

Monroe School District #1J
Regular Board Meeting
Held at Monroe High School Library
March 13, 2017

The board meeting was called to order by Vice-Chair Warden at 6:30 P.M.

Members present: Robert Warden, Tim Warden, Tony Stroda, Nancy Burnett, Superintendent Randall Crowson, and Secretary Christine Manley. Late: Jennifer Gamache.

Also present: Employee Bill Crowson.

The meeting moved to executive session as per ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations, ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection, and ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

The meeting returned to open session at 7:00 PM. Chair Gamache called order.

Members present: Jennifer Gamache, Robert Warden, Tim Warden, Tony Stroda, Nancy Burnett, Superintendent Randall Crowson, Secretary Christine Manley, and Student Council Representative Zack Esplin.

Also present: Employees Bill Crowson, Whitney Connolly, Kerri Hicks, Hilary Irwin, Kathi Holvey, Jill Moore; Patrons Scott Hicks, Abbey Gamache, Tonya Casarez, Katie Bateman, Christina Hull, Leah Weigand; Monroe City Mayor Paul Canter, Councilor Floyd Billings, and Monroe City Administrator Rick Hohnbaum.

The minutes of the following Board meetings were reviewed: 2/13/17 Special Meeting, 2/13/17 Regular Meeting, 2/17/17 Special Meeting, 2/24/17 Special Meeting. Tony Stroda moved to approve the minutes as presented. Second: Tim Warden. Motion carried 5/0.

There were no changes to the agenda.

The bills were reviewed and discussed. Tony Stroda requested not using the term “consumable supplies and materials” and to add item detail instead. Mr. Crowson commented that the Cintas contract is not on file. He expects a copy tomorrow and will review it then.

The list of notifications and contracts for the 2017-18 certified staff and notifications for the 2017-18 administrative staff were reviewed.

Volunteer coaches this season are Jennifer Gamache, Middle School Track Coach; Ferrill Williams, Assistant Baseball Coach; and Ernie Reyes, Assistant Baseball Coach.

New coaching contracts this year were reviewed: Linda Crocker, Head Track Coach; and Dennis Brandt, Assistant Track Coach.

New hires for the grade school were reviewed: Jeffrey Jorgensen, Grade School Custodian; Tammy Bayliss, Grade School SpEd Aide.

Board representatives for Classified negotiations will be Robert Warden and Nancy Burnett; the Board representative for Administrative negotiations will be Tony Stroda; and the Board representative for Confidential employee negotiations will be Jennifer Gamache.

Tim Warden moved to approve the Consent Agenda as presented. Second: Robert Warden. Motion carried 5/0.

The following thank you letters were reviewed: Malon & Lola Cowgill, Jeff & Sue Chadwick, Janice Irene, David & Janece Cook. Lots of sponsors for the high school robotics program, and a ping pong table for the grade school. Thank you!

New City Administrator Rick Hohnbaum introduced himself to the Board and explained that he started with the City of Monroe on February 1st. He has enjoyed good relationships with school districts in Fall City, Reedsport, and Gold Hill. He would like to be a resource for the Board. The City is currently working on a comprehensive 20 year plan for growth. The current plan was last updated in 1986. He encouraged the Board to designate a point of contact from the District. Councilor Billings mentioned that the Council is still looking for a Student Council Representative to attend the council meetings. They meet the last Monday of the month at 6:00 PM.

Christina Hull reported on the last Parent Group meeting. They earned \$230 from the Burger King Dine Out night. They are accepting nominations for board positions and will replace members this spring. They are also working on the April 7 Spaghetti Feed/Bingo/Raffle Night.

Student Council Representative Zack Esplin reported that the Council has reviewed their budget. So far, they have received a profit of \$375 in the Benny's Pizza Sales, and \$393 profit from the Winter Dance. They have discussed a City Council representative. This may be a new position or part of the Board representative's position, but it will not begin until next year.

In answer to a question from the audience, Board members explained rough boundaries for the open zone positions. More information can be found on the district's website or call the district office.

Abbey Gamache reminded the board at the last meeting they requested more detail on certain bills and they had financial questions. Did they receive that information? Board answered, yes, they received information on that subject. Randall Crowson explained that only 2-3% of the current operating budget is left for the balance of this year, all known costs are encumbered, and approximately \$145,000 is unencumbered. Mr. Crowson is checking contracts to see what obligations the district has. With a new Business Manager, not all costs are known. The previous superintendent paid cash for the district office and music buildings. This was a mistake to pay for it out of operating funds. Students need to be in the modular building, not staff. The district office staff could easily move back to the high school building and turn the "district office" into

classrooms. Mrs. Gamache thanked Mr. Crowson for his priority with students and space and appreciates the Board for going back to the “old style” relationship with the community.

Mrs. Gamache asked if there were any processes and practices, or any plans to put in place through the next Superintendent hiring process. The Board explained that through the next hiring process, they have learned what questions to ask and what to look for. Mr. Crowson explained that he has returned to the old hiring practices where Mrs. Manley screens all applicants to see that the applicant is qualified for the position. Those qualified are then screened by Bill Crowson, Kathi Holvey and himself. All three administrators interview candidates for all open positions. All positions are important, and each new hire will be made jointly. Hiring unqualified candidates will be eliminated by staying with this practice.

Tony Stroda explained that the board always requested a Week in Review from the Superintendent, which is an overview of their week. They were informed of problems regarding maintenance, student and/or staff problems, etc. They kept asking the prior superintendent for that information but did not receive it on a regular basis. He asked if that could be added to the position description.

The Board said this was all good input and thanked the audience for their participation.

Enrollment at the end of February was reported as 431 students K-12. Board suggested a break down by campus.

The Owner Representative’s proposal was reviewed. Randall Crowson commented that he would like to see a local person in this position if the Board wants to hire one. Tony Stroda commented that he now believes, given the scope of the building projects, that the District should hire for this position. There is a local retired contractor who may be interested.

The board requested a thank you letter be sent to the district’s attorney Lane Shetterly. He went above and beyond in protecting the district recently and they want to thank him for his services and kindness to the District.

Mr. Hohnbaum commented if the district changes the footprint or use of any facility it would need to be submitted to the City Planning Commission first, then to Benton County. The Board expects work that is done in the summer of 2018 to increase the footprint at the grade school. However, the seismic projects scheduled for this summer will not increase the footprint of any building. Projects to be done on the grade school campus include the roof, windows, etc. The glass brick, flooring, and heating system will also need to be addressed. The only project this summer on the high school campus will be to replace the bleachers in the new gym and bring them back up to code.

There was discussion regarding the time line to use the seismic funds. It is usually a two year window, but could extend another year if needed.

What will happen to the Summer Food Program? Mr. Crowson will check with the State to see if

we can switch campuses for a summer. Previously, the high school site did not qualify to sponsor the program. It was pointed out that previous administration moved the program to the high school for a few weeks during one summer.

The Fire Marshall visited the district February 15, 2017 for an inspection. Mr. Crowson reported that he has received a 17 page report of violations throughout the district. He has addressed a time line to correct the violations. Some violations are fairly minor and have already been taken care of.

Mr. Crowson explained that Maintenance of Effort (MOE) in Special Education requires the District to spend the same level of funding each year. The District was fined approximately \$100,000 for falling well below level for the 2014-15 school year. The District belongs to a consortium with districts in the tri-county area and we are working to find exceptions so the district won't be fined again. In his prior administration, he kept all the special education students and provided education within the district. Recently, it seems that several students are being transferred to other facilities, losing the district basic school support and lowering the MOE level. The Board expressed concern that they had not been informed of the fine.

Mr. Crowson explained that the boiler at the grade school is being rented for \$6,000 month. Only \$16,000 was covered by insurance. As soon as we quit using the boiler, it will be removed to save rent, and they will waive the break-down fee.

Mr. Crowson mentioned that he's trying to save money and cut costs wherever he can. For instance, he reconfigured the district cell phone plans and saved \$100 a month. He is very concerned about the budget and has implemented a spending freeze. The grade school modular classroom is on a two year lease.

On a lighter note, Mrs. Holvey invited everyone to a free Talent Show on Wednesday and Drama Production next Wednesday at the grade school. Both events begin at 6:30 and should be fun for the community. Track practice started for grades 5-8 with 32 students.

Bill Crowson explained that the 3rd quarter ends next week. They had the high school Talent Show last week; and baseball, softball, and track started this week. The Dragon Pride auction was held last Saturday and was well attended. We have one State Wrestling Champion, and the Girls Basketball Team took the State Championship.

Randall Crowson announced that the Honor Society banquet will be held April 5. If Board members would like to attend, please contact Lexi DeVicq at the high school.

Whitney Connolly explained that a mandated review of special education files has been completed and found to be in compliance. The district has a good special education staff. Randall Crowson said that Mrs. Connolly has done a great job in Special Ed.

The revised 2016-17 calendar was reviewed. With this year's bad weather and school closure days,

the seniors last day has been moved from May 31 to June 1. Graduation remains on June 2. Tony Stroda moved to approve the change. Second: Tim Warden. Motion carried 5/0.

Reminder that the Board Zones up for election this May include Zone 1 (currently held by Jennifer Gamache), Zone 4 (currently held by Robert Warden), and Zone 5 (currently held by Tony Stroda). Deadline to file by fee is March 16, 2017.

The Citizens Advisory Committee Member applications were discussed. Board members agreed to rank their selections and send their rankings to Christine Manley who will compile a list. The five applicants who ranked the best will be selected for the committee. All applicants will receive a letter. The CAC will be composed of five community members, two board members, and non-voting members will include the Superintendent and Business Manager. Meetings will be held the 4th Monday each month with the exception of the first meeting, which will be held April 3. Meetings will be held in the high school library at 7:00 PM. The meeting(s) will be posted on the website and are open to the public. The Board was pleased to find 14 applicants, all with varied experience.

Bill Crowson explained that he and Mrs. DeVicq support Cameron Kontur's waiver request. Cameron is a transfer student with a high grade point average. Because of transferring from another district where the credit system is different, Cameron is one-half credit short of earning an Honors Diploma from Monroe. He is requesting the board waive the one-half credit. Tony Stroda so moved. Second: Robert Warden. Motion carried 5/0.

Randall Crowson explained that a classified employee cannot hold a managerial position over other classified employees. Previous administration changed GAB-Form-43 Position Description from Head Cook to Food Services Manager. He would like to change the title back to Head Cook. The Cafeteria staff has been moved back to the building principal's supervision. He would also like that reflected on the Position Description. Tim Warden moved to make those changes. Second: Tony Stroda. Motion carried 5/0.

The meeting was adjourned by Chair Gamache at 8:35 P.M.

An announcement to the general public: Remember the fundraiser to support a local family on April 14.

Jennifer Gamache, Board Chair

Christine Manley, Board Secretary