

The Board of Directors of Pendleton School District 16R met in regular session at the InterMountain ESD Lodgepole room at 6:00 p.m. on Monday, July 14, 2014.

Present: Steve Umbarger, Chair
Greg Galloway, Vice Chair
Dave Krumbein
Lynn Lieuallen
Debbie McBee
Michelle Monkman
Jon Peterson, Superintendent
Tricia Mooney, Assistant Superintendent
Michelle Jones, Director of Business Services
Julie Smith, Special Services Coordinator
Tami Calvert, Secretary
Antonio Sierra, East Oregonian

Absent: Bob Rosselle
Laura Miltenberger

Opening and Call to Order

Chair Umbarger called the meeting to order at 6:00 p.m. Chair Umbarger swore in new board member Lynn Lieuallen with the official Oath of Office. The group recited the Pledge of Allegiance.

Minutes of the Meeting

Chair Umbarger asked if there were additions or corrections to the minutes of the June 3, 2014 and June 9, 2014 special board meetings and the minutes of the June 9, 2014 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.

Correspondence/Communications

Chair Umbarger shared a thank you from retiree Kristin Lindberg.

Restraint and Seclusion Report

Julie Smith shared the annual Restraint & Seclusion Report for the 2013-2014 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.

Teacher & Administrator Evaluation Report

Tricia Mooney shared a performance summary of administrator and teacher evaluation data for the 2013-14 school year.

Pendleton Association of Teachers

No Report

Oregon School Employee Association

No Report

PL874/Indian Education

Lloyd Commander reported that summer school is going good and there has been great feedback from the students and teachers.

IMESD Report

No Report

Review School Board Goals for 2014-2015

Superintendent Peterson summarized the following 2014-2015 board goals.

Goal 1: High Quality Teaching, Learning and Enrichment

Provide high quality instruction for all students in an aligned P-12 system resulting in increased student achievement and successful college and career readiness.

Goal 2: Safe, Healthy and Nurturing Environment

Provide an educational environment where students are safe, supported and empowered in their learning.

Goal 3: Outreach, Involvement and Partnerships

Leverage our skills and resources with parents and community partners to strengthen educational programs P-12.

Mr. Peterson shared that the action plans will be compiled by the leadership team and a draft will be brought to the August board meeting with recommendation of final approval of the board goals and action plans at the September meeting.

Preliminary 2014-15 Board Member Committee Assignments

Chair Umbarger reviewed the following board member committee assignments for the 2014-2015 school year:

COMMITTEE	2013-14	2014-15
FINANCE	Greg Galloway Debbie McBee Steve Umbarger	DELETE – No Committee necessary
PERSONNEL	Chuck Jenson Michelle Monkman Bob Rosselle (Alternate - Debbie McBee)	DELETE – No Committee necessary
NATIVE AMERICAN JOINT COMMITTEE	Chuck Jenson	
PENDLETON CONVENTION CENTER COMMISSION	Steve Umbarger (Alternate – Dave Krumbein)	Not sure if needed

EDUCATION FOUNDATION DESIGNEE	Michelle Monkman	Dave Krumbein
ESD BUDGET COMMITTEE	Dave Krumbein	Greg Galloway
SAFE SCHOOLS	Greg Galloway	Debbie McBee
ADOPT-A-SCHOOL	Lincoln/West Hills – Dave Krumbein McKay – Debbie McBee Sherwood – Chuck Jenson Washington – Bob Rosselle PHS – Michelle Monkman/Greg Galloway Sunridge – Steve Umbarger	Dave Krumbein Lynn Lieuallen Greg Galloway Debbie McBee Michelle Monkman/ Steve Umbarger Bob Rosselle
EXECUTIVE COMMITTEE	Debbie McBee Michelle Monkman Steve Umbarger	Greg Galloway Debbie McBee Steve Umbarger
ELEMENTARY BOUNDARY COMMITTEE	NEW →	Bob Rosselle
TECHNOLOGY COMMITTEE	NEW →	Michelle Monkman
CALENDAR COMMITTEE	NEW →	Steve Umbarger

Approve Superintendent/Board Operating Principles

Superintendent Peterson recommended approval of the Superintendent/Board Operating Principles coordinated at the board retreat in June. After discussion Debbie McBee recommended the following changes: under the Introduction section change the word ‘citizen’ to ‘citizens’; under the title “Decision-Making” to read ‘What’s best for kids students’ and the under Superintendent section-third bullet down add plural to the word agenda ‘agendas’. Dave Krumbein suggested a 2 inch card or poster of the operating principles.

A motion made by Dave Krumbein to approve the Superintendent/Board Operating Principles with the changes presented, seconded by Michelle Monkman, and approved unanimously by the board.

Approval of June 30, 2014 Financial Report

Michelle Jones reviewed the revenue and expenditure report for June 30, 2014. A motion to approve the June 30, 2014 financial report as presented was made by Michelle Monkman, seconded by Greg Galloway, and approved unanimously by the board.

Approval of Continuing Resolution 2015-01

Michelle Jones presented to the board the continuing resolutions for the 2014-2015 school year. She reviewed the changes from the previous year.

RESOLUTION 2015-01

Resolved: That all actions 3.01 – 3.28 that establishes the basis for conducting the District business be effective July 1, 2014 and be approved as listed.

- 3.1 That Superintendent Jon A. Peterson 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, Jon A. Peterson, 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 Jon A. Peterson 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 2014-2015. 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 2014-2015.

US Bank
Banner Bank
State of Oregon-Local Government Investment Pool
Community Bank of Pendleton
Oregon First Community Credit Union

Bank of America
Bank of the West
Sterling Bank
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 Jon A. Peterson and Tricia Mooney 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 Jon A. Peterson 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 InterMountain ESD 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 conference room. One board meeting per year will be held on the Confederated Tribes of the Umatilla Reservation.
- 3.15 That for the 2014-2015 school year the appointment of Mr. Jerry Lewis/Wheatland Insurance Company, as the District's insurance agent of record is confirmed.
- 3.16 That Paulsen Environmental Consulting, Inc. continue to serve as the District's asbestos program managers during 2014-2015.
- 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 2014-2015.
- 3.18 The firm of Cockburn and McClintock, LLP be designated as District Auditors of the Pendleton School District during 2014-2015.
- 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 2014-2015 School Year

1. Basic Daily Rate - \$171.52 per day or \$22.13 per hour, as set by the State Department of Education.
2. Long Term Rate (10 consecutive days or more) - \$204.01 per day or \$26.32 per hour. This rate will also be the certified extended contract hourly rate.

3.24 Substitute Classified Rates for 2014-2015 School Year

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|--------------------------|------------------|
| 1. Educational Assistant | \$9.10 per hour |
| 2. Courier/Printer | \$9.10 per hour |
| 3. Secretary II/III | \$9.10 per hour |
| 4. Bookkeeper II/III | \$9.10 per hour |
| 5. Custodial/Maintenance | \$9.10 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 2014-2015 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 2014-2015 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	\$16.00
Art Fee	\$5.00
Athletic Fee (applicable to Wrestling and Track and Field only)	\$55.00 per sport**
Parent Club (optional)	\$1.00 or \$5.00 or \$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
P.E. Uniform	\$16.00 (Shirt Only \$7.00/Shorts Only \$9.00)
Optional Health Center Fee (one-time fee)	\$10.00 payable at registration
Athletic Fee	\$55.00 per sport**
7 th Grade Exploratory	\$6.00
Parent Club (optional)	\$1.00 or \$5.00 or \$10.00
Student Tuition	\$434.50 + 10% administrative fee per class/per semester *
Art Fee	\$5.00

EIGHTH GRADE:

Registration	\$5.00
Daily Planner	\$5.00
P.E. Fee	\$1.00
P.E. Uniform	\$16.00 (Shirt Only \$7.00/Shorts Only \$9.00)
Optional Health Center Fee (one-time fee)	\$10.00 payable at registration
Athletic Fee	\$55.00 per sport**

8 th Grade Exploratory	\$6.00
Parent Club (optional)	\$1.00 or \$5.00 or \$10.00
Student Tuition	\$434.50 + 10% administrative fee per class/per semester *
Art Fee	\$5.00

- 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	\$20.00
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)	\$12.00 per semester
Art I	\$20.00 per semester
Photo I	\$20.00 per semester
Photo 2	\$20.00 per semester
Digital Photo	\$15.00 per semester
Foods/Pro Start	\$20.00 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: 2014-2015

Breakfast:

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

Lunch:

Elementary	\$2.10
Middle	\$2.35
High School	\$2.70
Adult	\$3.50
Milk	\$.60

A motion to approve the Continuing Resolution 2015-01 as presented was made by Debbie McBee, seconded by Dave Krumbain, and approved unanimously by the board.

Approval of Grants

Michelle Jones presented for board approval the following grants:

Buck Boosters

High School Athletic Department
Softball Clothing/Playoff - \$600.00

Pendleton City Club

High School
Gonzaga Basketball Camp/Team Building Event - \$500.00

Pendleton Rotary Club

Sunridge Middle School
Outdoor School Repairs - \$1,500.00

PHS Class of 1964

Early Learning Center - \$250.00

The Struve Fund

PHS
Financial Aid (athletes in need) - \$1,710.00

Oregon Department of Education

Oregon Minority Educator Retention-Competitive - \$10,000.00
American Indian-Alaskan Native Culturally
Relevant Teaching, Learning and Pedagogy-Competitive - \$100,000.00
District NQTL PLT 2014 – Discretionary - \$102.50
Extended Assessment 14-15 Discretionary - \$900.00

A motion to approve the receipt of the above grants was made by Greg Galloway, seconded by Michelle Monkman, and approved unanimously by the board.

Approval of Surplus Property

Michelle Jones presented the following to be declared surplus property and approve the disposal and/or sale:

200 LCD Monitors

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

Approval of Cockburn & McClintock, LLC Audit Proposal

Michelle Jones reviewed the Cockburn & McClintock audit proposal for the year ended June 30, 2014. A motion to approve the Cockburn & McClintock, LLC Audit Proposal as presented was made by Debbie McBee, seconded by Michelle Monkman, and approved unanimously by the board.

Approval of Personnel Report

Tricia Mooney presented the following personnel report for the month for consideration and action:

Appointment Recommendations

Certified:

Kristin Swaggart	Culinary Teacher	PHS
Emilee Oja	6 th Grade Math Teacher	SMS
Tad (TJ) Haugewood	Math Teacher	PHS

Classified:

Kelly Springer	Maintenance I	District Wide
Brian Schuette	Custodian I	PHS

Extra Duty Recommendations

Amanda Lapp	Head Volleyball Coach	PHS
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Resignation Recommendations

Richard Long	Custodian	SMS
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A motion to approve the personnel recommendations as presented was made by Greg Galloway, seconded by Dave Krumbein, and approved unanimously by the board.

Approve Superintendent Contract

Tricia Mooney presented for approval the contract for the Superintendent of Schools for the 2014-2015 school year. A motion to approve the Superintendent Contract Agreement between the Board of Directors of Pendleton School District and Jon Peterson, Superintendent be approved as presented was made by Debbie McBee, seconded by Dave Krumbein, and approved unanimously by the board.

Approve Assistant Superintendent Contract

Tricia Mooney presented for approval the contract for the Assistant Superintendent of Schools for the 2014-2015 school year. A motion to approve the Assistant Superintendent Contract Agreement between the Board of Directors of Pendleton School District and Tricia Mooney, Assistant Superintendent as presented was made by Debbie McBee, seconded by Greg Galloway, and approved unanimously by the board.

Approve Director of Business Services Contract

Tricia Mooney presented for approval the contract for the Director of Business Services for the 2014-2015 school year. A motion to approve the contract for the Director of Business Services between the Board of Directors of Pendleton School

District be approved as presented was made by Michelle Monkman, seconded by Debbie McBee, and approved unanimously by the board.

Board Member Comments

Dave Krumbein stated that the Minamisoma exchange students will be here the week of our regular board meeting and would like to introduce them at the August 11, 2014 meeting.

Chair Umbarger adjourned the regular board meeting at 6:45 p.m.

Chair

Superintendent

Secretary

Date