

REGULAR MEETING

The Regular Meeting of the School Board of School District 24J, Marion County, Salem, Oregon, was held Tuesday, April 10, 2007, in Room 2, at Support Services Center, 2575 Commercial Street SE, Salem, Oregon, with Chairperson Krina Lemons presiding.

BOARD MEMBERS PRESENT: Krina Lemons, Chair
Bob Mink, Vice Chair
Mike Basinger, Director
Steve Chambers, Director
Rick Kimball, Director
Hanten Day, Director
Ron Jones, Director

EXECUTIVE CABINET PRESENT: Sandy Husk, Superintendent-Clerk
Glenn Gelbrich, Deputy Superintendent
Rich Goward, Chief Operations Officer
Joe Weiss, Executive Director, Human Resources
Dave Cook, Director, Secondary Education
Mike Miller, Director, Elementary Education
Ruth Gelbrich, Director, Student Services
John Cuddy, Director, Technology & Information Services
Maria Palacio, Director, Compensatory Education
John Weeks, Director, Curriculum, Instruction, and Assessment

ABSENT: Ron DeWilde, Acting Director, Facilities and Auxiliary Services

ALSO PRESENT: Mary Paulson, Management Coordinator, Executive Administration; and Jay Remy, Director, Communications & Community Relations.

Representing the Statesman Journal: Tracy Loew

Chairperson Lemons called the meeting to order at 6:05 p.m.

ANNOUNCEMENTS/AGENDA MODIFICATIONS

Chairperson Lemons made the following agenda modifications/announcements:

Added Attachment Information item 9.c.(1): *Attachment to Financial Update*

SPOTLIGHT ON SUCCESS

Superintendent Husk, Chairperson Lemons, and Cabinet members shared recognition of individuals and/or groups for their outstanding work and/or contributions to the School District (see Attachment A for details).

(See Spotlight on Success, **Attachment A.**)

UPDATES ON BOARD COMMITTEES

Board Directors shared general information and updates on the current work and projects of various Board committees.

COMMUNICATIONS ~ AUDIENCE

(Subjects related to agenda items)

The following citizens addressed the Board (see Sign-Up Sheet for further information):

None

ACTION ON 2008-09 REGULAR SCHOOL CALENDAR

Background

The following dates are recommended for the 2008-09 school year:

First Day of School – Grades 6 & 9	September 2, 2008
First Day of School – Grades 1-5, 7, 8 & 10-12	September 3, 2008
Statewide Inservice Day	October 10, 2008
Winter Break	December 22, 2008 – January 2, 2009
End of First Semester	January 23, 2009

Half Days

February 13 and May 20, 2009

Action on Howard Street Charter School's 2008-09 School Calendar (continued)

As required by the collective bargaining agreement between the District and the Salem Education Association (SEA), the proposed calendar was presented to the SEA for review. The proposed calendar is now being submitted to the Board for action. Staff recommends the Board approve the proposed 2008-09 Howard Street Charter School calendar.

DIRECTOR CHAMBERS MOVED APPROVAL OF THE 2008-09 HOWARD STREET CHARTER SCHOOL CALENDAR AS PRESENTED. SECONDED BY DIRECTOR DAY.

BY VOICE VOTE, MOTION CARRIED UNANIMOUSLY.

(See 2008-09 Howard Street Charter School Calendar, **Attachment C.**)

ADOPTION OF CONSENT CALENDAR

All items on the Consent Calendar may be adopted as a group by a single motion unless pulled for special consideration.

Director Kimball pulled Consent Calendar item 9003.

Director Day pulled Consent Calendar items 9004 and 9005.

DIRECTOR MINK MOVED ADOPTION OF THE CONSENT CALENDAR AS PRESENTED WITH ITEMS 9003, 9004 and 9005 PULLED. SECONDED BY DIRECTOR CHAMBERS.

BY VOICE VOTE, MOTION CARRIED UNANIMOUSLY.

Director Kimball, referring to item 9003, asked the Superintendent if the \$144,000 for a maintenance supervisor was the *total* package cost, and Superintendent Husk responded that it was the amount for the total package.

DIRECTOR KIMBALL MOVED ADOPTION OF THE CONSENT CALENDAR ITEM 9003 AS PRESENTED. SECONDED BY DIRECTOR MINK.

BY VOICE VOTE, MOTION CARRIED UNANIMOUSLY.

Director Day, referring to items 9004 and 9005, asked why the numbers were so widely different, and Rich Goward, Chief Operations Officer, explained that the items were warehouse stock and that the bids from various vendors were broken down according to what the items were.

DIRECTOR DAY MOVED ADOPTION OF THE CONSENT CALENDAR ITEMS 9004 AND 9005 AS PRESENTED. SECONDED BY DIRECTOR CHAMBERS.

BY VOICE VOTE, MOTION CARRIED UNANIMOUSLY.

(9001) Minutes of Work Session held on March 8, 2007; (9002) Minutes of Regular Meeting and Executive Session held on March 13, 2007; (9003) Minutes of Work Session held on March 20, 2007; (9004) Bid 3998 –

Adoption of Consent Calendar (continued)

General Office Supplies; (9005) Bid 4005 – Coarse Paper for Warehouse Stock; (9006) Adoption and Appropriation of Grant Budgets; (9007) Summary of Disbursements for January 30, 2007 through February 26, 2007; (9008) Donation of Funds for Capital Improvement at Harritt Elementary School; (9009) Personnel Actions; (9010) Memorandum of Understanding Between the District and the Salem Education Association Relating to Workday Schedule Adjustments to Accommodate Spring 2007 Parent-Teacher Conferences at Howard Street Charter School.

(For Adopted Items, see **Attachment D.**)

**READING ON NEW POLICY GOVERNANCE POLICY
RELATING TO EXECUTIVE LIMITATIONS**

Background

The School Board and Superintendent began their conversations regarding the policy governance concept at the Board's annual summer retreat held on August 22 and 23, 2006, where the Board came to consensus to begin the process of learning about and moving toward the policy governance model.

Since their summer retreat, the School Board has met in seven separate work sessions to learn more about and consider policy governance. During these work sessions the following topics were introduced and discussed:

- August 30, 2006: An introduction and discussion of the roles of the Board and Superintendent.
- October 3, 2006: An overview of how the District currently measures student achievement and what steps could be taken to improve the system.
- November 6, 2006: The School Board heard a review of the basic principles of policy governance and reviewed, discussed, and suggested edits to example policies relating to Board operations (Board Governance).
- November 7, 2006: The School Board reviewed, discussed, and suggested edits to example policies relating to the types of limitations that should be placed on the Superintendent's authority (Executive Limitations).
- November 27, 2006: The School Board reviewed, discussed, and suggested edits to example policies relating to the goals around academic achievement (Results).
- November 28, 2006: The School Board reviewed, discussed, and suggested edits to example policies relating to the way in which the Board and the Superintendent interacted (Board/Staff Linkages) as well as their proposed public engagement plan.
- January 23, 2007: The School Board reviewed, discussed and suggested edits to the first drafts of all four sections (Board Governance, Executive Limitations, Results, and Board/Staff Linkages) of the Policy Governance model.
- March 13, 2007: The School Board had a First Reading on the Results Policy and the Board Governance policies.

At the January 23, 2007, work session, the School Board reviewed the following Executive Limitation policies:

EL – 1 Global Executive Constraint
 EL – 2 Emergency Superintendent Succession
 EL – 3 Relationships with Students, Parents, and Citizens
 EL – 4 Relationships with Staff and Volunteers
 EL – 5 Staff Compensation and Professional Development
Reading on New Governance Policy (continued)

EL-6 Staff Evaluation
 EL-7 Budgeting/Financial Planning
 EL-8 Financial Administration
 EL-9 Asset Protection
 EL-10 Facilities
 EL -11 Academic Program

The Board requested changes to the language in policies EL-3, EL-4, EL-5 EL-7, EL-8, EL-10, and EL-11. The drafts of the Governance Process policies include the changes.

Additionally, as mentioned by Mr. Dakopolos at the March 13, 2007, meeting, a new policy EL-12 has been drafted to address legally required policies. EL-12, relating to Legally Required Policies, has been drafted and included for the Board's review.

The Executive Limitation policies are presented to the Board for First Reading and will be returned for Action on May 8, 2007.

Superintendent Husk explained that this policy had been reviewed and had incorporated the School Board's edits, adding that Policy EL-12 relates to specifics under Oregon state law (statutes).

(Note: The following discussion took place during the next agenda item review but has been inserted here under its proper subject area.) Director Chambers, referring to EL-3 and 4, asked some clarifying questions on wording; and, referring to EL7, asked if the term "materially" was really needed. Mr. Goward responded that it was simply an auditing term that's used. There was general discussion on this issue with the outcome being a general consensus of the Board to remove the word if it was legally okay to do so. Director Day said there was a lot of monitoring "to be determined" and thinks they should focus on those items. He also commented that there was no external reporting—that it's all internal—and thinks the Board should not rush through this and finish the "to determine" things first, then incorporate some other ways of reporting. Superintendent Husk reminded the Board that they had already had consensus to remove the "to be determined" language and use the word "annually" instead. Discussion on monitoring continued with Superintendent Husk reviewing the internal monitoring (reporting) process, such as what it is and how it is done. Director Jones asked the following questions:

- Referring to Policy EL-4, item 1, he asked about volunteers, and Superintendent Husk responded that volunteers should be added.
- Referring to Policy EL-3, he suggested adding the wording "hostile environment," and Mr. Weiss explained that it was implied under sexual harassment. After Board discussion, there was a consensus of agreement to add "volunteers" and "hostile environment."
- Referring to Policy EL5, he explained that—on compensation—he'd like to see the wording "fail to inform the Board of administrative staff adjustments prior to effective date." Superintendent Husk explained that it is already written in policy. There was general discussion on this issue with the outcome being to not add the wording as Director Jones said he further understood it as written.

- Referring to EL7, he asked what a multi-year plan was, and Superintendent Husk and Mr. Goward explained it in more detail.
- Referring to EL10, item 1, he asked for clarification on insufficient maintenance, and Superintendent Husk explained the process and plan.
- Referring to EL11, item 3, he asked what “fail to encourage *experimental* programs meant, and Superintendent Husk explained that the Board had added that during a past discussion. There was

Reading on New Policy Governance (continued)

general discussion on this issue with a consensus of the Board in agreement to remove the word “experimental” and add “when and where appropriate.”

There was general discussion on the following issues:

- Annual monitoring.
- Most of what is in the new governance policies is covered in some way in the current policies.
- District evaluations.
- Clarification that on Policy EL 4, they will not be hiring volunteers – just adding a sentence.

Director Day pointed out there was a difference between the wording of “may not” and “shall not,” and that it should be consistent within the new policies. Chairperson Lemons asked that staff make those usages consistent. Superintendent Husk responded it was just a style of wording and doesn’t change the substance or meaning, but said if the Board wanted it to be consistent throughout, they would make those changes. There was a general consensus of agreement by the Board to use the words “shall not” instead of “may not” but that it would be reviewed by the Board’s attorney to make sure it was appropriate.

(See Reading on New Policy Governance Policy Relating to Executive Limitations, **Attachment E.**)

READING ON NEW POLICY GOVERNANCE POLICY RELATING TO BOARD-STAFF LINKAGES

Background

The School Board and Superintendent began their conversations regarding the policy governance concept at the Board’s annual summer retreat held on August 22 and 23, 2006, where the Board came to consensus to begin the process of learning about and moving toward the policy governance model.

Since their summer retreat, the School Board has met in seven separate work sessions to learn more about and consider policy governance. During these work sessions the following topics were introduced and discussed:

- August 30, 2006: An introduction and discussion of the roles of the Board and Superintendent.
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Reading on New Policy Governance Policy (continued)

- January 23, 2007: The School Board reviewed, discussed and suggested edits to the first drafts of all four sections (Board Governance, Executive Limitations, Results, and Board/Staff Linkages) of the Policy Governance model.
- March 13, 2007: The School Board had a First Reading on the Results Policy and the Board Governance policies.

At the January 23, 2007, work session, the School Board reviewed the following policies:

BSL-1 Global Governance – Management Connection
BSL-2 Delegation to the Superintendent
BSL-3 Monitoring Superintendent Performance

The Board requested minor changes to the language in the policies and the drafts of the Board-Staff Linkages policies include the changes.

The Board-Staff Linkages policies are presented to the Board for First Reading and will be returned for Action on May 8, 2007.

Superintendent Husk pointed out that Policy BSL-3 includes a schedule yet to be determined by the Board for the 2007-08 school year.

Director Kimball suggested on both policy drafts they add language to reflect “annually” on the monitoring frequency. There was a general head nod of agreement by the Board.

(Note: Discussion at this point returned to the previous subject of Executive Limitations. Even though it occurred at this point in the meeting, it has been inserted under its proper subject area of Reading on New Policy Governance Policy Relating to Executive Limitations.)

Director Day, referring to page 1, asked where the place of the lawyer was, and Superintendent Husk responded by explaining that the lawyer is the Board's employee and that all other employees are of the School District itself. Director Day asked what organizational performance was, and Director Kimball responded that it pertains to how the District moves forward. There was general discussion on the following issues:

- Monitoring the superintendent.
- Different interpretations of what's “reasonable.”
- Measurements for the superintendent evaluation.
- Measuring the District's end results for both student achievement and business management.
- Goal-setting and what's controllable and what's not.
- A superintendent is in charge of a district and a board is in charge of a superintendent.

- Are the new policies a duplication of what's already in policy?
- Should definitions of superintendent measurements be more specific?
- Policies can be adjusted down the road as needed.

Director Jones said to go ahead and moved forward with the governance policies. Director Day said something shouldn't be pushed through just because it's easy but they should take more time to be more specific. Director Basinger said they are setting up a model that's implementable for the Superintendent to be accountable for the entire District and not just a few specific "goals or targets," He added that by not getting too specific, and by using the expectation of "reasonable," they should get behind the Superintendent and help her achieve it.

Reading on New Policy Governance Policy (continued)

Director Chambers said he agreed with Director Basinger and that a lot of traditional data tools are always changing. Director Day asked for definition of "progress" and what was in the model now. Director Mink responded that Director Basinger had just explained it well.

Chairperson Lemons asked if there was consensus to move forward with this. Director Kimball, referring to Policy BSL 4, said it didn't mention the "results" part in the evaluation and asked if it belonged there? Superintendent Husk explained that they would add it later when they have the ability to get better numbers from the State. Director Day reiterated that they should think further about what is "reasonable," and said there is no evaluation nor consequences for the superintendent in the documents they're reviewing. Chairperson Lemons explained that Policy BSL addresses that.

There was a general consensus of agreement by the Board to move forward with the policies with the minor adjustments as discussed. Director Day reiterated that he was concerned about this as a document as well as the long-term impact to the District and suggested they take a vote in July with the new Board. Chairperson Lemons pointed out that they had already spent over 900 hours on this and asked if there were any other Board members who wanted to spend more time on this issue. No board members indicated they wanted to spend anymore time on this particular item.

(See Reading on New Policy Governance Policy Relating to Board-Staff Linkages, **Attachment F.**)

INFORMATION ON HEAD START PROGRAM

This is a report relating to the District's Head Start Program. For further information, see Attachment G.

(See Information on Head Start Program, **Attachment G.**)

INFORMATION ON EQUITY ISSUES COMMITTEE MONTHLY REPORT

This is a monthly report from the Equity Issues Committee. For further information, see Attachment H.

(See Equity Issues Committee Report, **Attachment H.**)

INFORMATION ON FINANCIAL UPDATE FOR QUARTER ENDED MARCH 31, 2007

This is a quarterly report on financial updates requested by the Board. For further information, see Attachment I.

(See Information on Quarterly Financial Update, **Attachment I.**)

ADDITIONAL AUDIENCE COMMUNICATION

(Subjects not related to agenda items)

The following citizens addressed the Board (see Sign-Up Sheet for more information):

Nancy Schrepfer, no address provided.
Audience Communication (continued)

Melinda Adams, 6575 Parker Lane NE, Albany.
Rick Costa, 5955 Fountainhead Street SE, Salem, representing Salem Education Association.

FUTURE WORK SESSIONS OF THE SCHOOL BOARD

(See **Attachment J.**)

SCHOOL BOARD HIGHLIGHTS

Board Directors highlighted their recent activities, such as attending school, District, and community functions, conferences and seminars, and other community or local government meetings and events.

SUPERINTENDENT'S COMMENTS

Superintendent Husk commented on the following:

- Regarding the District's Strategic Plan, many projects are already taking place and being implemented, and benchmarks are being set.
- The Budget message is set for April 23 with the budget meetings in May.
- There's good news from the Legislature in support of K-12 education.

NO FURTHER BUSINESS BEING PRESENTED AT THIS TIME, CHAIRPERSON LEMONS
ADJOURNED THIS MEETING AT 7:50 P.M.

5-8-07

APPROVAL

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Chairperson

Superintendent-Clerk