

**MINUTES OF THE REGULAR SESSION OF GLADSTONE SCHOOL BOARD
SCHOOL DISTRICT #115, CLACKAMAS COUNTY
GLADSTONE, OREGON**

August 10, 2022 – Minutes

BOARD ATTENDANCE:

Stacie Moncrief, Chair
Tracey Grant, Vice Chair
Donna Diggs, Member
Erik Richter, Member
Jeremy Shaw, Member
Ginger Zimtbaum, Member – Attended by Conference Phone

BOARD ABSENT

Position 3 - Vacant

Bob Stewart, Superintendent
Natalie Weninger, Board Secretary

The Regular Session meeting of the Gladstone School Board of Directors was held in person at the Administration Building on Wednesday, August 10, 2022. There were technical difficulties and the Zoom webinar could not be used. Patrons in attendance on the webinar were notified (one patron was in attendance).

1. CALL REGULAR SESSION TO ORDER

Board Chair Stacie Moncrief called the regular session to order at 6:10 PM.

- a. Flag Salute
Jeremy Shaw led the flag salute.

2. DISCUSSION REPORTS

- a. Property & Casualty Insurance
Geoff Sinclair, Agent of Record for Brown and Brown Northwest was in attendance and shared the district's current coverages and answered questions. Brown and Brown Northwest is the District insurance agent of record. The Gladstone School District's property and liability coverage is through Property and Casualty Coverage for Education (PACE). PACE is the largest insurance pool of student entities in Oregon. It combines the resources of more than two hundred schools and other government entities. There was a brief discussion about the continued lack of affordable cyber coverage. Brown and Brown Northwest is working to aggregate with CESD and tech teams to become more robust in software and staff trainings. Things like double authentication are being installed. There was a question regarding lobbyist groups for K-12 coverages. Geoff Sinclair said that the leaders of PACE are the members of PACE. School district administrators serve on their Board of Directors. It is a non-profit organization. Other companies have a hard time competing with PACE. They have been around a long time and they are able to buy down rates and keep coverages in place rather than increasing rates and lowering coverages. Although they are not on the approved list of carriers provided by the Oregon Insurance Group (OIG), they are a public entity and are audited yearly. The Board thanked Geoff Sinclair for coming and providing the report.

- b. Annual Restraint & Seclusion Report

ORS 326.051 requires each school district in Oregon to annually report data regarding the use of restraint and seclusion in the district. This information is available on the District website and at the District office. Michael Shelton, Director of Special Services, reported on the process required by Oregon law if a restraint or seclusion is used. No devices are used. They only use people restraints to keep the student from harming himself or others. The parent is notified within 24 hours and there is a debrief of the situation. The parents are involved in the planning. Gladstone School District staff is trained in Crisis Prevention Intervention (CPI). The majority of the training is on preventing an occurrence. This training complements our Culture of Care classrooms and calming corners where students learn to self-regulate. Our staff does an exceptional job, administrators are quick to support staff, and the supportive team looks out for all students. There was a discrepancy found on the report provided. There were a total of two (2) students involved in four (4) incidents. Michael Shelton will correct the report. The Board thanked him for the report.
 - c. Student Handbooks (added agenda item)

As per Board policy CHCA – Approval of Handbooks and Directives, the changes to the student handbooks were presented for Board review. No action was required. There was a brief discussion about how handbooks are received by students and families. There was a discussion about how buildings handle truancy. Bob Stewart reported prior to COVID the district participated in a countywide attendance consortium. Due to quarantine requirements and COVID illnesses schools have seen a substantial increase in chronic absenteeism. One of the district initiatives this year is attendance. Kevin Taylor, Principal at Gladstone High School gave a brief overview of the different strategies used by schools for chronic absenteeism.
3. PUBLIC PARTICIPATION

There were no public comments submitted to the Board.
 4. ACTION ITEMS
 - a. Approve Minutes

Erik Richter moved first and Donna Diggs seconded approval of the following resolution:

(22-93) BE IT RESOLVED, that the minutes of the following School Board meeting be and hereby are approved:

July 8, 2022 – Regular Session Minutes

(22-93) Motion passed 6-0.

b. Approve Alternative Education Programs

The Gladstone School District contracts with specialized alternative programs if a student's needs surpass the District's ability to serve them. District policy requires annual evaluation of private alternative programs (see * below). The District may contract with the following programs for the 2022-2023 school year. Michael Shelton, Director of Special Services, presented. There was a question regarding the quality of services provided by the programs. He reported all of the programs give good comprehensive supports to students and families. The district may not have students attending these programs every year. However, if the student has an educational need that the team decides is better served outside of the district, these are the programs they consider for placement.

Clackamas Community College
 Clackamas Education Service District
 Columbia Regional Program
 Multnomah Education Service District
 Northwest Regional ESD
 Serendipity Center*

Tracey Grant moved first and Erik Richter seconded approval of the following resolution:

(22-94) BE IT RESOLVED, that the Gladstone School District Board of Directors authorizes the District administration to make application for placement of students at the alternative education programs, as presented in the August 11, 2021, superintendent's report, for the 2022-2023 school year.

(22-94) Motion passed 6-0.

c. Approve Election of Administrator – John Wetten Elementary

A team of teachers, parents, administrators and School Board members participated in a rigorous process to select and recommend Lindy Sproul as the John Wetten Elementary Interim Principal beginning July 20, 2022. Bob Stewart, Superintendent introduced Lindy Sproul. Lindy Sproul gave a brief history of her educational background. The Board thanked her for joining the team.

Lindy Sproul 1.0 FTE Interim Principal
 1 year post retirement contract – 2022-2023 School Year

Donna Diggs moved first and Jeremy Shaw seconded approval of the following resolution:

(22-95) BE IT RESOLVED that the Administrator listed below, who are herein recommended for administrator election, on a one year post retirement contract, July 20, 2022 through June 30, 2023, be accepted by the Gladstone School Board of Directors, as submitted August 10, 2022.

(22-95) Motion passed 6-0.

d. Approve Request for Resignation/Release from Contract

Certified staff were recommended for release from contract. Both positions have been filled. The Board thanked them for their service and wished them the best in the future endeavors.

Kari LoBue Peltz – JWE – English Language Development Teacher
Kala Ott – WLK – 6th Grade Teacher

Jeremy Shaw moved first and Tracey Grant seconded approval of the following resolution:

(22-96) BE IT RESOLVED, that the licensed staff listed above have submitted letters of resignation and who are herein recommended for release from contract, be accepted by the Gladstone School District Board of Directors as submitted August 10, 2022.

(22-96) Motion passed 6-0.

e. Approve Licensed Election

Certified staff were recommended for hire as follows.

Probationary 1 Contract – Recommendations
Tracy Flegal – GCCF – Preschool Teacher
Laura Walhood – JWE – Counselor

Erik Richter moved first and Donna Diggs seconded approval of the following resolution:

(22-97) BE IT RESOLVED, that the licensed staff listed above who are herein recommended for hired as presented in the August 10, 2022 Superintendent's report, be accepted by the Gladstone School District Board of Directors as submitted beginning in the 2022-2023 school year.

(22-97) Motion passed 6-0.

f. Approve Change in Account Authorized Signers

The district has imprest bank accounts at each building, as well as several district bank accounts. These accounts require signers who are authorized by the Board of Directors. The highlighted personnel are the changes in account authorized signers. The highlighted position is the only change from last month.

Gladstone Center for Children and Families

Sarah Dunkin, Principal/Director

Heidi Smith, Head Secretary

Rachel Lopez Hopper, Chief Financial Officer

John Wetten Elementary

Lindy Sproul, Principal

Linda Alberico, Head Secretary

Rachel Lopez Hopper, Chief Financial Officer

Kraxberger Middle School

Heather Bailey, Principal

Nohemi Saldana , Head Secretary

Rachel Lopez Hopper, Chief Financial Officer

Gladstone High School

Kevin Taylor, Principal

Sarah Foteff, Bookkeeper

Rachel Lopez Hopper, Chief Financial Officer

Gladstone Community Schools

Regular Checking Account

Jennifer Ingram, Community Schools Coordinator

Tammy Tracy, Director of Community Education

Rachel Lopez Hopper, Chief Financial Officer

Gladstone School District - Regular Checking Account

Bob Stewart, Superintendent

Rachel Lopez Hopper, Chief Financial Officer

Gladstone School District - Clearing Account

Bob Stewart, Superintendent

Rachel Lopez Hopper, Chief Financial Officer

Gladstone School District - Money Market Account

Bob Stewart, Superintendent

Rachel Lopez Hopper, Chief Financial Officer

Jeremy Shaw moved first and Erik Richter seconded approval of the following resolution:

(22-98) BE IT RESOLVED that the Gladstone School District Board of Directors approves the authorized signers as listed in the August 10, 2022 Superintendent report.

BE IT FUTHER RESOLVED that all imprest checks will require two signers of those listed authorized signers.

(22-98) Motion passed 6-0.

g. Approve Suspension of Policy JECBA-AR – Admission of International Students
(added agenda item)

As per Board policy BFF – Suspension of Policies - In the event of emergency or special circumstances the operation of any individual policy, and a section or sections of Board policy including those governing its own operational procedures may be temporarily suspended by a majority of the Board members. Last month the Board suspended the deadline for placement agencies to be approved by the superintendent to from May 31 to August 1 and student applications from May 31 to August 1, 2022. The student placement fell through. A new request has been received for a student from Italy to attend if the Board revises the dates to August 15. There was a question about changing the policy instead of suspending the date again. Bob Stewart said he believes the dates in the policy are appropriate. This year is different due to the COVID interruptions over the last couple of years.

Tracey Grant moved first and Donna Diggs seconded approval of the following resolution:

WHEREAS, the Gladstone School District Board of Directors has reviewed the recommendation from school administrators regarding suspension of sections of policy JECBA – AR, Admission of International Students and,

WHEREAS, the circumstances of the COVID-19 pandemic and, Board Policy BFF, Suspension of Policies, allows the Board to suspend sections of policy,

BE IT RESOLVED, the Gladstone School District Board of Directors will revise the suspend deadline for placement agencies from August 1 to August 15, 2022, and

(22-99) BE IT FURTHER RESOVLED, student applications be suspended to August 15, 2022, for 2022 fall enrollment as presented by the Superintendent on August 10, 2022.

(22-99) Motion passed 6-0.

5. SUPERINTENDENT'S REPORT

a. Financial Report

The financial report for the month ending July 2022 and the final June 2022 report were presented to the School Board. Rachel Lopez Hopper, Chief Financial Officer said this is the last time the Board will see the June 2022 report. She is confident the targeted ending fund balance is on track. The auditors are scheduled to be on site in October and will report to the Board later in the school year. The July 2022 report is the first for the fiscal year. The expenditures do not reflect payroll and benefits for 10 month staff. Very few changes are anticipated to this report until September. There were no questions. The Board thanked her for the reports.

b. Aligning for Student Success

The Oregon Department of Education has provided districts with integrated guidance for six ODE initiatives. They are High School Success (HSS), Student Investment Account (SIA) within the Student Success Act, Continuous Improvement Planning (CIP), Career and Technical Education – Perkins V (CTE), Every Day Matters (EDM) and Early Indicator Intervention Systems (EIS). The District has begun an outline of a process to meet the requirements. Bob Stewart, Superintendent gave a brief overview and introduce Leslie Robinette, Communications Coordinator who is working to organize and plan the Gladstone process for family engagement sessions. The district will work with CESD and other districts in the county for specifics within the plan. Bob Stewart asked for the Board's involvement this fall. Individual members will be assigned to group listening sessions. Most of the funds for these initiatives have already been received and are in place. The final report is due to the State in the spring. A draft report will be brought to the Board after winter break. The Board thanked them for their planning and they look forward to learning more about the district's plan.

c. Personnel

The following classified personnel have resigned: Alexis Bennett, Youth Transition Specialist at Gladstone High School.

The following classified personnel have been hired: at John Wetten Elementary; Jessica Shults as Extended Day Coordinator and Bitzy Peterson as Extended Day Helper.

At Gladstone High School; Stefanie Bell as the Head Secretary and Kase Rogers as the Campus Monitor.

There was a brief comment about extended day being a self-supported program run through the Gladstone Community School. The Board also discussed a new SRO being assigned to the district due to Erik Graves promotion to Sergeant.

6. PRESENTATIONS AND SUGGESTIONS FROM BOARD MEMBERS

Board Chair Stacie Moncrief asked Board members to be sure the following events are on their calendars.

- a. Position 3 Interviews August 31
Position 3 application process has been advertised. The Board plans to review, interview and select a new member during a Special Session on August 31. As of August 10, an application from Jeremy Schumacher has been received.
- b. Meet & Greet with New Staff September 14
The annual Meet-N-Greet with new staff is scheduled on September 8 at 5:00 pm prior to the September 14 Regular Session. The Kraxberger Middle School cafeteria has been reserved.
- c. OSBA Board Work Session September 28
The Oregon School Board Association (OSBA) will present a Board Leadership workshop at the scheduled September 28 Work Session. She asked Board members for topics for OSBA to cover prior to September 7. If this session should be cancelled by OSBA, the Board will meet and plan work sessions agendas for the remainder of the year.

Tracey Grant said she has seen the 2021-2022 Gladstone High School Yearbook and it is so good. A lot of really fun candid photos. She would like to hear about class offerings through CCC for classes not available to students at GHS.

Donna Diggs reported on the Gladstone City Council meeting. They discussed the Meldrum Bar Park masterplan. They will add walkways, a small area for concerts, picnic shelters and paths along the river. They are collecting funds and applying for grants.

7. EXECUTIVE SESSION

Board Chair Stacie Moncrief adjourned the session at 7:40 pm and opened the executive session stating the Board will meet in executive session under ORS 192.660. She stated the Board would not return to the regular session.

BOARD ATTENDANCE:

Stacie Moncrief, Chair
Tracey Grant, Vice Chair
Donna Diggs, Member
Erik Richter, Member
Jeremy Shaw, Member
Ginger Zimtbaum, Member – Attended by Conference Phone

BOARD ABSENT

Position 3 - Vacant

Bob Stewart, Superintendent (entered at 9:00 pm)
Natalie Weninger, Board Secretary

Board Chair Stacie Moncrief stated the Board will meet in executive session under ORS 192.660.

The Board met under ORS.192.660(2)(k) to review and evaluate the Superintendent.

8. ADJOURNMENT

The next regular School Board Meeting is scheduled at 6:00 PM on Wednesday, September 14, 2022. Virtual meeting links will be posted for all meetings.

Board Chair Stacie Moncrief adjourned the executive session at 9:55 pm.

DocuSigned by:
ATTEST:
Stacie Moncrief
59E961734AD84A4

Stacie Moncrief, Board Chair

10/2/2022

Date

DocuSigned by:
Bob Stewart
E68B8C589E714A5

Bob Stewart, Superintendent

10/4/2022

Date