

Greater Albany Public School District 8J  
718 Seventh Avenue SW  
Albany, Oregon 97321-2399



**REGULAR BOARD MEETING**  
**June 3, 2013 7:00 p.m.**

**Minutes**

*Maria Delapoer, Superintendent*

**CALL TO ORDER**

Board Chair Gordon called the regular meeting of the School Board to order at 7:02 p.m.

Sandi Gordon	Board Chair
Frank Bricker	Board Vice Chair
Jerry Boehme	Director
Lyle Utt	Director
Micah Smith	Director
Hannah Jefferson	SAHS Student Board Member
Johnny Pearson	gave advance notice of his absence
Maria Delapoer	Superintendent
Frank Caropelo	Assistant Superintendent
Randy Lary	Human Resources Director
Russell Allen	Business and Operations Director

A list of others present at the meeting is filed with the original minutes. It was noted that a quorum of the Board was present.

**PLEDGE OF ALLEGIANCE**

Junior Girl Scouts from Troop 20339 led attendees in the pledge of allegiance. Dawn Young is the Troop Leader.

Board Chair Gordon thanked the Scouts for their participation.

**CORE PURPOSE/GOALS**

Student Board Member Hannah Jefferson began the meeting with a review of the district's Core Purpose and Strategic Goals:

**Core Purpose:** Educate and inspire all students to reach their full potential, equipped to be positive, contributing members of society.

**Strategic Goals:**

- We provide every student with challenging and motivating learning experiences that lead to continuous growth.
- We instill in every student the character traits that enable them to understand and interact in the world, appreciating and valuing differences.

- Our students thrive because every community member is a stakeholder and takes responsibility for the success of every student.

**SUPERINTENDENT COMMENTS AND INTRODUCTIONS**  
**RECOGNITION OF TRUMAN TEMPLETON**

Superintendent Maria Delapoer presented a certificate to West Albany High School eleventh grader Truman Templeton naming him a Student All-Star. Ms. Delapoer noted that Truman had the personal courage to report another student's threats of a violent action, thereby averting a possible tragedy at his school. She described him as a role model for what the schools want students to be. She said that his parents should be very proud that they raised such a fine young man.

**INNOVATION GRANT DISPLAYS**

Assistant Superintendent Frank Caropelo thanked the Board for visiting with teachers immediately prior to the Board meeting to hear of their work with the first round of innovation grants funded by the district's TIF grant. He said that the eleven applications for next year were being reviewed.

**ART IN THE BOARDROOM**

Superintendent Delapoer announced that the student artwork in the Monteith Room to the left of the Board, and in the Weatherford Room behind to Board, was from Vallerri Peters' 4th grade class at North Albany Elementary School. She said that students were asked to begin with a drawing and then, writing around the perimeter of their work, describe their subject. Students wrote about dogs, cats, ice cream and cup cakes.

She said that one student described unicorns as "Those mythical, magic makers that live in the clouds so high we cannot see them."

Ms. Delapoer said that another wrote about "muddy, messy, murky pigs, rolling in the mud."

She said that another student described her mother as "loving, sweet, caring, artistic and glamorous"

**COMMENTS FROM THE PUBLIC**

None.

**BUDGET HEARING**

Board Chair Gordon noted the time as 7:08 p.m. She stated that she would set aside any remaining business or report items and conduct a public hearing on the 2013-14 budget approved by the Budget Committee on May 20, 2013.

Business and Operations Director Russ Allen said that Board members had information in their packets relative to the proposed budget. He said that the information was incorporated into Form ED-1. He said that was the official document published relative to the actions taken by the Budget Committee.

He said that the Board packets also contained a memorandum from the Superintendent. He said that the document referred to an increase in the ending fund balance of \$384,163. He explained that the

Oregon Department of Education closed out the 2011-12 school year and due to several factors, there was an increase in the final 2011-12 payment to the district.

Mr. Allen said that Senate Bill 822 (PERS reform) was signed by the Governor which would result in a reduction in 2013-14 PERS rate increases. He said that he needed to acknowledge what Senate Bill 822 would do for the district in terms of PERS costs, but it would be some time before the district would be notified what those costs would be. He said that for the purposes of the Adopted Budget, he reduced the expected PERS increase by 50 percent which generated approximately \$1.3 million less in expenditures than in the budget document.

He explained that the proposed budget was originally \$2 million out of balance. He said that it did not mean that the district would have to borrow money to balance the accounts. He said that the district had reserves to fall back upon, but \$2 million was more than the superintendent wished to take from reserves. Mr. Allen said that the increase in the ending fund balance and the reduction in PERS expenses would reduce that deficit.

Mr. Allen said that the superintendent was proposing some “add-backs” into the budget. He proposed to extend the middle school track season by one track meet, add one FTE of network technician, purchase additional instructional materials and add 100 hours per day of education assistant time to enhance literacy and math small group instruction at the primary grades.

Mr. Allen said that no Board action was needed that evening, but if the Board believed that approval of the “add-backs” was likely, he wished to have head nods from the Board. Board members agreed.

Director Boehme asked how the 100 hours of FTE time would be allocated. Mr. Allen estimated that the division of those hours would vary according to the size of the school.

Director Boehme asked how much the district would need to make a significant improvement in the Talented And Gifted (TAG) program. Mr. Caropelo said that the district could always use more but be estimated that .2 FTE would make an impact.

Board Chair Gordon asked if there were any comments from the public regarding the Greater Albany Public School District’s 2013/2014 Approved Budget. There were no comments from the public.

Board Chair Gordon closed the budget hearing. She said that the Directors would resume the Regular Board Meeting.

**CONSENT AGENDA**

- 1) Minutes from May 13, 2013 Regular Board Meeting
- 2) Personnel
- 3) Financial

Board Chair Gordon stated that if there were no objections the Board would approve the Consent Agenda. There were no objections. Board Chair Gordon DECLARED THE ACTION DECIDED by UNANIMOUS CONSENT

***BOARD REPORTS***

***LEGISLATIVE LIAISON REPORT***

Superintendent Delapoer said that the Legislature was making final adjustments to a number of bills. She said that school districts would continue to converse with legislators. She said that she hoped to soon have resolution on the school funding level, although she had a good idea about what that would be.

***SUBCOMMITTEE REPORT***

Board Chair Gordon said that she and Director Utt met that day to discuss compensation for the District Leadership Team. She said that they did not yet have resolution. She said that she would discuss the next steps during the New Business portion of the agenda.

***SUPERINTENDENT EVALUATION***

Board Chair Gordon said that she and Director Smith would later discuss the evaluation of the Superintendent during the New Business portion of the agenda.

***SCHOOL SAFETY TASK FORCE***

Superintendent Delapoer said that she re-convened the School Safety Task Force. She explained that much of the previous work of the Task Force focused upon the possibility an unwanted intruder coming into a school. She said that the recent event was totally different school safety issue. She said that while she had discussions with the Linn County Mental Health Office, the Task Force wished to reconvene to ensure that students have the resources and open lines of communications.

She said that the group met on May 31 with Frank Moore of the Linn County Mental Health Office. She said that they discussed additional training for staff including a program called "Mental Health First Aid." She said that they discussed the possibility of universal screening at a particular grade and then having resources available for students who were having issues.

Ms. Delapoer said that the task force discussed having some kind of protocol for a student returning to school from a care facility. She said that she wanted to be able to support students to help them become successful but at the same time keep other students safe. She said that she wanted to learn how to gather and share information without violating the federal HIPAA (Health Insurance Portability and Accountability Act) and FERPA (Family Educational Rights and Privacy Act) regulations. She said that the Task Force members were open to developing that kind of protocol so that schools could have necessary information before a student walked in the door.

She said that she would meet the following day with Linn County District Attorney Doug Marteeny as the recent issue could have easily been a Linn County matter. She said that she would meet the following week with Benton County District Attorney John Haroldson

Board Chair Gordon asked if the district had an anonymous tip line. Ms. Delapoer said that it was one of the things she wished to discuss with Mr. Marteeny. She said that the district would need a protocol as how to filter through that kind of information, how the district would respond, and with what level of response. She said that a tip line would be something to explore.

Director Smith said that most of the tip systems like that are specifically about bullying and cyberbullying. He said that several schools in the district considered the possibility, but he was not aware of any systems that were in place. He said that there were some good things about tip lines and some really big drawbacks. He said that the Task Force considered the possibility because it was another line of communication. He said, however, that there was a difficulty in determining what was real and actionable. He asked of the relevance of a potentially large number of false positives that would have to be evaluated by administrators without the ability of tracking backwards and talking to an actual student to gain more information.

Board Chair Gordon said that she would contact the Oregon School Boards Association to learn if other districts were using tip lines.

Director Smith said that people with concerns could call 911. He said that what the district wanted was to have people make the decision to report.

Ms. Delapoer said that the best line of communication was encouraging an environment where students would come to a trusted adult, but she was willing to explore every avenue of gathering information.

Director Boehme asked of the potential cost of a tip line. Ms. Delapoer said that staff was working on that.

### ***STUDENT REPORTS***

South Albany High School Student School Board Member Hannah Jefferson said that the school year was beginning to wrap up and come to an end. She said that she was happy to say that the year was filled with plenty of events that got all students involved with their school.

She said that the seniors vs. staff dodge ball game was May 23 and the seniors won every round. She said that those in previous years, the staff had never lost to the seniors.

Ms. Jefferson spoke about sports and stated that senior Mitchell Gable earned first place in the 400 meters and senior Briana VanVeldhuizen place eighth in the shot put at the state track and field competition.

She said that the annual "Homegoing Week" on May 28 – 31 was one of the most exciting weeks of the entire school year. She said that the theme was "Media Mania." She said that Tuesday was Pajama Day, with a talent show that evening; Wednesday was Twin or Multiple Day; Thursday was Fake an Injury Day; and Friday was TV Character Day. Ms. Jefferson said that Macho volleyball competition was May 29 and it ended with a victory for seniors. She said that the "Homegoing" assembly ended the school day with hilarious skits, video clips and songs. She said that the powder-puff football competition took place on Friday evening and ended with a victory for the seniors who beat the juniors with a score of 16-0. She said that the third annual community carnival also took place before, during, and after the powder puff game.

Ms. Jefferson said that the Leadership students worked for hours every day during the week before the events and never disappointed the student body.

She said that the school-wide awards assembly was held on May 22 where students were congratulated and recognized for their broad variety of academic and athletic achievements. She said that senior awards held on May 29 where community scholarships and awards were given to students in recognition of their many achievements

Miss Jefferson thanked the Board for the opportunity to sit on the School Board meetings and gain valuable experience that will last a lifetime. She said that she greatly enjoyed her time on the Board and she would take the skills she learned with her as she furthered her education.

Board Chair Gordon thanked Miss Jefferson for her participation on the Board.

### **REPORTS**

None.

### **DISTRICT ACCOUNTABILITY PLAN**

None.

### **OLD BUSINESS**

#### **ACHIEVEMENT COMPACT**

Superintendent Delapoer said that the Achievement Compact Advisory Committee completed its work in drafting an Achievement Compact for the 2013-14 school year and received comment from their schools and with community stakeholders. She requested Board approval.

Director Smith asked if the district found a good way to track post-secondary enrollment. Ms. Delapoer replied that the district recently learned of a commercial program that would gather that information. She said that the district would enroll in the program for the coming year.

Action: Director Bricker moved to approve the Achievement Compact as presented. Motion APPROVED UNANIMOUSLY.

### **NEW BUSINESS**

#### **DISTRICT BUDGET**

Business and Operations Director Russ Allen said that he stated all he needed to say during the public hearing.

#### **PROPERTY AND CASUALTY INSURANCE**

Business and Operations Director Russ Allen said that the only company underwriting school districts in the state of Oregon was the Property and Casualty Coverage for Education Trust (PACE). He said that the proposal for 2013-14 was \$329,122.

Mr. Allen stated that the cost was 18 percent higher than the previous year, but was not a reflection of anything specific to the Greater Albany School District. He explained that the increase was due to large losses throughout the State of Oregon.

He stated that very few claims are actually paid by PACE. He said that the district's deductible was \$50,000 and the few claims the district receives, are typically settled for less than \$50,000. Mr. Allen said that due to new Medicare rules, anytime there was an injury, that claim would be administered by PACE for the district.

Board Chair Gordon asked of a typical injury. Mr. Allen replied that employee injury claims were administered under Workers Compensation insurance. He said that a typical Property and Casualty Coverage claim was submitted by a student or visitor to campus. He said that the district did not necessarily pay for all injuries, just those instances where the district was negligent in some way.

Director Boehme moved to approve a contract with Property and Casualty Coverage for Education (PACE) in the amount of \$329,122 for property and casualty insurance. Motion APPROVED UNANIMOUSLY.

#### ***WORKERS COMPENSATION INSURANCE***

Mr. Allen recalled that last year the district moved its Workers Compensation insurance coverage from Special Districts to SAIF because SAIF offered a lower rate. He said that this year, he had just the quote from SAIF to bring before the Board. He noted that the quote was \$62,000 lower than the previous year.

Mr. Allen explained that the insurance costs were related to incurred losses and the number of claims. He said that a district with a high number of claims was going to pay a higher rate than a district with a low number of claims but with the same incurred losses. He said that insurance rates were based upon a three-year average of claims and this year Greater Albany was able to drop the very high claims year of 2008. He said that the district experienced one very large loss in 2008. He explained that the claim was not the district's fault but in Workers Compensation fault does not matter.

He said that the district received just one quote for Workers Compensation insurance. He said that it would be preferable to sign the agreement earlier than later.

Director Smith asked of risk management. Mr. Allen replied that at one time the district had a person who was a half-time principal at a small school and a half-time risk manager. He said that since then, the district changed its model and it now relied more upon the services of the WHA Insurance and Property and Casualty Coverage for Education professionals for on-site reviews. Mr. Allen said that the district has a Safety Committee and a WHA Insurance representative was present at every meeting. He said that the district was on track to have a building principal take on a risk manager role as an extra duty assignment next year.

Director Smith asked if the risk director would oversee safety within the facilities department. Mr. Allen replied that most of the programs were already monitored by the physical plant supervisor. He said that the expertise already existed with individuals at the physical plant.

Ms. Delapoer said that one of the School Safety Task Force recommendations was to increase the risk management FTE. She said that if the district went down the path of adopting some of those recommendations, the district would need someone who would research the different products and

possibilities and return with how to implement those plans. She said that staff had considered using Tier II ESD money and sharing that person with another district. She said that she did not anticipate that it would be a full-time position but it could be someone for a year or two who could help the district implement some of the Task Force recommendations.

Director Boehme moved to approve a contract with SAIF Corporation in the amount of \$288,477 for Workers Compensation insurance. Motion APPROVED UNANIMOUSLY

#### ***DLT/SUPERINTENDENT COMPENSATION***

Board Chair Gordon said that the Board was examining the current compensation of the Superintendent and District Leadership Team. She said that no decisions would be made that evening. She said that the Directors would return with recommendations at a future Board meeting.

#### ***SUPERINTENDENT EVALUATION/CONTRACT RENEWAL***

Board Chair Gordon said that the Directors were well within their timeline for the Superintendent's contract renewal. She said that Superintendent Delapoe would do a self-assessment and provide that information to the Board during the following week. She said that the Board would later meet in Executive Session and she and Director Smith would prepare a recommendation and evaluation for a potential contract renewal.

#### ***BOARD MEETING CALENDAR***

Superintendent Maria Delapoe proposed a Board meeting schedule for the 2013-2014 school year. She proposed to move the Pre-Planning meetings from Thursdays to Fridays.

#### ***BOARD POLICY, PERSONNEL***

Human Resources Director Randy Lary said that the proposed change to Board Policy *GDBA, Mother Friendly Workplace* was about keeping up with current Oregon Administrative Rules. He said that Oregon Administrative Rule 839-020-0051 concerned rest periods in the work place for the expression of milk by mothers. He said that a recent revision to the directive indicated that the expression of milk means the initiation of lactation by manual or mechanical means and did not include breast feeding. He said that an employer may permit breast feeding but was not required to do so. He said that the proposed revisions to Board Policy *GDBA, Mother Friendly Workplace* would bring the document into congruence with the administrative rule.

Board Chair Gordon said that the document would be returned to the Board during the Consent Agenda of the next Board meeting.

#### ***McKINSTRY SETTLEMENT***

Business and Operation Director Russ Allen said that the Board packets contained the first draft of a settlement agreement between the district and the McKinstry Company. He said that he recently emailed to Board Members the second draft of the agreement.

He said that the proposed Memorandum of Understanding would acknowledge that the district had issues with the work performed by McKinstry during the project. He said that the district also had issues with the work performed during the school bond but that was not McKinstry's responsibility. He said that unfortunately some of the school bond work was accepted but should not have been.



Mr. Allen said that the settlement was an all-encompassing settlement wherein the parties agreed that McKinstry would go across the district (bond work and non-bond work) and figuratively and in some cases literally, rip out what was there and put down everything new. It said that would mean installing new code, and in some cases taking out old equipment and putting in new materials, and then fully commissioning the project until it was demonstrated to the district that all work was installed according to specifications. He said that when the work was completed, the district would release McKinstry from liquidated damages from the first contract.

He said that he believed that the agreement was the best path forward because even if the district settled with McKinstry monetarily, the district would still have to get the work done. He explained that the work would be expensive and the commissioning would be really expensive.

Mr. Allen said that for the Board's understanding, Director Boehme was the Board's representative at the table during some of those discussions.

Director Boehme said that he believed that this was the best path forward. He said that McKinstry would install a current system instead of attempting to repair equipment that was nine years old. He said that was part of the monetary package that McKinstry was bringing to the table. He said that the upgraded version would be valuable to the district. He said that the agreement would save \$80,000 that the district would have spent to make the upgrade anyway. He said that all of the controls at all of the building will be controllable from a single site. He added that the best part of the agreement was that there would be a definite timeline.

Director Bricker asked if the agreement would include Fir Grove School. Physical plant supervisor Doug Pigman said that it would.

Director Smith asked if the agreement was feasible. Mr. Pigman said that it was. He said that the district provided McKinstry with a very large cushion. Director Boehme noted that there was a time overrun penalty.

Mr. Allen said that the document was reviewed by the district's legal counsel who recommended one adjustment. He said that revision would be made to the final document.

He said that although the agreement was not yet completed, the next three weeks would be a very prime time for work and would be critical for McKinstry to proceed if the company was to meet the December 31 deadline. He said that the district's legal council recommended that the Board provide authorization for the work to proceed during the next three weeks. He said that the Board would receive the final agreement before their June 24 meeting and have the opportunity to vote on the matter at that time.

Board members nodded in agreement.

### **OTHER BUSINESS**

#### **FAREWELL STUDENT BOARD MEMBER**

Superintendent Delapoe noted that Student School Board Member Hannah Jefferson would graduate this year. She thanked Miss Jefferson for her service to the Board.

Board Chair Gordon reviewed the Dates of Interest at the conclusion of the Agenda. She said that the Directors would reconvene in Executive Session at the conclusion of the Regular Board meeting.

Director Smith said that he would be absent from the June 24 meeting.

**ADJOURNMENT**

Board Chair Gordon adjourned the Board meeting at 8:16 p.m.

---

Sandi Gordon, Board Chair

---

Maria Delapoer, Superintendent

(Recorded by Jim Haggart)

Business and Report Items - Document Reference (filed with original minutes)