



WOODBURN SCHOOL DISTRICT 103

Regular Meeting Agenda

Woodburn School District Welcome Center and District Office

June 16, 2016 - 7:30 PM

The Woodburn School District Board of Directors met for a work session and regular session at the Woodburn Public Schools Welcome Center and District Office, Woodburn- Oregon.

Work Session called to order: 6:32 pm

Members Present:

Linda Reeves, Board Chair

Gevin Gregory

Linda Johnston

Gustavo Gutierrez

Dave Vancil

Chuck Ransom, Superintendent

Jenne Garcia, Board Secretary

Testing schedule for lead and other contaminants.

- Districts across the State are testing for lead
 - Woodburn Independent is reporting from the area Districts
 - Concerns with radon and copper as well
 - Test each fixture not building
 - Not just drinking fountains
 - About 285 fixtures to test in WSD
 - Samples are taken
 - Sent to lab
 - Cost is \$19 per fixture
 - State sending helpful guidelines
 - City of Woodburn water report is good
 - Test results should be coming in soon, Superintendent Ransom is hoping to report to the Board by next meeting.
 - JJHenri will be available to guide us with the testing and results
- Hiring for Greater Diversity
 - The District has partnered with TeachOregon and the collaboration with Chalk Board project
 - Grow your own strategy
 - 12 Student Teachers will be in our schools for the 1016-17 school year
 - Students enroll in Woodburn Chemeketa and transfer to Pacific University
 - 3 former students have been hired
 - Western Oregon partnership in process on how to Sponsor our students
 - Re-image teaching as a professional

- Income level
 - TeachOregon
 - Cadet Teaching program at the HS
 - Showing our bilingual candidates that they are valuable
 - Content based exams but not CBES? (check with Casey)
 - What other barriers do we have with Western Oregon?
 - Salem-Keizer SD recruits Student Teachers from WOU
 - The type of experience you get in Woodburn is unique
 - Willingness of our Universities to work together and support
 - Partnerships
 - George Fox
 - Pacific U
 - Western
 - Portland State
 - Internal competition is going away
 - Putting effort in recruitment
 - Students and our District are going to benefit
 - Specializing in teaching Bilingual Education
 - How to get the secondary endorsements in languages other than English
- Working Conditions for Administrators, Supervisors, Coordinators, Confidential Staff and other Non-representative:
 - One working agreement (document)
 - Administrators
 - Licensed and classification
 - Evaluation Program
 - Supervisors and Coordinators
 - Confidential
 - Other Non-represented
 - Agreement
 - Number of work days they are assigned
 - 260 days
 - Holidays and vacations
 - Changes:
 - Admin year
 - Prior 260 days no vacation
 - In this contract 260 days
 - 25 vacation days
 - 12 holidays
 - Is there an expectation what that year looks like for July 1- July 30th?
 - Admin had PD to request
 - Non-contact days

- Expectation is now to track when Admin are in and out of the building
- A few years ago Admin had 235 and Admin had to specify vacation days
- Supt perspective
 - Consistency on how to apply guidelines
 - Pretty comparable
- A few admin were not taking time off, some were taking more than 25 days off.
- Adjustment for this group
- Small School Principal making about more than \$6K than Elementary Principal
 - More demanding hours
 - Small school model doesn't provide support staff

Work Session ended 7:29 pm

Regular Meeting called to order: 7:32 pm

1)

CALL TO ORDER:

1) 1. Pledge of Allegiance

1) 2. Adoption of Agenda

Dave Vancil moved to adopt the agenda as presented.

Gustavo Gutierrez seconded the motion. The motion passed.

2)

REPORTS:

2) 1. Bond Updates

Presenter: John Henri

District Office moving this weekend

Success and Washington- drawings complete

Looking at cost options to expand Kitchen at Washington

- Drawing will go to the BAAC next week for options
- Kitchen has been too small for that current campus and we are expanding capacity
- Current kitchen was built for 400 students
- City timeline: a couple of weeks
- Plans have been submitted to City, responding to their needs. City is checking that we are up to code
- Success- Solar consultant for solar along Goose Creek
- Goose Creek- ideal space for

2) 2. Human Resources

Presenter: Casey Woolley
Teacher Pipeline by establishing a, Brea Cohen attended a conference for Cadet Teaching. Cadet Teaching Club now at the High School
Students attend conference,
PR Campaign- job fairs, beneficial job and very rewarding, sustainable
Many former students come back to teach.
Community Recruiters- help students have access to college and educate students and their families. Reach out to students their Freshman year.
Purposeful partnership: Casey met with Elementary admin and partnership university to place Student Teachers in our schools. Making purposeful placements. Has development Co-teaching model includes professional development for the teacher. Teacher and student teacher planning together. Mutually beneficial. Local universities have an increase in bilingual candidates.
TeachOregon:
Final year of grant
Scholarships and recruitment
Scholarships for year 3 and 4 when needed

3)

PUBLIC FORUM:

No members of the community signed up for public forum.

4)

CONFIRMATION ITEMS:

Linda Johnston moved to approve confirmation items in mass as presented. Gevin Gregory seconded the motion. The motion passed.

4) 1. Regular and Special Board Meeting Minutes of May 19 and June 2, 2016

4) 2. Personnel

4) 3. Financial: Revenue & Expenditures

4) 4. Acceptance of Gift/Donations

4) 5. Surplus Property Disposal Report

4) 6. Funding Proposals & Applications

4) 6. 1. Early Learning Hub

- Extension pilot program, expanding slots for Pre-School

5)

BOARD ACTION ITEMS:

5) 1. **OLD BUSINESS**

5) 1. 1. Renewal of Property and Casualty coverage
Insurance Brokers: denied WSD
Dave Vancil moved to renew our Property and
Causality coverage with Property and Casualty
Coverage for Education. Linda Johnston seconded the
motion. The motion passed.

5) 1. 2. Policy Updates, Second Reading
EFAA-AR, GBM, GBMA, GCBDC/GDBDC,
GCBDC/GDBDC-AR, IGAI, IGBBA, IGBBA-AR,
IGCA, IGDF, IGDF-AR, IKF, JFC, JG, JHCDA,
JHCD/JHCDA-AR
IGBBB- Delete per OSBA

Linda Johnston moved to approve the Policy Updates
as presented. Dave Vancil seconded the motion.
The motion passed.

5) 2. **NEW BUSINESS**

5) 2. 1. Board Resignation
Dave Vancil resigned from the Woodburn School
District Board of Directors. Mr. Vancil served for the
last 8 years. Mr. Vancil would like to thank the Board
and District for allowing him to serve.
Superintendent Ransom extended a personal thank
you to Mr. Vancil for supporting him through Interim
and now Superintendent. Supt. Ransom mentioned
that Dave cares deeply about students and his
community. Dave's outstanding Leadership will be
missed.

Dave Vancil has resigned with one year remaining in
his term.

Linda Johnston moved to declare the Board Vacancy.
Gevin Gregory seconded the motion. The motion
passed.

5) 2. 2. Board Vacancy Process & Timeline
Recommendation:

- 8/11/16 Applications Due

- 8/18/16 Applicant Interviews

Plan will be to include new Board Member in the retreat.

Gevin Gregory moved to approve the Board Vacancy Process and timeline as presented. Gustavo Gutierrez seconded the motion. The motion passed.

Community Members and parents are encouraged to apply.

Board will look at BAAC Charter to see if Dave Vancil can still serve on the BAAC as an additional BAAC Member. Board would like to keep Dave on the BAAC because of his experience.

5) 2. 3. Job Description Update: Special Education Program Coordinator

Update of a previous job description. Major change is that this position now requires and Administrative License.

Special Ed teachers and assistants have been evaluated by the building principals.

IDEA and IEP compliance- admin can provide higher level of support

Linda Johnston moved to approve the Job Description update as presented. Gustavo Gutierrez seconded the motion. The motion passed.

5) 2. 4. Superintendent Contract

Presenter: Board Chair

Board Chair is recommending/suggesting that we add one more year. Next contract would be for 2 years. Vacation and holidays would be added.

20 vacation days, 12 holidays

Dave Vancil moved to extend the Superintendent Contract with changes as recommended. Gevin Gregory seconded the motion. The motion passed.

5) 2. 5. Appropriation Transfer

Resolution No. 16-009

Welcome Center/DO project- budget complications.

Rather than forcing the budget or add to the bond dept. Recommendation to fund with General Fund.

After the budget has been adopted we can only make transfers by making an appropriation transfer.

Funds are available in Maintenance Salaries for positions that could not be filled. There was no candidates that we could fill for the 2015-16 school

year.
\$180K would properly furnish the new building.
Gevin Gregory moved to approve Resolution No. 16-009. Linda Johnston seconded the motion. The motion passed.

Order will be placed by June 30th. Furniture delivered shortly after.

6)

BOARD ANNOUNCEMENTS

Date	Time	Event
6-22-16	6:30	BAAC Meeting @ 1390 Meridian Dr.
6-30-16	6:30	Budget Hearing @ 1390 Meridian Dr.
7-14-16	6:30	Work and Regular Board Meeting @ 1390 Meridian Dr.
8-20-16	9:00 am	Board Retreat @ 1390 Meridian Dr.

7)

FUTURE AGENDA ITEMS:

- 7) 1. Wellness Committee Report
- 7) 2. August Board Meetings:
 - No Work Session
 - Work Session and Regular Meeting, August 18, 2016

Items: none

8)

ADJOURNMENT: 8:20 pm