

**FALLS CITY SCHOOL DISTRICT #57
REGULAR BOARD MEETING**

JULY 20, 2017 6:30 PM

Art Houghtaling, Interim Superintendent

503-787-3521

The Falls City School Board will meet Thursday, July 20, 2017 at 6:30 pm in the Resource Room located in the High School. The public is welcome to attend the open portion of any meeting as posted.

REGULAR BOARD MEETING - OPEN TO THE PUBLIC

Chair Kidd opened at 6:36 pm

Board Members in attendance:

Jami Kidd, Chair
Kristy Major, Director
Larry Sickles, Director

Bob Young, Vice Chair
Bret Davis, Director

Staff Members in attendance:

Art Houghtaling, Superintendent
Debbie Pavon, Business Manager
Amy Houghtaling, FACES Coordinator
Jennifer Hamilton, Teacher

Micke Kidd, Head Teacher
Dennis Sickles, Athletic Director
Lynn Sampson-Bailey, Grant Writer
Kaylee Harrison, Teacher

Audience Members in attendance:

Amber Houghtaling, Student

Flag Salute

Bret Davis was sworn in as a new board director for 2017-19.

Motion made by Director Sickles to elect Bob Young as Board Chair for 2017-18 Fiscal Year, seconded by Chair Kidd. All ayes. Approved.

Motion made by Director Major to elect Jami Kidd as Board Vice Chair for 2017-18 Fiscal Year, seconded by Director Davis. All ayes. Approved.

Recognition of new teachers in attendance: Jennifer Hamilton, new Reading Specialist; Kaylee Harrison, new 1st grade teacher; and Lynn Sampson-Bailey, new part-time HS English teacher.

Acknowledged Savana Frischman, new Kindergarten teacher, not in attendance.

REPORTS

- Superintendent / Principal – *No written report given*: Superintendent Houghtaling mentioned John and his crew working hard. Classrooms at the ES are getting moved around to accommodate the new 1st grade classroom. Also noted the staff change of Janell Davis moving to the ES to become the new 8th grade teacher and Sean Burgett moving to the HS to be the science teacher. Mr. Kidd will be the Head Teacher and teach PE for a couple classes.
- Business Manager: Ms. Pavon presented the budget reports. She is working with LBL ESD to get 2016-17 finalized. Audit is coming up in early August.
- Library: Mr. Rommel not in attendance. It was discussed that the events happening at the library should be put on the reader board as well as in the newsletter and FB.
- Facilities Manager – *No written report given*: Discussion around concrete work at the ES & HS. Work is being done to finish up the crow's nest (powder coating the cat walk and safety ladder). John and the crew will be working on the FB field to get it ready for the season. Also discussed was the weight room wall and the ES cafeteria.
- Athletic Director – *No written report given*: Superintendent Houghtaling mentioned that Dennis' office will be moving from the gym to the HS for better access to Micke and Natascha as well as the students.
- FACES – *No written report given*: Mrs. Houghtaling, with great enthusiasm, announced that we have received the Ford grant!
- Falls City Teachers Association – *No written report given*

INFORMATION & DISCUSSION ONLY

1. Strategic Goals for 2017-18, plan work session: Work session scheduled for Saturday, August 26.
2. Superintendent Goals: Work session scheduled for Saturday, August 26.
3. Policy Update (2nd reading) CBG; EFA-AR; GBH/JECAC; GBMA; GCBDA/GDBDA; GCBDA/GDBDA-AR(1); GCBDA/GDBDA-AR(2); GCBDA/GDBDA-AR(3)(A); GCBDA/GDBDA-AR(3)(B); GCBDA/GDBDA-AR(3)(C); GCBDA/GDBDA-AR(3)(D); GCBDA/GDBDA-AR(4); GCBDA/GDBDA-AR(5); GCBDA/GDBDA-AR(6); GCBDA/GDBDA-AR(7): Reviewed
4. New hires: Met and discussed/acknowledged new hires at beginning of meeting.
5. HS Office Manager position: Superintendent Houghtaling wanted input from the board as to what to do with this position. Will Natascha roll into that position? Do we hire another full-time or just a part-time assistant? Offer to current staff or post it? Brainstorming. Ms. Pavon shared that if we have Natascha do both her current duties and take on the HS secretary duties, we could hire Renee Smith back as an EA at the ES and part-time assistant secretary for back-up for Natascha for about the same cost.
6. Teacher Contract Negotiations: The 2017-20 FCTA contract was presented. Chair Young brought up the salary schedule. Mr. Kidd will take this issue back to the OEA rep and the teachers and have a report in August with updated information.
7. Classified Handbook Update: The Classified Handbook was presented and discussed. No major changes, just clarifying language.

8. 2017-18 District Calendar Changes: Superintendent Houghtaling presented two proposed changes to the adopted District Calendar. Teachers have agreed to drop the Planning Day so that becomes another student contact day, making June 14th the last day of school. Moving graduation day from June 1st to June 8th.
9. Board Meeting Schedule: Superintendent Houghtaling presented a proposed Board Meeting Schedule. After discussing, dates have changed from the 3rd Tuesday to the 3rd Monday. A new calendar will be brought to August's meeting.
10. Staff in-service schedule: Superintendent Houghtaling talked about the schedule. It has not been finalized but wanted to invite the board to a welcome back meeting. Will add "State of the School" to the agenda on Monday, August 28 at 11:00 am which will include lunch (provided by Horace Mann, Insurance).
11. Board & Administrator Publication: Superintendent Houghtaling mentioned these publications are good to read. The June and July issues were provided.
12. Notice of Election Canvass: Ms. Pavon presented the Polk County Election Canvass for the May election of Board Members.
13. Donation, Scale for gym. Mr. Gilbert shared that a scale was donated for use in the gym.
14. ES Gym Update: Superintendent Houghtaling shared information regarding the process. Ms. Pavon passed around the contract and preliminary drawings from General Steel. We are waiting on estimated costs to do specific projects. Chair Young would like to work with the administration to get engineered plans drawn up.
15. Reminder phone calls to board members: Chair Young brought up the idea of having robo-calls made the day before or morning of board meetings.
16. Mr. Kidd – Title?: A discussion around "Interim HS Principal," "Dean of Students," "Lead Teacher." Vice Chair Kidd declared a potential conflict and removed herself from the room. It was decided that Mr. Kidd's title will be Head Teacher.

ACTION ITEMS

1. Consent Agenda

Motion made by Director Sickles, seconded by Vice Chair Kidd. All ayes. Approved as presented.

2. Organization Resolutions

- Resolution 1718-001: Appointment of Budget Officer
- Resolution 1718-002: Appointment of Business Manager and Deputy Clerk
- Resolution 1718-003: Appointment of Services Officers
- Resolution 1718-004: Appointment of Agents of Record, Property & Liability Insurance
- Resolution 1718-005: Appointment of Agents of Record, Workers' Compensation Insurance
- Resolution 1718-006: Appointment of Agents of Record, Employee Benefits
- Resolution 1718-007: Selection of Investment Depositories
- Resolution 1718-008: Appointment of Custodian of Funds
- Resolution 1718-009: Authorization to Sign Contracts
- Resolution 1718-010: Appointment of Auditor
- Resolution 1718-011: Appointment of Legal Counsel
- Resolution 1718-012: Determine amounts of the Blanket Crime Coverage
- Resolution 1718-013: Selection of Official Newspaper
- Resolution 1718-014: Appointment of Elections Officer

Motion made by Director Sickles, seconded by Director Major. All ayes. Approved all resolutions as presented and discussed.

3. Policy Update (2nd Reading)

Motion made by Director Sickles, seconded by Vice Chair Kidd. All ayes. Approved as discussed and presented.

4. New Hires: Jennifer Hamilton, Savana Frishman, Kaylee Atchison, Lynn Sampson Bailey

Motion made by Director Major, seconded by Director Sickles. All ayes. Approved as presented.

5. FCTA Contract: Tabled until August meeting

6. Classified Handbook

Motion made by Vice Chair Kidd, seconded by Director Davis. All ayes. Approved as presented.

7. 2017-18 District Calendar Change

Motion made by Vice Chair Kidd, seconded by Director Sickles. All ayes. Approved as presented. (Director Major still wants to get out earlier)

8. Notice of Election Canvass

Motion made by Vice Chair Kidd, seconded by Director Sickles. All ayes. Approved as presented.

9. Donation, Scale for gym

Motion made by Director Sickles, seconded by Vice Chair Kidd. All ayes. Approved as presented.

10. Good of the Order

Director Major enjoyed the OSBA conference

Vice Chair Kidd mentioned the Legislature approved a \$8.2 B budget but Measure 98 not fully funded.

EXECUTIVE SESSION – CLOSED TO THE PUBLIC

(ORS 192.660(2)(d): "To conduct deliberations with persons designated to carry on labor negotiations.")

Chair Young opened at 8:07 pm

Board Members in attendance:

Bob Young, Chair
Kristy Major, Director
Larry Sickles, Director

Jami Kidd, Vice Chair
Bret Davis, Director

Staff Members in attendance:

Art Houghtaling, Superintendent
Debbie Pavon, Business Manager

Micke Kidd, Head Teacher

Vice Chair Kidd declared a potential conflict so left the room.

Discussion (Mr. Kidd's salary, number of work days, FCTA contract, Superintendent Houghtaling and Ms. Pavon will draw up contract)

Chair Young closed at 8:16 pm

REGULAR BOARD MEETING - OPEN TO THE PUBLIC

Chair Young opened at 8:17 pm

Chair Young mentioned we need to do something for Dwayne & Lucille Dunaway. Long time teacher and supporters of the school district.

ANNOUNCEMENTS

Work Session & Regular Board Meeting – Saturday, August 26, 2017, 9:00 AM

"State of the Schools" meeting with staff – Monday, August 28, 11:00 am, lunch at noon included.

Chair Young closed at 8:20 pm

Board

FALLS CITY SCHOOL DISTRICT #57
REGULAR BOARD MEETING
AUGUST 26, 2017 8:45 AM

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Art Houghtaling, Interim Superintendent

503-787-3521

The Falls City School Board will meet Saturday, August 26, 2017 at 8:45 am in the Resource Room located in the High School. The public is welcome to attend the open portion of any meeting as posted.

Chair Young opened Regular Session at 8:50 am

Chair Young recessed to go into Executive Session at 8:51 am

EXECUTIVE SESSION BOARD MEETING - CLOSED TO THE PUBLIC

(ORS 192.660(2)(d): "To conduct deliberations with persons designated to carry on labor negotiations."

"a quorum of the board may be in attendance at this session but will not be acting on district business as a board"

Chair Young opened at 8:51 am

Discussion

Chair Young closed at 8:57 am

REGULAR BOARD MEETING - OPEN TO THE PUBLIC

Chair Young opened at 8:58 am

Board Members in attendance:

Bob Young, Chair
Kristy Major, Director
Larry Sickles, Director

Jami Kidd, Vice Chair
Bret Davis, Director

Staff Members in attendance:

Art Houghtaling, Superintendent
Debbie Pavon, Business Manager
John Gilbert, Facilities Manager

Micke Kidd, Head Teacher
Dennis Sickles, Athletic Director

Flag Salute

REPORTS

- Superintendent / Principal – Superintendent Houghtaling stated the Jump Start Academy is going well. Tools for Schools were able to give away 200 backpacks! Superintendent Houghtaling also mentioned that Mr. Kidd has begun scheduling students into classes. An email from Mayor Ungricht stating the City of Falls City will not be placing a levy for the library on the November ballot. Superintendent Houghtaling invited the board members to join the staff to the first day of in-service on August 28. Superintendent Houghtaling brought up that our music teacher, through Ethos, will be Samantha Ragsdale this year.
- Head Teacher – Mr. Kidd started his administrators license classes.
- Business Manager: Ms. Pavon presented the budget reports. She is working with LBL ESD to get 2016-17 finalized. Audit went well, still a few details to work out.
- Library: Mr. Rommel not in attendance. Superintendent Houghtaling wanted to mention that Mr. Rommel was very successful in bringing lots of activities and reading components to the library this summer.
- Facilities Manager – *No report given*. Mr. Gilbert partnered with FACES for a summer work crew. Good kids, going well. The stairs at the HS has been scheduled as well as the concrete work at the ES.
- Athletic Director – Mr. Sickles report shows who are the fall coaches this year. FB numbers are down so recruiting from Dallas, Pedee and Kings Valley.
- FACES – Mrs. Houghtaling was not in attendance, but Superintendent Houghtaling wanted to let everyone know that FACES received the Ford grant.
- Falls City Teachers Association – *No written report given*

INFORMATION & DISCUSSION ONLY

17. Strategic Goals for 2017-18: Will discuss during Work Session
18. Board Calendar, Review: Ms. Pavon shared the board meeting calendar with updated dates. Ms. Pavon also shared the new monthly calendar for the year. Updates will be given on a monthly basis.
19. Staff In-service “Green Day” Schedule: Superintendent Houghtaling shared the draft schedule noting the December 1 and March 16 board/staff get-together. Dates may be changed.
20. OSBA Annual Convention, Portland Nov 9-12: Ms. Pavon shared information on the November conference and asked who, from the board, would attend. Director Davis said he would and the others would let me know.
21. Policy Update (1st reading) *EBBB; EFA; GBI; GBI-AR; GCPD/GDPB(1); IKF(1); IKF(2); JEA; DDB; DDB-AR; DDC; EEA; GCI/GDI; GDA; IGBAC; IGBAK; IGBC(1); IGBD(2); IGBC-AR(2); IGBHE; IGBI; IGCA; JECBB; JECBB-AR; JECC(1); JECC(2); JECF; JFC(1); JFC(2); JHC; KAB; KAB-AR; KI(1), KI(2); LBE; LBE-AR*: Discussed.
22. Teacher Contract: Discussion around salary.
23. Board & Administrator Publication: Superintendent Houghtaling stressed that these publications are good to read. This month’s main focus is on setting a 10-year agenda.
24. Amendment: Resolution 1718-009: Ms. Pavon shared the need for the amendment.
25. New phone system/Extension Numbers: A list of staff extension numbers was given as the new phone system changed all of them.

ACTION ITEMS

11. Consent Agenda

Motion made by Director Sickles, seconded by Director Major. All ayes. Approved as presented.

12. Amendment: Resolution 1718-009

Motion made by Director Sickles, seconded by Director Major. All ayes. Approved as presented.

13. FCTA Contract

Motion made by Director Sickles, seconded by Director Davis. Chair Young: aye; Vice Chair Kidd: abstained; Director Sickles: aye; Director Major: aye; Director Davis: aye. Approved as presented.

14. MOU: Interim Superintendent Contract

Motion made by Director Sickles, seconded by Director Major. All ayes. Approved as presented.

15. TOSA Head Teacher Contract (Mr. Kidd)

Motion made by Director Major, seconded by Director Davis. Chair Young: aye; Vice Chair Kidd: abstained; Director Sickles: aye; Director Major: aye; Director Davis: aye. Approved as presented.

WORK SESSION - OPEN TO THE PUBLIC

1. ES Gym Update: Superintendent Houghtaling passed out a cost estimate from General Steel noting the services they can provide at a cost of \$404,000. Next step will be getting engineered plans and an architect on board. Chair Young and Superintendent Houghtaling will be calling a couple companies.
2. Strategic Goals for 2017-18: Discussed with changes made.
3. Superintendent Goals: Superintendent Houghtaling shared that he is still working on his goals and will have something more concrete at the September meeting.
4. Superintendent Evaluation Process: Will check on dates to measure and review goals.

Good of the Order

- Mr. Kidd brought up that OSAA is saying NO to warm up music due to copy write laws.
- Director Sickles mentioned doing Senior Night not at the football game. The players warm up then cool down during the parent presentation. Maybe before game warm up? Mr. Sickles will work on streamlining the process.
- Mr. Gilbert: Asked if there was an “undesirable” person on school property is staff can call police if they feel threatened. It was agreed that if a staff member was feeling threatened, they can trespass the individual and call police if necessary. It was also mentioned that if that happens, a call to Superintendent Houghtaling and/or Mr. Kidd was a must.
- More cameras? Are there grants for that?
- New sound system for FB field and gym?
- Booster Club purchasing an ice machine.
- University of Oregon donated an earthquake censor.
- Dog poop on/near the FB field. Mr. Gilbert will research legal signage.
- Crane to lift crow’s nest coming first part of September.

Adjourned at 12:46 pm

9/18/17

Board Chair

Date

**FALLS CITY SCHOOL DISTRICT #57
REGULAR BOARD MEETING**

SEPTEMBER 18, 2017 6:30 PM

Art Houghtaling, Interim Superintendent

503-787-3521

The Falls City School Board will meet Monday, September 18, 2017 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

Director Sickles opened at 6:39 pm

Board Members in attendance:

Bob Young, Chair
Larry Sickles, Director
Bret Davis, Director

Jami Kidd, Vice Chair
Kristy Major, Director

Staff Members in attendance:

Art Houghtaling, Superintendent
Debbie Pavon, Business Manager
John Gilbert, Facilities Manager

Micke Kidd, Head Teacher
Dennis Sickles, Athletic Director
Amy Houghtaling, FACES Director

Audience in attendance:

Amber Houghtaling, Student

Tim Sickles, Volunteer Applicant

Flag Salute

INFORMATION & DISCUSSION ONLY

- **Volunteer Applications:** Reviewed and discussed volunteer applications. Tim Sickles was in attendance to explain his situation.

REPORTS

- **Superintendent / Principal:** Superintendent Houghtaling pointed out several bullet points from his report. Enrollment is up so in the process of hiring a 5th grade teacher. Mr. Kidd has met with students and signed several up for online classes which will begin Sept 25. Director Sickles asked when we were going to split the 3/4 class, but without any more space, that's not possible at this time. Superintendent Houghtaling is checking into architect's and engineer's regarding the elementary gym.
- **Head Teacher:** No report given. Mr. Kidd reported that there are many students taking Spanish online but having difficulty finding space for them. Mr. Kidd also noted that with the enrollment numbers going up, we don't have enough lockers so asked John to get a couple quotes for more lockers. Mr. Kidd reported that Livingston Academy praised our students. Central School District donated weight equipment. Everyone was excited for the Staff/Student Softball game. Went well and had fun. The change in the high school open house was good, but the athletics department lost money with not charging parents to enter the area.
- **Business Manager:** Ms. Pavon presented the monthly budget reports and also provided a 2016-17 year-end print out that is not official since the audit is not complete.
- **Library:** No report given
- **Facilities Manager:** Mr. Gilbert mentioned that the handrails for the outside stairs at the high school are being built and should be installed soon. The wall in the ES multi-purpose room is going up with the help from Robert Young Construction. We received, from Albany SD, free

Prepared by Debbie Pavon

shelves for the ES library that would've cost about \$6,000. Mr. Gilbert shared that this summer and the crew was the best ever! The kids worked really well and they got a lot done. Tracy, Alex and Justin stepped up and were great leaders. Chair Young gave KUDOS to John and the crew for making the grounds look great!

- Athletic Director: Mr. Sickles gave a shout out that the Cat Walk on the Crow's Nest is awesome. MS FBG has a lot of 5th and 6th graders so a building year. Mr. Sickles also mentioned that the MS VB team looks great!
- FACES: Mrs. Houghtaling said that the first day of FACES went well. FACES served over 100 ice cream sundaes at the ES open house. Mrs. Houghtaling gave special KUDOS to Bob for being the only man to fill out paperwork.
- Falls City Teachers Association: No report given

INFORMATION & DISCUSSION ONLY

1. Strategic Goals for 2017-18: Discussion. Vice chair Kidd shared that during the staff development meeting we added to the last bullet under District Goals "...financial savings and seek grant opportunities."
2. Superintendent Goals: Superintendent Houghtaling handed out an information packet with two (2) goals. Discussion.
3. Board Calendars: Ms. Pavon shared the calendars for Sept, Oct, & Nov. An added item for was the Train to be Clutch Staff Development on Sept 29. Also discussed was moving November's board meeting to Tuesday the 21st, but will be talked about at next meeting.
4. Volunteer Applications: Done earlier in the meeting.
5. Policy Update (2nd reading): *EBBS; EFA; GBI; GBI-AR; GCPD/GDPB(1); IKF(1); IKF(2); JEA; DDB; DDB-AR; DDC; EEA; GCI/GDI; GDA; IGBAC; IGBAK; IGB(1); IGBD(2); IGB-AR(2); IGBHE; IGB; IGCA; JECBB; JECBB-AR; JEC(1); JEC(2); JECF; JFC(1); JFC(2); JHC; KAB; KAB-AR; KI(1); KI(2); LBE; LBE-AR*. Discussion
6. Board & Administrator Publication: Did not receive in time
7. Approval of hiring 5th grade teacher: Discussion
8. FCTA Contract MOU – Article 18: Ms. Pavon presented an FCTA Contract MOU regarding professional development. The District and OEA came to an agreement of new language around payments for tuition.

ACTION ITEMS

1. **Consent Agenda**
Motion made by Director Sickles, seconded by Director Major. All ayes. Approved as presented.
2. **Volunteer Applications**
Angeline Lofte: Motion made by Vice Chair Kidd, seconded by Director Sickles. All ayes. Denied as presented. All "no" marked on application which was not true. She is welcome to come to the school to visit with own child(ren).
Kari Nichols: Motion made by Vice Chair Kidd, seconded by Director Major. All ayes. Denied as presented. All "no" marked on application which was not true.
Amy Bliss: Motion made by Vice Chair Kidd, seconded by Director Sickles. All ayes. Approved as presented.
Lydia Dawes: Motion made by Chair Young, seconded by Vice Chair Kidd. All ayes. Denied as presented. Has open case.
Monte Sickles: Motion made by Vice Chair Kidd, seconded by Director Major. Approved as presented.
Director Davis – aye
Director Sickles – abstained
Chair Young – aye.
Director Kristy – aye
Vice Chair Kidd – aye

Tim Sickles (in attendance): Motion made by Vice Chair Kidd, seconded by Director Major.
Approved as presented.

Director Davis – aye
Director Sickles – abstained
Chair Young – aye

Director Kristy – aye
Vice Chair Kidd – aye

3. Policy Update (2nd reading)

EBBB – Adopt
GBI – Do not adopt
GCPD/GDPB(1) – Adopt
IKF(1) – Do not adopt
JEA – Adopt
DDB-AR – Do not adopt
EEA – Adopt
GDA – Adopt
IGBAK – Adopt
IGBD(2) – Do not adopt
IGBHE – Adopt
IGCA – Do not adopt
JECBB-AR – Do not adopt
JECC(2) – Do not adopt
JFC(1) – Adopt
JHC – Adopt
KAB-AR – Adopt
KI(2) – Do not adopt
LBE-AR – Adopt

EFA – Adopt
GBI-AR – Do not adopt
GCPD/GDPB(2) – Do not adopt
IKF(2) – Adopt
DDB – Do not adopt
DDC – Do not adopt
GCI/GDI – Adopt
IGBAC – Adopt
IGBC(1) – Adopt
IGBC-AR(2) – Do not adopt
IGBI – Adopt
JECBB – Do not adopt
JECC(1) – Do not adopt
JECF – Do not adopt
JFC(2) – Do not adopt
KAB – Adopt
KI(1) – Adopt
LBE – Adopt

Motion made by Vice Chair Kidd, seconded by Director Sickles. All ayes. Approved as presented.

4. New 5th grade teacher

Motion made by Director Sickles, seconded by Vice Chair Kidd that Chair Young will work with Superintendent Houghtaling and Mr. Kidd and cast vote representing the entire board.
All ayes. Approved as presented.

5. FCTA Contract MOU – Article 16:

Motion made by Director Major, seconded by Director Davis.

Director Major – aye Director Davis – aye Vice Chair Kidd – abstained Chair Young – aye
Approved as presented.

6. Good of the Order

Mr. Sickles: The city council has decided not to put the Wagner Community Library on the November ballot, so it will close as of June 2018. Vice Chair Kidd suggested a closing date of August 31, 2018 to keep the Summer Reading Program.

We need to get cost estimates for the ES gym for:

- Extra custodian hours
- Water
- Sewer
- Electricity
- Garbage

Please do a robo call to remind for the staff development meeting on Sept 29.

Director Major had a question regarding health issues. How can we find out early about any issues happening in the area? What are we going to do about head lice? Discussion.

Chair Young cautions our teachers to stay as neutral as possible with worldwide political climate.

ANNOUNCEMENTS

Next Regular Board Meeting – Monday, October 16, 2017, 6:30 PM

Chair Young adjourned at 8:22 pm

	10/16/17
Board Chair	Date

**FALLS CITY SCHOOL DISTRICT #57
REGULAR BOARD MEETING**

NOVEMBER 21, 2017 6:30 PM

Art Houghtaling, Interim Superintendent

503-787-3521

The Falls City School Board will meet Tuesday, November 21, 2017 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

Chair Young opened at 6:37 pm

Board Members in attendance:

Bob Young, Chair

Larry Sickles, Director

Bret Davis, Director

Staff Members in attendance:

Art Houghtaling, Superintendent

Debbie Pavon, Business Manager

Amy Houghtaling, FACES Coordinator

Micke Kidd, Head Teacher

John Gilbert, Facilities Manager

Audience Members in attendance:

Amber Houghtaling, Student

Susan Cleveland

Flag Salute

INFORMATION & DISCUSSION ONLY

1. Volunteer Application: Ms. Cleveland spoke to the board regarding her background check. Was determined the information on background check was not correct.

REPORTS

- Superintendent / Principal: Superintendent Houghtaling mentioned we did not receive the OFC Grant. Mrs. Bailey working hard towards applying for more grants. Director Sickles asked if there is an Organization Chart for who does what and what is the chain of command. Superintendent Houghtaling and Mr. Kidd will work on that. Superintendent Houghtaling also mentioned the winter concert will be held in January, date to be determined.
- Head Teacher: Mr. Kidd reported that the HS is up to 79 students; first tri-mester is now over; schedules for second tri-mester is just about complete; the HS FB team receives several congratulatory letters and a \$200 donation. Mr. Kidd also noted that Mrs. Bailey is holding professional networking workshops with WorkSource Oregon for seniors and community members.
- Business Manager: Ms. Pavon reported we received the wire of \$700,000 for the construction of the new ES gym. Ms. Pavon mentioned she is working with LBL ESD to make sure the deposit of this loan and the debt payments are placed in the correct budget account.
- Library: No report given. Chair Young mentioned there was a Library Advisory Board meeting. The district has requested the library stay open through the end of August, 2018, so the summer reading program can continue, and also requested the Wagner Library donate the books to FCSD. Looking at the plans for the library in the future are: leaving CCLRS and funding the librarian (part-time) through FACES.
- Facilities Manager: Mr. Gilbert noted a few items from his report: The multi-purpose room renovation (into two classrooms) is nearly complete, just a little paint; the ES play shed is safer with new security lights; and working on getting an AED for the HS.

Prepared by Debbie Pavon

- Athletic Director: Mr. Sickles was not in attendance. Mr. Gilbert showed off the new Student Scholar Athlete award. Chair Young asked Mr. Gilbert and Dennis Sickles to work on a bracket board.
- *Community* ~~Connections~~ Foundation (OCF) which is \$32,000 per year. This will allow Mrs. Cornutt and Mrs. Houghtaling to attend trainings/workshops with other MS staff. There was an ODE conference regarding the 21st Century Grant. The five-year grant needs to be an enhancement to current activities. Mrs. Houghtaling and Mrs. Bailey will be working on this and would like to form an advisory group to come up with ideas for enhancements to the FACES program.
- Falls City Teachers Association: No report given

INFORMATION & DISCUSSION ONLY

2. Strategic Goals for 2017-18
3. Board Calendars: Ms. Pavon reviewed the calendars noting the staff development meeting on Dec. 1. Superintendent Houghtaling invited the board members to attend the meeting. The board meeting in January has been changed from Tuesday the 16th to Monday the 8th due to a basketball game on the 16th.
4. Policy Update (1st reading): AC: AC-AR; BDDH: BDDH-AR; CCG(V1); CCG(V2); CCG-AR; EBBB; GBEG; GBEB/JHCC-AR; GBEB-AR; GBED-AR; GCA; GCDA/GDDA; GCDA/GDDA(V2); GCDA/GDDA-AR; GCN/GDN; GCN-AR; GDN; IGBA; IGBAG-AR; IGBAH; IGBAJ; IGBAJ-AR; IGBHE; IGBHE-AR; IGCA; IGBBC; IGBBC-AR; ICC; ICC(V2); ICC(V3); ICC-AR; IKF(V1&2); IKF-AR; IKFB; JEA; JEC; JECA; JFCG/JFCH/JFCI; JFCG-AR; JFH; JGAB; JHCC; JHCC-AR; JHCC/GBEB-AR; JHCC-AR; JHCC(V3); JHCD; JHCD-AR; JHCD/JHCD-AR; JHFE; JHFE-AR(2); JHFE/KN-AR(2); KN/JHFE-AR(2); JOA; KBA; KBA-AR; KN-AR(2); KL9v1,2,3&4; KL-AR(1)KL-AR(2); KLD; KLD-AR; LGA; LGA-AR(1); LGA-AR(2); GCBDD/GOBDD
Brief discussion. Too many policies to go through each one. Ms. Pavon noted that several were printed in blue as a "recommend delete" from OSBA. Director Sickles asked what was new in the policies and Superintendent Houghtaling noted most were required and most had a few wording changes. Director Sickles said he trusts Superintendent Houghtaling so did not want to spend the time on reading all the policies.
5. Board & Administrator Publication (Oct & Nov): Superintendent Houghtaling likes the information in these publications.
6. ES Gym update: Superintendent Houghtaling said that AC & Co cannot give us a quote for less than \$1.5M, so we will not be using them. Chair Young said that Mike Fuller lives in town and is a licensed architect. Mr. Fuller will be looking over the information we have from General Steel and giving us a quote for work we can do with the loan we have. Chair Young is setting up a meeting with Mr. Fuller, Superintendent Houghtaling and anyone else who would like to attend. Chair Young will inform people as to the date and time of the meeting. Chair Young also stated that we will not be using a Project Manager, that the District Administration and the Board can work together. Director Davis mentioned he attended a "construction round table discussion," at the OSBA Conference, and an attorney recommended against not hiring a project manager. The attorney explained that PM's know how to draw up contracts with the correct language, that can guard against any potential liability claims against the district. Chair Young and Director Sickles agreed, but said that our project is fairly small so we can do it.
7. Surplus Items: Mr. Gilbert mentioned that many chairs are broken and have been replaced. The surplus items will be taken to a recycling plant.
8. Insurance Safety Inspection Info: Mr. Gilbert quickly ran through the report and updated the board on the resolutions to the issues from the inspection. The one major issue is the HS rear stairwell that needs a lot of repair. The cost is something that needs to be budgeted and will be looking at that for the 2018-19 budget. Director Davis mentioned there are grants through the State (up to \$75,000) to evaluate the condition, evaluate what to do to fix, and seismic upgrades. Discussion around looking into these grants. Other items on the inspection report have either been taken care of already or will be addressed to the individual staff it involves.

9. **Additional Assistant at Elementary School:** Superintendent Houghtaling addressed the need for another educational assistant at the ES. The Kindergarten class is big with a new teacher. We have had Ms. Cook go to the ES for a couple hours a day but she is needed at the HS. Ms. Pavon ran an estimated of \$26,000 salary for the remainder of the year. The need for extra staff is important to the growth of the district and the students.

ACTION ITEMS

1. Consent Agenda

Motion made by Director Sickles, seconded by Director Davis. All ayes. Approved as presented.

2. Volunteer Application

Motion made by Director Sickles, seconded by Director Davis. All ayes. Approved volunteer application after discussion.

3. Additional Educational Assistant

Motion made by Director Sickles, seconded by Director Davis. All ayes. Approved the hiring of an EA for the remainder of the 2017-18 school year.

4. Good of the Order

Director Sickles stated that this administration is running well. Superintendent Houghtaling added the district is doing good, hiring good people and training those good people.

ANNOUNCEMENTS

Next Regular Board Meeting – Monday, December 11, 2017, 6:30 PM

Chair Young adjourned at 8:09 pm



Board Chair

12/11/17
Date

**FALLS CITY SCHOOL DISTRICT #57
REGULAR BOARD MEETING**

DECEMBER 11, 2017 6:30 PM

Art Houghtaling, Interim Superintendent

503-787-3521

The Falls City School Board will meet Monday, December 11, 2017 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

Chair Young opened at 6:35 pm

Board Members in attendance:

Bob Young, Chair
Larry Sickles, Director

Jami Kidd, Vice Chair
Kristy Major, Director

Staff Members in attendance:

Art Houghtaling, Superintendent
Debbie Pavon, Business Manager
Amy Houghtaling, FACES Coordinator
Dennis Sickles, Athletic Director

Micke Kidd, Head Teacher
John Gilbert, Facilities Manager
Lynn Bailey, Teacher

Audience Members in attendance:

Cassie Cruze, United Way
Amber Houghtaling, Student

Elizabeth Schrader, United Way

Flag Salute

United Way presentation: Cassie and Elizabeth presented information about United Way and some of the ways they can help school districts with student needs. They presented a check for \$1,200 to the ES for classroom supplies.

REPORTS

- Superintendent / Principal: Superintendent Houghtaling mentioned that Mrs. Bailey's Journalism class will be taking over the District Newsletter. Also mentioned was that 32 students went with Ms. Corrine to "Shop with the Sheriff." Great turnout! The winter concert is postponed until either February or March. Superintendent Houghtaling added that he and Chair Young met briefly with Mike Fuller to discuss the ES gym....more information to follow.
- Head Teacher: Mr. Kidd talked about attending the COSA Law Conference, the high school has another new student, and DHS is advocating to keep kids in Falls City. He finished his Fall Term Administration classes passing with a 100%. Mr. Kidd added that the boys' basketball team is in need of new uniforms.
- Business Manager: Ms. Pavon presented her report.
- Library: Report given, no discussion.
- Facilities Manager: Mr. Gilbert shared that the ES multipurpose room separation is complete. The new ES shed is just about complete. His projects coming up are finishing the window upgrade at the ES & remove wall in gym.
- Athletic Director: Mr. Sickles added to Mr. Kidd's report about basketball uniforms. Level 1A sports are dwindling. Falls City has the most kids participating. Mr. Sickles said that Monte Sickles may hold a basketball clinic during winter break. Mrs. Houghtaling said that FACES would make that happen.

Prepared by Debbie Pavon

- **FACES:** Mrs. Houghtaling didn't have much to report except that FACES has brought in over \$100,000 in grants for Falls City SD.
- **Falls City Teachers Association:** No report given

INFORMATION & DISCUSSION ONLY

1. **Strategic Goals for 2017-18:** Discussion, no changes.
2. **Board Calendars:** Discussion. Changing the January board meeting from Monday the 8th to Monday the 22nd. We will be having a budget hearing that same night.
3. **Policy Update (2nd reading):** AC, AC-AR, BDDH, BDDH-AR, CCG(V1), CCG(V2), CCG-AR, EBBB, GBBB, GBBB/JHCC-AR, GBBB-AR, GBBB-AR, GCA, GCDAGDDA, GCDAGDDA(V2), GCDAGDDA-AR, GCMGDN, GCN-AR, GDN, IGBA, IGBA-AR, IGBAH, IGBAJ, IGBAJ-AR, IGHE, IGHE-AR, IGCA, IGBC, IGBC-AR, MCC, MCC(V2), MCC(V3), MCC-AR, MF(V1&2), KF-AR, KFB, JEA, JEC, JECA, JFCG/JFCJ, JFCG-AR, JFH, JGAB, JHCC, JHCC-AR, JHCC/GBBB-AR, JHCC-AR, JHCC(V3), JHCC, JHCC-AR, JHCC/JHCC-AR, JHFE, JHFE-AR(2), JHFE/KM-AR(2), JHFE-AR(2), JOA, KBA, KBA-AR, KM-AR(2), KL(V1,2,3&4), KL-AR(1), KL-AR(2), KLD, KLD-AR, LGA, LGA-AR(1), LGA-AR(2), GCBDD/GCBDD
Superintendent Houghtaling touched on a couple highlights from policies JHF, JHFE-AR, and JHFE/KE regarding investigations on District property.
4. **Board & Administrator Publication:** Superintendent Houghtaling mentioned this is good to read.
5. **Supplemental Budget:** Ms. Pavon handed out a Notice of Supplemental Budget Hearing (to go out in the Itemizer-Observer in early January). Discussion about where the new revenue should be placed. Vice Chair Kidd said it was up to Superintendent Houghtaling and Mr. Kidd to make those decisions, not for the Business Manager. We shouldn't be putting money in accounts that have, in the past, gone over budget for unnecessary projects without approval.
6. **Budget Calendar for 2018-19 Fiscal Year:** Ms. Pavon presented the budget calendar. No discussion.
7. **Press Release:** Superintendent Houghtaling shared a press release going out from Government Capital Corporation regarding the loan Falls City SD secured.

ACTION ITEMS

1. **Consent Agenda**
Motion made by Director Major, seconded by Director Sickles. All ayes. Approved as presented.
2. **Resolution 1718-016 – 2017-18 Supplemental Budget**
Motion made by Director Sickles to go ahead with the supplemental budget, seconded by Director Major. All ayes. Approved as presented.
3. **Budget Calendar for 2018-19 Fiscal Year**
Motion made by Director Sickles, seconded by Director Major. All ayes. Approved as presented.
4. **New Boys' Basketball Uniforms**
Motion made by Director Sickles to purchase 15 sets, seconded by Vice Chair Kidd. All ayes. Approved as discussed.
5. **Good of the Order**
Supplemental budget to be posted in the Itemizer-Observer, Budget Hearing to be before Board Meeting on Jan. 22, 2018 at 5:30 pm.

ANNOUNCEMENTS

Next Regular Board Meeting – Monday, January 22, 2018, 6:30 PM

Chair Young Adjourned at 8:15 pm

Chair Board



1/22/2018
Date

**FALLS CITY SCHOOL DISTRICT #57
REGULAR BOARD MEETING**

DECEMBER 28, 2017 4:30 PM

Art Houghtaling, Interim Superintendent

503-787-3521

The Falls City School Board will meet Monday, December 28, 2017 at 4:30 pm at the High School.
The public is welcome to attend the open portion of any meeting as posted.

SPECIAL SESSION BOARD MEETING - OPEN TO THE PUBLIC

Chair Young opened at 4:34 pm

Board Members in attendance:

Bob Young, Chair
Larry Sickles, Director
Bret Davis, Director

Jami Kidd, Vice Chair
Kristy Major, Director

Staff Members in attendance:

Art Houghtaling, Superintendent
Debbie Pavon, Business Manager
Amy Houghtaling, FACES Coordinator

Micke Kidd, Head Teacher
John Gilbert, Facilities Manager

Audience Members in attendance:

Amber Houghtaling, Student

INFORMATION & DISCUSSION ONLY

1. Policy: JFCF, JFCF-AR(1); JFCF-AR(2); JFCFA/GBNAA; Superintendent Houghtaling handed out copies of these policies. Discussion.
 - a. Problems with bullying from kids towards staff, substitutes, bus drivers
 - b. Parents/teachers are not happy regarding students acting out
 - c. How do we protect the kids who are not acting out?
 - d. Where do we draw the line?
 - e. December All Staff Meeting – worked on discipline ladder
 - f. In-school suspension? No room or staff available
 - g. Possibility for a temporary trailer on field site until the gym is built. John Gilbert to research.
 - h. Possibility to enclose the stage (build wall) and hire an EA.

ACTION ITEMS

1. **Snacks for January All Staff Meeting**

Motion made by Director Sickles, seconded by Director Major to allow up to \$200 from the board supplies account to purchase snacks for the January All Staff Meeting. All ayes. Approved as discussed.

ANNOUNCEMENTS

Next Regular Board Meeting – Monday, January 22, 2018, 6:30 PM

Chair Young Adjourned at 6:08 pm

Board Chair



1/22/2018
Dated

Prepared by Debbie Pavon

**FALLS CITY SCHOOL DISTRICT #57
REGULAR BOARD MEETING**

JANUARY 22, 2018 6:00 PM

Art Houghtaling, Interim Superintendent

503-787-3521

The Falls City School Board will meet Monday, January 22, 2018 at 6:00 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

6:00 PM

Chair Young opened at 6:00 pm

Board Members in attendance:

Bob Young, Chair
Larry Sickles, Director
Bret Davis, Director

Jami Kidd, Vice Chair
Kristy Major, Director

Staff Members in attendance:

Art Houghtaling, Superintendent
Debbie Pavon, Business Manager
Dennis Sickles, Athletic Director
Lynn Sampson-Bailey, Teacher

Micke Kidd, Head Teacher
John Gilbert, Facilities Manager
Amy Houghtaling, FACES Coordinator

Audience Members in attendance:

Amber Houghtaling, Student
Ryan Nash, Community Member

Susan Fuller, OCF

Oregon Community Foundation presentation: Lane Shetterly spoke to the \$32,300 grant that was presented to the FACES program. This grant is the first of a possible three-year renewal. Susan Fuller and Amy Houghtaling are part of the Leadership Council. Lane presented a certificate to Falls City.

February is Board Appreciation Month: All board members were given a Proclamation from Governor Brown, an OSBA Certificate, hand-made card from the elementary students and a list of KUDO's from the staff.

REPORTS

- **Superintendent / Principal:** Superintendent Houghtaling touched on a few bullet points of his report. The new EA position was offered, and accepted, by Zach Labrado. He is doing a fantastic job. The high school students took the ASVAB test with the results coming in early February. Ms. Davis earned a \$1,000 grant through MAPS Credit Union to help with the school store. The Reset Room is working great. Chair Young asked about parent conferences: if an 80% turnout is lower than normal and how we can advertise more. Superintendent Houghtaling noted that yes, it's lower, but the fact that one parent may have more than one student lowers the percentage if they don't show.
- **Head Teacher:** Mr. Kidd shared there are now 83 students at the HS. Discussion needs to be held about adding another teacher (or another 1 ½ teachers) at the HS for next year. We have the space. Mr. Kidd also knows the ES is getting tight. With the possibility of splitting the 3rd and 4th grades next year, the thought of bringing the 8th graders to the HS is a conversation we need to have. Chair Young wants a recommendation from Admin as to what would work best and what type of endorsement would be needed at the HS.
- **Business Manager:** Ms. Pavon presented her report. Budgets and the process were discussed at the Budget Hearing earlier in the evening. She will be working with LBL ESD to start the budgeting process early.

Prepared by Debbie Pavon

- **Library:** Mr. Rommel's report mentioned the 2018 Summer Reading Grant. Ms. Pavon noted we had received that \$1,000 grant.
- **Facilities Manager:** Mr. Gilbert mentioned as one of his next projects was the security ladder, metal siding and electrical for the Crow's Nest should be done in March. Mr. Gilbert also mentioned there have been more reports of vandalism throughout the district. The Eco Potty was quite damaged, but repairs have been done. Mr. Kidd has spoken to Officer Caudle and there will be more patrols in the area. Chair Young did mention that crime in Falls City is down. We are looking into a grant for another AED to be placed at the HS. We will be getting 12 newer radios.
- **Athletic Director:** Mr. Sickles mentioned we have several FB players that made All-State and the BB teams are going to the District Play-offs. Laric Cook was awarded the State 1A Coach of the Year. Mr. Sickles also mentioned that the OSAA will be voting in February regarding the League Alignment.
- **FACES:** Mrs. Houghtaling shared that the \$10,000 Weyerhaeuser Grant will go towards field trips specific to 7th thru 12th graders. FACES received a supplemental grant of \$8,000 that will be towards a family celebration...details to follow.
- **Falls City Teachers Association:** No report given

INFORMATION & DISCUSSION ONLY

1. **Strategic Goals for 2017-18:** Reviewed
2. **Board Calendars:** Ms. Pavon presented the monthly calendars. Asked if we wanted to align the Budget Committee Meetings with the Board Meetings. Changes to the calendars were made as discussed.
3. **Board & Administrator Publication:** Superintendent Houghtaling mentioned that this is a good read. Director Davis agreed, noting the article about a cooling down period.
4. **Oregon School Board Member of the Year:** Ms. Pavon shared that this is something new OSBA is doing. Vice Chair Kidd nominated Chair Young. Discussion. Mrs. Sampson-Bailey asked to get copies of the information to give out to staff.
5. **Division 22 Assurances:** Superintendent Houghtaling shared that Falls City SD is the only district that complies with all requirements. He wanted to mention that we could do a better job in the area of Human Sexuality and staff training. How you talk to a 1st grader will be different than a high schooler.
6. **Final 2016-17 Audit information:** Ms. Pavon shared the final audit report. We did not have any big issues and anything that the auditor questions is resolved quickly as a team.
7. **FACES: Roller Coaster Physics Out of State Travel:** Mrs. Houghtaling presented a few details asking for board approval for the RCP California trip in June. More details to follow, but this will allow the purchase of airline tickets at a lower rate in advance. Discussion.
8. **Reset Room Update:** Discussion. Very successful; lots of resources; quick parent contact/meetings; whole school environment is more positive; teachers can teach. Vice Chair Kidd was able to debrief with staff that the reset room is for ISS, lunch detention, additional help with homework, etc. Still evolving.
9. **Volunteer Application:** Discussion
10. **Enrollment:** Chair Young wanted to discuss the possibility of limiting enrollment to incoming transfers. Discussion: no more than 20 students/class; not jeopardizing the 1A status. The need for the Free/Reduced lunch forms to determine the ADM for OSAA.

ACTION ITEMS

1. Consent Agenda

Motion made by Director Sickles, seconded by Director Major. All ayes. Approved as presented.

2. Adopt Supplemental Budget: Resolution #1718-016

Motion made by Vice Chair Kidd, seconded by Director Major. All ayes. Approved as presented.

3. FACES: RCP Out of State Travel

Motion made by Director Major, seconded by Director Davis. All ayes. Approved as presented.

4. Volunteer Application

Motion made by Director Sickles, seconded by Vice Chair Kidd. All ayes. Approved as discussed.

5. Division 22 Assurance

Motion made by Vice Chair Kidd, seconded by Director Sickles. All ayes. Approved as presented.

6. Good of the Order

Art: Have a blast of a day. Amazing Staff, they feel supported

Micke: Excited about the 3D printers, Dye cut machine and the new BB uniforms (that have arrived).

John: Went to look at the Dallas dishwasher. More info later.

Lynn: Love the "speed boat version" of what's happening in the district. Mentioned the career information for the high schools: girls trip to LBCC; CCC EMT presentation/CPR class; CCC Law Enforcement; JW Fowler Construction Safety Coordinator; WOU Professor; and more. Very excited.

Kristy: Excited about the Reset Room

Bob: The plans have been drawn for the ES gym. Moving forward with a shell, insulation, heat, plumbing rough-ins

~ Lynn asked about going for a Spirit Mountain grant to help pay for the restrooms. Discussion

~ Bret shared that the bid process can consist of the main building with alternates

ANNOUNCEMENTS

Next Regular Board Meeting – Tuesday, February 20, 2018, 6:30 PM

~ Agenda Items: Enrollment

Moving 8th grade to HS

Adding staff this year and next

Board Chair

2/20/18

Date

**FALLS CITY SCHOOL DISTRICT #57
BOARD WORK SESSION**

FEBRUARY 20, 2018 5:30 PM

Art Houghtaling, Interim Superintendent

503-787-3521

The Falls City School Board will meet Tuesday, February 20, 2018 at 5:30 pm at the High School. The public is welcome to attend the open portion of any meeting as posted.

BOARD WORK SESSION - OPEN TO THE PUBLIC

5:30 PM

Chair Young opened at 5:36 pm

Board Members in attendance:

Bob Young, Chair
Larry Sickles, Director
Bret Davis, Director

Jami Kidd, Vice Chair
Kristy Major, Director

Staff Members in attendance:

Art Houghtaling, Superintendent
Dennis Sickles, Athletic Director

Debbie Pavon, Business Manager
John Gilbert, Facilities Manager

Flag Salute

INFORMATION & DISCUSSION ONLY

1. School Configuration
 - a. Possibility of moving 8th grade to the HS
 - i. The HS has an extra classroom; two one the library is closed. Moving the 8th grade to HS would free up a classroom at the ES to split the 3rd & 4th grades
 - ii. The 4th & 5th grades will be small for 2018-19 so maybe use the extra classroom as the music room or the reset room
 - iii. John: Mrs. McEwen moving to current computer lab, put 8th grade into current McEwen room
 - iv. Art & Debbie to look at budget to see if we can hire for reset room, 1 ES teacher, 1 HS teacher
 - v. Art: Need flexibility with MS/HS endorsement for HS Math and/or 8th grade
 - vi. Bret: Maybe keep 8th grade self-contained for 2018-19 and then integrated into different classes (MS model) for 2019-20.
 2. Athletics: Dennis, ADM info to keep at 1A status
 - a. Dennis: OSAA is moving the cap for FB higher but keep the other sports at a lower ADM. If the cap for FB is higher, we could co-op with Kings Valley. But with Title IX, the issue with not having that same opportunity for the girls. Either KV offer VB of Cross Country for girls or allow girls to be on the FB team.

THE PLAN: Will move 8th grade to HS starting next year 2018-19.

THE PRIORITY: 1) Hire HS math teacher; 2) Hire reset room coordinator; 3) Split all ES grades

Adjourn: Young at 6:36 pm

Board Chair

Prepared by Debbie Pavon

3/13/18

Date

**FALLS CITY SCHOOL DISTRICT #57
REGULAR BOARD MEETING**

FEBRUARY 20, 2018 6:30 PM

Art Houghtaling, Interim Superintendent

503-787-3521

The Falls City School Board will meet Tuesday, February 20, 2018 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

Chair Young opened at 6:41 pm

Board Members in attendance:

Bob Young, Chair
Larry Sickles, Director
Bret Davis, Director

Jami Kidd, Vice Chair
Kristy Major, Director

Staff Members in attendance:

Art Houghtaling, Superintendent
Debbie Pavon, Business Manager
Dennis Sickles, Athletic Director

Micke Kidd, Head Teacher
John Gilbert, Facilities Manager

REPORTS

- Superintendent / Principal: Superintendent Houghtaling asked if there were any questions on his report. There were none.
- Head Teacher: Mr. Kidd and Mrs. Bailey attended a conference for CTE with two students. Amazing facility and many good ideas. We can license Sean Burgett for the CTE program. Looking into a Drone program and a partnership with Lincoln City. They are flying drones over the coast line and we could over the area for forestry. Took all the juniors and seniors to OSU. The director of the program said all our kids were respectful and one of the best groups.
- Business Manager: Printed report was in packet. No discussion.
- Library: Printed report was in packet. No discussion.
- Facilities Manager: Mr. Gilbert mentioned Alex and Justin stepping up the pace and helping out in other areas. Researching and contacting PACE in getting a swing in Mrs. McVeety's room. PACE has signed off on a specific swing and will be ordered this week. Mr. Gilbert has contacted The Decorated Wall for blinds in the rest of the district and will meet with Superintendent Houghtaling to go over more details. Mr. Gilbert has started the process on getting panic buttons in both school offices. Discussion about getting buzzers for the front doors so all doors are locked at all times. Mr. Gilbert will look into the cost of having that done. Mr. Gilbert is attending a training for earthquake preparedness. Mr. Gilbert is also looking into getting an electricity bid for the bleacher project and concession stand.
- Athletic Director: No written report. Mr. Sickles said the boys' basketball is going to district playoffs. ADM numbers as reported earlier. Mr. Sickles also mentioned OSAA is looking into filming all games.
- FACES: Printed report was in packet. No discussion.

INFORMATION & DISCUSSION ONLY

1. Strategic Goals for 2017-18: Reviewed
2. Board Calendars: Ms. Pavon presented the monthly calendars with questions. March board meeting needs to be moved to March 13 to be before mandatory teacher contract renewal deadline of March 15. June Budget Hearing and Board Meeting needs to be moved to June 19. Conflict with the return of the RCP trip.
3. Board & Administrator Publication: Superintendent Houghtaling mentioned that this is a good read.

Prepared by Debbie Pavon

4. Enrollment: Current enrollment numbers were given. Discussed earlier.
5. Resolution 1718-017: Adoption of FACES grants: Ms. Pavon mentioned we had not done this for each grant received so combining four grants into one resolution.
6. ES Gym Geo Tech Bids
 - a. Carlson Geotechnical
 - b. Redmond Geotechnical Services
 - c. GeoEngineers

Superintendent Houghtaling's recommendation is to accept the bid from Redmond Geotechnical Services. Discussion.
7. Superintendent Goals: Superintendent Houghtaling stated that he feels overwhelmed as a Principal but as Superintendent didn't. Overall he's happy with the position. The teachers are stepping up and taking leadership roles and Mr. Kidd is doing great at the high school. Discussion.
8. Policy Update (1st reading): KN. Ms. Pavon mentioned we adopted two AR's but don't have the policy adopted. Superintendent Houghtaling
9. Donation Received: Mr. Gilbert picked up six cafeteria tables, two salad bars, one heated serving station from Dallas School District. If all were in new condition would be valued at \$12,500.

ACTION ITEMS

1. Consent Agenda

Motion made by Director Sickles, seconded by Vice Chair Kidd. All ayes. Approved as presented.

2. Adopt Resolution #1718-017: FACES Grants

Motion made by Vice Chair Kidd, seconded by Director Major. All ayes. Approved as presented.

3. Adopt Geo Tech Bid

Motion made by Director Sickles to offer the bid to Redmond Geotechnical Services, seconded by Director Davis. All ayes. Approved as discussed.

4. Adopt Dallas School District Donation

Motion made by Vice Chair Kidd, seconded by Director Sickles. All ayes. Approved as discussed.

5. Good of the Order

Bob: Would like to see auto locking doors and buzzing people in. How much would that cost? John had talked to Northside Electric and it could be up to \$3,000 per door.

~ Working on a safety package (blinds, auto locking doors, panic buttons). John is working on it.

PACE has a contest for Safety person/group of the year. Winner will get \$5,000 for school. Maybe nominate the Safety Committee?

Send flowers to Sickles family: Sympathy for mom's passing.

ANNOUNCEMENTS

Next Regular Board Meeting – Tuesday, February 20, 2018, 6:30 PM

~ Agenda Items: HS Athletics cap? Co-op with Kings Valley?

Adjourn: Young at 7:52 pm

	3/13/18
Board Chair	Date

Prepared by Debbie Pavon

**FALLS CITY SCHOOL DISTRICT #57
REGULAR BOARD MEETING**

MARCH 13, 2018 5:30 PM

Art Houghtaling, Interim Superintendent

503-787-3521

**The Falls City School Board will meet Tuesday, March 13, 2018 at 5:30 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

Chair Young opened at 6:26 PM

Board Members in attendance:

Bob Young, Chair
Larry Sickles, Director
Bret Davis, Director

Jami Kidd, Vice Chair
Kristy Major, Director

Staff Members in attendance:

Art Houghtaling, Superintendent
Debbie Diener, Business Manager
John Gilbert, Facilities Manager
Amy Houghtaling, FACES Coordinator

Micke Kidd, Lead Teacher
Dennis Sickles, Athletic Director
Lynn Sampson-Bailey, Teacher

Audience Members in attendance:

Amber Houghtaling, Student

Flag Salute

Lynn Sampson-Bailey read a letter from a past student, Alea Littleton (McConnell).

REPORTS

- Superintendent / Principal: Superintendent Houghtaling highlighted a few bullet points from his report...Did not attend the Homeless Liaison meeting, Donuts with Dads was great. Chair Young added that we have a bunch of great dads.
- Head Teacher: Mr. Kidd touched on several aspects of his report. Prom is scheduled for April 14 in Pedee, Mr. Evans took some seniors to LBCC, there are more student teacher assistants at the ES, working to get Mr. Burgett his CTE license, and having conversations with Chemeketa about teaching Spanish at the HS.
- Business Manager: Mrs. Diener shared the budget report.
- Library: Mr. Rommel not in attendance
- Facilities Manager: Mr. Gilbert stated that several projects have been completed. Security upgrades have been made at both schools. The new sign at the library has been installed. Mr. Gilbert wanted to mention that there has been a lot of activity in the lower parking lot...found drugs. Spoke with the County Sheriff. Discussion: Call board members for issues of this nature. Superintendent Houghtaling contacted the POINT team with Polk County. Chair Young will contact sheriff.
- Athletic Director: Mr. Sickles mentioned there's a possibility of a co-op with Kings Valley for FB and with Willamina for wrestling.

Prepared by Debbie Diener

- **FACES:** Mrs. Houghtaling added to her report that a younger student made their own contract to be an assistant for a HS student working in the FACES program. Mrs. Houghtaling also mentioned that it's a new age when a teacher needed to go to a student to get assistance with the 3-D printer.
- **Falls City Teachers Association:** Mrs. Sampson-Bailey touched on all points of her report. FCTA has agreed to sponsor a displaced student to get driver's training. CTE Update; High School Success Plan & Student opportunities are all doing great things.

INFORMATION & DISCUSSION ONLY

1. Strategic Goals for 2017-18: Reviewed
2. Board Calendars: Reviewed. Added a couple dates to the March & May calendars (March 16th – board & staff meeting at the Community Center; March 22nd – Winter Concert; May 11th – board & staff meeting w/guest speaker).
3. Board & Administrator Publication: Mr. Houghtaling reminded the board that this is good information.
4. Athletics HS Cap: Pursue co-op with Kings Valley for FB. Keep 1A status.
5. Policy Update (1ST Reading): CM; GBH/JECAC; GBK/KGC; IGAC(delete); IGACA(delete); IGACA-AR(delete); IGAC(new); IGAC-AR(new); IBDJA; IGDJ; IKF; IKF-AR; JHCA/JHCB; JHFE-AR(1); KBA-AR. Superintendent Houghtaling briefly explained the policies.
6. Policy Update (2ND Reading): KN: Superintendent Houghtaling mentioned we needed this policy.
7. LBL ESD Business Service Contract: Superintendent Houghtaling and Mrs. Diener explained the contract and recommended we continue with the current services they are providing.
8. ES Gym update: Superintendent Houghtaling mentioned the drilling for the geotechnical testing for samples...should have the results in a week or two. The next step is for Superintendent Houghtaling and Director Davis to meet to create an RFP for the concrete; then a RFP for the building (needing specks for concrete, etc). John Gilbert to research information on flooring.
9. Food Service: Vice Chair Kidd is in support of evaluating the food program. She would like to work with Miranda Hendrickson (Food Service Manager). Vice Chair Kidd and Mrs. Hendrickson to go on Friday field trips to Bridgeport, Whitworth and others to see how their kitchens are set up and how they run their programs. Vice Chair Kidd would also like to work with John Gilbert to design the kitchen space.

ACTION ITEMS

1. **Consent Agenda**
Motion made by Director Sickles, seconded by Director Major. All ayes. Approved as presented.
2. **Teacher Contract Renewals**
Motion made by Director Sickles, seconded by Director Major. Vice Chair Kidd called for a potential conflict of interest. Vice Chair Kidd – abstain, Director Sickles – aye, Director Major – aye, Director Davis – aye, Chair Young – aye. Approved as presented.
3. **Policy Update: KN**
Motion made by Director Davis, seconded by Vice Chair Kidd. All ayes. Approved as presented.
4. **LBL ESD Business Service Contract**
Motion made by Vice Chair Kidd, seconded by Director Sickles. All ayes. Approved as presented.

5. Good of the Order

Mr. Kidd: Possible protesting tomorrow (March 10, 10 am) regarding the shooting in Florida. Discussion regarding student discipline and how to handle the walkout.

Director Major: ES Doors locked...how do we handle students outside who need to use the restroom? Staff to use walkie-talkies.

Director Major: Lockdown Drills? How's it done? How often? Superintendent Houghtaling explained the process of a drill monthly whether it be fire, earthquake or lockdown. Students learn what to do through classroom discussions and drills.

Add to September's agenda the CAP intention...rolling on all agenda's starting in July 2018.

Add to April's agenda: Report from Vice Chair Kidd.

Add Exec. Session in April regarding Admin Contracts.

ANNOUNCEMENTS

First Budget Committee Meeting – Monday, April 16, 2018, 5:30 PM

Next Regular Board Meeting – Monday, April 16, 2018, 6:30 PM

Adjourned 8:25 pm

Board Chair



4/16/18
Date

Prepared by Debbie Diener

**FALLS CITY SCHOOL DISTRICT #57
REGULAR BOARD MEETING**

APRIL 16, 2018 5:30 PM

Art Houghtaling, Superintendent

503-787-3521

**The Falls City School Board will meet Monday, April 16, 2018 at 6:30 pm at the High School.
The public is welcome to attend the open portion of any meeting as posted.**

EXECUTIVE SESSION – CLOSED TO THE PUBLIC

(ORS 192.660(2)(i): "To review and evaluate the performance of the superintendent or any other public officer, employee or staff member, unless that person requests an open hearing."

(ORS 192.660(2)(d): "To conduct deliberations with persons designated to carry on labor negotiations."

"a quorum of the board may be in attendance at this session but will not be acting on district business as a board"

Chair Young opened at 5:32 pm

In attendance:

Bob Young, Chair
Larry Sickles, Director
Bret Davis, Director
Micke Kidd, Head Teacher

Jami Kidd, Vice Chair
Kristy Major, Director
Art Houghtaling, Superintendent
Debbie Diener, Business Manager

Superintendent Houghtaling excused Mrs. Diener from the executive session at 5:34 pm.

Chair Young Adjourned at 6:31 pm

REGULAR BOARD MEETING - OPEN TO THE PUBLIC

Chair Young opened at 6:33 pm

Board Members in attendance:

Bob Young, Chair
Larry Sickles, Director
Bret Davis, Director

Jami Kidd, Vice Chair
Kristy Major, Director

Staff Members in attendance:

Art Houghtaling, Superintendent
Debbie Diener, Business Manager
Lynn Samson-Bailey, Teacher

Micke Kidd, Head Teacher
John Gilbert, Facilities Manager
Amy Houghtaling, FACES Coordinator

Audience Members in attendance:

Amber Houghtaling, Student

Flag Salute

Alinna Ghavami, Polk County Service Integration Team (SIT). Community Engagement Coordinator, gave handouts and presentation.

Prepared by Debbie Diener

REPORTS

- Superintendent / Principal: Superintendent Houghtaling highlighted a couple bullet points from his report and noted he received the geotechnical report and it is available if anyone would like to look at it. Worked with Director Davis on an RFP for the gym and gave it to Mike Fuller to look over. Concerns from OSFMA attendees that we don't have a project manager and trying to handle the business of construction on a big project might not go well. Possibility of the project manager for Livingston being a consultant. Mr. Kidd thought it would be a good idea for Chair Young, Superintendent Houghtaling, Mr. Gilbert and himself meet to go over some information and ideas.
- Head Teacher: Mr. Kidd mentioned the HS has two new students, the prom is coming up, and RCP has about 23 students involved. He is working with Superintendent Houghtaling and Mrs. Sampson-Bailey regarding Freshman on Track. At this point, only three freshmen are passing all classes...math is an issue. Natascha Perkowski is doing a great job keeping the grades/data up to date.
- Business Manager: Mrs. Diener presented her budget reports and explained how the budgeting process is going.
- Library: Mr. Rommel not in attendance. Written report given.
- Facilities Manager: Mr. Gilbert highlighted a few bullet lines on his report. He mentioned the electrical cost for the crow's nest could be about \$4,600 and asked the board to approve the expense. The panic hardware has been installed at both schools and the security cameras will be installed next week.
- Athletic Director: *No report. Mr. Sickles out of town at AD meeting*
- FACES: Mrs. Houghtaling announced that FACES will be ending at 5:10 pm starting next week. Chair Young questioned why it changes. Mrs. Houghtaling explained that there are so many students involved with athletics that the shorter hours allow students to do both. There are a couple field trips planned: Evergreen Space Museum and the Zoo to have a behind the scenes class on "Animal Training 101," Bethany Cornutt and Mrs. Houghtaling will be attending a 2-day conference. Applying for the 21st Century Grant through ODE. Mrs. Houghtaling also mentioned the high schoolers are doing a great job on being responsible and holding the youngers accountable.
- Falls City Teachers Association: Mrs. Sampson-Bailey mentioned school testing under way. She also wanted to mention the CTE program. Bryan Walton will be attending a drone training in May, Jason Evans will be attending a conference this summer for practical construction skills. Thirteen of 17 seniors have a plan and on track to graduate.

INFORMATION & DISCUSSION ONLY

1. Strategic Goals for 2017-18: Reviewed
2. Board Calendars: Mrs. Diener reminded everyone about the first budget committee meeting on May 2. A robo call for a reminder will go out a few days before. Vice Chair Kidd asked to have notes on the 2018-19 calendars reminding of deadlines like teacher contract renewals, superintendent goals/evaluation, etc.
3. Proposed 2018-19 District Calendars: ~ Trimester vs. Semester: Superintendent Houghtaling presented the calendars proposing we go to Semesters instead of Trimesters. His recommendation is semesters. Mrs. Sampson-Bailey's recommendation is semesters to partner with Dallas. Mr. Kidd recommendation is semesters, but mentioned two disadvantages: 1) college classes are trimesters and 2) do we do quarter or semester electives? Superintendent Houghtaling and Mr. Kidd will take the calendars back to the teachers for their input and bring it back to the board for approval.
4. Board & Administrator Publication: Did not get the publication in time for the meeting.
5. Report from Vice Chair Kidd: Would like to get a Food Service Committee together to look at improving what we serve the students for breakfast and lunch. Vice Chair Kidd spoke with Miranda Hendrickson and decided to wait until after the Food Service audit was complete.

6. 2018 Summer Board Conference: Mrs. Diener mentioned the Summer Board Conference and asked who would like to attend. Director Davis had already responded to Mrs. Diener email sent out that he would like to attend. Vice Chair Kidd also said she would attend.
7. 2018 OSBA/COSA Legislative Report: Superintendent Houghtaling presented the report and recommended the board look at the report.
8. Policy Update (2nd Reading): *CM; GBH/JECAC; GBK/KGC; IGAC(delete); IGACA(delete); IGACA-AR(delete); IGAC(new); IGAC-AR(new); IBDJA; IGDJ; IKF; IKF-AR; JHCA/JHCB; JHFE-AR(1); KBA-AR*: Superintendent Houghtaling briefly reviewed the policy updates. No questions asked.
9. Budget Committee Member application: Mrs. Diener announced we had someone interested in being on the budget committee... Bruce Sickles. Vice Chair Kidd to invite Bruce to the Budget Committee Meeting on May 2.

ACTION ITEMS

1. Consent Agenda

Motion made by Director Sickles, seconded by Director Major. All ayes. Approved as presented.

2. Policy Update (2nd Reading):

Motion made by Vice Chair Kidd, seconded by Director Davis. All ayes. Approved as presented and recommended by the Superintendent.

3. Approve Superintendent Contract

Motion made by Vice Chair Kidd, seconded by Director Sickles. All ayes. Approved the Superintendent's 3-year contract as presented.

4. Approve Head Teacher Contract

Motion made by Director Sickles, seconded by Director Major.

Chair Young: Aye

Vice Chair Kidd: Abstained

Director Davis: Aye

Director Sickles: Aye

Director Major: Aye

Approved the Head Teacher's 1-year contract as presented.

5. Crow's Nest/Concession Stand/Stadium Electrical Expense

Motion made by Director Sickles to approve the electrical expense of \$4,600, seconded by Director Davis. All ayes. Approved as requested.

6. Good of the Order

Superintendent Houghtaling mentioned we are partnering with ODE for a School Improvement Grant

Superintendent Houghtaling mentioned he, Mrs. McEwen, Mrs. McVeety and Mrs. Diener attended a meeting with WESD to go over the LSP (Local Service Plan).

Mr. Gilbert mentioned he is networking with the OSFMA group. There's an elementary school that is being dismantled and the possibility of getting cubbies, some kitchen items, etc.

Mr. Gilbert also mentioned there's a back access to the FB field that is being used for drug us, not as much traffic in the back of the school.

Mrs. Houghtaling brought up the Wagner Library and asked what is happening with the space. Mr. Kidd has been talking with Mr. Rommel. The city won't need/want the books. Mrs. Houghtaling will start talking with the major and the city council.

Mrs. Sampson-Bailey said we might partner with Dayton School District for a Fin Art Program. The price might be \$150.

Chair Young mentioned we may be getting a Willamina Wrestling Banner for best sports year for Falls City.

Athletic Awards will be on May 19.

Chair Young is asking people to vote for the Fire District in May. We need to keep the fire station open.

ANNOUNCEMENTS:

First Budget Committee Meeting – Wednesday, May 2, 2018, 5:30 PM
~ Jackie Olsen, CFO with LBL ESD will be in attendance

Second Budget Committee Meeting – Monday, May 21, 2018, 5:30 PM

Next Regular Board Meeting – Monday, May 21, 2018, 6:30 PM

Chair Young adjourned at 8:08 pm

Board Chair



Date



**FALLS CITY SCHOOL DISTRICT #57
BUDGET COMMITTEE MEETING**

May 2, 2018 5:30 PM

Art Houghtaling, Superintendent

503-787-3521

The Falls City School Board and Budget Committee will meet Wednesday, May 2, 2018 at 5:30 pm at the Falls City High School. The public is welcome to attend the open portion of any meeting as posted.

BUDGET COMMITTEE MEETING - OPEN TO THE PUBLIC

Chair Young opened at 5:36 PM

1. Recognition of and comments from audience members/citizens

Budget Committee members in attendance

Bruce Sickles

Board members in attendance

Bob Young, Chair

Larry Sickles, Director

Bret Davis, Director

Jami Kidd, Vice Chair

Kristy Major, Director

Staff members in attendance

Art Houghtaling, Superintendent

Debbie Diener, Business Manager

Amy Houghtaling, FACES Coordinator

Micke Kidd, Head Teacher

John Gilbert, Facilities Manager

Others in attendance

Jackie Olsen, CFO, Linn Benton Lincoln ESD

Jennifer Handy, Linn Benton Lincoln ESD

Amber Houghtaling, student

ELECTION OF BUDGET COMMITTEE OFFICERS

Motion made by Vice Chair Kidd, seconded by Director Sickles. All ayes.

Jen Drill as Budget Committee Chair

Motion made by Director Sickles, seconded by Vice Chair Kidd. All ayes.

Bruce Sickles as Budget Committee Vice Chair as discussed.

INFORMATION & DISCUSSION ONLY

1. Budget message: Superintendent Houghtaling highlighted several areas of his budget message.
2. 2018-19 Budget proposal: Superintendent Houghtaling touched on area where accounts were increased/decreased. Discussion.
Counselor position will be paid in part by the General Fund and if we receive the FACES 21st Century ODE Grant, the other part will be paid through that grant. The hours of the position will not be the same as teachers as this position will have duties during the after school program.

Next Budget Committee Meeting – Monday, May 21, 2018 at 5:30 PM

**FALLS CITY SCHOOL DISTRICT #57
BUDGET COMMITTEE MEETING**

May 21, 2018 5:30 PM

Art Houghtaling, Superintendent

503-787-3521

The Falls City School Board and Budget Committee will meet Monday, May 21, 2018 at 5:30 pm at the Falls City High School. The public is welcome to attend the open portion of any meeting as posted.

BUDGET COMMITTEE MEETING - OPEN TO THE PUBLIC

Chair Drill opened at 5:38 pm

Budget Committee members in attendance

Jen Drill, Chair

Bruce Sickles, Vice Chair

Board members in attendance

Bob Young, Chair

Larry Sickles, Director

Kristy Major, Director

Bret Davis, Director

Staff members in attendance

Art Houghtaling, Superintendent

Micke Kidd, Head Teacher

Debbie Diener, Business Manager

John Gilbert, Facilities Manager

Dennis Sickles, Athletic Director

Amy Houghtaling, FACES Coordinator

Others in attendance

Jackie Olsen, CFP, Linn Benton Lincoln ESD

Amber Houghtaling, student

INFORMATION & DISCUSSION ONLY

3. Review Budget Proposal Changes: Discussion. PERS going up, healthcare going up, Medicaid going up.

ACTION ITEMS

1. Motion made by Budget Chair Drill:

I move that the budget committee of Falls City School District approve the budget for the 2018-2019 fiscal year in the amount of \$6,286,122, with the recommended changes as discussed. General Fund at \$4,148,425; Special Revenue Funds at \$1,119,250; Debt Service Funds at \$260,910; and Capital Improvement Funds at \$757,537.

Seconded by Board Director Sickles.

All ayes.

2. Motion made by Budget Chair Drill:

I move that the permanent tax rate of \$4.2052 per \$1,000 value be levied in support of the General Fund.

Seconded by Board Director Sickles.

All ayes.

3. Motion made by Budget Chair Drill:

I move that the local option tax rate of \$1.25 per \$1,000 value be levied in support of the Athletic Fund.

Seconded by Board Director Sickles.

All ayes.

Budget Hearing – Tuesday, June 19, 2018 at 5:30 PM

**FALLS CITY SCHOOL DISTRICT #57
REGULAR BOARD MEETING**

MAY 21, 2018 6:30 PM

Art Houghtaling, Superintendent

503-787-3521

The Falls City School Board will meet Monday, May 21, 2018 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

Chair Young opened at 6:30 pm

Board Members in attendance:

Bob Young, Chair
Bret Davis, Director

Larry Sickles, Director
Kristy Major, Director

Staff Members in attendance:

Art Houghtaling, Superintendent
Debbie Diener, Business Manager
Amy Houghtaling, FACES Coordinator
Lynn Sampson-Bailey, Teacher

Micke Kidd, Head Teacher
John Gilbert, Facilities Manager
Dennis Sickles, Athletic Director

Audience Members in attendance:

Amber Houghtaling, Student

Bruce Sickles, Budget Committee

Flag Salute

REPORTS

- Superintendent / Principal: Superintendent Houghtaling asked if there were any questions regarding his report. None asked. He added that no one came to Kindergarten registration.
- Head Teacher: Mr. Kidd mentioned the state/central skills testing may be changing. Attendance is very low and more than a couple seniors not on track to graduate. The locked doors are working like a charm at the ES but having issues at the HS with three buildings.
- Business Manager: Mrs. Diener presented the reports. No questions asked.
- Library: Mr. Rommel not in attendance. No questions regarding report.
- Facilities Manager: Mr. Gilbert informed everyone that there was heavy damage, including electrical to the Ecopotty. Metal siding has been installed at the crow's nest/bleacher project.
- Athletic Director: Mr. Sickles said we will have a BB camp for preschool through 8th graders in late June. Community like having the athletic awards all together. Working with John to get the FB field aerated and reseeded. Mr. Sickles has three bids for a new scoreboard and is recommending Daktronics.
- FACES: Mrs. Houghtaling mentioned the Oregon Zoo and Zenger Farms were the field trips for May. The 21st Century Grant application has been submitted. Not sure of the timeline to hear back. So far we have 19 students involved in RCP.
- Falls City Teachers Association: No report

Prepared by Debbie Diener

INFORMATION & DISCUSSION ONLY

1. Strategic Goals for 2017-18: Reviewed
2. Board Calendars: Several activities were added to the calendars:
 - a. May 31: Academic Awards, 6 pm, gym
 - b. June 1: Spring Concert, 6 pm, gym
 - c. June 13, Kinder & 8th grade promotion, 5:30/6:30 pm, gym
 - d. June 26: BB camp, all day, gym
3. 2018-19 District Calendar: Reviewed
4. Board & Administrator Publication: Superintendent Houghtaling asked the Board if this is good information and if they read it. They said it was good but rarely read the information. Decision to discontinue receiving the publication was agreed.
5. Amanda Soto Resignation: Superintendent Houghtaling announced that Miss Soto has resigned.
6. Donations: Mr. Gilbert shared that Dallas SD donated a dishwasher and Burlingham See Co donated grass seed for the FB field
7. Graduation – Who will present diplomas? Discussion. Chair Young accepted this task and Vice Chair Kidd was appointed.
8. Committee for hiring counselor & teachers: Superintendent Houghtaling asked the Board if anyone wanted to be on the interview committee. Chair Young agreed. Vice Chair Kidd was appointed. Already interviewed for the Math/Science teacher.
9. Locker Bids: Mr. Gilbert presented the three bids for new lockers at the HS. Discussion.
10. Volunteer Application: Discussion in Executive Session
11. ES Gym Update: Superintendent Houghtaling said the RFP was ready to go and Mrs. Diener will get it posted.

ACTION ITEMS

1. **Consent Agenda**
Motion made by Director Sickles, seconded by Director Davis. All ayes. Approved as presented.
2. **Approve FB Co-op with Kings Valley**
Motion made by Director Sickles, seconded by Director Major. All ayes. Approved as presented.
3. **Approve Wrestling Co-op with Willamina**
Motion made by Director Major, seconded by Director Sickles. All ayes. Approved as presented.
4. **Approve 2018-19 District Calendar**
Motion made by Director Major, seconded by Director Sickles. All ayes. Approved as presented.
5. **Accept A. Soto Resignation**
Motion made by Director Major, seconded by Director Davis. All ayes. Approved as presented.
6. **Locker Bids**
Motion made by Director Sickles to purchase locker system through BMS, not to exceed \$20,000, seconded by Director Major. All ayes. Approved as presented.

Prepared by Debbie Diener

7. Scoreboard

Motion made by Director Sickles to purchase a scoreboard through Daktronics, not to exceed \$14,000, seconded by Director Davis. All ayes. Approved as presented.

8. Good of the Order

Kristy: Much appreciation to the Board, Admin & staff regarding family issues

John: Yeah to the seed company

7:42

Chair Young adjourned at 7:52 pm

EXECUTIVE SESSION – CLOSED TO THE PUBLIC

*(ORS 192.660(2)(a): "To consider the employment of a public officer, employee, staff member or individual agent."
"a quorum of the board may be in attendance at this session but will not be acting on district business as a board"*

Chair Young opened at 7:53 pm

7:45

Volunteer Application - Discussion

Chair Young adjourned at 7:45 pm

7:53

Board Chair

Robert Young

6/26/18

Date

**FALLS CITY SCHOOL DISTRICT #57
BUDGET HEARING**

June 19, 2018 5:30 PM

Art Houghtaling, Superintendent

503-787-3521

The Falls City School Board will meet Tuesday, June 19, 2018 at 5:30 pm at the Falls City High School. The public is welcome to attend the open portion of any meeting as posted.

BUDGET COMMITTEE MEETING - OPEN TO THE PUBLIC

Director Sickles opened at 5:34 pm

Budget Committee members in attendance

Bruce Sickles, Vice Chair

Board members in attendance

Jami Kidd, Vice Chair

Kristy Major, Director

Larry Sickles, Director

Bret Davis, Director

Staff members in attendance

Art Houghtaling, Superintendent

Debbie Diener, Business Manager

Micke Kidd, Head Teacher

INFORMATION & DISCUSSION ONLY

4. Adopt 2018-1- Budget as Approved by the Budget Committee: Discussion.

ACTION ITEMS

4. **Resolution 1718-018: Adopting the budget and Making Appropriations for Fiscal Year 2018-19**

Motion made by Director Major, Seconded by Vice Chair Kidd. All ayes. Approved as presented

5. **Resolution 1718-019: Imposing the Tax Rate and Categorizing Taxes for Fiscal Year 2018-19**

Motion made by Vice Chair Kidd, Seconded by Director Major. All ayes. Approved as presented

GOOD OF THE ORDER

Kristy: We're doing a good job. We're on the right track

Jami: We're family

Adjourned by Director Sickles at 5:53 pm

**FALLS CITY SCHOOL DISTRICT #57
REGULAR BOARD MEETING**

JUNE 26, 2018 5:30 PM

Art Houghtaling, Superintendent

503-787-3521

The Falls City School Board will meet Tuesday, June 26, 2018 at 5:30 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

Chair Young opened at 6:30 pm

Board Members in attendance:

Bob Young, Chair
Larry Sickles, Director
Kristy Major, Director

Jami Kidd, Vice Chair
Bret Davis, Director

Staff Members in attendance:

Art Houghtaling, Superintendent
Debbie Diener, Business Manager
Amy Houghtaling, FACES Coordinator
Lynn Sampson-Bailey, Teacher

Micke Kidd, Head Teacher
John Gilbert, Facilities Manager
Dennis Sickles, Athletic Director

Flag Salute

REPORTS

- Superintendent / Principal: Superintendent Houghtaling mentioned the first annual Senior Career Expo was great. Mrs. Bailey and Mr. Kidd did a wonderful job getting this set up.
- Head Teacher: Mr. Kidd mentioned ODE is changing the way we test for Math (more to come on this subject). At the end of the year we had a couple people out sick/medical issues and the subs were great! The subs had good things to say about how the staff support each other. Mr. Kidd also spoke about the classroom issue at the HS. With the library not shutting down until the end of August, we can't have the 8th graders move in until maybe the end of September. Keeping the staff and students informed and updated is key.
- Business Manager: Mrs. Diener pointed out the report is as of the end of May and pointed out that we have already received more revenue than originally projected and that we have, as of the end of May, have only expended 65%. Mrs. Diener did say, that we are spending quite a bit in June.
- Library: Report given. Flyer was given with a list of summer activities.
- Facilities Manager: Mr. Gilbert mentioned the summer cleaning/maintenance schedule was emailed out. Chair Young questioned all the athletic and music equipment in the same room. Mr. Gilbert replied that it is just temporary while the buildings are being cleaned. We are wanting to get cabinets for the stage in the gym to house the music equipment. Vice Chair wants to see the students being able to use the gym's stage for performances and that will happen with the music equipment storage. Also brought up was the lighting for the gym's stage. There is lighting, people need to be trained to turn them on.
- Athletic Director: No report given. The All-star game was good. Lots of Falls City supporters were there. The Basketball camp had about 30 kids attend and was evenly boys vs. girls.

Prepared by Debbie Diener

Discussion regarding the FB scoreboard. Chair Young to talk to Brennan regarding the poles (would prefer four poles). Mr. Sickles to check with Polk County regarding any permit needed. Mr. Gilbert to contact the electrician. Mrs. Diener to order the scoreboard.

- FACES: Mrs. Houghtaling announced a few things: 1) Have not heard about the 21st Century Grant yet; 2) Corrine want to do Martial Art at the Community Center this summer and asked Chair Young if the mats could be stored at the Fire Hall; 3) FACES is planning on doing monthly parenting seminars at the Community Center which would include lunch. A position would be advertised for someone to help in the planning of this; and 4) The RCP trip was a success. Everyone had a great time.
- Falls City Teachers Association: Mrs. Sampson-Bailey said that Jason Evans attended a conference about construction and how it pertains to math. Superintendent Houghtaling and Mrs. Sampson-Bailey attended a High School Success Conference. A Forestry program will begin in the fall and hoping to start an Early Child Education program soon.

INFORMATION & DISCUSSION ONLY

1. Strategic Goals for 2017-18: Discussion. Moving "Progress toward a teacher at each grade level for elementary" to Sustaining Goals and change the wording to "Maintain a teacher at each grade level for elementary."
 - a. Schedule work session for 2018-19 goals? Discussion. Will bring this up at the August meeting.
2. Board & Administrator Publications: Information only
3. Board Calendars: Discussion. Removed the July board meeting. Added a reminder to November for the Timeline for Superintendent Evaluations. Adding a reminder to start Superintendent Evaluations in January.
4. Reset Room Director Job Description: Vice Chair Kidd mentioned we need a clause stating "Other duties as assigned."
5. Counselor Job Description: Adding "Other duties as assigned."
6. Independent Instructional Materials Adoption: Superintendent Houghtaling highlighted the adoption years and that it is time for the Reading/English/Language Art adoption.
7. Classified Handbook: Superintendent Houghtaling explained the reasoning for the language change for the CPI/COLA increases. The salary schedule was not correct so Mrs. Houghtaling and Mrs. Diener were going to look into that.
8. Donation: Thanked Hamblin's Nursery for the donated plants for graduation.
9. Surplus: A butcher block table from the kitchen was disposed of.
10. Houghton Mifflin Harcourt Textbook Proposal: Superintendent Houghtaling explained the need for new textbooks. Professional Development that is needed for these textbooks will be limited to only what the teachers feel is needed.
11. New Hires: Superintendent Houghtaling mentioned a little about each new hire. The 7th grade position, Superintendent Houghtaling is waiting to hear back from the candidate's reference.
 - a. Britton Castor – HS Math/Science
 - b. Alea Littleton – Counselor
 - c. Cindy McGinnis – 3rd Grade
 - d. ???? – 7th Grade
 - e. Corrine Symolon – Reset Room Director
12. ES Gym Update: Superintendent Houghtaling said there were no bids so asked where we go from here. Discussion: We may need to go to a wood structure. Mr. Kidd mentioned we should look at Siletz as they have an inflatable gym. Director Davis mentioned we could look into West Coast Metals in West Salem. Chair Young said he would stop by to talk with them.
13. Resignation of Savana Frischman: Superintendent Houghtaling announced that Miss Frischman has resigned. So, with the current interviewees, he asked if they would be interested in the Kinder position. Kinder interviews will be Thursday, June 28. Chair Young asked about our policy regarding resignations. Can't we do exit interviews and ask that

resignations be in paper form with the employee's signature? Superintendent Houghtaling will look into it, but did mention that emails are just as good/legal as a signed document.

14. ES Kitchen Update: A group of people met to discuss the specs of the project. Phase I will be installing the dishwasher and stainless steel equipment (veggie wash station, hand washing station with foot pedals, etc). Removing flooring will be needed which includes asbestos abatement. The project could be \$25,000-30,000. Mrs. Diener brought up the need for three bids for a project that size. Mr. Gilbert will be talking to different companies to get the bids NTE \$30,000 as soon as possible. Phase 2 will most likely happen during winter break and Phase 3 next summer.

ACTION ITEMS

1. Consent Agenda

Motion made by Director Sickles to accept the consent agenda with the time changes:

- adjourn regular session at 7:42;
- begin exec session at 7:45;
- adjourn exec session at 7:52.

Seconded by Director Major

VOTES: Director Davis: aye; Director Major: aye; Director Sickles: aye; Vice Chair Kidd: abstained; Chair Young: aye. Approved with changes.

2. Adopt Reset Room Director Job Description

Motion made by Vice Chair Kidd with the addition of "Other duties as assigned" be added, seconded by Director Sickles. All ayes. Approved as presented.

3. Adopt Counselor Job Description

Motion made by Vice Chair Kidd with the addition of "Other duties as assigned" be added, seconded by Director Sickles. All ayes. Approved as presented.

4. Independent Instructional Materials Adoption

Motion made by Director Sickles to move forward with the adoption, seconded by Director Davis. All ayes. Approved as presented.

5. Textbook Adoption

Motion made by Director Sickles, seconded by Director Major. All ayes. Approved as presented.

6. Classified Handbook Adoption

Tabled until August meeting to get correct salary schedule.

7. Accept Hamblin Nursery donation

Motion made by Vice Chair Kidd, seconded by Director Major. All ayes. Approved as presented.

8. Accept Surplus Item

Motion made by Director Sickles, seconded by Director Davis. All ayes. Approved as presented.

9. Approve New Hires

Motion made by Director Sickles, seconded by Vice Chair Kidd. All ayes. Approved as recommended by the Superintendent. Also giving the authority to Superintendent Houghtaling and the hiring committee to hire Mr. McDowell if the reference check is good. Also giving Superintendent Houghtaling and the hiring committee to hire a Kindergarten teacher.

10. Accept Frischman resignation

Motion made by Vice Chair Kidd, seconded by Director Sickles. All ayes. Approved.

11. Kitchen Remodel

Motion made by Director Sickles to get at least three bids not to exceed \$30,000 for the ES Kitchen remodel, seconded by Vice Chair Kidd. All ayes. Approved.

12. Good of the Order

Art: Enjoy the Summer!

John: Graduation went well, all agreed

Kristy: Happy about the RCP trip, the kids learned a lot

Larry: This is the best school year ever

Jami: Please feel comfortable to vent to the board if needed

Bob: Agreed with what Jami said and added communication is key and we're doing better

ANNOUNCEMENTS:

Next Regular Board Meeting – Monday, August 20, 2018

Adjourned by Chair Young at 7:20 pm

Board Chair



Date