

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



REGULAR BOARD MEETING
July 20, 2015 7:00 p.m.

Minutes

Jim Golden, Superintendent

CALL TO ORDER

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

Jerry Boehme	Board Chair
Micah Smith	Board Vice Chair
Frank Bricker	Director
Sandi Gordon	Director
Lyle Utt	Director
Stephanie Dilbone	Student Board Member
Jim Golden	Superintendent
Tonja Everest	Assistant Superintendent
Randy Lary	gave advance notice of his absence
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 Boehme led participants in the Pledge of Allegiance.

BOARD BUSINESS

OATH OF OFFICE

Superintendent Jim Golden administered the oath of office to newly reelected Board Members Lyle Utt and Frank Bricker.

REVIEW OF BOARD MEMBER RESPONSIBILITIES

Board Chair Boehme led the Directors in a review of Board Policy *BBAA, Individual Board Member's Authority and Responsibilities*.

BOARD OFFICER ELECTIONS

Board Chair Jerry Boehme began the election process for School Board Chair. Director Bricker moved to nominate Director Gordon as School Board Chair. There were no other nominations. Motion APPROVED UNANIMOUSLY.

Board Chair Gordon thanked her fellow Board members.

Board Chair Gordon opened the floor for nominations for Vice Chair. Director Boehme moved to nominate Director Smith as Board Vice Chair. There were no other nominations. Motion APPROVED UNANIMOUSLY.

CORE PURPOSE/GOALS

Student Board Member Stephanie Dilbone 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.

Director Smith noted that the previous day, FACT employee Holly Creager was killed in a traffic accident. He described the work she did in her personal and professional life. He said that Ms. Creager's husband is still in the hospital and their five children have a difficult path ahead.

SUPERINTENDENT COMMENTS AND INTRODUCTIONS

None.

COMMENTS FROM THE PUBLIC

Emily Medonich of 715 Seventh Avenue SW in Albany said that she is the mother of Avery Medonich. Ms. Medonich requested that the district make an exception to its requirement that students entering first grade be six years old by September 1. She said that her child is a gifted student who is reading chapter books and is performing addition and subtraction. She said that Avery is writing complete sentences and more and to suggest that the proper place for her was kindergarten was inappropriate.

Ms. Medonich said that her child would turn six on September 24. She said that her child successfully completed a full-day kindergarten at a private school. She estimated that Avery would be better prepared socially, emotionally and academically than many of the students who attended Albany's kindergarten last year. She said that she provided Avery's work samples to Superintendent Golden.

She said that to deny enrollment of her child into first grade based upon her age would be a violation of the Equal Education Opportunity Act and Board Policy JB. She estimated that her daughter was ahead of other children entering kindergarten. She said that having to keep Avery challenged while adjusting to a full-day kindergarten herself would place an unrealistic burden on the teacher. She estimated that less advantaged students in Avery's class would suffer as her daughter would receive instruction at a higher level. She stated that it would be socially, emotionally and academically harmful to Avery to put the child in a kindergarten class. She

brought policy documents from other school districts which would have permitted her child to enroll as a first grader. She asked that the Board consider advancing Avery to the first grade.

Director Smith asked if the child attended full-day kindergarten the previous year. Ms. Medonich said that she did.

Board Chair Gordon said that she is a mother. She asked Ms. Medonich why she enrolled the child in a public school rather than continue the child in private school. Ms. Medonich said that cost was a concern.

CONSENT AGENDA

- 1) Minutes from June 15, 2015 Regular Board Meeting
- 2) Personnel (with Addendum)

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

Business and Operations Director Russ Allen said that the Legislature completed its session. He said that a little more money was allocated to the State School Fund but he did not have any numbers to share.

Superintendent Jim Golden said that there was no onerous or unexpected legislation. He said that district had a one-year extension on the fifth year, advanced diploma program. He said that Mr. Allen would look into a facilities bill that was passed during the session. He estimated that bill would go into effect for construction starting after January, 2016. He said that it was possible that if the district went out for a bond, there might be some public money to match.

Director Smith estimated that there might be \$175 million for seismic upgrades. Mr. Allen replied that the two DLG Group representatives in the audience might be more familiar with the legislation. He said that there might be matching money if the district passed a general obligation bond.

Board Chair Gordon asked if the district did any seismic improvement at Clover Ridge School. Mr. Allen said that seismic readiness was a topic he was discussing with the DLR Group consultants. He said that at the time of the 2006 school bond, Central Elementary School stood out as deficient. He said that the other schools did not rise to Central's level.

Project manager David McKay said that there might be some matching funds. He said that the State would rank the districts and he expected the Greater Albany district to fare well in that process as the district had a large number of relatively old buildings.

DISTRICT FACILITIES ADVISORY COMMITTEE

Mr. Allen said that he would provide a report later in the meeting.

BOARD MEMBER REPORTS

Director Bricker said that earlier this month he had received a contact from a parent who received a flyer from a community organization with addresses provided by the district. He said that he reviewed Board Policies JOA and JOB. He said that there needed to be an administrative regulation regarding directory information.

STUDENT REPORTS

None.

DISTRICT ACCOUNTABILITY PLAN

BUSINESS OFFICE

Controller Ashley Netzel said that she would provide the Board with information regarding the school district Business Office. She said that Board members had in their packets and at their places, information as to the important happenings in the department. She said that one of the things that would make the office more efficient would be going paperless.

She provided statistics concerning payroll and accounts payable for the 2013-14 and 2014-15 fiscal years. She said those numbers were then compared with information from the “Managing for Results in American Cities Schools Report.” She said that there were some Greater Albany statistics that matched the Great City Schools Median but payroll expenses were much higher. She acknowledged that the office was not as efficient as it wanted to be but the office was limited by its software.

Director Smith asked about travel expense documentations. Ms. Netzel said that there was room for improvement. Director Smith asked if the AESOP substitute calling system was connected to the Infinite Visions system. Ms. Netzel said that it was not. She said that one of the challenges in processing travel claims was in having the correct expense codes. She said that sometimes the office managers don’t have all of the information and the documents have to be referred to the curriculum department.

Mr. Golden said that in Central Oregon, the education service district used the “Sub-Finder” program. He said that the Greater Albany district could consider that system.

Mr. Allen said that the districts that participate in the Great City Schools Initiative were larger than Greater Albany. He said, however, that it was the only available benchmark to compare Greater Albany performance.

Board Chair Gordon said that she is a banker and her company Wells Fargo offers payroll services. Ms. Netzel said that the district was not considering outsourcing the service.

REPORTS

RESTRAINT AND SECLUSION

Special Education Director Ryan Mattingly said that Board Policy *JGAB, Use of Restraint and Seclusion* requires an annual report of the use of restraint and seclusion in the district. He said that the report was provided in the Board packet.

Mr. Golden noted that the 77 incidents reported in the document represented just 20 students. He said that the total was not unusual considering the severity of the children who need to be restrained. He added that from a systems perspective, he wanted to ensure that all principals were trained in the district restraint and seclusion protocols. He said that some of the untrained people mentioned in the report were administrators.

Board Chair Gordon asked for a definition of restraint. Mr. Mattingly said that the legal definition was the use of physical force to prevent a child from engaging in an action that they would like to take.

Assistant Superintendent Tonja Everest referred to a student who is a known runner. She said that an elementary principal grasped the child by the belt and collar to keep the child from running into the street.

Ms. Mattingly said that most of the children were very young, kindergarten or first grade.

Director Utt asked how Greater Albany compared with other districts. Mr. Golden said that the numbers were low for a district of our size.

Director Smith asked if it would be worthwhile to explain to all staff that they may intervene for the safety of the student. Mr. Mattingly said that might be worthwhile.

Board Chair Gordon said that when they were students, her sons were suspended for fighting with each other.

DFAC UPDATE

Business and Operations Director Mr. Allen said that he would provide the Board with an update on the work of the District Facilities Advisory Committee. He said that Greg Roe and Pat Eastman were the Co-Chairs of the committee and they would assist in the presentation that evening. He said that they would be followed by consultants Karen Montovino and Scott Rose from DLR Group which was assisting the district.

Mr. Roe said that he and Mr. Eastman were asked to be the Co-Chairs during the previous fall. He said that participation in the committee was opened to the public and a wide array of individuals responded. He said that participants included teachers, business owners and engineers. He said that many had a connection to the district.

He said that the committee began with a physical assessment of the buildings within the district. He noted that the district has an aging infrastructure. He said that most of the buildings were constructed in the 1950's and 1960's and only two have been constricted since then. He also noted that the district never tore down and replaced a school. Instead the buildings have been continued in service. He said that the older buildings were not constructed in congruence with teaching practices of today.

Mr. Roe said that the committee also examined capacity and enrollment. He estimated that the district was not over stressed. Mr. Allen clarified that the district was not over capacity but it was at capacity.

Mr. Roe said that the committee also examined educational opportunities. He said that Ms. Everest made a great presentation about the future of education. He said that the district has great teachers. He said that children are learning very quickly and teachers have to keep pace with that instruction. He noted that Liberty Elementary School teacher Max Nazarian was doing great work in the use of technology in learning.

He said that the district does not have an auditorium. He said that the district has a high emphasis in sports, but he estimated that there were more children interested in music programs than athletics. He said that music and theater performances do not have a proper venue. He said that the committee also viewed an inventory of musical instruments.

Mr. Roe said that the committee was not looking just at buildings, but how the buildings related to learning and the educational advancement of children. He said that as a parent, he is frequently in Memorial Middle School, but until the DFAC committee's work, he never considered the limits the design of the building puts on technology.

He also spoke of building safety. He described North Albany Elementary School as an example and stated that staff is unable to see visitors approaching the building until they are already inside. He said that many of the district's buildings were constructed at a time when schools did not have to think about technology or to be as concerned about safety.

DLR Group consultant Karen Montovino spoke of the building assessment prepared by consultant gLAs Architects. She said that the summary concerned building physical needs and said that the need totaled \$93 million. She said that facilities supervisor Doug Pigman put the projects into priority of need. She said that the projects identified as having "high, medium high or medium" need totaled approximately \$65 million.

She said that the committee examined capacity and enrollment. She noted that there were several schools where the projected enrollment exceeded capacity. She explained that there were a number of ways to measure capacity. She explained that this process considered the number of teaching stations. She said that permanent buildings and portable classrooms were included. She projected that the district would conduct a demographics study later in the summer.

Director Smith asked about capacity. Ms. Montovino said that she was referring to teaching stations. Mr. Allen said that the planning factor was 26 children per classroom at the elementary level and roughly 29 students per classroom at the secondary level.

Ms. Montovino said that another way to consider capacity was the number of square feet per student in the permanent buildings. She said that 125 square feet per elementary student was typical but she noted that Central Elementary School has extra space. Mr. Allen said that the numbers were for the 2014-15 school year. He said that because of the opening of Fir Grove Elementary School in the fall of 2015, Oak Grove School would then have a higher square

footage per student. He said that the model estimated 150 square feet per student for middle schools and 170 square feet per student for high schools. She noted that West Albany High School was overcrowded and North Albany Middle School appeared to have available space.

Ms. Montovino said that the DFAC also considered Educational Adequacy. She said that the committee drew from a presentation by assistant superintendent Tonja Everest. She spoke of the changing roles of teachers and students. She said that more active learning requires a different kind of space. She said that the intent was to get the building out of the way and enhance student learning through commons spaces, career and technical learning spaces, equipment, science, technology and math design studios, flexible learning spaces, natural lighting, and outdoor learning spaces.

DLR Group consultant Scott Rose emphasized that part of the process was to get buildings out of the way of learning. He said that student brain function was affected by nutrition, movement, natural light, ventilation, acoustics and feeling safe.

He said that district buildings were well maintained but old. He said that buildings have a finite life. He noted that there was a 40 year period in the district's history during which there was no new school construction.

Mr. Rose said that potential projects were considered in three categories, "warm/safe/dry" which included systems replacement such as mechanical, plumbing and electrical, seismic upgrades, and ADA renovations. He said that a second category was safety and security which noted that most schools lack secured vestibules and surveillance systems. He said that the third category was site issues which included bus loops, playground improvements and pavement repairs.

He spoke of auditoriums, either one for each high school or just one auditorium at a central location.

Mr. Rose spoke of the timeline for the DFAC. He said that the committee would work during September on the plan creation and refine the plan in October. He said that there would be community involvement during the same period. He said that the committee would present a draft plan to the School Board in December and expect to have a final plan for the Board in January. He said that it was too soon to say whether that report would include a recommendation to seek a school bond.

Director Smith asked DLR for guidance in rebuilding South Albany High School. Mr. Rose said that transparency was important. He said that the district needed to be consistent in the process. He said that accountability was important. He said that most of the time community members do not mind if more money is put into a project if it is well communicated. Ms. Montovino suggested letting the community know that the work at South Albany High School was part of a larger plan.

Board Chair Gordon thanked Ms. Montovino and Mr. Rose for their report.

SOUTH ALBANY HIGH SCHOOL RECONSTRUCTION

Business and Operations Director Mr. Allen said that he would describe progress to date in rebuilding the South Albany High School cafeteria destroyed by fire on April 1, 2015. He said that he would be assisted by project manager David McKay and gLAs Architect Wally Gresl. He said that South Albany High School principal Brent Belveal was in the audience.

Mr. McKay said that the demolition of the former structure was complete and the excavation for the footings for the new structure had started. He said that the bid package for the construction of the footings was due on July 23. He explained that T. Gerding Constriction was hired as the construction manager/general contractor for the project.

He said that there would be three bid packages for the project. He said that one package would be for the excavation and construction of the footings. He said that the second package would be for the walls and roof and the third would be the finish package. He explained that he wanted to get the excavation and footings moving so that he could get ahead of the fall weather.

Mr. McKay said that he wanted to discuss the design for the walls and roof structure that evening. He offered three design schemes, each with the same square footage as the original structure. He also provided a diagram for the interior design of the main floor. He noted that the plan called for more square footage in the cafeteria.

He also offered three proposals for the second floor of the structure. He said that the first option was similar to the original structure in that the second floor would be used for only for mechanical equipment. He said that a second and third alternative would each add additional cafeteria space on the second floor balcony.

Director Boehme asked how much larger the new cafeteria would be. gLAs Architect Wally Gresl said that the new cafeteria would be 3,500 square feet larger, having 364 seats on the first floor. He said that the previous structure had seating for 300 students.

Mr. Allen spoke of options for the second floor and stated that the intent was to provide a common area for students. He explained that open spaces in other high schools were used for a variety of purposes throughout the day.

Superintendent Golden described how common spaces could be used to build a high school community.

Director Smith asked about cafeteria table storage. Mr. Gresl said that table storage was incorporated into the design.

Board Chair Gordon asked if the band and choir rooms were the same size. Mr. McKay replied that they were essentially the same size.

South Albany High School Principal Brent Belveal said that the goal was to create a common space. He said that he also wanted to be able to seat in the building the number of students served

by the cafeteria. He said that the common spaces could be used to build the school community. Mr. Golden estimated that after more people saw how beautiful the new building was, there would be more requests from the Albany citizens to use the buildings after school hours.

Board Chair Gordon asked who would decide on the plan. Mr. McKay said that the School Board would. He said that he wished the Board to first select the exterior design scheme and then select the alternate for the interior second floor.

Director Boehme asked about Alternative #2 for the second floor. Mr. McKay said that the option included two classrooms on the second floor that might accommodate a culinary arts program.

Director Boehme asked about mechanical spaces on the second floor. Mr. Gresl said that the size of the mechanical spaces was still to be determined.

Mr. Golden asked if the district had Construction Excise Tax money available. Mr. Allen said that it did. Mr. Allen said that one possibility would be to build the second floor now but leave part of it unfinished and then later complete the construction with school bond money or money from grants.

Director Utt asked if it would be cheaper to build a second floor now rather than later. Mr. McKay said that it would be cheaper to build the second floor now. He said that the question was where the money would come from.

Board Chair Gordon said that she is a banker. She said that interest rates may rise in the future which would impact construction costs.

Mr. Allen said that the insurance policy would to replace the building as it was, plus code improvement. He said that the place for possible contention was if the insurance company believed that the improvements were beyond what previously existed.

Director Boehme asked when the building needed to be finished. Mr. McKay replied that he wanted to complete the structure by July 1, 2016.

Director Boehme asked if the district had any money for the work. Mr. Allen said that the insurance policy did not have a maximum amount. Instead, he said, the policy promised to restore what was, plus any new code requirements. Mr. McKay described the current model used for the design and construction process.

Director Boehme asked when construction would have to begin. Mr. McKay said that work began three weeks ago. He said that there would be three bid packages; foundation, walls and roof, and inside finish.

Mr. Golden asked if the walls would be tilt up. Mr. Gresl said that all three exterior schemes would be tilt up.

Director Boehme asked for square footage costs. Mr. McKay replied that first floor costs would average \$313 per square foot. He said that second floor costs would be \$187 per square foot.

Board Chair Gordon asked if Mr. McKay wanted direction that evening, Mr. McKay said that he did. Superintendent Golden said that it would make the most sense to select alternative #2 for the second floor design. He noted that South Albany High School would soon have the largest enrollment. He noted that if the district later went out for a bond, selecting alternative #2 now would show the community that the district was thinking ahead.

Assistant superintendent Tonja Everest said that the district absolutely needed alternative 2. She said that even before the fire it was obvious of what the high school students did not have. She said that students did not have sufficient space to eat their lunch and many have to sit on the floor. She said that made proper supervision impossible. She said that having a common space would yield a number of school uses for the space such as study groups and AVID tutorials. She added that the space could be used for staff development on non-class days and the community on the weekends.

Board Chair Gordon asked Student Board Member Stephanie Dilbone for her thoughts. Miss Dilbone said that Alternative #2 would provide other options and would encourage students to stay on campus for lunch. She projected that many students would take the culinary arts class.

South Albany High School principal Brent Belveal said that he wanted to be able to say to the community that the district was looking ahead. He said that he would love to have the culinary arts program. He said that some of the construction costs could come from grants.

Board Chair Gordon said that she is a banker and she knows that there is grant money available.

Director Boehme asked of the bid process. Mr. McKay responded and described how construction manager/general contractor T. Gerding would structure the process.

Director Boehme asked how the district would pay for the more expensive option. Mr. Allen recommended that the district draw from the Construction Excise Tax fund. Mr. Allen said that additional money could be borrowed later if necessary. He said that it was possible that the district would be eligible for a \$200,000 grant from the State which would more than cover the district's out-of-pocket expenses.

Board Chair Gordon asked the directors for their preferences. All five Board members said that they preferred Alternative #2. Board Chair Gordon added that she liked Alternative #2 because its construction would indicate to the community that the district was acting responsibly.

Board Chair Gordon asked the Directors for their preferences in the exterior design schemes, Directors Boehme, Gordon, Smith, and Utt preferred Scheme A. Director Bricker did not have a preference. Principal Belveal said that his staff also preferred Scheme A.

OLD BUSINESS

None.

NEW BUSINESS

ANNUAL RESOLUTIONS

Business and Operations Director Russ Allen requested approval of Resolutions for the 2015-16 school year.

Action: Director Smith moved to approve Resolution 15/16-1 as presented. Motion APPROVED UNANIMOUSLY.

Action: Director Smith moved to approve Resolution 15/16-2 as presented. Motion APPROVED UNANIMOUSLY.

AWARD OF INSTRUMENT PURCHASE

Business and Operations Director Russ Allen requested Board approval for the purchase of musical instruments and equipment needed by South Albany High School to begin the new school year. He said that the amount represented about 60 percent of what was lost in the fire and would be reimbursed by the insurance company.

Director Boehme moved to approve the purchase of band instruments in the amount of \$276,076.14 as presented. Motion APPROVED UNANIMOUSLY.

BOARD POLICY, ADMINISTRATIVE REGULATION, STUDENTS

Board Chair Gordon directed that the documents be returned to the Board at the New Business portion of the agenda of the next meeting.

BOARD POLICY, PERSONNEL

Board Chair Gordon directed that the documents be returned to the Board at the New Business portion of the agenda of the next meeting.

BOARD POLICIES, SMOKING AND VAPORIZING

Board Chair Gordon directed that the documents be returned to the Board at the New Business portion of the agenda of the next meeting.

OTHER BUSINESS

Mr. Golden said that the Pipeline Industry Educator Tour would be August 31 and the Directors were invited to participate with the high school staff.

ADJOURNMENT

Board Chair Gordon said that the next Regular Board meeting would be August 10, 2015.

Board Chair Gordon adjourned the Board meeting at 9:48 p.m.

Sandi Gordon, Board Chair

Jim Golden
Superintendent

(Recorded by Jim Haggart)

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