

The Board of Directors of Pendleton School District 16R met in regular session at the district office boardroom at 6:00 p.m. on Monday, July 10, 2017.

Present: Lynn Lieuallen, Chair
Dale Freeman, Vice Chair
Dave Krumbein
Debbie McBee
Michelle Monkman
Steve Umbarger
Chris Fritsch, Superintendent
Michelle Jones, Director of Business Services
Julie Smith, Director of Special Programs
Matt Yoshioka, Curriculum Instruction & Assessment Coord.
Tami Calvert, Secretary
Antonio Sierra, East Oregonian (arrived at 6:50 p.m.)

Absent: Gary George

Opening and Call to Order

Chair Lieuallen called the meeting to order at 6:00 p.m. Mrs. Lieuallen reminded those in attendance that the meeting is audio recorded. The group recited the Pledge of Allegiance.

Minutes of the Meeting

Chair Lieuallen asked if there were additions or corrections to the minutes of the June 6, 2017 and June 12, 2017 special board meetings and the minutes of the June 12, 2017 regular board meeting. A motion to approve the minutes as presented was made by Debbie McBee, seconded by Dave Krumbein, and approved unanimously by the board.

Policies – First Reading

Matt Yoshioka presented the following policies for first reading and noted that they will be brought to the August meeting for approval.

Policy CBG – Evaluation of the Superintendent
Policy GBMA – Whistleblower

Strategic Plan Update

Chris Fritsch announced that we are currently working on the content and format of the strategic plan focusing on the next five years for the district.

Restraint and Seclusion Report

Julie Smith shared the annual Restraint & Seclusion Report for the 2016-2017 school year. Julie noted that there were no seclusions reported this year.

Pendleton Association of Teachers

No Report

Oregon School Employee Association

Teri McCoy had no report this evening.

PL874/Indian Education

Lloyd Commander had no report this evening.

Mid- Columbia Bus Company

Mark Parm reported that the bus company has three new busses this year. Mr. Parm invited the board and others to tour the new busses that are parked out in front of the building this evening. The new white bus is on trial and has many safety features.

Matt Yoshioka shared that there are 14 busses who serve students on the reservation. He shared that the tribal language has been added to each of the bus name plates and shared one of the name plates with the group.

Preliminary 2017-18 Board Member Committee Assignments

Chair Lieuallen reviewed the following board member committee assignments for the 2017-2018 school year:

| COMMITTEE | 2017-2018 |
|-----------------------------|--|
| EDUCATION FOUNDATION | Dale Freeman Dave Krumbein |
| ESD BUDGET COMMITTEE | Dale Freeman Dave Krumbein |
| SAFE SCHOOLS | Gary George Debbie McBee |
| BOND OVERSIGHT | Gary George Lynn Lieuallen Michelle Monkman |
| CORE CONSTRUCTION | Dave Krumbein Debbie McBee |
| EXECUTIVE COMMITTEE | Dale Freeman Lynn Lieuallen Debbie McBee |

| | |
|-----------------------|---|
| NEGOTIATIONS | Gary George Dave Krumbein Steve Umbarger |
| ADOPT-A-SCHOOL | McKay – Dale Freeman PELC – Lynn Lieuallen Sherwood – Michelle Monkman Washington – Gary George PHS – Debbie McBee SMS – Dave Krumbein Alt/P-Tech – Steve Umbarger |

IMESD District Board Talking Points

Superintendent Fritsch summarized the IMESD Board Talking Points for July 2017.

Suggestions and Comments from Visitors

There were no comments this evening.

Chair Lieuallen recessed the Regular Board Meeting at 6:17 p.m. The board and administrators had the opportunity to tour the two new busses from the bus company.

Executive Session

Chair Lieuallen stated that the school board will now meet in executive session for the purpose of considering the land proposal with the City of Pendleton. The executive session is permitted under ORS 192.660 (2) (e) which allows the school board to meet in executive session to conduct deliberations to negotiate real property transactions.

A motion to adjourn into executive session to discuss the land proposal with the City of Pendleton was made by Dale Freeman, seconded by Michelle Monkman, and approved unanimously by the board.

Chair Lieuallen convened executive session at 6:30 p.m. per ORS 192.660 (2) (e) to conduct deliberations to negotiate real property transactions.

Chair Lieuallen reconvened the regular board meeting at 6:42 p.m.

Cancellation of August Special Board Meeting

Superintendent Fritsch stated that because the board will meet in August for another retreat he is recommending the cancellation of the August 8, 2017 special board meeting. A motion that the August 8, 2017 special board meeting be cancelled was made by Dale Freeman, seconded by Steve Umbarger, and approved unanimously by the board.

Approval of June 30, 2017 Financial Report

Michelle Jones reviewed the revenue and expenditure report for June 30, 2017. A motion to approve the June 30, 2017 financial report as presented was made by Debbie McBee, seconded by Michelle Monkman, and approved unanimously by the board.

Approval of Grants

Michelle Jones presented for board approval the following grants:

Orlin H. Culbertson

SMS

Funds to refurbish and maintain donated musical
Equipment that Mr. Culbertson gifted to SMS

(2 flutes, 1 sax and a trumpet)

- \$500.00 value

A motion to approve the receipt of the grants listed above with a letter of appreciation sent on behalf of the board was made by Michelle Monkman, seconded by Steve Umbarger, and approved unanimously by the board.

Approval of Continuing Resolution 2018-01

Michelle Jones presented to the board the continuing resolutions for the 2017-2018 school year. She reviewed the changes from the previous year.

RESOLUTION 2018-01

Resolved: That all actions 3.01 – 3.28 that establishes the basis for conducting the District business be effective July 1, 2017 and be approved as listed.

- 3.1 That Superintendent Chris Fritsch be named the Clerk and Michelle Jones be named the Deputy Clerk and Custodian of Funds for Pendleton School District 16R.
- 3.2 That the Clerk, Chris Fritsch, and the Deputy Clerk, Michelle Jones be authorized to sign checks written on behalf of the Pendleton School District.
- 3.3 That the Chairman and Vice Chairman of the Board, Superintendent/Clerk, and Director of Business Services/Deputy Clerk are authorized to execute legal documents on behalf of the District.
- 3.4 That the Board of Directors of Pendleton School District 16R hereby authorizes the signatures of Michelle Jones and Chris Fritsch on all checks or other orders for payment of money drawn in this District's name. The Board of Directors further authorizes the facsimile signature of Michelle Jones on checks.
- 3.5 That approval be granted for payment of District payroll accounts when due, as governed by District fiscal policies.
- 3.6 That approval be granted for payment of District fiscal accounts when due, as governed by District policies.

- 3.7** That in accordance with ORS 328.260.2, the US Bank, Bank of America, Wells Fargo Bank, and the Oregon Local Government Investment Pool shall be designated as the depositories for the Bond Interest and Redemption Fund of District 16R for the year 2017-2018. Those funds so designated will be deposited into that account and irrevocably pledged for payment of principal and interest of the bonds or coupons thereto.
- 3.8** That the Board of Directors of Pendleton School District 16R designates the following institutions as depositories for any and all funds received and/or disbursed on behalf of the District in 2017-2018.
- US Bank**
Bank of the West
State of Oregon-Local Government Investment Pool
Community Bank of Pendleton
Oregon First Community Credit Union
Columbia State Bank
Wells Fargo Bank
- 3.9** That Michelle Jones is designated as the Authorized Agent for P.L. 874 and that the, Superintendent/Clerk Chris Fritsch and Michelle Jones are authorized to sign federal applications and project forms on behalf of the District for projects authorized by the Board.
- 3.10** That Deputy Clerk, Michelle Jones be named the Budget Officer for the District.
- 3.11** That school district officials be authorized to invest surplus funds in time certificates or interest bearing accounts with and through institutions designated as depositories of District funds. All investments shall be made in accordance with and to the fullest extent allowable under O.R.S. Chapter 294, and in accordance with the Board's policy governing the investment of funds.
- 3.12** That Chris Fritsch and Michelle Jones be authorized to secure a \$1,000,000 borrowing line of credit, with the condition the borrowing of funds not occur, in any amount, without prior Board of Directors' approval.
- 3.13** That the fidelity bonding of the Superintendent/Clerk and Deputy Clerk in the amount of \$100,000.00 is authorized as prescribed by Oregon law.
- 3.14** That the regular board meeting will be held at the district office at 6:00 p.m. every second Monday of the month and a board work session will be held every Tuesday of the month preceding the board meeting at 8:00 a.m. in the district office boardroom. One board meeting per year will be held on the Confederated Tribes of the Umatilla Reservation.
- 3.15** That for the 2017-2018 school year the appointment of Wheatland Insurance Company, as the District's insurance agent of record is confirmed.

- 3.16 That PBS Engineering & Environmental, Inc. to serve as the District's asbestos program managers during 2017-2018.
- 3.17 That the firms Corey, Byler, Rew, et.al., and the Hungerford Law Firm, LLP, be designated as legal representatives of the Pendleton School District during 2017-2018.
- 3.18 The firm of Cockburn and McClintock, LLP be designated as District Auditors of the Pendleton School District during 2017-2018.
- 3.19 That the Pendleton School District hereby authorizes the Superintendent and the Deputy Clerk to acquire surplus property from the Oregon State Agency for Surplus Property under those terms and conditions set forth by state and federal agencies.
- 3.20 That the following fees be charged for the use of the school facilities and staff for non-school organizations and events:
1. Gymnasium \$75.00 per day
 2. Cafeteria/Commons \$50.00 per session (4 hours)
 3. Auditorium \$100.00 per day
 4. Kitchen \$30.00 per hour for an on-site food service employee
 5. Custodial \$35.00 per hour (when required)
- 3.21 That it be resolved that inasmuch as the Pendleton Board of Education supports the proposition that it is imperative that all students of this school district be provided an excellent and equal educational opportunity, and that a part of the opportunity is to obtain at the lowest possible cost appropriate nutrition, the Board of Directors of Pendleton School District 16R endorses the participation of the Pendleton School District and its students in the free and reduced price meals segment of the Nutritional School Lunch Program. Be it further resolved that the Pendleton School Board supports the participation of the District in the offer versus serve programs at the elementary and junior high levels as specified by the USDA and the State of Oregon Nutritional Guidelines.
- 3.22 That it be resolved that the Board authorizes the attendance of Pendleton students in the Pilot Rock, Athena-Weston, Stanfield, Helix, Echo and Hermiston School Districts, when such attendance has been approved by the superintendent or designee, and
- Resolved further, that Pilot Rock, Athena-Weston, Stanfield, Helix, Echo and Hermiston students will be accepted by the Pendleton School District when their attendance has been authorized by the superintendent and provided the home district accepts Pendleton students in the same manner.
- 3.23 Substitute Teacher Rates for 2017-2018 School Year
1. Basic Daily Rate - \$178.35 per day or \$23.01 per hour, as set by the State Department of Education.

2. Long Term Rate (10 consecutive days or more) - \$216.71 per day or \$27.96 per hour. This rate will also be the certified extended contract hourly rate.

3.24 Substitute Classified Rates for 2017-2018 School Year

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|--------------------------|------------------|
| 1. Educational Assistant | \$10.00 per hour |
| 2. Courier/Printer | \$10.00 per hour |
| 3. Secretary II/III | \$10.00 per hour |
| 4. Bookkeeper II/III | \$10.00 per hour |
| 5. Custodial/Maintenance | \$10.00 per hour |
| 6. Music Accompanist | \$15.00 per hour |

3.25 Extra-Curricular Activity Rates

| | |
|---------------------------------|--------------|
| Announcer (varsity only) | \$30.00/game |
| Volleyball Lines (varsity only) | \$20.00/game |
| Scorekeeper | |
| Varsity | \$30.00/game |
| Frosh/JV | \$20.00/game |
| Ticket Taker | \$20.00/game |
| Football Chain-Gang | \$20.00/game |
| Game Management | |
| Varsity | \$50.00/game |
| Frosh/JV | \$30.00/game |

3.26 Per Diem for 2017-2018 School Year

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|---------|---|
| Mileage | Current IRS Allowable Rate |
| Lodging | To \$91 per night or upon prior approval, actual cost |
| Meals | Breakfast - \$7.00 |
| | Lunch - \$11.00 |
| | Dinner - \$23.00 |

3.27 Athletic Fees:

Resolved that an athletic fee be assessed to middle school and high school students. The fee for middle school will be \$55.00 per sport, with a family cap of \$165.00. The fee for high school will be \$90.00 per sport, with a family cap of \$270.00. Students who receive Free and Reduced Lunches are eligible to apply to the athletic director for a reduction in the fees. (This fee is the agreed upon "Pay-for-Play.")

3.28 Fee Schedules for 2017-2018 School Year:

Sunridge Middle School

SIXTH GRADE:

| | |
|---|--|
| Registration | \$10.00 |
| Spirit t-shirt (optional) | \$5.00 |
| P.E. Fee | \$1.00 |
| Optional Health Center Fee (one-time fee) | \$10.00 payable at registration |
| Outdoor School | \$45.00 |
| P.E. Uniform | \$20.00 (Shirt Only \$10.00/Shorts Only \$10.00) |
| Art Fee | \$10.00 |
| Instrumental Rental Fee (optional) | \$25.00 |

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| Athletic Fee (applicable to Wrestling and Cross Country only) | \$55.00 per sport** |
| Parent Club (optional) | Donation |
| Yearbook (optional) | \$10.00 |
| Student Tuition | \$434.50 + 10% administrative fee per class/per semester * |

SEVENTH GRADE:

| | |
|---|--|
| Registration | \$10.00 |
| Spirit t-shirt (optional) | \$5.00 |
| P.E. Fee | \$1.00 |
| Optional Health Center Fee (one-time fee) | \$10.00 payable at registration |
| P.E. Uniform | \$20.00 (Shirt Only \$10.00/Shorts Only \$10.00) |
| Art Fee | \$10.00 |
| Instrumental Rental Fee (optional) | \$25.00 |
| Athletic Fee | \$55.00 per sport** |
| 7 th Grade Exploratory | \$10.00 |
| Parent Club (optional) | Donation |
| Yearbook (optional) | \$10.00 |
| Student Tuition | \$434.50 + 10% administrative fee per class/per semester * |

EIGHTH GRADE:

| | |
|---|--|
| Registration | \$10.00 |
| Spirit t-shirt (optional) | \$5.00 |
| P.E. Fee | \$1.00 |
| Optional Health Center Fee (one-time fee) | \$10.00 payable at registration |
| P.E. Uniform | \$20.00 (Shirt Only \$10.00/Shorts Only \$10.00) |
| Art Fee | \$10.00 |
| Instrumental Rental Fee (optional) | \$25.00 |
| Athletic Fee | \$55.00 per sport** |
| 8 th Grade Exploratory | \$10.00 |
| Parent Club (optional) | Donation |
| Yearbook (optional) | \$10.00 |
| Student Tuition | \$434.50 + 10% administrative fee per class/per semester * |

*Tuition will be charged to any student for whom the district cannot collect ADM.

**Athletic fees for middle school students will be \$55.00 per sport. Students receiving free or reduced lunches may apply to the athletic director for a reduction in fees.

PENDLETON HIGH SCHOOL

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|--|---|
| Registration | \$25.00 |
| P.E. Uniform | \$15.00 |
| P.E. Lock | \$5.00 |
| Towel | \$3.00 (per semester, per class or athletic activity) |
| Art (visual, sculpture, graphic, studio) | \$15.00 per semester |
| Art I | \$15.00 per semester |
| Photo I | \$15.00 per semester |
| Photo 2 | \$15.00 per semester |
| Digital Photo | \$15.00 per semester |
| Foods/Pro Start | \$25.00 per semester |
| Metals | \$15.00 per semester |

| | |
|------------------------|---|
| STEM | \$15.00 per semester |
| Fall Sport | \$90.00 Pay to Play Per Sport ** |
| Winter Sport | \$90.00 Pay to Play Per Sport ** |
| Spring Sport | \$90.00 Pay to Play Per Sport ** |
| Optional Health Center | \$10.00 |
| Parking Permit | \$10.00 |
| Yearling | \$55.00 |
| Student Tuition | \$434.50 + 10% administrative fee per class/per semester * |

*Tuition will be charged to any student for whom the district cannot collect ADM.

**Athletic fees will be \$90.00 per sport. Students receiving free or reduced lunches may apply to the athletic director for a reduction in fees.

Meal Prices: 2017-2018

Breakfast:

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|------------------------|--------|
| Elementary | \$1.25 |
| Sunridge Middle School | \$1.35 |
| High School | \$1.50 |
| Adult | \$1.50 |
| Milk | \$.60 |

Lunch:

| | |
|-------------|--------|
| Elementary | \$2.40 |
| Middle | \$2.60 |
| High School | \$2.90 |
| Adult | \$3.60 |
| Milk | \$.60 |

A motion to approve the Continuing Resolution 2018-01 as presented was made by Steve Umbarger, seconded by Debbie McBee, and approved unanimously by the board.

Approval of Lease Agreement – Room 173 at PELC

A motion that the lease agreement between Pendleton School District and Umatilla-Morrow Head Start for Room 173 at the PELC be approved as presented was made by Debbie McBee, seconded by Michelle Monkman, and approved unanimously by the board.

Approval of Lease Agreement – Room 118 at PELC

A motion that the lease agreement between Pendleton School District and Umatilla Morrow Head Start for Room 118 at the PELC be approved as presented was made by Dave Krumbain, seconded by Steve Umbarger, and approved unanimously by the board.

Approval of Surplus Property

A motion that the following be declared surplus property and approve the disposal and/or sale of was made by Michelle Monkman, seconded by Steve Umbarger, and approved unanimously by the board.

- 2 – Cashier Carts
- 2 – Fryers
- 2 – Grills
- 3 – Risers

Approval of Gift Acceptance

A motion that the following gift to the district be accepted and a letter of appreciation be sent to the donor on behalf of the board was made by Dale Freeman, seconded by Debbie McBee, and approved unanimously by the board.

Donated by Lori Husband
 SMS
 2 flutes, 1 sax and 1 trumpet

Approval of Land Proposal

A motion to direct staff to enter into negotiations with the City of Pendleton for the purpose of exchanging the District’s 1.6 acres on SW Frazer Avenue for the City of Pendleton’s 6.55 acres on SW 44th Street (adjacent to McKay Creek Elementary School) was made by Debbie McBee, seconded by Michelle Monkman, and approved unanimously by the board.

Approve Amendment to Carruth Compliance Consulting Inc. Contract

A motion to approve the Carruth Compliance Consulting 2017 Amendment #1 as presented was made by Dave Krumbein, seconded by Steve Umbarger, and approved unanimously by the board.

Approval of Personnel Report

Matt Yoshioka presented the following personnel report for the month for consideration and action:

New Hire Recommendation

Certified:

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|------------------|---|----------|
| Rebecca Emmons | 2 nd Grade Teacher | Sherwood |
| Cynthia Moran | Temporary 3 rd Grade Teacher | Sherwood |
| Trevor Hancock | 5 th Grade Teacher | Mckay |
| Alice Thomas | Art Teacher | PHS |
| Lynette Minthorn | 1 Year Temporary PE Teacher | Sherwood |

Resignation Recommendation

Certified:

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| Wendy Wilson | Math Teacher | PHS |
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Classified:

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| Linda Hardy | Instructional Assistant | Sunridge |
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Leave of Absence Recommendation

Certified:

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| Cheryl Carlson (1 year leave 2017-2018 school year) | Elementary Music Teacher | Sherwood |
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A motion to approve the personnel recommendations as presented was made by Debbie McBee, seconded by Steve Umbarger, and approved unanimously by the board.

MOU- Administrative Contract

A motion that the memorandum of understanding between Pendleton School District and the Administrative Staff Consultation Agreement 2016-2019 (Article II – item 3) regarding work calendar language be approved for the 2017-2018 and 2018-2019 school years was made by Dave Krumbein, seconded by Debbie McBee, and approved unanimously by the board.

Approval of Amendment to Director of Business Services Agreement

A motion that the Director of Business Services Contract Agreement be amended to reflect a 2% increase for the 2017-2018 school year was made by Michelle Monkman, seconded by Dale Freeman, and approved unanimously by the board.

Board Member Comments

Dave Krumbein shared that the Japanese exchange students will be in Pendleton in August and suggested inviting the students to the August 14, 2017 board meeting.

Michelle Monkman requested that a report of the positive/negative effect of moving the Title I teachers to the PELC for the 2017-2018 school year.

Lynn Lieuallen reported that she, Dave Krumbein, and Chris Fritsch will report at the next meeting from the Summer Board Conference.

Debbie McBee noted that at the August meeting there should be an agenda item for staff evaluations.

Chair Lieuallen adjourned the regular board meeting at 7:04 p.m.

Chair

Superintendent

Secretary

Date