

SWEET HOME SCHOOL DISTRICT NO. 55

Sweet Home, Oregon

Board Chairman Jason Redick called the **regular meeting** of the board of Directors of Sweet Home School District No. 55 to order at 6:30 p.m. on July 11, 2022.

Board Members in Attendance

Mike Reynolds, Jason Van Eck, Debra Brown, Jason Redick, Mike Adams, Sara Hoffman, Dale Keene, Kevin Hill: Absent: Sara Hoffman, Jim Gourley

Staff Members in Attendance

Superintendent: Terry Martin; Administrators: Kevin Strong, Josh Darwood, Darel Bidwell Certified: none; Classified: Michelle Bidwell; Board Recording Secretary: Julie Emmert

Other Attendance: Benny, New Era

2. Elect Board Officers for 2022-2023 School Year ORS 322.040 BC/BCA

Motion No. 22-35: Board Member Debra Brown moved to appoint Mike Reynolds as Board Chair, and Jason Redick as Vice Chair. Board Member Dale Keene seconded the motion. The motion passed unanimously

Motion No. 22-36: Board Member Dale Keene moved to appoint Debra Brown as secretary. Board Member Jason Van Eck seconded the motion. The motion passed unanimously

Board Chair: Mike Reynolds
Vice-Chair: Jason Redick
Secretary: Debra Brown

3. Agenda Approval/Changes

Chairman Redick called for changes and/or approval of the agenda.

Motion No. 22-37: Board Member Jason Van Eck moved to approve the agenda as presented. Board Member Mike Adams seconded the motion. The motion passed unanimously

4. Public Comments: NONE

5. Student & Personnel Reports/Comments

- A. Certified & Classified Representatives: None
- B. Superintendent's Report:

- 1. Personnel– The teacher shortage does continue, and it is not limited to teachers–there is a worker shortage. It is not specific to Sweet Home, nor Oregon, nor just the U.S. We continue to be very short staffed. We are working on this. We offer excellent benefits, including medical, dental, vision, and retirement. We pay the employee portion on retirement, as well. We have the best shift available: day shift while students are in school. Our employees are off on weekends and holidays. We are still short. With certified, we are currently short 9 teachers. The majority is elementary: PE and classroom, and we also need a HS English and Spanish teacher. We will continue to work on this, and I am confident we will hire the best candidates available to teach our students.
- 2. Superintendent goals–Superintendent Martin is working on developing his 100-day plan, his goals, and areas of focus. I can assure you that the four pillars in our current 5-year plan are valid and worthy to pursue. I am looking forward to getting us grounded in our 5-year

- plan again, get us back on track with student attendance, student safety, student achievement, and increasing our graduation rate.
3. Jamboree preparation and meetings continue as we do all we can to facilitate the Jamboree on District grounds. This is an enormous undertaking, and what a great thing for the Sweet Home community. We will continue our partnership with the Jamboree and our commitment to the Community of Sweet Home.
 4. Summer work—For this portion, I will defer to Josh Darwood, who provided a video for the board to watch.

7. Consent Agenda

- A. Approved minutes from the June 13, 2022 School Board Meeting
- B. Designated the Local Government Investment Pool and Key Bank as depositories for the District for 2022-2023 ORS 328.441 DG
- C. Designated Superintendent as Chief Administrative Officer, District Clerk and Hearings Officer for 2022-2023 BCD
- D. Designated Pauly Rogers as auditors of record for 2022-2023
- E. Designated The Hungerford Law Firm as attorney of record for 2022-2023 DJCA
- F. Authorized the use of facsimile signatures for the Superintendent and the Business Manager for 2022-2023 ORS 328.441, 328.445 DGA
- G. Authorized cooperative purchasing agreements with other local education agencies, county, state, and federal agencies for 2022-2023
- H. Approved resolution to expend Federal Forest Timber receipts received in 2022- 2023 on salaries in the General Fund
- I. Designated the Business Manager as the Deputy Clerk, custodian of funds and Budget Officer for 2022-2023 322.525 DH
- J. Designate Superintendent as the signature authority on all state and federal grants for 2022-2023
- K. Designated Brown & Brown as our Liability Insurance Agent of Record for 2022- 2023
- L. Authorized Business Manager & Superintendent to handle District funds for the 2022-2023 fiscal year
- M. Authorized Sweet Home School Board as the Local Public Contract Review Board ORS 279A.060
- N. Approved to extend the award for Food Products and Non-Food Supplies to Sysco for the 2022-2023 school year
- O. Approved hire of Amanda GaVett, Jr. High Assistant Principal effective August 1, 2022
- P. Approved hire of Deborah Suing, 5th/6th grade teacher at Oak Heights elementary for the 2022-2023 school year
- Q. Approved hire of Kate Virtue, 4th grade teacher at Foster Elementary for the 2022-2023 School year
- R. Approved hire of Summer Anderson, 2nd/3rd grade teacher at Hawthorne Elementary for the 2022-2023 school year
- S. Accepted resignation from Sarah Peterson, Science teacher at the Jr. High school effective June 30, 2022
- T. Approved Hire of Tamara White, Life Skills Coord/District Behavior Specialist for the District for the 2022-2023 school year
- U. Approved the Hire of Ryan Kildea, Science teacher at the Jr. High school for the 2022-2023 school year
- V. Approved hire of Alecia Gardner, .50 PE teacher at the Jr.High school for the 2022-2023 school year
- W. Accepted resignation from Mitch Robison, Behavior Specialist for the District effective immediately
- X. Approved resignation of Milli Horton, Nutrition Services Director effective June 30, 2022
- Y. Approved resignation of Colleen Henry, Director of Instructional Technology effective June 30, 2022

- Z. Approved hire of Marissa Ziemer, 3rd grade teacher at Foster Elementary for the 2022-23 School year
- AA. Approved hire of Jeffrey VanEpps, PALS teacher at Hawthorne Elementary School for the 2022-23 school year

Motion No. 22-38: Board Member Jason Redick, moved to approve the revised consent agenda as presented. Board Member Mike Adams seconded the motion. The motion passed unanimously.

7. Information/Discussion

- A. Budget Update- Kevin Strong, Business Manager gave a report on the Budget and ESSER Funds. The Sweet Home School District's ending fund balance grew during the 2021-22 school year from 11.6 percent to 13.1 percent primarily due to spending less than what was budgeted. The District utilized federal Emergency Relief Funds and State Student Investment Account funds resulting in lower General Fund Expenditures. In addition, the District did not fill all of its open staff positions which resulted in general Fund savings. We have purchased technology; chrome books but funds must be spent on education loss due to COVID. Signing bonuses – bus drivers and classified. Certified will receive \$500.00 for returning in September.
- B. Facility Report: Josh Darwood shared a video of summer projects throughout the district in Superintendent report
- C. Board Policies first read
 - GA Personnel Policies Goals
 - GAA Personnel: Definitions
 - GAB Job Descriptions
 - GB General Personnel Policies
 - GBA Equal Employment Opportunity
 - GBA-AR Veterans' Preference
 - GBB Staff Involvement in Decision Making
 - GBC Staff Ethics
 - GBC-AR Staff Ethics
 - GBCA Staff Religious Dress
 - GBCA-AR Staff Religious Dress
 - GBCB Staff Conduct
 - GBCB-AR Staff Conduct
 - GBCBA Alcohol/Controlled Substance Use
 - GBCBB Employee Assistance
 - GBD Board-Staff Communications
 - GBDA Expression of Milk in the Workplace
 - GBE Staff Health and Safety
 - GBEA Workplace Harassment
 - GBEA-AR Workplace Harassment Reporting and Procedure
 - Staff Protection GBEEA
 - GBEB Communicable Diseases – Staff
 - GBEB-AR Communicable Diseases – Staff
 - GBEBA Staff - HIV, AIDS, and HBV
 - GBEC Drug-Free Workplace
 - GBEC Drug-Free Workplace
 - GBED Medical Examinations and Drug Testing
 - GBEDA Drug and Alcohol Testing - Transportation Personnel
 - GBEDA-AR Drug and Alcohol Testing - Transportation Personnel
 - GBF Staff Participation in Community Activities
 - GBG Staff Participation in Political Activities
 - GBH/JECAC Staff/Student/Parent Relations
 - GBHB Student Management
 - GBI Gifts and Solicitations
 - GBI-AR Internet-Based, Crowd Funding Solicitation
 - GBJ Weapons in Schools - Staff
 - GBK/JFCG/KGC Prohibited Use, Distribution or Sale of Tobacco Products and Inhalant Delivery Systems
 - GBL Personnel Records

GBLA Disclosure of Information
GBMA Staff Complaints GBM Whistleblower
GBN/JBA Sexual Harassment
GBN/JBA-AR(1) Sexual Harassment Complaint Procedure
GBN/JBA-AR(2) Federal Law (Title IX) Sexual Harassment Complaint Procedure
GBNA Hazing, Harassment, Intimidation, Bullying, Menacing or Cyberbullying - Staff
GBNA-AR Hazing, Harassment, Intimidation, Bullying, Menacing, or Cyberbullying Procedures - Staff
GBNA/JFCF Cyberbullying
GBNAA/JHFF Suspected Sexual Conduct with Students and Reporting Requirements
GBNAB/JHFE Suspected Abuse of a Child Reporting Requirements
GBNAB/JHFEAR(1) Reporting of Suspected Abuse of a Child
GBNAB/JHFEAR(2) Abuse of a Child Investigations Conducted on District Premises
GC Licensed Staff Positions
GCA License Requirements
GCAA Standards for Competent and Ethical Performance of Oregon Educators
GCAB Personal Electronic Devices and Social Media – Staff
GCB Licensed Staff Contracts and Compensation Plans
GCB/GDBA Initial Placement on Salary Schedule
GCBAC/GDBAC Death of an Employee
GCBCA/GDBCA Continuation Coverage Health Benefits
GCBBD/GDBD Personal Illness and Injury Leave
GCBDA/GDBDA Family Medical Leave
GCBDA/GDBDAAR(1) Federal Family Leave /State Family Medical Leave
GCBDA/GDBDAAR(2) Request for Family and Medical Leave
GCBDA/GDBDAAR(3)(A) Certification of Health Care Provider
GCBDA/GDBDAAR(3)(B) Certification of Health Care Provider
GCBDA/GDBDAAR(3)(C) Military Family Leave
GCBDA/GDBDAAR(3)(D) Military Family Leave
GCBDA/GDBDAAR(4) FMLA/OFLA Eligibility Notice to Employee
GCBDA/GDBDAAR(5) FMLA/OFLA Sample Designation Letter to Employee FMLA/OFLA
GCBDA/GDBDAAR(6) - Designation Notice
GCBDA/GDBDAAR(7) Fitness-for-Duty Certification
GCBDA/ GDBDAA COVID-19 Related Leave
GCBDA/ GDBDAA-AR(1) COVID-19 Related Leave
GCBDA/ GDBDAA-AR(2) COVID-19 Related Leave 67
GCBDB/GDBDB Early Return to Work
GCBDB/GDBDBAR Early Return to Work
GCBDC/GDBDC Domestic Violence, Harassment, Sexual Assault, or Stalking Leave
GCBDC/GDBDCAR Request for Domestic Violence, Harassment, Sexual Assault or Stalking Leave
GCBDD/GDBDD Sick Time
GCBDE/GDBDE Military Leave of Absence
GCBF Break in Service
GCC/GDC Staff Recruiting
GCD Hiring of Licensed Staff
GCDA/GDDA Criminal Records Checks and Fingerprinting
GCDA/GDDA Criminal Records Checks and Fingerprinting
GCEA Substitute Teacher Salaries
GCEC/GDEC Job Sharing
GCEC/GDEC-AR Licensed Staff/Classified Staff Job Share
GCL Assignments and Transfers GCI/GDI Staff Development - Licensed
GCL-AR(1) Staff Development GCL/GDL Staff Development - Licensed
GCL-AR(2) Professional Development Plan.
GCMA Teacher Grade Books and Lesson Plans
GCN/GDN Evaluation of Staff
GCPA Layoff - Licensed Staff
GCPA-AR Layoff/Recall - Licensed Staff
GCPB/GDPB Resignation of Staff
GCPD/GDPC Retirement of Staff
GCPD Suspension and Dismissal of Licensed Personnel
GCPD Discipline and Dismissal of Licensed Staff
GCPD-AR Discipline and Dismissal of Licensed Staff
GCQA/GDQA Nonschool Employment

GCQAB Private Tutoring for Pay
GCQB Research
GCQBA Copyrights and Patents
GCQC Exchange Teaching
GD Classified Staff Positions
GDA Instructional Assistants
GDC Recruitment of Classified Staff
GDCA Posting of Vacancies
GDEA Substitute Classified Salaries
GDIA Notice of Employment
GDPD Suspension and Dismissal of Classified Personnel

8. Action Items:

- A. Designate the day, time and location for the official school board meetings Chairman
Action for the 2022-2023 school year ORS-322-045BD/BDA

Motion No. 22-39: Board Member Jason Van Eck, moved to approve keep the day time and location the same as 2022-2023. Board Member Dale Keene seconded the motion. The motion passed unanimously.

- B. Approve Interim Superintendent Contract for Terry Martin effective July 1, 2022 - June 30, 2023

Motion No. 22-40: Board Member Jason Van Eck, moved to approve Interim Superintendent Contract for Terry Martin effective July 1, 2022 - June 30, 2023. Board Member Mike Adams seconded the motion. The motion passed unanimously.

9. Board Comments:

10. Late Items – No late items

11. Future Agenda Items

- A. Next Board Officers Meeting August 1, 2022 at 3:30 p.m. Superintendent's Office
B. Next Board Meeting August 8, 2022 at 6:30 p.m. in DO Boardroom
C. In-service - August 29, 2022 - more details to come

12. Adjournment

The meeting adjourned at 6:57 p.m.

Signature, Board Chairman

Julie Emmert, Board Recording Secretary
(This meeting was also recorded and saved supt/board/audio)