

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



**REGULAR BOARD MEETING**  
August 24, 2015 7:00 p.m.

**Minutes**

*Jim Golden, Superintendent*

**CALL TO ORDER**

Board Chair Sandi Gordon called the regular meeting of the School Board to order at 7:06 p.m. She noted that the Directors concluded an Executive Session just minutes before.

Sandi Gordon	Board Chair
Micah Smith	Gave advance notice of his absence
Frank Bricker	Director
Jerry Boehme	Director
Lyle Utt	Director
Stephanie Dilbone	Student Board Member
Jim Golden	Superintendent
Tonja Everest	Assistant Superintendent
Randy Lary	Human Resources Director
Russell Allen	Gave advance notice of his absence

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 Gordon led participants in the Pledge of Allegiance.

**CORE PURPOSE/GOALS**

Student School 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.

**SUPERINTENDENT COMMENTS AND INTRODUCTIONS**

**SUPERINTENDENT'S SCHOOL DISTRICT VISION**

Superintendent Jim Golden postponed his slide program indicating his structure for the future of the district. Instead, he distributed a summary of leadership and management principals.

Mr. Golden noted that the district needed to update the District Accountability Plan. He suggested that as the district would have to make some important decisions, such as a possible school bond, in the near future, that the Board wait on superintendent goal setting for several months. Board members nodded in agreement.

He spoke of his vision for the district including:

Great public schools.

All kids go on to successful post-high school outcomes.

Public and private partnerships, leveraged resources to improve student outcomes.

Students are model citizens who are both mentally and physically well.

**PHYSICAL EDUCATION GRANTS**

Superintendent Jim Golden said that Central, South Shore, Sunrise, Tangent, Takena and Waverly Elementary Schools received grants for physical education teachers for the coming year. He said that the action would provide the district with more FTE in physical education as part of the new Oregon Department of Education requirements on PE minutes of instruction. Assistant Superintendent Tonja Everest estimated the total value of the grant at \$240,000.

**MANAGEMENT EFFICIENCY REVIEW**

Superintendent Golden said that he asked Dennis Dempsey, former superintendent of the High Desert ESD to put together a proposal for a management efficiency review. He suggested that the study be conducted by a group of people who are well known throughout the state including retired Beaverton Superintendent Jerry Colonna, Oregon Association of Education Service Districts Executive Director Jim Mabbott, Metro Portland Chief Financial Officer Tim Collier, and Vancouver School District Chief Personnel Officer Darcy Rourck. Mr. Golden said that as the new superintendent, he was coming in with the freshest set of eyes and he wished to be mindful and strategic as he set the district on a course to be the best school district in the State of Oregon.

Board Chair Gordon directed that the matter be returned to the Board at the Old Business agenda.

**PERIWINKLE ELEMENTARY SCHOOL START TIME**

Superintendent Jim Golden said that Periwinkle Elementary School wished to adjust its start time from 8:45 a.m. to 8:30 a.m.

Ms. Everest explained that the change would add more instructional minutes to the school day. Mr. Golden said that Principal Bob Daugherty would work with families to accommodate scheduling concerns.

**COMMENTS FROM THE PUBLIC**

None.

**CONSENT AGENDA**

- 1) Minutes from August 10, 2015 Regular Board Meeting
- 2) Personnel
- 3) City of Albany Pool Lease
- 4) *GCDA/GDDA, Criminal Records Checks/Fingerprinting*
- 5) *GBK, Prohibited Use, Possession, Distribution or Sale of Tobacco Products and Inhalant Delivery Devices*
- 6) *JFCA, Student Dress and Appearance*
- 7) *JFCG, Tobacco Free*
- 8) *KGB, Public Conduct on District Property*
- 9) *KGC, Tobacco Use on District Premises by Public*
- 10) *JED, Student Absences and Excuses*
- 11) *JEDA, Truancy*
- 12) *JG, Student Discipline*
- 13) *JGD, Suspension*
- 14) *JGE, Expulsion*

Director Bricker asked to pull Board Policies *KGC* and *JGE* from the Consent Agenda for further review.

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

**BOARD REPORTS**

***LEGISLATIVE LIAISON REPORT***

None.

***DISTRICT FACILITIES ADVISORY COMMITTEE***

None.

***BOARD MEMBER REPORTS***

None.

***STUDENT REPORTS***

South Albany High School Student Board Member Stephanie Dilbone said that today was the first day of registration for incoming twelfth graders at her school.

Board Chair Gordon said that her daughter would also be a senior this year. She congratulated the South Albany High School leadership in doing a phenomenal job in preparing for the registration event.

Miss Dilbone and other South Albany High School students participated in an active shooter training exercise at North Albany Middle School with the Albany Police Department and other law enforcement agencies.

**DISTRICT ACCOUNTABILITY PLAN**

**FOOD SERVICE**

Superintendent Jim Golden introduced Nutrition Services General Manager Kathy Pitzer and stated that she would speak about feeding students at South Albany High School and describe the impact of full-day kindergarten.

Ms. Pitzer noted that some of the information she would share that evening was discussed with Board Chair Gordon, Director Smith, Assistant Superintendent Tonja Everest and Business and Operations Director Russ Allen during the Annual Expectations meeting. She said that at that session, Board Chair Gordon asked that Ms. Pitzer describe to the Board how South Albany High School student meals would be served this year.

Ms. Pitzer said that district food service would be conducted in the same manner as last spring. She said that the department would continue to use Timber Ridge, Memorial and West Albany High School to prepare meals for the seven satellite schools and the Boys and Girls Club.

She spoke of meals at South Albany High School and noted that the gymnasium would be used for student meals during inclement weather.

Ms. Pitzer said that she was also asked to speak about the impact of full-day kindergarten upon food service. She said that she changed the work hours of her staff, based upon the start and stop times of breakfast and lunch at all of the elementary schools, to accommodate the kindergarten students. She said that the September menu was modified to make it more user friendly for all of the kinders during their first two weeks of school. She explained that the menu items would be easier for the youngest children to manage until they got used to balancing a food tray.

She said that reduced fee meals would now be free for all students in Oregon. She said that she hoped that change would result in more meal participation.

Ms. Pitzer said that summer meal program went well and meal counts were up from the previous year. She said that Calapooia Middle School and Memorial Middle School were new locations.

Ms. Everest said that she and Mr. Allen observed a summer lunch delivery at Lafayette Elementary School. Mr. Golden said that he visited the lunch program at Lafayette and Waverly Elementary Schools.

**REPORTS**

None.

**OLD BUSINESS**

**PERSONNALLY IDENTIFIABLE INFORMATION**

Superintendent Golden said that a Board Member requested an administrative regulation to

accompany Board Policy *JOB, Personally Identifiable Information*. He said that the Oregon School Boards Association did not have recommended language for that directive and of the people he spoke to from around the state, no one had an administrative regulation for the subject. He said that the district would have to update the parent-student handbook for the next school year. He suggested that the handbook could be bold with its language about personally identifiable information. He said that the district typically releases directory information unless the parent opts out. He said that personally identifiable information is released only in one of seventeen instances, mostly for legal reasons.

He asked for clarification from Director Bricker. He asked if Director Bricker was concerned, although it had never happened, that an individual might ask for information on all of the elementary children in the district and perhaps, use that information to do something inappropriate. Director Bricker agreed. He said that he was also concerned that an individual might walk into a school and ask, “What is that child’s name?” He said that he wanted an administrative regulation to state that there needed to be a justifiable reason for giving out directory information. He said that he wanted to see some controls. Superintendent Golden said that he hoped that the district’s professional educators would be able exercise their judgement. He suggested that he and Director Bricker meet later in the week.

Superintendent Golden said that the topic would remain on the Old Business Agenda.

***BOARD POLICY, ADMINISTRATIVE REGULATION, STUDENTS***

Secondary Curriculum Director Jason Hay said that revisions to Board Policy *JFG, Student Searches* and Administrative Regulation *JFG-AR, Student Searches* were recommended by the Oregon School Boards Association as the result of newer court cases involving student searches. He said that the directives were reviewed by the district’s attorney Nancy Hungerford and the documents include her recommendations.

He added that a Board Member was concerned that the word “articulateable” recommended by Ms. Hungerford in Board Policy *JFG, Student Searches* and administrative regulation *JFG-AR, Student Searches* might not be understandable by parents. Mr. Hay suggested that “clearly explainable” might be more comprehensible.

Mr. Hay said that that same Board member questioned the words, “the unique features” when referring to the responsibilities of the school official conducting the search. Mr. Hay suggested that the words could be removed without changing the intent of the paragraph.

Director Bricker said that the revisions to the Board policy were acceptable. He said, however, when paragraph A of the administrative regulation spoke of “clearly explainable facts” it did not identify who would have to believe the facts. He suggested that “district official” be added to the text. Mr. Hay agreed with the suggestion.

Director Bricker moved to approve Board Policy JFG with changes as proposed. Motion APPROVED UNANIMOUSLY.

***BOARD POLICY, NONDISCRIMINATION***

Board Chair Gordon asked if there were any questions regarding the proposed revisions to Board Policy *AC, Nondiscrimination*. There was no discussion.

Board Chair Gordon referred the policy to the Consent Agenda of the next meeting.

***SOUTH ALBANY HIGH SCHOOL CONTRACT AWARD***

Superintendent Jim Golden introduced Project Manager David McKay and stated that he would request approval of a contract with Gerding Builders for the South Albany High School Building 9 reconstruction.

Mr. McKay explained that the overarching agreement was a Guaranteed Maximum Contract (GMAX) whereby the GMAX would be determined at the conclusion of design development. He explained that any savings from the GMAX would be returned to the District.

Action: Director Boehme moved to approve the South Albany High School Guaranteed Maximum Contract with Gerding Builders as presented. Motion APPROVED UNANIMOUSLY.

***NEW BUSINESS***

***SOUTH ALBANY HIGH SCHOOL SHELL PACKAGE AWARD***

Superintendent Jim Golden stated that Project Manager David McKay was requesting approval of a contract with Gerding Builders for the Tilt Wall Panels package of the South Albany High School cafeteria building in the amount of \$439,000.

Mr. McKay said that the work could be described as Guaranteed Maximum Price (GMP) #2.

Action: Director Bricker moved to approve the contract with Gerding Builders for \$439,000 for the tilt wall panels as presented. Motion APPROVED UNANIMOUSLY.

***BOARD POLICY, COMMUNITY RELATIONS***

Executive Assistant Jim Haggart recalled that the August 10, 2015 Board meeting included a discussion of Board Policies concerning suspensions and expulsions. He said that a Director cautioned against language that would unnecessary tie the Board into hearing appeals that might not rise to a Board level of discussion. He said that he participated in an August 12 webinar with the Policy Branch of the Oregon School Boards Association which made the same recommendation. Mr. Haggart said that the proposed revision to Board Policy *KL, Public Complaints*, would substitute the word “may” for the word “will” to provide the Board with some discretion in considering appeals.

Director Bricker opposed the revision. He said that declining to review a complaint would require a decision of the Board. He said that the matter would have to come before the Board at a regular meeting for the Board to decide whether the directors would hear the complaint. He said that to make that decision the directors would have to receive all of the information about the complaint from the superintendent.

Board Chair Gordon asked if he was in favor of the change.

Director Bricker replied that he wished the directive to remain as it was.

Director Boehme said that he liked the proposed change. He referred to the instance of a parent complaint at the July 20, 2015 meeting of the Board. He said that the Board took no action at that session.

Director Bricker said that the Board listened to the complaint. He said that the superintendent presented the information and the Board sustained the superintendent's decision.

Director Boehme said that he liked the revision.

Director Bricker said that the Board could have the superintendent deliver a summary of the complaint. He said that he had a problem with telling people that the Board would not listen to them.

Director Utt suggested that the public understand that no matter what, the public could come before the Board and the Directors could hear the person's side of the story.

Board Chair said that she is a parent. She said that she would like the opportunity to come to the Board herself.

Board Chair Gordon directed that the policy be retained as it is.

### ***BOARD POLICY, TOBACCO***

Director Bricker referred to Board Policy *KGC, Tobacco Use on District Premises by Public*. He noted that the words, "Use of tobacco on district premises is prohibited" were deleted but the new language did not mention the public. He suggested that the sentence "Use of tobacco on district premises is prohibited" be put back in. He said that the current document was useless.

Human Resources Director Randy Lary noted that the purpose of the revision was to prohibit inhalant delivery systems. He said that the Board did not want to lose that part. He said that the district wanted to make clear that the use of vapor pens was not appropriate for students or the public.

Ms. Everest said that the document should state that the use of tobacco is prohibited.

Director Boehme said that the document must include inhalant delivery devices or the person would claim that the vapor pen was not tobacco.

Board Chair Gordon directed that the directive be returned to the Board as Old Business.

### ***BOARD POLICY, EXPULSION***

Director Bricker referred to Board Policy *JGE, Expulsion*. He said that page 2, paragraph 10, stated, "If the Board is conducting the expulsion hearing, the Board may designate the Board chair or a third party as the hearings officer." He said that gave him the impression that the Board would not be at the hearing.

Mr. Golden said that the procedure he has seen before is that the superintendent presented to the Board the findings of the hearings officer. He said that often the hearings officer was retired administrator. He said that having a hearings officer gave the parents the impression that the procedure was not a stacked deck against the student. He said that the hearings officer would provide a recommendation to the superintendent who would make the expulsion decision. He said that if the parent was unhappy, the parent could appeal to the Board.

Director Bricker said that at some point, the Board had to hear the complaint, not just the recommendation of the hearings officer. Mr. Golden agreed. He said that the Board could then weigh in, depending upon the pleasure of the Board. Mr. Golden said that he would meet with Director Bricker to review the policy.

Board Chair Gordon directed that the topic be returned to the Board at the Old Business agenda of a future meeting.

### ***LITIGATION***

Superintendent Golden said from the Executive Session, he wished the Board to make one movement. He requested that the Board accept an offer of \$400,000 from general contractor Triplett Wellman and their sub-contractors involved in the construction of Timber Ridge School.

Director Boehme moved to accept a settlement of \$400,000 from Triplett Wellman Contractors. Motion APPROVED UNANIMOUSLY.

### ***FACILITIES***

Director Boehme asked of the status of the modular structures for North Albany Elementary and Clover Ridge Elementary Schools. Facilities Supervisor Doug Pigman said that the modular classrooms were delivered to North Albany Elementary on Saturday, August 22. He said that staff began the installation of cabinets, water, and wiring. He estimated that the building would be ready for turnover to building staff by Wednesday, September 2. Two of the new classrooms will be used for third grade instruction, one classroom will house the computer room.

Mr. Pigman said that the modular building for Clover Ridge Elementary would be delivered Thursday, August 27. He said that the modular company would require three days for assembly and drywall repair. He estimated that district facilities staff would then require seven days for the installation of cabinets, carpeting and data wiring. He said that he hoped to have the modular ready for turnover by Labor Day.

Mr. Golden said that the Clover Ridge Elementary modular building would be used for special education, music and the computer lab and would not be needed the first days of school. He said that the needs of special education students could be met elsewhere in the building

Director Gordon said that during the previous weekend she wanted to walk her dog at Clover Ridge School and found the play area locked. She said that there should be some signage to say that construction was in work at the school. She said that she is a Board member and did not know why the site was closed to the public. She said that her husband thought there should be



some kind of warning for children who would otherwise hop the fence and possibly become injured at the construction site.

Mr. Golden said that in several weeks he would meet with a communication specialist to speak about more proactive communication, especially around social media.

Director Boehme asked of the South Albany High School cafeteria project. Mr. Pigman said that the package went to City staff who reviewed the document. He said that he received a call from the fire marshal who had some concerns but the fire marshal did not show up for a meeting. He said, however, that the City approved the architect's plans and the project could move forward.

Director Boehme asked about lighting for the tennis courts. Mr. Pigman said that he asked the contractor for several proposals. He said that he would take the matter to the insurance company.

Director Boehme asked about the softball field. Mr. Pigman said that his department was waiting on an engineering review for the backstop netting poles. He said that the requirement was that the poles be able to withstand 115 mile per hour winds. He said that he received that approval today. Director Boehme asked of the estimated cost at \$50,000. Mr. Pigman replied that he did not know if the insurance company would cover the project.

Director Boehme asked about West Albany High School fields and the wells. Mr. Pigman said that he did not have complete information about the West Albany field. He said that the wells at South Albany High School were dug and said that the pump houses were being built. He said that the wells were waiting on electrical work. He said that the district's electrician was currently working on the modular classrooms at North Albany Elementary School. He said that the wells at West Albany High School were also dug and the first of several well houses was built. He said work on irrigation wells would then proceed to Timber Ridge School.

Mr. Golden spoke of the West Albany turf field and stated that the football field surface was installed and work had commenced on the track. He estimated that the field would be ready for the first home football game.

Director Boehme asked if the track would be completed then. Mr. Golden doubted that the track would be completed before the first football game. He said that the next step was to apply the asphalt. He said that the track surface would be applied after that. Mr. Golden said that he did not know when the track would be completed.

Board Chair Gordon asked for a facility update in some manner. Mr. Golden said that he would do that.

### **OTHER BUSINESS**

None.

### **ADJOURNMENT**

Board Chair Gordon said that Red Canoe Credit Union was accepting school supplies on behalf of the district.

Board Chair Gordon said that the New Teacher Academy would be August 27 at the District Office and the Back to School Rally would be 8:00 a.m. on September 1 at South Albany High School. She said that the first day of school for students in grades 1-6 and 9 and all grades at Timber Ridge School would be September 8. She said that students in grades 7, 8, 10, 11 and 12 would begin on September 9 and kinders would begin on September 14. She said that the next Board meeting would be September 14, 2015.

Board Chair Gordon adjourned the Board meeting at 8:27 p.m.

---

Sandi Gordon, Board Member

---

Jim Golden  
Superintendent

(Recorded by Jim Haggart)  
Business and Report Items - Document Reference (filed with original minutes)