

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



**REGULAR BOARD MEETING**  
September 9, 2013 7:00 p.m.

**Minutes**

*Maria Delapoer, Superintendent*

**CALL TO ORDER**

Board Chair Bricker called the regular meeting of the School Board to order at 7:00 p.m.

Frank Bricker	Board Chair
Jerry Boehme	Board Vice Chair
Sandi Gordon	gave advance notice of her absence
Lyle Utt	Director
Micah Smith	Director
Johnny Pearson	Student Board Member
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**

Board Chair Bricker led attendees in the pledge of allegiance.

**CORE PURPOSE/GOALS**

Director Boehme 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**

None.

**COMMENTS FROM THE PUBLIC**

Chad Angel, of 2561 Alexander Lane in Millersburg spoke of Clover Ridge School. He said that he has two kindergarten children at the campus. He said that he had two perspectives. He said that he is a district employee and he knows that there are logistical things that happen and staffing numbers are fluid. He is also a parent. He said that he was saddened because the first experience of the district's youngest children was filled with anxiety and turmoil. He said that some children went home in tears because they were unsure of their classroom and who their teacher would be. He said that his children were excited to be beginning school but the uncertainties were difficult. He said that routines are important to younger children.

He said that on August 23 he received notification that his children would be in the afternoon class and that they would receive a kindergarten readiness assessment during the first week of school. He said that the newspaper indicated that the assessments were mandated by the state. He said that children should have instead been provided with an opportunity to first become comfortable with their environment. He said that his children were very nervous because they believed they were to be tested on the first day.

Mr. Angel said that on Thursday, September 5, parents learned that the district would add an additional kindergarten section and that some children would be moved to another classroom. He said that parents were told that bus transportation was guiding the assignment to morning or afternoon kindergarten but he believed that to be untrue.

He said that he felt he was not being told the truth and that made it hard for him to trust the school. He said that children would forget the matter but parents would remember the rough start.

Board Chair Bricker thanked him for his comments. He said that the district would examine what happened and would take measures to lessen problems in the future.

**CONSENT AGENDA**

- 1) Minutes from August 26, 2013 Regular Board Meeting
- 2) Personnel (with Addendum)

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

**BOARD REPORTS**

**LEGISLATIVE LIAISON REPORT**

Superintendent Delapoer said that the Board members had at their places, a communication from The Oregon School Boards Association (OSBA). She said that the information indicated that Governor Kitzhaber was committed to calling a special session of the Legislature to consider education funding. She stated that OSBA had provided an online link for Board members to indicate their support for school funding.

There was no Board discussion.

### ***SUBCOMMITTEE REPORTS***

There were no sub-committee reports.

### ***STUDENT REPORTS***

There were no student reports.

Director Smith said that he spoke to students at different schools where he reminded them not to cyberbully. He attended school Open House events at Central and Oak Elementary Schools. Director Utt participated in Open House events at Liberty and North Albany Elementary Schools. Director Boehme visited Open House events at Periwinkle and Sunrise Schools. Board Chair Bricker attended Open House events at Clover Ridge and Timber Ridge Schools as well as Oak Grove, South Shore, and Takena Elementary Schools.

### **REPORTS**

#### ***SODEXO ENDING FUND BALANCE***

Business and Operations Director Russ Allen said that Food Service Director Sharon Short would discuss the unaudited 2012-13 Food Service Fund revenues and expenses.

Mr. Allen said that as the Board knew, relative to the revenues and expenditures that actually hit the books in 2012-13, the fund ended “in the black” by a little more than \$3,000. He said, however, that as was reported after the fact, it was determined that the revenues included \$45,000 in the form of a check that the district received from Sodexo which was to offset the 2011-12 school year. He explained that because the check was received too late to be included in 2011-12, it was credited to the 2012-13 school year. He said that the check was really intended to offset the 2011-12 school year. He said that if the \$45,000 check was taken out of the 2012-13 school year, the fund really ended with a \$41,000 deficit.

He stated that he was in discussion with Sodexo and he estimated that Sodexo would make up that loss so that the district would end with a balanced fund. He emphasized that he did not have that agreement in writing, but that was his expectation. He said that a formal meeting with Sodexo was scheduled the following weeks.

Mr. Allen said that at Director Boehme’s request, the Board had additional information at their places. He stated that he provided financial information for three years. He explained that for the purposes of the information presented, he moved the \$45,000 from where it was received in 2013 into the 2011-12 school year where it was intended. He said that as was discussed in the past, one of the biggest problems the food service office has is paid breakfasts and lunches where the sales were down. He noted that commodity entitlements received from the federal government were down as well. He said that those were the biggest financial challenges.

He directed the Board’s attention to the financial information for the 2010-11 school year. He said that the district finished with a deficit of approximately \$26,000 but the district received a contribution of \$35,000 from Sodexo, the first year of the new contract. He said that in 2011-12, the district unexpectedly ended \$90,000 in the hole and Sodexo split the amount with the district. He said that information for the 2012-13 school year indicated that the district ended the year at a \$41,373 deficit, but he expected a check for that amount from Sodexo.

Director Utt asked if the Food Service fund could break-even in the future. Mr. Allen replied that some of the challenge was due to the menu requirements of the federal Healthy, Hunger Free Kids Act. He explained that the required food ingredients were not “kid-friendly.” He said that work was being done to modify menus to make the food choices more appealing to students. He said that it was all about getting children in the cafeteria eating the meals. He noted that between the 2010-11 and 2012-13 school years there was more than \$100,000 lost in paid meals. He said that if the district were able to restore meal participation, the district could return to a balanced account. He said that the recent changes in the nutritional guidelines were causing reduced participation.

Director Smith asked of state and federal reimbursements. Mr. Allen responded in detail.

Board Chair Bricker noted that Albany was not the only district with food service funding challenges. He asked if there would be revisions to the federal program. Ms. Short said that the School Nutrition Association was seeking revisions. She said that the intent of the law was to feed hungry kids with nutritious food but if the students did not participate, they would not receive the meals. She said that her staff was trying hard to make the meals “kid-friendly.”

Director Boehme said that he was happy that the actual numbers were very close to projections.

Director Utt said that he did not have a problem with the district subsidizing the food service program. He said that he just wanted the numbers to be realistic.

### ***SCHOOL START-UP REPORT***

Superintendent Delapoer said that the District Leadership Team (DLT) would present a back-to-school report and highlight the start of the new school year. She said that all of the DLT were all out in the schools the previous week and saw great things happening.

She said that the school year really begins in August when the principals and school office managers return. She said that new teachers arrive in late August and veteran teachers return near the end of August. She said that all students except kindergartener return during the first week of September and the all of the kindergarten students were in class on September 9.

Ms. Delapoer said that during the previous week she visited Clover Ridge School which was beginning the kindergarten readiness assessment. She explained that the assessment was a state mandate for all entering kindergarten students. She stated that other elementary principals wanted to conduct their assessments in the same manner but the district decided to allow Clover Ridge to pilot the program this year.

She said that there were some staffing bubbles and Human Resources Director Randy Lary would later discuss the specifics as to how elementary schools had to add staff and reconfigure classes within the last week. She said that the district tried to address a number of kindergarten and first grade classes with more than thirty children. She said that the district was also attempting to minimize the number of classrooms with grade blends.

Ms. Delapoer said that she also visited Lafayette and Sunrise Schools. She said that she went to Calapooia Middle School where she observed the eighth grade mentors helping new sixth graders get settled. She said that she participated in an assembly for seventh and eighth graders at Timber Ridge School. She also visited Albany Options, and West Albany High Schools on September 6. She said that for the most part, the district got off to a smooth start.

Assistant Superintendent Frank Caropelo stated that he visited Central, Lafayette, Oak, Periwinkle, Tangent, and Waverly Elementary Schools, and the Welcome Center. He said that at South Albany High School, he observed Principal Brent Belveal leading an assembly on orientation day with the incoming freshmen. He said that Mr. Belveal extolled the ninth graders to attend every event possible, shoot for a goal of 95 percent attendance, to be twice as loud as the other classes at assemblies, and to make a choice to have an amazing school year.

Human Resources Director Randy Lary reported that he visited all of the district schools during the previous week. He said that on the first day of school he went to West Albany High School where he observed Principal Susie Orsborn addressing the freshmen students. He said that he then visited Memorial Middle School where he observed Principal Ken Gilbert sending the sixth graders out on their first tour of the school. He said that he went to Takena Elementary School where he observed new principal Lisa Shogren out on the playground with the students. He said that he also visited Liberty and Central Elementary Schools.

Mr. Lary said that the district was continuing to monitor enrollment and class sizes. He said that the district made several staff changes, one of which impacted Clover Ridge Elementary School where he added one section of kindergarten. He said that predicting where students would show up was not an exact science, particularly at the kindergarten level. He said that he also added a first grade section at North Albany Elementary. He explained that the district typically does not make those staffing decisions early, but this year those hires were made earlier than in the past. He said that the district would continue to examine class sizes.

He said that the district had received several grants through the Oregon Department of Education, one of which concerned physical education teachers. He said that the district was continuing to hire temporary PE teachers at the elementary school level.

Director Smith asked of class sizes. Mr. Lary said that it was too early to say for certain but enrollment at the secondary schools seemed to be closer to predictions that it was in the past. He said that at the elementary level, classes were generally pretty large. He said that it appeared that there was more variation in class sizes than a year ago. He added that there were more classes in the 20-22 range and more classes in the 30-31 range than the district had in previous years. He said that the imbalances were very difficult to avoid.

Ms. Delapoer said that there were several grades 4-5 blends but the only other classroom blend was one at grades 3-4. She said that there were no other blends in the district. She said that was a positive aspect when it came to curriculum. She said that staff would follow-up with enrollment numbers in the future.

Board Chair Bricker asked Student Board Member Johnny Pearson for his perspective on the first days of school. Mr. Pearson said that there was not much to say.

Director Boehme asked if blended classes were affected by the Common Core requirements. Mr. Caropelo replied that with the Common Core and Math curriculum requirements, teaching a blended math class was equivalent to asking a high school teacher to instruct Geometry and Algebra to the same class.

Director Boehme spoke of the start-up difficulties with the kindergarten class at Clover Ridge School and estimated that there were problems with communications. He suggested that the information the school wished to communicate with parents did not get out in a format that parents understood.

Ms. Delapoer stated that this year was the first for the new state requirement for a kindergarten readiness assessment. She said that the district attempted changes to create a better system. She said that the Transportation Department attempted to divide students by area to reduce transit times. She said that staff would determine ways to do things better in future years. Mr. Caropelo reported that the other elementary schools also began kindergarten assessments during the first week of school.

Director Boehme asked why most kindergarten students began during the second week of school. Ms. Delapoer said that traditionally, kindergarten students were evaluated during the first week of school. Kindergarten classes were not in session so that teachers would be free to do individual kindergarten assessments. She explained that this year, at Clover Ridge School, children were brought into the classroom in groups. She agreed that the process could be improved.

Mr. Caropelo said that for as long as he has been in the district, there has been a week of one-on-one interviews with the teachers, parents and the student. He said that in the past, all kindergarten students came together during the second week of school. He said that in the past, the student would experience a one-on-one setting with the teacher, and then during the following week experience a class of 25-30 classmates. He said that the new procedures permitted the student to begin in a setting of just 8-10 children.

Board Chair Bricker spoke of the challenge of a kindergarten teacher trying to assess 28 children having just met them for the first time. Ms. Delapoer said that all of the kindergarten teachers were part of the assessment program during the previous week at Clover Ridge School.

Director Smith asked, if in previously years, the results of the kindergarten assessments would determine whether the student was assigned to morning or afternoon kindergarten. Mr. Caropelo replied that in his experience, students were assigned to a morning or afternoon class after the interviews. He said that Clover Ridge School was different because the campus used a regional busing system. He said that students at that campus were assigned to morning or afternoon classes depending upon where they lived.

Director Smith asked if the outcome of the assessment would dictate whether the student was assigned to morning or afternoon kindergarten. Mr. Caropelo said that it did not. Director Smith asked why parents were not notified of morning or afternoon kindergarten earlier. Mr. Caropelo replied that he would get back to the Board with information as to when parents were notified.

Mr. Caropelo noted that the assignment of kindergarten students at Clover Ridge School was complicated when the district added a fourth kindergarten section to reduce overcrowding. He said that some families were initially told that they would have to attend an overflow school. He said that those children were brought back to Clover Ridge when the additional section was added.

Director Smith asked how students were assigned to morning or afternoon kindergarten. Mr. Caropelo said that some schools do not have morning and afternoon kindergarten. He said that as a building principal, his school had only a morning kindergarten. He said that some principals consider parent requests.

Board Chair Bricker requested that Superintendent Delapoer ask principals when they notified parents as of their child's assignment. Ms. Delapoer said that she would do that.

Business and Operations Director Russ Allen said that he visited South Shore Elementary School where he observed students being instructed on how to go through the food lines.

He said that the Food Service Department was working on menus and examining every avenue to increase meal participation. He said that the Business Office working very hard to help employees enroll in health insurance.

Mr. Allen reported that the Facilities Department was equally busy. He said that the Oak Grove modular building received a temporary permission to occupy statement. He recalled that several days before, the area experienced a rain storm which led to roof leaks in six of the buildings. He said that some of the leaks were expected and others were not.

He added that Liberty Elementary School received considerable effort during the summer, both from the Facilities Department and through volunteer work from the community. He said that the ServeINC organization would paint the exterior of Oak Grove School on Saturday, September 14, beginning at 8:00 a.m.

Mr. Allen said that during the summer, the Technology Department prepared six new computer labs and installed more than 350 new computers. He said that the district was also working a number of technology grants.

He said that the Transportation Department transported 5,514 regular education students on 39 routes. He said that the department also carried 300 special education students on 17 routes. He reported that most routes operated within 10 minutes of the scheduled times.

### ***OSBA WORKSHOPS***

Superintendent Delapoer said that representatives from the Greater Albany School District would make two presentations at the November Oregon School Board Association conference. She said that the first, "School Safety Task Force," would be presented at 11:30 a.m. on November 15. She said that the presenters would include herself, Timber Ridge School principal Jason Hoffert-Hay, Director Smith and Director Gordon. Director Smith confirmed that he would participate.

Ms. Delapoer stated that the second presentation, “Educational Assistants/Partnering with Teachers,” would be presented at 3:30 p.m. on November 15. He said that Elementary Curriculum Director Tonja Everest and Tadena Elementary School principal Lisa Shogren would deliver the presentation. Director Boehme and Director Utt said that they would assist.

**DISTRICT ACCOUNTABILITY PLAN**

**GOAL 3, A1, BOARD ENGAGEMENT ACTIVITIES**

Assistant Superintendent Frank Caropelo said that Goal 3, Activity 1 indicated that Board members would commit to engage with community and district groups throughout the year. He said that he put at Board Member places a copy of the document he prepared the previous year to guide Board members in visiting Professional Learning Communities (PLC’s).

Director Boehme suggested that Board Members keep Executive Assistant Jim Haggart informed of their visits to the schools. The other Directors agreed.

Ms. Delapoer asked if the Directors would wish a copy of the Professional Development schedule for educational assistants. The Board indicated they would like to have the document. Director Smith asked for a schedule of the PLC sessions. He noted also that some of the schools meet as “Sister Schools” when conducting those sessions. He said that those combined sessions would be interesting to attend.

Director Smith commented on the Back to School Rally and noted that participants were “blown away” by guest speaker Dr. Luis Cruz. He said that people thought his address was tremendous.

**OLD BUSINESS**

None.

**NEW BUSINESS**

**OSBA BOARD MEMBER, LEGISLATIVE COMMITTEE MEMBER NOMINATIONS**

Executive Assistant Jim Haggart said that the Oregon School Boards Association was seeking nominations during the month of September for even-numbered OSBA Board positions and all Legislative Policy Committee members.

He said that Greater Albany and the other districts of Linn, Benton and Lincoln Counties were represented by Board Position #10. He said that Anne Schuster of the Corvallis School District was currently the elected representative. Mr. Haggart said that her two-year term would expire December 31, 2013. He said that she had stated that she would serve again if elected, but would step aside if another person indicated interest.

Mr. Haggart said that Greater Albany and the other districts of Linn, Benton and Lincoln Counties were also represented by Legislative Policy Committee Position #10. He said that David Dowrie of the Linn Benton Lincoln Education Service District Board was currently the elected representative. Mr. Haggart said that Mr. Dowrie’s two-year term would expire December 31, 2013. He said that Mr. Dowrie stated that he would serve again if elected, but would step aside if another person indicated interest.



Mr. Haggart said that no action was required unless the Board wished to make one or more nominations. If so, the Board must take formal action so that the nominations are received by OSBA by September 30, 2013, he said.

There were no nominations.

**OTHER BUSINESS**

Board Chair Bricker reviewed the Dates of Interest at the conclusion of the Agenda. He said that the OSBA Fall Regional would begin at 5:45 p.m. on September 19 at the Linn Benton Lincoln Education Service District. He said that the next regular meeting of the School Board would be September 23, 2013.

Ms. Delapoer suggested that the Board move the Budget Committee meeting from November 4 to November 6. Board members agreed.

**ADJOURNMENT**

Board Chair Bricker adjourned the Board meeting at 8:05 p.m.

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Frank Bricker, Board Chair

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Maria Delapoer, Superintendent

(Recorded by Jim Haggart)

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