

The Board of Directors of Pendleton School District 16R met in regular session at the Pendleton Early Learning Center at 6:00 p.m. on Monday, July 11, 2016.

Present: Debbie McBee, Chair
Lynn Lieuallen, Vice Chair
Dave Krumbein
Michelle Monkman
Steve Umbarger
Andy Kovach, Superintendent
Brad Bixler, Human Resources Director
Michelle Jones, Director of Business Services
Julie Smith, Special Services Coordinator
Matt Yoshioka, Curriculum Instruction & Assessment Coord.
Tami Calvert, Secretary
Antonio Sierra, East Oregonian

Absent: Dale Freeman
Bob Rosselle

Opening and Call to Order

Chair McBee called the meeting to order at 6:00 p.m. The group recited the Pledge of Allegiance. Mrs. McBee welcomed Mr. Kovach and Mr. Bixler to the administrative team.

Minutes of the Meeting

Chair McBee asked if there were additions or corrections to the minutes of the June 13, 2016 special board meeting and the minutes of the June 13, 2016 regular board meeting. A motion to approve the minutes as presented was made by Michelle Monkman, seconded by Steve Umbarger, and approved unanimously by the board.

SBAC Update

Matt Yoshioka informed the board that the preliminary SBAC results will be available in mid-August and released to the public in September.

Restraint and Seclusion Report

Julie Smith shared the annual Restraint & Seclusion Report for the 2015-2016 school year. Mrs. Smith stated that we have two rooms district wide, one at McKay and one at Sherwood. Julie noted that on a regular basis the district analyzes the restraint and seclusion data and provides professional development to staff.

Update on the Oregon School Capitol Improvement Match Grant

Michelle Jones announced that Pendleton had fallen short in its attempt to obtain \$8 million for facility improvements to McKay, SMS, PHS and West Hills (Pendleton Tech and Trade Center). Pendleton was fifth on the waiting list for a grant and coming in eight on the lottery while only five school district made the cut. Mrs. Jones stated that unless the Legislature extends the program beyond the May 2017 election, it is our last chance at a matching grant this year.

Pendleton Association of Teachers

No Report

Oregon School Employee Association

No Report

PL874/Indian Education

Lloyd Commander gave a big thanks to Matt Yoshioka in helping with the collaboration of this year's CTUIR summer school program at McKay. This year approximately 41 students attended the three week summer program.

Preliminary 2016-17 Board Member Committee Assignments

Chair McBee reviewed the following board member committee assignments for the 2016-2017 school year:

COMMITTEE	2016-2017
EDUCATION FOUNDATION	Dale Freeman
ESD BUDGET COMMITTEE	Dave Krumbein
SAFE SCHOOLS	Lynn Lieuallen
BOND OVERSIGHT	Debbie McBee Michelle Monkman
TECHNOLOGY COMMITTEE	Michelle Monkman
EXECUTIVE COMMITTEE	Debbie McBee Lynn Lieuallen Michelle Monkman
NEGOTIATIONS	Bob Rosselle Steve Umbarger
CORE CONSTRUCTION	Dave Krumbein Debbie McBee
MENTORING	Dale Freeman Lynn Lieuallen

STRATEGIC PLANNING	Dale Freeman Debbie McBee Steve Umbarger
ADOPT-A-SCHOOL	McKay – Dave Krumbein PELC – Dale Freeman Sherwood – Debbie McBee Washington – Lynn Lieuallen PHS – Michelle Monkman SMS – Bob Rosselle Alt/P-Tech – Steve Umbarger

IMESD District Board Talking Points

Superintendent Kovach summarized the IMESD Board Talking Points for July 2016.

Approval of June 30, 2016 Financial Report

Michelle Jones reviewed the revenue and expenditure report for June 30, 2016. A motion to approve the June 30, 2016 financial report as presented was made by Steve Umbarger, seconded by Dave Krumbein, and approved unanimously by the board.

Approval of Grants

Michelle Jones presented for board approval the following grants:

Catholic Health Initiatives

High School FCCLA	- \$500.00
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Pendleton Linebackers Club

High School 2016 Summer Football Camp	- \$3,500.00
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The Struve Fund

High School Financial Aid for Athletes	- \$2,071.00
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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 Dave Krumbein, seconded by Steve Umbarger, and approved unanimously by the board.

Approval of Continuing Resolution 2017-01

Michelle Jones presented to the board the continuing resolutions for the 2016-2017 school year. She reviewed the changes from the previous year.

RESOLUTION 2017-01

Resolved: That all actions 3.01 – 3.28 that establishes the basis for conducting the District business be effective July 1, 2016 and be approved as listed.

- 3.1** That Superintendent Andy Kovach 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, Andy Kovach, 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 Andy Kovach 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 2016-2017. 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 2016-2017.
- 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
Umpqua Bank
- 3.9** That Michelle Jones is designated as the Authorized Agent for P.L. 874 and that the, Superintendent/Clerk Andy Kovach 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 Andy Kovach 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 Pendleton Early Learning Center through September, 2016 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. Beginning October, 2016 regular board meetings will be held at the district office located at 107 NW 10th. One board meeting per year will be held on the Confederated Tribes of the Umatilla Reservation.
- 3.15 That for the 2016-2017 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 2016-2017.
- 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 2016-2017.
- 3.18 The firm of Cockburn and McClintock, LLP be designated as District Auditors of the Pendleton School District during 2016-2017.
- 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:
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|----------------------|---|
| 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 2016-2017 School Year

1. Basic Daily Rate - \$175.45 per day or \$22.64 per hour, as set by the State Department of Education.
2. Long Term Rate (10 consecutive days or more) - \$212.25 per day or \$27.39 per hour. This rate will also be the certified extended contract hourly rate.

3.24 Substitute Classified Rates for 2016-2017 School Year

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|--------------------------|------------------|
| 1. Educational Assistant | \$9.75 per hour |
| 2. Courier/Printer | \$9.75 per hour |
| 3. Secretary II/III | \$9.75 per hour |
| 4. Bookkeeper II/III | \$9.75 per hour |
| 5. Custodial/Maintenance | \$9.75 per hour |
| 6. Music Accompanist | \$15.00 per hour |

3.25 Extra-Curricular Activity Rates

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|---------------------------------|--------------|
| 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 2016-2017 School Year

Mileage Current IRS Allowable Rate
Lodging To \$77 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 2016-2017 School Year:

Sunridge Middle School

SIXTH GRADE:

Registration	\$5.00
Daily Planner	\$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	\$5.00
Instrumental Rental Fee (optional)	\$25.00
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	\$5.00
Daily Planner	\$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	\$5.00
Instrumental Rental Fee (optional)	\$25.00
Athletic Fee	\$55.00 per sport**
7 th Grade Exploratory	\$6.00
Parent Club (optional)	Donation
Yearbook (optional)	\$10.00
Student Tuition	\$434.50 + 10% administrative fee per class/per semester *

EIGHTH GRADE:

Registration	\$5.00
Daily Planner	\$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	\$5.00
Instrumental Rental Fee (optional)	\$25.00
Athletic Fee	\$55.00 per sport**
8 th Grade Exploratory	\$6.00
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

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.

Lunch Prices: 2016-2017

Breakfast:

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

Lunch:

Elementary	\$2.25
Middle	\$2.50
High School	\$2.80
Adult	\$3.50
Milk	\$.60

A motion to approve the Continuing Resolution 2017-01 as presented was made by Michelle Monkman, seconded by Steve Umbarger, and approved unanimously by the board.

Approve Amendment to Carruth Compliance Consulting Inc. Contract

A motion to approve the Carruth Compliance Consulting 2016 Amendment #1 as presented was made by Lynn Lieuallen, seconded by Steve Umbarger, and approved unanimously by the board.

Approval of Lease Agreements

Michelle Jones recommended approval of the following lease agreements between Pendleton School District and the following:

Umatilla County Health Department

PELC – Room 166 (exam room to be shared with WIC), 167, 168, and 169

Pioneer Relief Nursery

PELC – Room 132 (to be shared with Care)

Umatilla County Care

PELC – Room 132 (to be shared with Pioneer Relief Nursery)

Umatilla-Morrow Head Start, Inc.

PELC – Head Start – Room 118

A motion to approve the lease agreements as presented was made by Steve Umbarger, seconded by Dave Krumbein, and approved unanimously by the board.

Approval of Surplus Property

Michelle Jones requested the following be declared surplus property and approve the disposal and/or sale of:

Teacher Desks

Student Desks

Office Chairs

Student Chairs

Tables
Televisions
Misc. AV Equipment
AV Carts

A motion to approve the surplus property and approve the disposal and/or sale as presented was made by Michelle Monkman, seconded by Steve Umbarger, and approved unanimously by the board.

Approval of Personnel Report

Brad Bixler presented the following personnel report for the month for consideration and action:

New Hire Recommendations:

Certified:

Michael Dinkel	Robotics and Engineering Teacher	PHS
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A motion to approve the personnel recommendations as presented was made by Dave Krumbein, seconded by Steve Umbarger, and approved unanimously by the board.

Approval of Policies

Brad Bixler presented to the board the following policies for a second reading and adoption:

- Policy GBM – Staff Complaints
- Policy GBMA – Whistleblower
- Policy GCDA-GDDA – Criminal Records Checks/Fingerprinting
- Policy IGAI – Human Sexually, AIDS/HIV, Sexually Transmitted Diseases, Health Education
- Policy IGBBA – Identification – Talented and Gifted Students
- Policy IGBBB – Identification – Talented and Gifted Students among Nontypical Populations – DELETE
- Policy IGDF – Student Fund-Raising Activities
- Policy IKF – Graduation Requirements
- Policy JED – Student Absences and Excuses
- Policy JFC – Student Conduct
- Policy JG – Student Discipline
- Policy JHCDA – Prescription Medication

A motion to approve the policies as presented was made by Michelle Monkman, seconded by Steve Umbarger, and approved unanimously by the board.

Chair McBee adjourned the regular board meeting at 6:34 p.m.

Chair

Superintendent

Secretary

Date