



WOODBURN SCHOOL DISTRICT 103
Regular Meeting Agenda
Woodburn School District Office
April 20, 2017 - 7:30 PM

The Woodburn School District Board of Directors met for a regular session at the Woodburn School District Office, Woodburn- OR. The following individuals were present:

Members present:

Linda Reeves

Gustavo Gutierrez

Linda Johnston

Chuck Ransom, Superintendent

Jenne Garcia, Board Secretary

Gevin Gregory present for regular meeting

Absent: Laura Isiordia

Meeting called to order at 6:35 pm

Work Session:

- High School Accreditation
All high schools passed. Accreditation final report will be received in the Fall of 2017
Classroom observations, student interviews, teacher interviews showed the pride students took in their schools.
Success: being able to offer higher level courses fell under opportunities for improvement, addressing nonacademic pieces
WeBSS: proficiency based grading, student performance
Few Districts across the State are modeling Proficiency based grading in the high school level
Opportunity of improvement: meeting the unique styles of students, students with disabilities, 504 plans, and interventions.
WAAST- identify around instructional time, CTE programs continuing to develop
Opportunity for improvement- proficiency based grading, reviewing and revising communication tools.
Powerful practice- leadership of school was very responsible for student achievement. Has specific autonomy. Principal student advocate and promote student success.
AIS- improvement priority, Opportunity of improvement- student point of view- being able to spend more time with college and career counselor. Powerful practices- mission and vision of school implemented with students and parents. Communication with families- parents feel welcome
Lead mentioned that accreditation would be granted.
AdvancED- accreditation, team members are matched by school
- STEM Festival: Juan Larios gave a brief presentation about the District STEM Festival that was held at Heritage Elementary.

Work Session adjourned at 7:25 pm

Regular Meeting: Agenda

1) **CALL TO ORDER: 7:31 pm**

1) 1. Pledge of Allegiance

1) 2. Adoption of Agenda

Linda Johnston moved to adopt the agenda as presented.

Gevin Gregory seconded the motion. The motion passed.

2) **STAFF & STUDENT RECOGNITION:**

2) 1. Maintenance Department

Jerry Land, Head Custodian at Washington (not present)

Ben Norred, HVAC expertise 300+ units

Rufina Sanchez, Heritage/Valor

3) **REPORTS:**

3) 1. Bond Update

Presenter: JJ Henri

Welcome Center- revising calculations with contractor for screen addition

4 engineers working on structural upgrade

Washington Elementary- sequence of events to not displace students

Bids extended by 10 days

Building permit review process- current, on last revisions

Residential properties- contractor to start on Monday

May 15 possible date to remove houses.

High School- fire restoration- Woodburn Construction bid

Fire Sprinkler system- out to bid, next Board meeting to award

Responding to questions, what if we aren't done by the time the school is out?

Heritage/Valor- receiving information from DOWA

Success- 2nd incompleteness letter, property adjacent from high school.

Consolidating property with WC/DO

Received easement

Building permit submission, separate site work and building work

Contractor on board for utilities

CMGC is Triplet Wellman- they would split projects

Solar panels- RFP almost complete, District review Friday and out to bid next week

Possible Special Meeting in May for award.

Diversity outreach done with work.

Contractor list- 60 businesses, 20% have been certified, 20% are in progress

All bids open, everyone has the opportunity to apply

General Contractors- break out their packages

We will have preference in a certain criteria, grade when bids

Businesses now can bid statewide once they have become certified.

3) 2. Maintenance Department

Presenter: Ivan Leigh

Safety- weekly standups in Maintenance 7:00 am on Friday mornings

Prevent issues, issues going on in building, working with staff closely to train staff.

Staffing- 98%, new high school staff

SMART Goal- Work Order system: school dude, going paperless,

Retrain: facilities, head custodians, head secretaries

Facilities techs- project minded, training techs to connect with vendors and be project managers

Valor/Heritage boilers installed- 20+ years with proper maintenance, system flushed and addressed concerns.

Looking ahead:

Organizational development

Assistant Maintenance Supervisor now working night shift.

Custodians have support

Collaboration tools- being developed

SDS- safety data sheet

Bond Projects- learning and getting on board.

3) 3. Business Office

Presenter: Nancy Hall

Business Office- 2 clean audits.

Nancy Hall recognized her staff:

Robin Severson- benefits

Melissa- Accounts Payable, payroll

Sandy Arellano- Accounting Specialist, manages grants

Tina Kamakeeaina- Assistant secretary

4) **PUBLIC FORUM:**

5) **CONFIRMATION ITEMS:**

Linda Johnston moved to approve confirmation items in mass as presented.

Gustavo Gutierrez seconded the motion. The motion passed.

5) 1. Regular Board Meeting Minutes of March 2, 2017 and February 2, 2017

5) 2. Personnel

Irene Novichihin will be retiring.

5) 3. Financial: Revenue & Expenditures

5) 4. Acceptance of Gift/Donations

5) 5. Surplus Property Disposal Report

5) 6. Funding Proposals & Applications

5) 6. 1. Nike School Innovation Fund

2017 Grant Cycle, \$11,748.00

Academy of International Studies

Woodburn Academy of Art, Science and Technology

5) 6. 2. Oregon Education Association Foundation

Heritage Elementary

\$82.10

Eyeglasses for student

Cherene would like to present the work to the Board of the Oregon Education Association Foundation

5) 6. 3. Oregon Sports Authority Grant

French Prairie Middle School

6) **BOARD ACTION ITEMS:**

6) 1. **OLD BUSINESS**

6) 1. 1. Policy Updates

EFAA, EFAA-AR, ING, ING-AR, JEC, JECBD, JECBD-AR, JHCCF, JHCCF-AR, JOC

EFAA & AR- to be up to compliance, minor changes

ING- building principal approval, animals in District

JEC & JECBD- changes to law around homeless student, maintain attendance in your District

JHCCF- recommendation from National Association of School Nurses, Pediculosis Management in the school Setting,

Trained school personnel

Severe infestation, minimum will be around 10

Treatment will be 24 hours

Students sent home with resources on how to treat.

JOC- Legal Names of Students

Linda Johnston moved to approve the policy updates as recommended and presented.

Gevin Gregory seconded the motion. The motion passed.

6) 2. **NEW BUSINESS**

6) 2. 1. Teacher Appreciation Week

Resolution 17-006

Linda Reeves read Resolution 17-006

Gevin Gregory moved to approve Resolution 17-006 Teacher Appreciation Week.

Gustavo Gutierrez seconded the motion. The motion passed.

6) 2. 2. Inclement Weather School Closure Days

5 days have been missed. Superintendent recommended to forgive the additional 2

days.

ODE allowed to forgive 14 hours

Linda Johnston moved to forgive the 2 days of the inclement school closure days.

Gevin Gregory seconded the motion.

The motion passed.

6) 2. 3. Resolution No. 17-007

Approve BBL Architects as Architect, Master Services Agreement for the 2015 Capital Improvements Bond Program. Architectural Services will be performed on a Task Order basis as requested by the Woodburn School District No. 103, Marion County.

On call services as needed.

Linda Johnston moved to Approve BBL Architects as Architect, Master Services Agreement for the 2015 Capital Improvements Bond Program. Architectural Services will be performed on a Task Order basis as requested by the Woodburn School District No. 103, Marion County.

Gevin Gregory seconded the motion. The motion passed.

6) 2. 4. Resolution No. 17-008

Approve Kerr Contractors Oregon, Inc to complete the Washington Elementary School- Residential Demolition Project located at 839 E. Lincoln St and 845 E. Lincoln St., Woodburn, Oregon 97071

\$85,300

Gevin Gregory moved to Approve Kerr Contractors Oregon, Inc to complete the Washington Elementary School- Residential Demolition Project located at 839 E. Lincoln St and 845 E. Lincoln St., Woodburn, Oregon 97071.

Linda Johnston seconded the motion. The motion passed.

6) 2. 5. Resolution No. 17-009

Approve Woodburn Construction Co. as the Prime Contractor to complete the Woodburn High School-Fire Restoration Project located at 1785 N. Front St., Woodburn, Oregon 97071

Lowest bidder- increase \$14,000 for choir room floor

Linda Johnston moved to Approve Woodburn Construction Co. as the Prime Contractor to complete the Woodburn High School-Fire Restoration Project located at 1785 N. Front St., Woodburn, Oregon 97071.

Gustavo Gutierrez seconded the motion. The motion passed.

6) 2. 6. Resolution No. 17-010

Approve BBL Architects as Architect for the Woodburn High School Projects located at 1785 N. Front St., Woodburn, Oregon 97071 for the Classroom Renovation, Fire Sprinkler, and Conceptual Design of the Replacement School Facility.

Linda Johnston moved to Approve BBL Architects as Architect for the Woodburn High School Projects located at 1785 N. Front St., Woodburn, Oregon 97071 for the Classroom Renovation, Fire Sprinkler, and Conceptual Design of the Replacement School Facility.

Gustavo Gutierrez seconded the motion. The motion passed.

6) 2. 7. Resolution No. 17-011

Approve Dull Olson Weekes- IBI Group Architects, Inc ("DOWA") as architects for the Heritage Elementary School and Valor Middle School Roofing Replacement Project ("Heritage Valor Re-roofing Project") located at 440 Parr Rd NE, Woodburn, OR 97071

Linda Johnston moved Approve Dull Olson Weekes- IBI Group Architects, Inc ("DOWA") as architects for the Heritage Elementary School and Valor Middle School Roofing Replacement Project ("Heritage Valor Re-roofing Project") located at 440 Parr Rd NE, Woodburn, OR 97071.

Gevin Gregory seconded the motion. The motion passed.

7) **BOARD ANNOUNCEMENTS**

April 27, 2017: First Budget Committee Meeting at 6:30 pm

May 4, 2017: Board Work Session at 6:30 pm- make into a Special Session

May 11, 2017 Second Budget Committee Meeting

May 16, 2017: District Music Festival, Woodburn High School at 7:00 pm

May 17, 2017: BAAC Meeting at 6:30 pm

May 18, 2017: Work Session and Regular Board Meeting at 6:30

8) **FUTURE AGENDA ITEMS:**

Oregon Promise- up to 90 credits free

9) **ADJOURNMENT:** 8:52 pm