

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

**JULY 10, 2019 5:00 PM**

**Art Houghtaling, Superintendent**

**503-787-3521**

**The Falls City School Board will meet Wednesday July 10, 2019 at 5:00 pm at the High School. The public is welcome to attend the open portion of any meeting as posted.**

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**REGULAR BOARD MEETING - OPEN TO THE PUBLIC**

**5:00 PM**

1. Flag Salute
2. Additions or amendments to agenda
3. ORS 332.040- Elect a chairperson and a vice chairperson

*Moved by:* \_\_\_\_\_to elect \_\_\_\_\_to be chair for the fiscal year 2019-20

*Seconded by :*

*Moved by:* \_\_\_\_\_to elect \_\_\_\_\_to be vice chair for the fiscal year 2019-20

*Seconded by :*

4. Recognition of, and comments from, audience members/citizens

**INFORMATION & DISCUSSION ONLY**

**Presenter**

- |   |             |
|---|-------------|
| 1. Strategic Goals for 2018-19                            | Houghtaling |
| 2. Job descriptions                                       | Houghtaling |
| Administrative Assistant/Board Secretary                  |             |
| Website webmaster   |             |
| 3. OSBA Conference confirmation                           | Houghtaling |
| 4. Organizational Resolutions to Designate the Following: |             |

**RESOLUTION 1920-001: Appointment of Budget Officer:**

BE IT HEREBY RESOLVED that the Board of Directors of Falls City School District Art Houghtaling, Superintendent, as the Falls City School District Budget Officer for the 2019-20 fiscal year. ORS 294.331

**RESOLUTION 1920-002: Appointment FCSD Service Officers:**

BE IT HEREBY RESOLVED that the Board of Directors of Falls City School District authorizes the following appointments for the 2019-20 fiscal year:

FCSD Health and Safety Officer  
FCSD Affirmative Action Officer

John Gilbert  
Art Houghtaling

**INTERPRETERS FOR IMPAIRED:** To request interpreter services, call 503.787.3521 x2206 at least 24 hours prior to the meeting.

Prepared by Art Houghtaling

FCSD Title IX Officer  
FCSD 504 Officer  
FCSD Student Records  
FCSD Privacy Officer

Art Houghtaling  
Art Houghtaling  
Natascha Perkowski and Judy Scheet  
Donna Creekmore

**RESOLUTION 1920-003: Appointment Agent of Record, Property and Liability Insurance:**

BE IT HEREBY RESOLVED that the Board of Directors of Falls City School District appoints PACE/WHA Insurance to act as Record of Agent for all property and liability insurance for the 2019-20 fiscal year.

**RESOLUTION 1920-004: Appointment Agent of Record, Workers' Compensation Insurance:**

BE IT HEREBY RESOLVED that the Board of Directors of Falls City School District appoints SAIF to act as Record of Agent for all workers' compensation insurance for the 2019-20 fiscal year.

**RESOLUTION 1920-005: Appointment Agent of Record, Employee Benefits:**

BE IT HEREBY RESOLVED that the Board of Directors of Falls City School District appoints OEGB to act as Record of Agent for employee benefits for the 2019-20 fiscal year.

**RESOLUTION 1920-006: Selection of Investment Depositories:**

BE IT HEREBY RESOLVED that the Board of Directors of Falls City School District authorizes the Local Government Investment Pool (LGIP) operated by the State Treasury Department and Oregon State Credit Union, as the Official Investment Depositories for the 2019-20 fiscal year. ORS 294.805-284.895/328.441

**RESOLUTION 1920-007: Appointment of custodian of funds:**

BE IT HEREBY RESOLVED that the Board of Directors of Falls City School District authorizes the following appointments for the 2019-20 fiscal year:

Oregon State Treasury-Art Houghtaling, Jennifer Handy  
Oregon State Credit Union (requires two signatures)  
General Checking- Bob Young, Art Houghtaling, Jennifer Handy

**RESOLUTION 1920-008: Authorization to Sign Contracts:**

BE IT HEREBY RESOLVED that the Board of Directors of Falls City School District designates Art Houghtaling, Superintendent, and/or his designee(s), as it authorized representative(s) for negotiating and signing contracts for programs, services and materials as defined in the 2018-19 Budget and within the appropriations adopted by the Board for the 2019-20 fiscal year and for special revenue funding.

**RESOLUTION 1920-009: Appointment of Auditor:**

BE IT HEREBY RESOLVED that the Board of Directors of Falls City School District appoints the firm Pauley, Rogers and Co., P.C. is the auditing firm for conducting the audit for the accounting records for the 2019-20 fiscal year. ORS 327.137/326.465

**RESOLUTION 1920-010: Appointment of Legal Counsel:**

BE IT HEREBY RESOLVED that the Board of Directors of Falls City School District authorizes the following appointments for legal counsel for the 2019-20 fiscal year:

- Oregon School Boards Association (OSBA)
- Special Districts Association of Oregon (SDAO)
- Garrett, Hemann & Robertson
- Lisa Freiley (WESD)

**RESOLUTION 1920-011: Determine amounts of Blanket Crime Coverage:**

BE IT HEREBY RESOLVED that the Board of Directors of Falls City School District determines the following for 2019-20 fiscal year per ORS 332.525:

- All employees
- \$250,000.00

**RESOLUTION 1920-012: Selection of Official Newspaper:**

BE IT HEREBY RESOLVED that the Board of Directors of Falls City School District that for the 2019-20 fiscal year, the *Polk County Itemizer-Observer* shall be the generally designated official newspaper of the District.

**RESOLUTION 1920-013: Appointment of the Elections Officer:**

BE IT HEREBY RESOLVED that the Board of Directors of Falls City School District appoints Art Houghtaling, Superintendent, as the Falls City School District Elections Officer for the 2019-20 fiscal year and authorized him to call Falls City School District elections, canvass the abstracts prepared by the Polk County Elections Department, and determine the results of such elections for the Board to affirm.

## **ACTION ITEMS**

### **1. Approve minutes**

- June 26, 2019 Budget Hearing Minutes

*Moved by:*

*Seconded by:*

### **2. Approve Administrative Assistant/Board Secretary and Website webmaster job descriptions and pay**

*Moved by:*

*Seconded by:*

### **3. Acceptance of Billie Davis' educational leave**

*Moved by:*

*Seconded by:*

### **4. Acceptance of Cindy McGinnis' resignation**

*Moved by:*

*Seconded by:*

### **5. Organizational Resolutions**

- RESOLUTION 1920-001: Appointment of Budget Officer
- RESOLUTION 1920-002: Appointment FCSD Service Officers
- RESOLUTION 1920-003: Appointment Agent of Record, Property and Liability Insurance
- RESOLUTION 1920-004: Appointment Agent of Record, Workers' Compensation Insurance
- RESOLUTION 1920-005: Appointment Agent of Record, Employee Benefits
- RESOLUTION 1920-006: Selection of Investment Depositories
- RESOLUTION 1920-007: Appointment of custodian of funds
- RESOLUTION 1920-008: Authorization to Sign Contracts
- RESOLUTION 1920-009: Appointment of Auditor
- RESOLUTION 1920-010: Appointment of Legal Counsel
- RESOLUTION 1920-011: Determine amounts of Blanket Crime Coverage
- RESOLUTION 1920-012: Selection of Official Newspaper
- RESOLUTION 1920-013: Appointment of the Elections Officer

*Moved by:*

*Seconded by:*

## **GOOD OF THE ORDER ANNOUNCEMENTS:**

Next Regular Board Meeting: Monday August 19, 2019

**INTERPRETERS FOR IMPAIRED:** To request interpreter services, call 503.787.3521 x2206 at least 24 hours prior to the meeting.

Prepared by Art Houghtaling