

REGULAR MEETING

The Regular Meeting of the School Board of School District 24J, Marion County, Salem, Oregon, was held Tuesday, August 14, 2007, in Room 2, at Support Services Center, 2575 Commercial Street SE, Salem, Oregon, with Chairperson Rick Kimball presiding.

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

EXECUTIVE CABINET PRESENT: Sandy Husk, Superintendent-Clerk
Glenn Gelbrich, Deputy Superintendent
Rich Goward, Chief Operations Officer
Luis Caraballo, Director, Facilities and Auxiliary Services
Ruth Gelbrich, Director, Student Services
John Cuddy, Director, Technology & Information Services
John Weeks, Director, Curriculum, Instruction, and Assessment
Mary Paulson, Chief of Staff, Executive Administration
Jay Remy, Director, Communications & Community Relations.

ALSO PRESENT: Paul Dakopolos, Attorney for the District

Chairperson Kimball called the meeting to order at 6:01 p.m.

ANNOUNCEMENTS/AGENDA MODIFICATIONS

None.

SPOTLIGHT ON SUCCESS

Superintendent Husk, Deputy Superintendent Gelbrich, Chairperson Kimball, 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.**)

PUBLIC HEARING ON SUPPLEMENTAL BUDGET

None.

COMMUNICATIONS ~ AUDIENCE

(Subjects related to agenda items)

None.

ACTION ON ADOPTION AND APPROPRIATION OF SUPPLEMENTAL BUDGETS FOR FISCAL YEAR 2007-08: GENERAL FUND AND SPECIAL REVENUE/ASSET REPLACEMENT FUND

Background

Oregon Revised Statute 294.435 requires the School Board to enact proper resolutions to adopt the budget, make the appropriations, and determine, make and declare the ad valorem tax levy for each fund. This action must be taken prior to July 1 because these resolutions establish the authority for the District to expend funds for the next fiscal year. ORS 294.480 specifies the conditions under which the School Board may increase the adopted budget through the supplemental budget process.

On May 15, 2007, the Budget Committee approved a 2007-08 recommended budget of \$480,352,382 for all funds. On June 12, 2007, the School Board adopted a 2007-08 budget of \$480,352,382 for all funds, including a general fund budget of \$319,857,696 and an asset replacement fund budget of \$16,818,913. The general fund budget was based on a \$6.06 billion state funding level as initially proposed by the Governor. On June 28, 2007 the legislature adopted a statewide K-12 budget of \$6.245 billion; therefore increasing the revenue available to the District's general fund. Of that, \$5.985 billion was directed to the State School Fund and \$260 million to the School Improvement Fund.

ORS 294.480 (c) states that a supplemental budget is allowed when "Funds were made available by another unit of federal, state or local government and the availability of such funds could not have been ascertained at the time of the preparation of the budget for the current year or current budget period." Budget Law requires school districts to adopt their annual budget by June 30; therefore, there was not sufficient time to act upon the additional funds received, making it necessary to enact a supplemental budget.

Action on Supplemental Budget (continued)

This Supplemental Budget Resolution includes:

1. An increase in the General Fund of \$10,439,885, bringing the total general fund budget for 2007-08 to \$330,297,581.
2. An increase in the Asset Replacement Fund (within the Special Revenue Fund) of \$3,350,804, bringing the total Asset Replacement Fund budget for 2007-08 to \$20,169,717, and the total Special Revenue Fund to \$82,819,003. Note: The Asset Replacement Fund is included in the supplemental budget to accommodate the transfers from the general fund for portables, a portion of deferred maintenance, and the purchase of activity vans.
3. This increases the total budget for all funds to \$494,143,071.

DIRECTOR LEMONS MOVED APPROVAL OF THE ADOPTION AND APPROPRIATION OF SUPPLEMENTAL BUDGETS FOR FISCAL YEAR 2007-08: GENERAL FUND AND SPECIAL REVENUE/ASSET REPLACEMENT FUND AS PRESENTED. SECONDED BY DIRECTOR CHAMBERS.

Director Day said he thought they could do better regarding class size reduction and deferred maintenance with this money, adding that he also wanted to learn what the findings were related to leasing versus buying (referring to classroom space/facilities/portables). Chairperson Kimball shared that there had been a consensus of the Budget Committee recommending the Board to move forward with this supplemental budget. Director Lee asked if there was any research regarding leasing versus buying, and Superintendent Husk responded that there was and that, either way, portables (classroom space) would be needed.

BY VOICE VOTE, MOTION CARRIED WITH DIRECTOR DAY VOTING NO. 6-Yes; 1-No.

(See Supplemental Budgets for Fiscal Year 2007-08, **Attachment B.**)

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 Lee said he would abstain because he wasn't in office at the time of the items and issues under the Consent Calendar.

Director Day pulled item 4.b.(3).

DIRECTOR CHAMBERS MOVED ADOPTION OF THE CONSENT CALENDAR AS PRESENTED WITH ITEM 4.B.(3) PULLED. SECONDED BY DIRECTOR MINK.

BY VOICE VOTE, MOTION CARRIED WITH DIRECTOR LEE ABSTAINING. 6-Yes; 1-Abstention.

Director Day, referring to 4.b.(3), commented that he had received a lot of email from people in the South Salem High School area and that he hoped the money would be used to address their issues, such as shower and restroom facilities for the high school's athletic field area.

DIRECTOR DAY MOVED ADOPTION OF CONSENT CALENDAR ITEM 4.B.(3) AS PRESENTED. SECONDED BY DIRECTOR LEMONS.

Action on Adoption of Consent Calendar (continued)

Directors Jones and Day discussed that there were no permanent restroom and shower facilities for South Salem High School's athletic field, and Director Chambers pointed out that it was not just South Salem but that several other high schools had the same issues.

BY VOICE VOTE, MOTION CARRIED WITH DIRECTOR LEE ABSTAINING. 6-Yes; 1-Abstention.

4.a.(1) Minutes of Meetings held on June 26, 2007.

4.a.(2) Minutes of Meetings held on July 10, 2007.

4.b.(1) Dedication of Orchard Heights Road Right-of-Way to City of Salem at Grice Hill Property.

4.b.(2) List Property at 27th Place NW and Orchard Heights Road NW.

4.b.(3) Sell Property Adjacent to Gilmore Field.

4.b.(4) Lease at Micah Building for Student Services Life Skills Community Transition Program.

4.b.(5) Summary of Disbursements for June 1, 2007, through June 30, 2007.

4.b.(6) Adoption and Appropriation of Grant Project Budgets.

4.c.(1) Personnel Actions.

4.c.(2) Memorandum of Understanding Between the District and Salem Education Association Relating to the Rehire of Retired Individuals.

4.c.(3) Memorandum of Understanding Between the District and Salem Education Association Relating to Work Day Schedule Adjustments to Accommodate Fall 2007 Parent-Teacher Conferences.

4.c.(4) Memorandum of Understanding Between the District and Salem Education Association Relating to Work Day Schedule Adjustments to Accommodate Spring 2008 Parent-Teacher Conferences.

4.c.(5) Memorandum of Understanding Between the District and Salem Education Association Relating to Licensed Preparation Time at South Salem and West Salem High Schools.

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

MONITORING REPORT: EL-2 – EMERGENCY SUPERINTENDENT SUCCESSION

Background

This is the second of twelve monitoring reports scheduled for 2007-08, and is designed to provide the School Board with information to determine if the Superintendent is meeting the criteria established within the adopted Executive Limitations.

Executive Limitation 2: Global Executive Constraint

In order to protect the Board and the School District in the event of sudden and unexpected loss of Superintendent services, the Superintendent shall not fail to assure that at least one other executive staff member is familiar with Board and Superintendent issues and processes and is capable of assuming Superintendent responsibilities on an emergency basis, should the need arise.

Evidence of compliance:

The Superintendent has ensured that the Deputy Superintendent is familiar with and capable of assuming the responsibilities of the Superintendent on an emergency basis if the need should arise.

The Deputy Superintendent is present at all crucial meetings, including Board meetings, and is kept informed of key district issues. Additionally, in the event of an emergency succession, support would be provided to the Deputy Superintendent from the Chief of Staff, Chief Operations Officer, and the Executive Director of Human Resources.

Report on Monitoring Report (continued)Evidence of non-compliance:

None.

This report is provided to the School Board for consensus on content.

Superintendent Husk reiterated the background, stated that they were in compliance with this Executive Limitation, and asked for consensus from the Board. The Board gave a consensus of agreement that the District was in compliance with this Executive Limitation.

(See Report on EL-2 – Emergency Superintendent Succession, **Attachment D.**)

REPORT ON STRATEGIC PLAN: FORMATIVE ASSESSMENT SYSTEM

Background

This month's report is in reference to the goal: Design and develop a formative assessment system that includes a data warehouse. The issues that needed to be addressed are how the District can get the most current information on what students already know, how the District is able to measure individual student growth over time, and combined school and district growth toward mastery of the content standards.

The Curriculum, Instruction and Assessment Department provide staff development in best practices, pedagogy and scientifically based materials for licensed staff. They also provide assessment services that include analysis of state test results. The state tests in reading and mathematics are summative assessments and do not provide detailed individual student information for analysis or growth over time.

One of the foundations in helping students achieve and provide teachers and schools with accurate data to make informed decisions are formative assessments. Teachers are better able to understand how students are performing at a specific point in time and they can see how much students have grown from one year to the next.

Consistent with the District's 2007-08 Strategic Plan, the process has been initiated by selecting and purchasing a formative assessment system. Last spring, members of the Curriculum department organized a presentation for 20 separate teacher leader groups. Four hundred teachers attended the presentations and were asked to give feedback via survey, open response and e-mail about what teachers felt should be included in the formative assessment system. This information was compiled and incorporated into a formal RFP.

The RFP process and contract negotiations with a vendor will be concluded in October. In the beginning a small number of schools will participate in the program. This will allow the department to build capacity in the training program and resolve any technology issues. There will be support for other schools as they develop their capacity to effectively use formative assessments to drive student achievement.

The formative assessment system is a great opportunity to focus instruction and staff development on student achievement. Early progress is based on the cooperation between Fiscal, Purchasing, TIS, Level Offices, Compensatory Education and Student Services.

Superintendent Husk reiterated the background of these new monitoring reports related to the District's Strategic Plan.

Report on Strategic Plan (continued)

John Weeks, Director, Curriculum, Instruction and Assessment, provided a presentation about where the District was at this time with the Formative Assessment System of the Strategic Plan. He pointed out the following:

- Want to create a balanced assessment system within the District.
- "Formative Assessment" means "of" learning – in the "here and now."
- Need to know how students are doing relative to state standards on a continuous basis.
- Provides information on a student's strength and challenges, which allows for their instruction to be adjusted.
- Goal: buying either a computerized system and/or a "paper and pencil" system.
- Many steps have already been taken, such as compiling teacher responses and designing budget software package.
- Next steps include developing the capacity for testing 10-15 schools by second semester in several schools, and staff development in creating assessments and analyzing results.

There was general discussion on the District's long term discussion and desire to have this kind of formative assessment program in place, the process of implementing this system into the schools, how teachers feel about this system—pro and con, and that the purpose is not to assess teachers but to assess students in their progress.

(See Report on Strategic Plan: Formative Assessment System, **Attachment E.**)

FUTURE WORK SESSIONS OF THE SCHOOL BOARD

Chairperson Kimball shared that the Board would be having its annual retreat the following week.

(See **Attachment F.**)

ADDITIONAL AUDIENCE COMMUNICATION

(Subjects not related to agenda items)

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

Carole MacAfee, no address provided, (see written testimony, Attachment G).

SCHOOL BOARD REPORTS AND 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; and/or shared information from various committees in which they participate.

SUPERINTENDENT'S COMMENTS

Superintendent Husk commented on the following:

- The hiring process is going strong.
- All administrator positions will be filled.
- There is so much enthusiasm by teachers and staff that there's a plan in place (Strategic Plan).

NO FURTHER BUSINESS BEING PRESENTED AT THIS TIME, CHAIRPERSON
KIMBALL ADJOURNED THIS MEETING AT 6:38 P.M.

Chairperson

Superintendent-Clerk