FALLS CITY SCHOOL DISTRICT #57

REGULAR BOARD MEETING 6:30 pm

October 21, 2019

Art Houghtaling, Superintendent **503-787-3521**

The Falls City School Board will meet Monday, October 21, 2019 at 6:30 pm at the High School. The public is welcome to attend the open portion of any meeting as posted.

REGULAR BOARD MEETING – OPEN TO THE PUBLIC **6:30 PM**

1. Flag Salute
2. Additions or amendments to the agenda
3. Recognition of, and comments from, audience members/citizens

REPORTS

- Superintendent/Elementary School Principal
- High School Principal
- Business Manager
- Facilities Manager
- Athletic Director
- FACES Coordinator
- Reset Room Director
- Food Service
- Teacher Updates
- Falls City Teachers Association

INFORMATION & DISCUSSION ONLY	**PRESENTER**
1. Gym Next Steps	Houghtaling
2. Student Investment Act	Houghtaling
3. OSBA Position 13	Houghtaling
4. Waste Water	Young

Presentation

CIP and CIP at a Glance	Jennifer Hamilton Lynn Bailey

INTERPRETERS FOR IMPAIRED: To request interpreter services, call 503.787.3521 x1103 at least 24 hours prior to the meeting.

Prepared by Donna Creekomore

ACTION ITEMS

1. **Approve Consent Agenda**
    - August 19, 2019 Regular Board Meeting Minutes
    - August 2019 Disbursements
        - Accounts Payable: Check numbers 4469 – 4569 in the amount of $330,096.72
        - Payroll Expenses: Checks and Direct Deposits in the amount of $233,762.53

    Moved by: _____

    Seconded by: _____

2. **Approve Administration Contracts**

    Moved by: _____

    Seconded by: _____

3. **Increasing FACES Coordinator hours from 5 hours a week to 10 hours a week**

    Moved by: _____

    Seconded by: _____

GOOD OF THE ORDER

ANNOUNCEMENTS:

Next Regular Board Meeting: Monday, November 18, 2019.
Regular Session at 6:30 pm.

INTERPRETERS FOR IMPAIRED: To request interpreter services, call 503.787.3521 x1103 at least 24 hours prior to the meeting.

Prepared by Donna Creekomore

FALLS CITY SCHOOL DISTRICT #57

111 N Main Street
Falls City, OR 97344
Phone: 503-787-3521

Business Office Fax: 503-787-5805
High School Fax: 503-787-1507
Elem. School Fax: 503-787-3239

"Falls City School District provides well-rounded opportunities for students to become productive, positive citizens and life-long learners"

Art Houghtaling
Superintendent
K-8Principal

Micke Kidd
High School Principal

October 17, 2019

For the 2019-20 fiscal year, the following is true:

Art Houghtaling, Superintendent. In addition to Art's contract:

- Salary for the 19-20 School year $99,000 plus $6,000 for the Oregon Savings Plan
- 12 days' sick leave
- 5 days' bereavement per occurrence, not to exceed 10 days per year
- 2 days' personal leave
- $800.00 phone stipend
- District paid STD, LTD, AD&D and Standard Life Insurance
- District's insurance CAP of $1,926 covers medical, dental, and vision
  - Any remaining balance of the CAP will be placed back into the General Fund
  - If a high deductible plan is chosen during OEBB Open Enrollment, any remaining balance of the CAP will be placed into the employee's HSA account

Board Chair _____ Date

Superintendent _____ Date

Falls City School District does not discriminate on the basis of race, religion, color, national origin, disability, marital status, sexual orientation, sex or age in providing or access to benefits of education services, activities and programs in accordance with Title VI, Title VII, Title IX and other civil rights or discrimination issues; Section 504 of the Rehabilitation Act of 1973, as amended; and the American with Disabilities Act.

The following has been designated to coordinate compliance with these legal requirements and may be contacted at the Falls City School District office for additional information and/or compliance issues, Title II Coordinator, Title IX Coordinator and Section 504 Coordinator: Director of Special Programs, 111 N Main St., Falls City, OR 97344, 503-787-3521.

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"Falls City School District provides well-rounded opportunities for students to become productive, positive citizens and life-long learners"

Art Houghtaling
Superintendent
K-8 Principal

Micke Kidd
High School Prncipal

High School Principal 1.0 FTE

Probationary Administrator
2019-2020

It is hereby agreed between the District School Board of Falls City School District #57, Polk County, State of Oregon and the undersigned administrator that:

1. The Administrator shall perform assigned duties, as High School Principal, in the schools of the school district for the period indicated above.
2. As a condition precedent to any obligation of the school district to pay for or accept the services of the administrator, the administrator shall make the required reports and possess the proper license(s) and qualifications required by law.
3. For such services, lawfully and properly performed, the school district shall pay to the administrator, at the times specified herein, the amount that may be due, according to this contract, pursuant to the school district payment plan.
4. This contract is subject to the limitations imposed by the provisions of the local budget law.
5. This contract is binding unless the administrator gives sixty (60) days written notice of termination to the district superintendent. Failure of the administrator to give sixty (60) days written notice of termination to the district superintendent subjects the administrator to possible loss of licensure as set forth under ORS 342.553(1).
6. This contract is subject to the laws of the State of Oregon including ORS 342.845(5)(6). Per ORS 342.845(5)(c), the Board will act on the required decisions about this contract by March 15, 2020.

Duties
Duties shall be assigned by the district superintendent. The administrator shall devote full time, skill, labor and attention to district assignments. The administrator and the superintendent will mutually establish and agree on any outside employment or consulting work for the administrator. The administrator shall perform assigned responsibilities in accordance with the laws of the State of Oregon, the Oregon Administrative Rules and written school district policies and school district administrative regulations, procedures, and directives. The administrator may be reassigned or transferred at any time. Administrators are expected to work on policy, procedure, curriculum, negotiations, budget, and other duties as assigned.

Hours
The administrator shall maintain sufficient on-site hours consistent with the needs of the particular building and general operations of the school district. Administrators are required to attend school board, budget committee, and other meetings and activities at the direction of the superintendent and Board.

Work Year
The work year calendar for each school administrator shall be defined annually by the superintendent. The work calendar shall identify specific workdays.

220 workdays as per administrative calendar 6 paid holidays – Labor Day, Veteran's Day, Thanksgiving Day, Christmas Day and New Years Day and Memorial Day

Compensation
Base salary for 2019-2020 shall be $85,001.00 (220 days) and a $800 phone stipend per year to be paid in twelve (12) equal payments August through July of each respective year.

Approved travel and related costs incurred by the administrator will be reimbursed by the district at the standard, prevailing federal rate. The district agrees to pick up the Oregon PERS contribution made by the employee.

Insurance
The district shall, during the term of this contract, pay up to $1,926 (September through August) per month for full family coverage for medical, dental, and vision. The benefits provided are described in the contract between the school district and the insurance carrier. The employee will be eligible for AD&D and LTD insurance.

Membership
The district shall pay the administrator's dues for a professional organization of the District's choice on an annual basis.

Leave
The following number of days will be awarded annually:

Sick Days	11
Personal	4
Bereavement	Up to five (5) days' leave at any one time in the event of the death of a teacher's immediate family as defined in Policy GCBDA. Bereavement leave will not exceed a total of ten (10) days in one contract year per teacher.
Family Medical Leave	The district will grant Federal Medical Leave of Absence and Oregon Family Leave of absence as defined in Policy GCBDA.

Closure and/or Reduction of the Number of Days in a School Year
If the school board closes one or more schools due to fire, flood, earthquake, or for any other reason, affected administrators, if not reassigned, will not receive salary or fringe benefits while the school(s) are closed. Notwithstanding the work day requirements of the contract, the District has the right to unilaterally reduce the number of paid days of the contract due to budget and/or resource shortfalls. In the event of such action, the employee's salary will be reduced by 1/220th for every day the contract year is reduced.

Robert Young, Board Chair

Micke Kidd, High School Principal

OREGON DEPARTMENT OF EDUCATION
Oregon achieves . . . together!

OREGON AT-A-GLANCE SCHOOL PROFILE

Falls City High School

PRINCIPAL: Art Houghtaling | GRADES: 9-12 | 111 N Main St, Falls City 97344 | 503-787-3521

2018-19

Students We Serve

73
Student Enrollment

DEMOGRAPHICS

American Indian/Alaska Native	
Students	3%
Teachers	0%
Asian	
Students	1%
Teachers	0%
Black/African American	
Students	0%
Teachers	0%
Hispanic/Latino	
Students	7%
Teachers	0%
Multiracial	
Students	4%
Teachers	0%
Native Hawaiian/Pacific Islander	
Students	0%
Teachers	0%
White	
Students	85%
Teachers	100%

*	2
Ever English Learners	Languages Spoken

22%	92%	>95%
Students with Disabilities	Required Vaccinations	Free/ Reduced Price Lunch

*<10 students or data unavailable

School Environment

CLASS SIZE

Median size of classes in core subjects.

9.5

Decrease from previous year: 3

Oregon average: 25

REGULAR ATTENDERS

Students who attended more than 90% of their enrolled school days.

56%

Increase from previous year: 2%

Oregon average: 80%

Academic Progress

ON-TRACK TO GRADUATE

Students earning one-quarter of graduation credits in their 9th grade year.

75%

Increase from previous year: 8%

Oregon average: 85%

Academic Success

ON-TIME GRADUATION

Students earning a diploma within four years. Cohort includes students who were first-time ninth graders in 2014-15.

71%

Decrease from previous year: 4%

Oregon average: 79%

FIVE-YEAR COMPLETION

Students earning a high school diploma or GED within five years.

83%

Decrease from previous year: 11%

Oregon average: 85%

COLLEGE GOING

Students enrolling in a two or four year college within one year of completing high school, as reported by the National Student Clearinghouse.

<10 students in cohort

Change not available

Oregon average: 62%

School Goals

*Information was not submitted for this section.

State Goals

The Oregon Department of Education is partnering with school districts and local communities to ensure a 90% on-time, four year graduation rate by 2025. To progress toward this goal, the state will prioritize efforts to improve attendance, provide a well-rounded education, invest in implementing culturally responsive practices, and promote continuous improvement to close opportunity and achievement gaps for historically and currently underserved students.

Safe & Welcoming Environment

*Information was not submitted for this section.

School Website: www.fallscityschools.org

For more information please visit: www.oregon.gov/ode/reports-and-data/

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OREGON AT-A-GLANCE SCHOOL PROFILE

Falls City High School

PRINCIPAL: Art Houghtaling | GRADES: 9-12 | 111 N Main St, Falls City 97344 | 503-787-3521

2017-18

Students We Serve

77 Student Enrollment

DEMOGRAPHICS

American Indian/Alaska Native	Students	1%
	Teachers	0%
Asian	Students	3%
	Teachers	0%
Black/African American	Students	0%
	Teachers	0%
Hispanic/Latino	Students	3%
	Teachers	0%
Multiracial	Students	4%
	Teachers	0%
Native Hawaiian/Pacific Islander	Students	0%
	Teachers	0%
White	Students	90%
	Teachers	100%

*	2
Ever English Learners	Languages Spoken

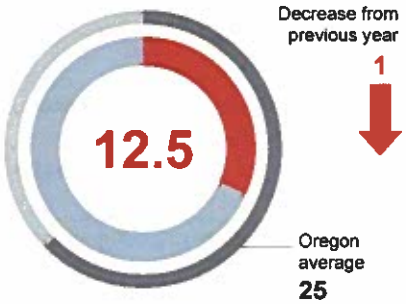
23%	91%	>95%
Students with Disabilities	Required Vaccinations	Free/ Reduced Price Lunch

*Not enough students

School Environment

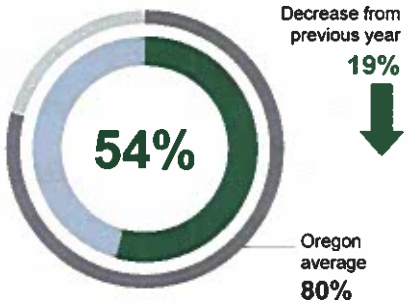
CLASS SIZE

Median size of classes in core subjects.



REGULAR ATTENDERS

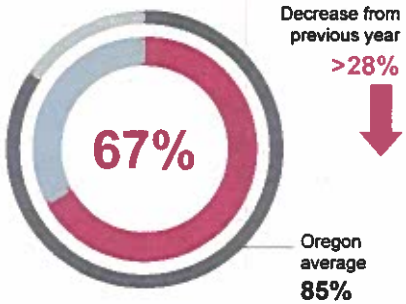
Students who attended more than 90% of their enrolled school days.



Academic Progress

ON-TRACK TO GRADUATE

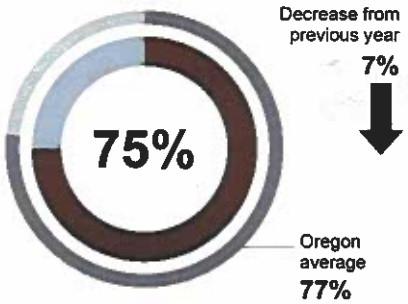
Students earning one-quarter of graduation credits in their 9th grade year.



Academic Success

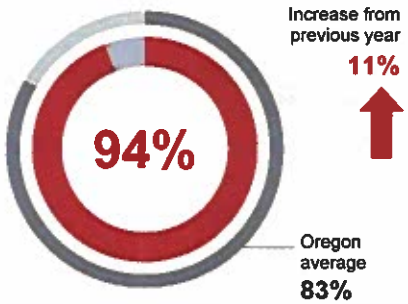
ON-TIME GRADUATION

Students earning a diploma within four years.



FIVE-YEAR COMPLETION

Students earning a high school diploma or GED within five years.



COLLEGE GOING

Students enrolling in a two or four year college within one year of completing high school.

School Goals

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State Goals

The Oregon Department of Education is working in partnership with school districts and local communities to ensure a 90% on-time, four year graduation rate by 2025. To progress toward this goal, the state will prioritize efforts to improve attendance, invest in implementing culturally responsive practices, and promote continuous improvement to close opportunity and achievement gaps for historically and currently underserved students.

Safe & Welcoming Environment

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Falls City School District Continuous Improvement Plan 19-20

Goal 1

Each student will develop the social, emotional, and behavioral skills needed to be a successful learner

- Provide social and emotional learning opportunities utilizing a Social Emotional Learning curriculum (RULER), Deveraux Student Strengths Assessment (DESSA), and School Connect
- Provide a safe space for students to reflect on behavior and develop more effective strategies utilizing the Reset Room

Goal 2

Each student will demonstrate either growth and/or achievement in math and English language arts

- Develop a well-articulated K-12 curriculum in each content area and provide differentiated, research-based instruction to meet each students' needs
- Provide staff with resources necessary to provide quality instruction
- Develop an authentic, classroom based assessment system to show student growth and achievement
- Provide a tiered system of instruction and intervention to support student needs in a timely fashion, using cycles of progress monitoring

Goal 3

Each student is an active participant of their learning and of the school community

- Improve regular attendance through the Every Day Matters Plan
- Increase High School graduation through the High School Success Plan, ensuring that 9th graders, as well as other students, are on track for graduation

ORIS DOMAIN: School Leadership

Indicators	DIT Scores 8/2018	DIT Scores 6/2019	All Staff Scores 8/2019
1.1 Guiding School Vision & Mission ➢ Educational community collaboration ➢ Leaders nurture a culture...ALL students ➢ Leaders guide the educational community	1	1.25	1.2
1.2 Using Data to Prioritize & Plan ➢ School leaders: collaborative CNA process ➢ Priorities and plans align w/ student needs ➢ Include short- and long- term measures ➢ Align with evidence ➢ All staff can articulate priorities	0	1	1
1.3 Routines and Structures ➢ Leaders: data-informed decisions at all levels ➢ Routines include celebrations, et al ➢ Proactive systematic communication	.5	.75	1.1
1.4 Distributed Leadership ➢ Multiple perspectives ➢ Distribute leadership opportunities ➢ School culture promotes collective efficacy ➢ Negotiated authority for decision making	1	1	1.4

Scoring: 0 = **Laying the Foundation:** No components are in place yet
1 = **Installing**: One or more, but not all, components in place
2 = **Implementing**: All components in place, but no systematic review
3= **Sustaining Schoolwide**: All components in place PLUS systematic review

Comments:

1.1Make Vision/Mission Banners for gym, building, and to display at all staff meetings. Make part of Athletics welcome

1.2 Data Warehouse: we need more training for all staff.

1.4 Celebrate data shifts with all staff

ORIS DOMAIN: Stakeholder Engagement

Indicators	DIT Score 8/2018	DIT Score 7/2019	All Staff Score 8/2019
3.1 Tribal Consultation	**NA**	**NA**	**N/A**
3.2 Inclusiveness, Recruitment and Participation ➢ Stakeholder groups recruited w/equal opportunity to participate ➢ Stakeholder groups represented/meaningfully engaged ➢ Volunteer process is clear, formalized ➢ School uses stakeholder data for important decisions	**1**	**.5**	**.75**
3.3 Communication Systems to Gather and Share Information ➢ In-place to develop/sustain relationships ➢ Inform stakeholder groups re: student progress ➢ Assess perceived quality of communication ➢ Access to school information/participation ➢ Stakeholder equity of voice in decisions	**.5**	**.75**	**1**
3.4 Review and Incorporate Stakeholder Input ➢ Create clear processes to access resources ➢ Incorporated into policy & implementation	**0**	**.5**	**1.1**

Scoring: 0 = **Laying the Foundation:** No components are in place yet
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3 = **Sustaining Schoolwide**: All components in place PLUS systematic review

Comments:

3.2 Youth Truth: Needd to disseminate to stakeholders ASAP!

3.4 MOUs? SIT county

3.4 More handbook focus

ORIS DOMAIN: Inclusive Policy and Practice

Indicators	DIT Scores 8/2018	DIT Scores 7/2019	All Staff Scores 8/2019
5.1 Equity & Access ➢ Cultural responsiveness & sensitivity ➢ Inclusive practices routinely reviewed/eval ➢ ALL students access to extra-curricular ➢ Oregon Equity Lens as reference ➢ School climate/culture routinely review/eval	1	.87	1.1
5.2 Identifying & Removing Barriers to Success ➢ School Leaders actively identify and remove barriers ➢ Trauma inform practices nderstood/embedded ➢ Data to assess health needs/systems adjust ➢ Activities/programs reviewed for barriers ➢ Documented policy: restorative discipline ➢ Scheduling practices regularly reviewed	.5	.87	.9

Scoring: 0 = **Laying the Foundation:** No components are in place yet
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2 = **Implementing**: All components in place, but no systematic review
3 = **Sustaining Schoolwide**: All components in place PLUS systematic review

Spring 2019		
(current cohort of grades 1-8)		
Intervention Levels		
Benchmark	58	60%
Strategic	13	13%
Intensive	26	27%
Total	97	
Percentage of Growth		
Students with scores in winter 2019	93	
Students already at 80	12	
Total students	81	
Students who made growth from winter 2019	68	
Percentage of students who made growth	84%	

Spring 2018		
(Current cohort of grades 1-8)		
Intervention Levels		
Benchmark	53	63%
Strategic	8	10%
Intensive	23	27%
Total	84	
Percentage of Growth		
Students with scores in winter 2018	83	
Students already at 80	4	
Total students	79	
Students who made growth from winter 2019	57	
Percentage of students who made growth	72%	

Current students grades K-8 Spring 2019		
Intervention Levels		
Benchmark	64	59%
Strategic	17	16%
Intensive	27	25%
Total	108	
Percentage of Growth		
Students with scores in winter 2019	103	
Students already at 80	12	
Total students	91	
Students who made growth from winter 2019	77	
Percentage of students who made growth	85%	

Current year grade

DRA Spring 2019

Grade	Benchmark		Strategic		Intensive			Benchmark-Passing SBAC	Reading SBAC Level 3 & 4		Reading SBAC Level 2		Reading SBAC Level 1		Reading SBAC Sum	Math SBAC Level 3 & 4		Math SBAC Level 2		Math SBAC Level 1		Math SBAC Sum	Science OAKS Meets		Science OAKS Nearly Meets		Science OAKS Does Not Yet Meet		Science OAKS Sum	Social Studies OAKS Meets		Social Studies OAKS Nearly Meets		Social Studies OAKS Does Not Yet Meet		Social Studies OAKS Sum
K	6	55%	4	36%	1	9%	11																													
1	4	44%	1	11%	4	44%	9																													
2	9	53%	3	18%	5	29%	17																													
3	4	36%	2	18%	5	45%	11	4	0	0%	3	30%	7	70%	10	0	0%	1	10%	9	90%	10														
4	5	71%	0	0%	2	29%	7	4	1	14%	2	29%	4	57%	7	1	17%	1	17%	4	67%	6														
5	7	78%	0	0%	2	22%	9	7	0	0%	2	25%	6	75%	8	0	0%	3	33%	6	67%	9														
6	16	80%	2	10%	2	10%	20	11	5	26%	5	26%	9	47%	19	3	16%	7	37%	9	47%	19														
7	5	36%	5	36%	4	29%	14	2	3	21%	2	14%	9	64%	14	2	14%	2	14%	10	71%	14														
8	10	83%	0	0%	2	17%	12	7	3	25%	5	42%	4	33%	12	3	25%	0	0%	9	75%	12														
	66		17		27		110		12		19		39		70	9		14		47		70	0		0		0		0	0		0		0		0
	60%		15%		25%				17%		27%		56%			13%		20%		67%															

DRA Spring 2018

Grade	Benchmark		Strategic		Intensive			Benchmark-Passing SBAC	Reading SBAC Level 3 & 4		Reading SBAC Level 2		Reading SBAC Level 1		Reading SBAC Sum	Math SBAC Level 3 & 4		Math SBAC Level 2		Math SBAC Level 1		Math SBAC Sum	Science OAKS Meets		Science OAKS Nearly Meets		Science OAKS Does Not Yet Meet		Science OAKS Sum	Social Studies OAKS Meets		Social Studies OAKS Nearly Meets		Social Studies OAKS Does Not Yet Meet		Social Studies OAKS Sum
1	6	86%	1	14%	0	0%	7																													
2	7	47%	1	7%	7	47%	15																													
3	2	18%	2	18%	7	64%	11																													
4	5	71%	0	0%	2	29%	7	5	0	0%	5	71%	2	29%	7	2	29%	0	0%	5	71%	7														
5	7	88%	0	0%	1	13%	8	5	2	25%	2	25%	4	50%	8	2	25%	2	25%	4	50%	8														
6	11	61%	3	17%	4	22%	18	6	5	31%	3	19%	8	50%	16	3	19%	4	25%	9	56%	16	9	56%	3	19%	4	25%	16	7	44%	4	25%	5	31%	16
7	9	75%	1	8%	2	17%	12	8	1	9%	4	36%	6	55%	11	2	17%	3	25%	7	58%	12														
8	8	89%	0	0%	1	11%	9	6	2	22%	4	44%	3	33%	9	2	22%	3	33%	4	44%	9														
	55		8		24		87		10		18		23		51	11		12		29		52	9		3		4		16	7		4		5		16
	63%		9%		28%				20%		35%		45%			21%		23%		56%			56%		19%		25%			44%		25%		31%		

DRA Spring 2017

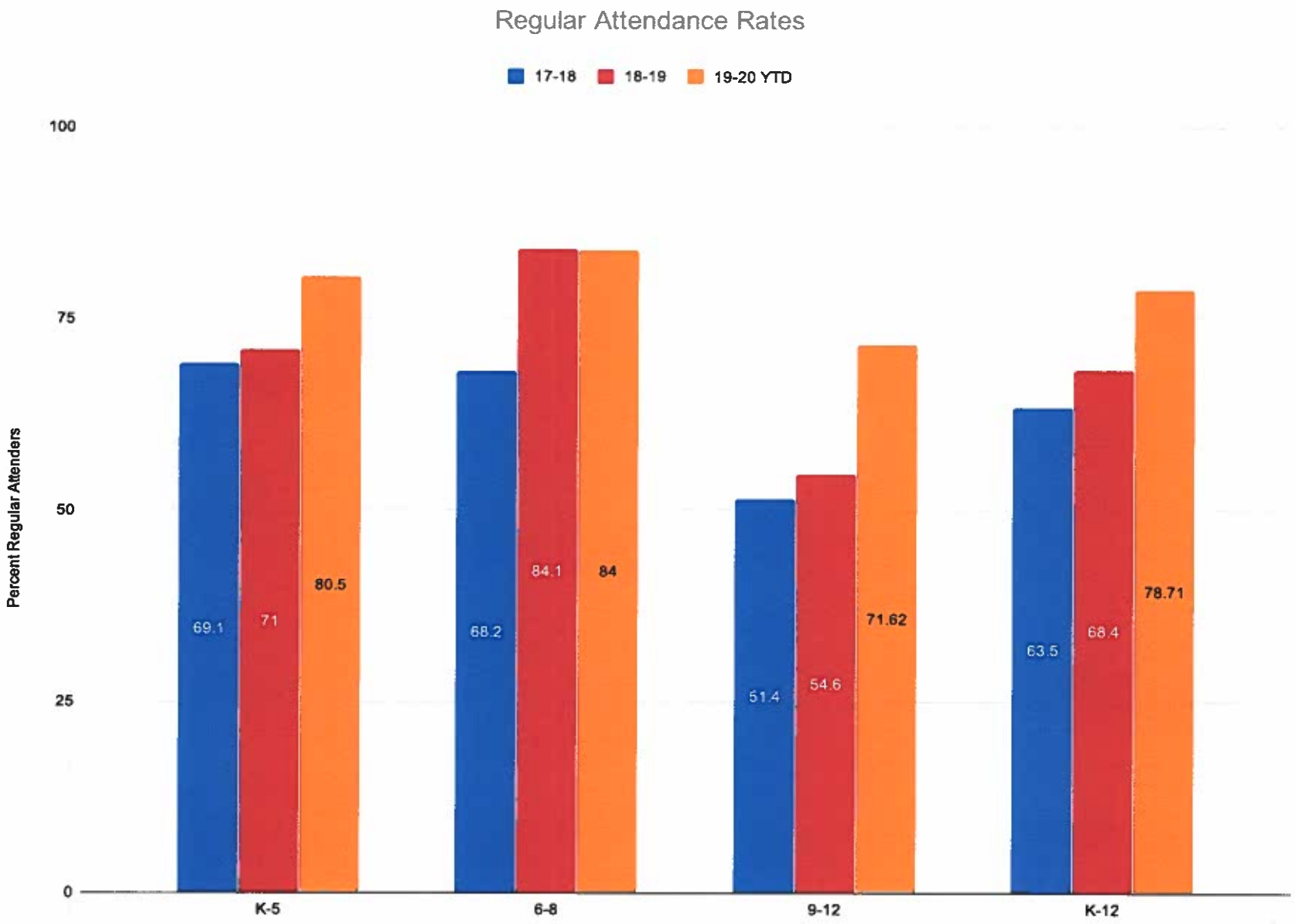
Grade	Benchmark		Strategic		Intensive			Reading SBAC Level 3 & 4		Reading SBAC Level 2		Reading SBAC Level 1		Reading SBAC Sum	Math SBAC Level 3 & 4		Math SBAC Level 2		Math SBAC Level 1		Math SBAC Sum	Science OAKS Meets		Science OAKS Nearly Meets		Science OAKS Does Not Yet Meet		Science OAKS Sum
2	6	67%	3	33%	0	0%	9																					
3	1	10%	0	0%	9	90%	10																					
4	1	17%	2	33%	3	50%	6																					
5	0	0%	1	25%	3	75%	4	1	25%	2	50%	1	25%	4	0	0%	1	25%	3	75%	4							
6	4	44%	0	0%	5	56%	9	0	0%	1	13%	7	88%	8	0	0%	1	13%	7	88%	8							
7	4	50%	2	25%	2	25%	8	2	22%	2	22%	5	56%	9	2	22%	1	11%	6	67%	9	5	56%	2	22%	2	22%	9
8	4	57%	1	14%	2	29%	7	1	14%	4	57%	2	29%	7	1	33%	1	33%	1	33%	3							
	20		9		24		53	4		9		15		28	3		4		17		24	5		2		2		9
	38%		17%		45%			14%		32%		54%			13%		17%		71%			56%		22%		22%		

Benchmark and Progress Monitoring Schedule
19-20

Date	Type of Test
9/4-9/12	• **K-6 EasyCBM benchmarking** • **K-3 Read Well placement test** • **7-8 DRA progress monitoring for below benchmark kids from last year** Done by Susan and Jenny • **Teachers meet with Jennifer to discuss groupings**

End of Read Well Units	• **Read Well students end of unit tests**
	  ○ **Completed after every unit**
	  ○ **Entered into VPort**

Every 3 weeks	• **EasyCBM Progress Monitoring on below benchmark students** Done in intervention groups by Susan and Jenny 10/3,10/24, 11/15, 12/12, 1/16, 2/20, 3/12, 4/16, 5/7
Every 6 Weeks	• **Meet with teachers to discuss groupings**
1/27-1/30	• **K-6 EasyCBM benchmarking** Done by Susan and Jenny • **Teachers meet with Jennifer to discuss groupings**
4/1-6/6 (TBD)	• **3-8 SBAC Testing**
6/1-6/4	• **K-6 EasyCBM benchmarking** Done by Susan and Jenny • **Teachers meet with Jennifer to discuss groupings**


Regular Attendance Rates
17-18
18-19
19-20 YTD
Percent Regular Attenders
100
75
50
25
0
69.1
71
80.5
68.2
84.1
84
51.4
54.6
71.62
63.5
68.4
78.71
K-5
6-8
9-12
K-12

FALLS CITY SCHOOL DISTRICT #57

Board Workshop

REGULAR BOARD MEETING

September 16, 2019

Art Houghtaling, Superintendent **503-787-3521**

The Falls City School Board will meet Wednesday, July 10, 2019 at 6:30 pm at the High School. The public is welcome to attend the open portion of any meeting as posted.

BOARD WORKSHOP

1. Superintendent Goals

Board Members in attendance:

Bob Young, Board Chair
Brett Davis, Vice Chair
Larry Sickles, Director
Shanda Yother, Director

Staff Members in Attendance:

Art Houghtaling, Superintendent
Micke Kidd, High School Principal
Donna Creekmore, Admin Assistant
Amy Houghtaling, FACES Coordinator
John Gilbert, Facilities Manager
Lynn Bailey, Teacher & Special Programs Director

Board Chair Young opened the meeting at 5:12 pm

Chairman Young outlined tonight's meeting. Tonight's meeting will be held in two parts, the first part will be to discuss the Superintendent's Goals. The second part will be to discuss District Goals.

Superintendent Goals

Director Kidd reviewed her notes from the 1 on 1 meeting with Superintendent Houghtaling. They both decided to break it down into 3 parts. Goals, Strengths, Support.

Support:

- Knowing and understanding the budget better, so as to be better able to respond to staff funding requests.
- Creating processes and systems for staff to use when making funding requests.
- How to have successful tough conversations.

Goals

- Develop stronger trust with the budget.
  - Quarterly meetings with budget heads.
  - System for requests. 4-5 questions.
- Communication with staff around tough conversations.

Strengths

- Being an Administrator and father in the same district.
- Welcomes feedback.
- Transition from peer to manager

District Goals

Discussion points:

- Work on repairing past budget tracking concerns
- Addressing staffing concerns before they become an issue.
- Continue having the business office handled by LBLESD
- ESSA – Community input on spending.
- FACES – Funding
- Addressing limited space concerns
- Shared endorsements with other small districts.
- Hands on CTE
- Concerns of students coming up through ES and leaving for HS
- Drain field
- Facilities: Maintaining appearance (bathrooms, locker rooms), single use restrooms, FM and Admin do a walkthrough.

Chairman Young adjourned at 6:48 pm.

FALLS CITY SCHOOL DISTRICT #57

REGULAR BOARD MEETING
September 16, 2019

Art Houghtaling, Superintendent **503-787-3521**

The Falls City School Board will meet Wednesday, July 10, 2019 at 6:30 pm at the High School. The public is welcome to attend the open portion of any meeting as posted.

REGULAR BOARD MEETING – OPEN TO THE PUBLIC

Board Chair Young opened the meeting at 6:58 pm

Flag Salute

Board Members in attendance:

Bob Young, Board Chair
Brett Davis, Vice Chair
Larry Sickles, Director
Shanda Yother, Director

Staff Members in Attendance:

Art Houghtaling, Superintendent
Micke Kidd, High School Principal
Donna Creekmore, Admin Assistant
Amy Houghtaling, FACES Coordinator
Dennis Sickles, Athletics Director
Lynn Bailey, Teacher & Special Programs Director
John Gilbert, Facilities Manager

Additional Attendees:

Jackie Olsen, Chief Financial Officer Linn Benton Lincoln ESD

It was suggested that we move quickly through the Board Reports.

REPORTS

- Superintendent/Principal: See Report.
  Director Yother Asked about our staffing needs. Ideas included a Student Teacher, Volunteer, would it be possible for a parent to come in and offer additional support? Discussed the importance of Preschool and how it sets our students up for success as they enter Kindergarten. There will be a request for an EA to offer supports.
- High School Principal: Principal Kidd spoke on High School enrollment. There are currently 77 students enrolled and we are receiving new students daily.
- Business Manager: Moved to the end of the meeting while we waited for her to arrive.
  - Chief Financial Officer with Linn Benton Lincoln arrived ready to go over the budget.
    Top Page Memo: Discussed the Ending Fund Balance. Local Government Pool is up to 2.64% interest rate, which is high. It is in our best interest to keep funds in as long as possible and to take out only as needed.
    Reviewed 2018/19's budget, including the State Formula, Non-State Formula, Beginning Fund Balance from the previous year was budgeted at 4.148 million. Actual was 4.7 million. Expenditures were $3,741,403. We ended up receiving more and spending less to the tune of $832,085.

When dealing with unexpected additional money there needs to be a resolution to set up/create a Supplemental Budget. Even when dealing with Potential Additional Money, it has to be budgeted, even if we don't end up receiving it.

The Board needs to ask questions if they ever see a negative balance.

Transfer of additional funds doesn't need to be addressed. The district has the transfer of additional funds built in at the end of the year.

Chief Financial Officer Olsen recommends discontinuing the use of the Labor Summary. This portion is already reported and approved, so it does not need to be approved again. She will continue to send to the Superintendent.

- Facilities Manager: Score Board is ready for the first home game of the season. The ladder is in the works. Board Chair Young asked if anyone has ever mentioned the state of the cement in front of the gym. FM Gilbert indicated it hadn't been brought up.
- Athletic Director: The first originally scheduled home football game had to be canceled due a lack of players. Injuries have been an issue. They are healing and should be ready for the next game. There are also new students who haven't completed enough practices in to be eligible to play. Volleyball is doing well, there are about 18-19 players. The Junior High Football Coach seems to be holding his own. There is a home game on Wednesday against St. Paul.
- FACES Coordinator: First Day was today. A large number of kids were in attendance. FACES Coordinator Houghtaling reminded the Board of a previous discussion about Local Option funding. If there was more monies than anticipated she was to schedule more FACES field trips. With that being said, there are several scheduled for the new school year. Spirit Mountain Site Visit is scheduled, for the $50,000 grant. If the Local Option numbers are accurate, FACES Coordinator Houghtaling asked if we would consider increasing the number of hours that she is paid for. Currently she is paid for 5 hours a week. She is requesting we consider increasing that to 10 hours a week.
- Reset Room Director: See Report. Highlighted that 70% of Reset Room visits are student requested. This shows an improvement in students self-advocacy.
- Food Services: No Report. Director Yother wanted to know how Superintendent Houghtaling thought it was going so far. Superintendent Houghtaling was excited to share that he received an email with USDA recipes that included nutritional values. This means we can start to serve meals that are prepared in-house. This will be a slow process and will probably require purchasing some kitchen tools not already on hand.
- Teacher Updates: Teacher & Special Programs Director, Mrs. Bailey, reported everything is going fine. CAT is now called EDM (Every Day Matters). The school created its own version, "Mountaineers Matter Everyday". Additionally, to improve graduation and attendance rates, School Counselor Alea Littleton and Forth Grade Teacher Janell Davis, went to a Linkcrew training earlier in September.
- Falls City Teachers Association: No Report.

INFORMATION & DISCUSSION ONLY

1. Budget: Discussion was deferred until Jackie Olson, Chief Financial Officer with LBLESD arrived.
2. Ballot Levy – 27-130: Local Option made it on the ballot. It will be for the same amount as before, so no added additional cost. It is just renewing the levy that already exists. FACES Coordinator Houghtaling has started a PR campaign, using Social Media.
3. Gym: Work on the gym is moving along. The under slab and plumbing were just approved. They are scheduled to pour the concrete on Thursday-Friday, weather permitting. We will take more pictures of the progress and try to get them posted on Facebook so the community can watch the progress.

4. OSBA November Conference: Chairman Young will not be attending. Vice Chair Davis, Director Sickles, Director Kidd, and Director Yother, along with Superintendent Houghtaling, and Board Secretary Creekmore will be.
   Jackie Olson, Chief Financial Officer with LBLESD arrived to go over our budget
   Information & Discussion Continued
5. Adding an additional 1.5 EA: Morning support is needed, particulary for the Pre-K, that has a large class with high needs. Vice Chair Davis encouraged investing in teacher retention.
6. Office Support Staff: Discussed the Elementary's current staffing and what that would look like. No action needed at this time. Director Sickles realized that Board Secretary Creekmore was never officially hired as the Board Secretary. No vote had been taken.
7. Waste Water: Tabled. Put on the agenda for next month's meeting.

ACTION ITEMS

1. **Approve the minutes:**
   September 16, 2019 Regular Board Meeting Minutes
   Motion made by Director Sickles, seconded by Vice Chair Davis. Vote: all ayes. Director Kidd, absent.
   Approved as presented.

2. **September 2019 Disbursements:**
   Accounts Payable: Check numbers 4419 – 44686 in the amount of $46,836.51
   Payroll Expenses: Checks and Direct Deposits in the amount of $237,270.61
   Motion made by Director Sickles, seconded by Director Yother. Vote: all ayes. Director Kidd, absent.

3. **Adding additional 2 positions, for a total of 1.5 FTE:**
   Discussion:
   Motion made by Director Kidd, seconded by Director Yother. Vote: all ayes. Approved as presented.
   We may want to consider hiring a .5-time employee to cover the office. Principle Kidd brought up the need for a math tutor, he is seeing this as an ongoing need. Currently we have one math tutor who works 4 hours a week, 2 hour 2 days a week. Chairman Young was concerned about spending money on an EA instead of a teaching staff. Chairman Young asked if we should just hire the one and revisit hiring the additional .5 position. Principal Kidd asked what the approximate ESSA dollars coming in are going to be. Looks to be between $300,00 - $500,000 biennium. Discussion on whether or not a math tutor could be paid out of those funds.
   Motion made by Director Yother, seconded by Director Sickles. Vote: all ayes. Director Kidd, absent.

4. **Appoint Donna Creekmore as the Board Secretary:**
   Motion made by Director Sickles, seconded by Vice Chair Davis.

GOOD OF THE ORDER

FACES Coordinator expressed her thanks to the Board.

ANNOUNCEMENTS:

Next Regular Board Meeting: Monday, October 21, 2019.
Regular Session at 6:30 pm.

Chairman Young adjourned at 8:32 pm.