



**FERN RIDGE SCHOOL DISTRICT 28J**  
School Board Meeting Minutes

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**WORKSESSION of the FERN RIDGE SCHOOL BOARD**

**July 28<sup>th</sup>, 2025**

**Zoom Webinar & In-Person Meeting**  
88834 Territorial Rd.  
Elmira, Or 97437

**CALL TO ORDER (Agenda Item 1): 8:00 am** The special work session is a retreat for the Board of Directors and Superintendent.

In attendance were Directors Mark Gent, WC Grover, Kathleen Pizzola, Lisa McCann, and Superintendent Gary Carpenter. Brian Kirkpatrick was not present.

**FLAG SALUTE: (Agenda Item 2):** Led by Director Grover.

**INTRODUCTIONS / ICE BREAKER: (Agenda Item 3):** All of the board members introduced themselves and shared some brief facts about themselves. Lisa McCann lead icebreaker activities for everyone present to participate in.

**OSBA SUMMER / FALL CONFERENCES: (Agenda Item 6): 8:22 am [skipped Item 4 & 5 until scheduled time for Item 4.]** The schedule and reservation confirmations were discussed. The itinerary was passed out to the attendees. There was a brief discussion on the Fall Conference in November.

**BOARD OPERATING AGREEMENT: (Agenda Item 7):** The current Board Operating Agreement was presented along with OSBA sample agreement #2. Director Lisa McCann discussed item #16 on the current agreement and the interest of changing the wording referencing abstention. There was a time of discussion on the defining properties of abstention and alternative actions to serve the purpose of gaining more knowledge before a vote. [paused discussion to meet with Henry Wellington of UPBEAT – 8:40]

**UPBEAT PRESENTATION – 8:40-8:55: (Agenda Item 4):** Henry Wellington presented, via zoom, the staff survey system they provide to schools that manages the staff and exit survey information. There was a time of discussion around accepting this service that is funded by the Western Regional Educator Network (WREN) and Lane Education Service District (LESD).

**ROLEWS AND RESPONSIBILITIES, Q AND A – 9-10 am: (Agenda Item 5):** Kristin Miles, Director of Board Development, Oregon School Board Association presented slides and spoke describing the roles and responsibilities of board members. There was a time for questions at the end.

After ending with Kristin Miles, Superintendent Carpenter explained policies and administrative

rules (AR), the Division 22 standards report, and OSBA's tools for collaboration. There was a time of discussion about how the group communicates and that it is all subject to records requests.

**(10:03 am - Five-minute Break)**

Superintendent Carpenter had a follow up discussion about the UPBEAT presentation and how it pertains to our current practice of managing the districts exit surveys. His recommendation is to move to this service. There was a time of discussion about what Western Regional Education Network (WREN) is, and that they are providing the funding for the UPBEAT program.

**(Continued) BOARD OPERATING AGREEMENT: (Agenda Item 7):** It was proposed that the board pick a model supplied by OSBA and develop from that.

Director Grover moved to adopt example Two of the School Board Operating Agreement, seconded by Director Pizzola. The motion carried with Directors Gent, Pizzola, Grover voting yes and McCann voting no. 3-1. Director Grover offered a moment of clarity to Director McCann. The vote was held again with Directors Gent, Pizzola, Grover, and McCann voting yes 4-0.

**BOARD SCHEDULE AND PRE-MEETING: (Agenda Item 8):** The Pre-Meeting Schedule was presented with a history of how it was held and what was discussed. The board members discussed briefly and decided to continue with holding these 30-minute meetings. The Regular Meeting Schedule was presented with a history of when each meeting was held and why. There was a discussion and decision about combining the executive session into the regular meeting in April. There was also a discussion and decision about holding work sessions before the regular meetings.

**BOARD STIPEND DISCUSSION: (Agenda Item 9):** Superintendent Carpenter gave a brief history on the Legislative decision to make stipends available to School Board Members. This topic will be an action item on the agenda to decide to have stipends or not to have stipends.

**BOARD SELF-EVALUATION / BOARD GOALS: (Agenda Item 10):** It was decided to have a Board Self-Evaluation in the following year. Past Board Goals were reviewed to help decide what the 25-26 Board Goals will be. There was a brief time of discussion on accepting the previous goals as the 25-26 goals and setting an action plan for those goals. The action plan would be decided and voted upon in the August meeting.

Director Grover moved to accept the three goals again for this year, to be worked on with a new action plan, seconded by Director McCann. There was no discussion. The motion carried with Directors Gent, Pizzola, Grover, and McCann voting yes. 4-0.

**WEEKLY SUPERINTENDENT EMAILS AND MONTHLY BUILDING UPDATES: (Agenda Item 11):** Superintendent Carpenter briefly explained the Friday Update emails that he sends to the board once a week. Administrative Assistant Brie Scriber briefly explained the monthly building updates that are sent out to the board starting in September. It was requested to have what things are not going well to be included in the Principals' report.

**SUPERINTENDENT EVALUATION PROCESS 25-26 AND SUPERINTENDENT GOALS: (Agenda**

**Item 12):** Superintendent Carpenter discussed his plan for his goals for the year. He discussed the schedule for check-in meetings and the that the action plan will be in place for the August meeting.

Director McCann requested enrollment numbers from the past. Superintendent Carpenter showed her how to access that information on the website and explained how those numbers trend and why. There was a time of discussion around the factors that can affect those numbers. Director McCann also requested the last 5 years of beginning and end fund balances and test score comparisons for state and national.

### **(11:37am - Lunch)**

Superintendent Carpenter presented the state testing scores for the district to the board and offered the explanations behind the numbers for each year. There was a time of discussion on possible improvement strategies.

**PARENT / STUDENT HANDBOOK: (Agenda Item 13):** The Parent/Student Handbook was presented with corrections for the year. There was a time of discussion about the elementary school attendance protocols and visitor vs. volunteer language in district policy with regards to the handbook. It was decided to investigate into a contracted system that manages school visitors and volunteers.

**EXECUTIVE ORDER 25-09 – ELECTRONIC DEVICE POLICY FOR SCHOOL DISTRICTS: (Agenda Item 14):** The new law for schools enforcing no electronic devices during school for students is being developed and the district is discussing how this can be written in policy and applied. There will be more discussion on the development in the August meeting.

**HB 3083 – ALYSSA’S LAW: (Agenda Item 15):** The law requires that the district has a discussion with the board about having a live panic button that contacts law enforcement. It was decided to investigate further the cost for having this system in Fern Ridge School District. It also states that each school has 30 minutes of instruction each month on safety drills with students.

**USING BOARD BOOK: (Agenda Item 16):** Administrative Assistant Brie Scriber briefly discussed logging into and using Board Book as a board user.

**HOW TO GET AN ITEM ON A BOARD MEETING AGENDA: (Agenda Item 17):** The process for adding or removing items to the agenda was discussed.

**AGENDA AND ITEM FORMATTING DISCUSSION: (Agenda Item 18):** Administrative Assistant Brie Scriber handed out an agenda from the last meeting for reference when Director McCann discussed agenda item concerns. There was a discussion around Public Comment and FREA Presentation content.

**ADDING LANGUAGE TO BDDH PUBLIC COMMENT WITH REGARD TO HAVING COMMENTS READ INTO RECORD: (Agenda Item 19):** It was presented to the board that the policy on public comment have language around not allowing a comment read into record, during a meeting, if the commenter cannot be present at the meeting.

**EHS ATHLETIC FACILITY USAGE - DRAFT: (Agenda Item 20):** Superintendent Carpenter

presented a draft of the sign that will be posted outside the new facilities constructed at Elmira High School, listing the rules of public usage.

**LATE ITEMS (Agenda Item 21):**

**21. A. 88115 Territorial Road Property Purchase:** The property just south of Veneta Elementary School is presented for purchase from the excise tax savings account for \$280,000.

Director Grover moved to approve the purchase, seconded by Director Pizzola. There was no discussion. The motion carried with Directors Gent, Pizzola, Grover, and McCann voting yes. 4-0.

**ADJOURNMENT (Agenda Item 22):** The retreat was adjourned at 2:28 pm.

**BOND CONSTRUCTION FIELD TRIP: (Agenda Item 23):** All board members toured the construction sites at each location.

Attest: \_\_\_\_\_  
School Board Representative

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Gary E. Carpenter, Jr., Superintendent