenin described the 2015/16 alternative education program at the June, 2015 meeting. Compass Learning will provide the online platform for alternative education, with a presence at each high school. Newport and Taft high schools will offer both morning and afternoon sessions, while a morning session will be offered in Toledo (at Arcadia) and an afternoon session in Waldport.

Both credit recovery and advance learning options will be provided.

**SUPERINTENDENT'S RECOMMENDATION:**

The Superintendent recommends the Board approve the alternative education program as presented.

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

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

July 14, 2015

**ITEM:**

**TOPIC:** Resolution 2015/16-1; Organizational Resolution

**PREPARED BY:** Julie Baldwin

**WILL BE PRESENTED BY:** Steve Boynton

**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.

Mileage rates are changed to \$.575 (the IRS rate). Meal reimbursement rates remain the same and match the current State of Oregon rates.

There are Budget Committee vacancies in Zones 2 and 3.

**SUPERINTENDENT'S RECOMMENDATION:**

The Superintendent recommends the Board approve Resolution 2015/16-1, Designation of District Officers, Clerks, Agents and Depositories of Funds, as listed in the July 14, 2015 board folder.

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

**RESOLUTION 2015/16 - 1**

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

**DISTRICT CLERKS**

WHEREAS, Steve Boynton, Superintendent of Lincoln County School District, is designated by law as Clerk/Chief Administrative Officer of said District for the 2015-2016 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 2015-2016 fiscal year.

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

**BUDGET OFFICER**

BE IT RESOLVED, that Steve Boynton is hereby designated to serve as Budget Officer of the Lincoln County School District for the fiscal year 2015-2016.

**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 2015-2016.

**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 2015-2016.

**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 2015-2016.

**APPLICATION FOR FEDERAL IMPACT AID**

BE IT RESOLVED, that Deputy Clerks are designated as the authorized representatives of the District in connection with filing for Federal Impact Aid. Public Law 874, for the Lincoln County School District for the fiscal year 2015-2016.

**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 2015-2016.

**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 2015-2016.

**AMERICANS WITH DISABILITIES ACT (ADA)**

BE IT RESOLVED, that the Director of Support Services and Human Resources Director are appointed as District coordinators for the Lincoln County School District for the fiscal year 2015-2016.

**AGENT OF RECORD, PROPERTY INSURANCE**

BE IT RESOLVED, that PayneWest 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 2015-2016.

**NEWSPAPERS FOR LEGAL NOTICE**

Be it resolved that The News Guard 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 2015-2016 be set at the IRS rate of 57.5 cents; and meal reimbursement rates at \$11.50 for breakfast, \$11.50 for lunch and \$23.00 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 2015-2016 fiscal year:

Columbia Bank	Investments Building Accounts (BA) 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 Depository Account, BA Checking, Investments
U.S. Bank	Investments
Wells Fargo Bank	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 2015-2016.

- 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.

**AUTHORIZATION FOR INTERFUND LOANS**

WHEREAS, ORS 294.460 allows the commingling of funds and any subsequent operating loans from one fund to another fund upon receiving authority from the Board of Directors in the form of a resolution;

BE IT RESOLVED, the Board of Directors of Lincoln County School District to hereby authorize any short term operating loans created from operations.



**SIGNING OF AGREEMENTS**

BE IT RESOLVED, that the Clerk and 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 Zones 2 and 3 be declared vacant.

**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 2015-2016.

Duly passed this 14th day of July, 2015, at the regular meeting of the Board of Directors of Lincoln County School District.

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

\_\_\_\_\_  
Steve Boynton, Clerk of the Board

Board Member:

	<u>Aye</u>	<u>Nay</u>
Karen Bondley	___	___
Liz Martin	___	___
Ron Beck	___	___
Kelley Ellis	___	___
Amanda Remund	___	___

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

July 14, 2015

**ITEM:**

**TOPIC:** Amendment to Agreement, School Based Health Centers

**PREPARED BY:** Laurie Urquhart

**WILL BE PRESENTED BY:** Aaron Belloni

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

**DESCRIPTION OF AGENDA ITEM:**

LCSD has had an agreement with Lincoln County Health and Human Services for many years for school based health centers located in four district schools (Taft 7-12, Newport High, Toledo Jr./Sr. High and Waldport High). The County would like to extend access to the clinics to the general public when school is not in session.

LCHHS will be responsible for the increase in custodial services. LCSD and LCHHS staff will arrange mutually acceptable provisions related to school buildings and grounds for people accessing the clinics.

**SUPERINTENDENT'S RECOMMENDATION:**

The Superintendent recommends the Board approve the Amendment to Interagency Agreement for School Based Health Centers as noted in the July 14, 2015 board folder.

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

# AMENDMENT TO INTERAGENCY AGREEMENT FOR SCHOOL BASED HEALTH CENTERS

THIS agreement dated \_\_\_\_\_ amends the Interagency Agreement for by and between **Lincoln County**, by and through the **Lincoln County Health and Human Services Department**, hereinafter referred to as "LCHHS," and **Lincoln County School District**, hereinafter referred to as "LCSD," as approved by Board of Commissioners Order No. 12-09-311 dated November 25, 2009.

WHEREAS, LCHHS desires to amend this agreement to include expansion of the services of the School Based Health Centers hereinafter referred to as "SBHC", to include services to the general public;

NOW, THEREFORE, the parties agree as follows:

1. **ORIGINAL AGREEMENT**

The Agreement between the parties dated November 25, 2009, as recorded in Lincoln County BOC Order No. 12-09-311, remains in full force and effect except where specifically changed in this amendment. The Agreement is incorporated into this Amendment as if fully set forth.

2. **Section 1.5 LCHHS Responsibilities**

The SBHC may remain open on normal LCSD vacation days, on service days and after regular school hours. LCHHS program staff will be on site during clinic hours.

3. **Section 2.3 LCSD Responsibilities**

Provide access to the SBHC portion of the school buildings after regular school hours, on service days and on regular vacation days.

4. **Section 3.7 Shared Responsibilities**

LCHHS and LCSD will work together to arrange mutually acceptable provisions related to public access to school buildings and grounds for persons receiving SBHC services.

5. **Section 4.7 Description of SBHC Services**

LCHHS will provide a full range of primary care services for community members of all ages at the SBHC. These services will include: comprehensive physical exams for acute and chronic disease, preventive screens, laboratory testing, health counseling, treatment and/or referral of common health disorders, immunizations, reproductive health services, hearing and dental screenings. As provided in the Original Agreement, Section 6. Additional Guidelines, Abortion counseling or referral will not be conducted at the health center nor will abortion related materials be furnished by the health centers.

Fee for services and insurance/provider billing will be established and maintained per LCHHS policies and procedures.

6. This Agreement shall continue in effect until terminated by either party upon giving thirty (30) days' written notice to the other party.

**LINCOLN COUNTY SCHOOL  
DISTRICT**

**LINCOLN COUNTY BOARD OF  
COMMISSIONERS**

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
SUPERINTENDENT

\_\_\_\_\_  
COMMISSIONER

DATE: \_\_\_\_\_

\_\_\_\_\_  
COMMISSIONER

DATE: \_\_\_\_\_

**APPROVED AS TO FORM ONLY:**

**LINCOLN COUNTY HEALTH AND  
HUMAN SERVICES**

  
\_\_\_\_\_  
WAYNE BELMONT, County Counsel

\_\_\_\_\_  
CHERYL S. CONNELL, RN, Director

**LINCOLN COUNTY SCHOOL DISTRICT  
REGULAR BOARD MEETING AGENDA  
July 14, 2015**

**ITEM:**

**TOPIC:** 2015/16 Board Goals

**PREPARED BY:** Laurie Urquhart

**WILL BE PRESENTED BY:** Chairman Liz Martin

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

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**DESCRIPTION OF AGENDA ITEM:**

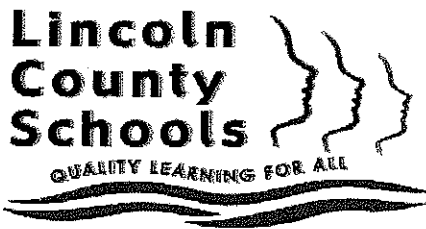
The Board is scheduled to meet in a work session/retreat setting on July 13, 2015. One of the topics for discussion is development of goals for the board for the new year.

2014/15 goals are attached for reference.

**RECOMMENDATION:**

None; discussion only.

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



## 2014-15 BOARD GOALS

1. The LCSD Board of Directors will assist the superintendent and the district in using available resources in the most efficient way possible to increase student opportunity.
2. The Board will educate itself and be knowledgeable as to the district's current needs and strategies to increase student achievement, and will have the ability to communicate these to the community.
3. The Board will recognize and celebrate the completion of the capital improvement projects.
4. The Board will negotiate a contract with the LCEA, representing the needs and interests of the children of the district.