

## **REGULAR MEETING**

The Regular Meeting of the School Board of School District 24J, Marion County, Salem, Oregon, was held Tuesday, March 10, 2009, in Room 2, at Support Services Center, 2575 Commercial Street SE, Salem, Oregon, with Vice Chairperson Ron Jones presiding.

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

**ABSENT:** Steve Chambers, Chair

**EXECUTIVE CABINET PRESENT:** Sandy Husk, Superintendent-Clerk; Glenn Gelbrich, Deputy Superintendent; Rich Goward, Chief Financial Officer; Mary Cadez, Assistant Superintendent for Human Resources; Salam Noor, Assistant Superintendent for Research and Development; Mary Paulson, Chief of Staff, Executive Administration; and Jay Remy, Director, Communications and Community Relations.

**ALSO PRESENT:** Paul Dakopolos, Attorney for the District

Representing the Statesman Journal: Mackenzie Ryan

Representing the KeizerTimes: Herb Swett

SECRETARY TO THE SCHOOL BOARD  
Debra Garrigues

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

### **ANNOUNCEMENTS/AGENDA MODIFICATIONS**

Chairperson Chambers made the following agenda modifications/announcements:

None.

#### **SPOTLIGHT ON SUCCESS**

Superintendent Husk, Chairperson Chambers, and various 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.**)

#### **COMMUNICATIONS ~ AUDIENCE**

(Subjects related to agenda items)

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

*None.*

### **ACTION ON APPROPRIATION OF BOND SALE PROCEEDS TO CAPITAL PROJECTS FUNDS**

#### **Background**

Salem-Keizer Public Schools marked the first major milestone in the implementation of the construction bond by selling \$178.7 million of its bond authorization on February 25, 2009. The sale will generate funding to pay for repair projects at 48 schools and to construct four new schools. The favorable terms of the sale will bring a savings to taxpayers. The taxpayer cost for the bonds was originally estimated at approximately \$1.21 per \$1,000 of assessed value over the life of the bond, which is 31 years or less. New estimates based on this week's sale bring the rate down to \$1.06. The sale of the bonds allows for staff to begin expending bond funds this current year and in compliance with Local Budget Law, staff is requesting the School Board approve the corresponding resolution (see Attachment B for a copy of the resolution).

Superintendent Husk read the background information (see above) and the relating resolution to be approved by the Board, and recommended approval.

DIRECTOR KIMBALL MOVED APPROVAL OF THE CAPITAL PROJECTS FUND APPROPRIATION AND APPLICABLE RESOLUTION AS PRESENTED. SECONDED BY DIRECTOR LEMONS.

BY VOICE VOTE, MOTION CARRIED UNANIMOUSLY. Chairperson Chambers was absent.

(See Capital Projects Fund Appropriation, **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 LEMONS MOVED ADOPTION OF THE CONSENT CALENDAR AS PRESENTED. SECONDED BY DIRECTOR MINK.

BY VOICE VOTE, MOTION CARRIED UNANIMOUSLY. Chairperson Chambers was absent.

- 4.a.(1) Minutes of Meeting held on January 27, 2009.
- 4.a.(2) Minutes of Meetings held on February 10, 2009.
- 4.b.(1) District Facility Plan.
- 4.b.(2) Adoption and Appropriation of Grant Project Budgets.
- 4.c.(1) Hiring of a Licensed Supervisor.
- 4.c.(2) Personnel Actions.

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

### **MONITORING REPORT: EL -9 – ASSET PROTECTION**

#### Background

#### Executive Limitation 9: Asset Protection

The superintendent shall not allow assets to be unprotected, inadequately maintained, inappropriately used, or unnecessarily risked. Accordingly, the superintendent shall not:

1. Fail to maintain the District's self insurance fund at a level necessary to provide coverage against theft and casualty losses and against liability losses to Board members, staff, and the District itself in an amount that is reasonable for school Districts of like size and in accordance with state law.

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| <p><u>Evidence of compliance:</u> The district is self-insured for the first \$500,000 of Liability and Property loss. As of June 30<sup>th</sup>, 2007 the district's Risk Management Fund contained a balance of approximately \$4.7 million</p> |
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as buffer against losses within the self-insured retention. This balance would allow the district to suffer multiple large losses, within the same fiscal year, without tapping into General Fund resources.

Evidence of non-compliance:

None.

2. Fail to maintain excess insurance to cover losses in excess of the District's self-insured retention.

Evidence of compliance: The district has Excess Liability coverage, through June 2008, with Genesis Insurance Company with limits of \$5 million. Property and Casualty Insurance is with Travelers and utilizes replacement cost for Buildings, Equipment and Hardware. Additionally, earthquake and flood coverage is limited at \$25 million for each.

Evidence of non-compliance:

None.

Monitoring Report: EL-9 (continued)

3. Receive, process, or disburse funds under controls which are insufficient under generally accepted accounting principles for governments.

Evidence of compliance: Internal controls are tested as part of the district's annual external audit. Pages 157-158 of the 2006-07 Comprehensive Annual Financial Report contain the auditor's report concerning internal controls. In their report the auditor states: "We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above."

Evidence of non-compliance:

None.

4. Acquire, encumber, or dispose of real property without approval of the Board.

Evidence of compliance: Three property actions were approved by the Board in the last year. They were: Utility Easement and Property transfer at Grice Hill (5/07), Listing of property at 27<sup>th</sup> Place and Orchard Heights Road (8/07) and Sale of Property adjacent to Gilmore Field (8/07). These were the only property transactions conducted by the district during this time frame.

Evidence of non-compliance:

None.

5. Knowingly or recklessly expose the District, its Board, or staff to legal liability.

Evidence of compliance: Staff works closely with the district's legal counsel to evaluate and address active and threatened litigation. We are aware of no instances where the District, Board or Staff have been knowingly or recklessly exposed to legal liability.

Evidence of non-compliance:

None.

6. Fail to implement procedures to protect intellectual property, information, and files from loss or significant damage due to negligence.

Evidence of compliance: The district has systems in place to protect data whether it is in electronic or hard copy form. Electronic information is protected by controlling access through a system of passwords and fire walls. Additionally, sensitive hard copy information is protected by using locks and fireproof safes as appropriate. We are not aware of significant gaps in our systems of protection.

Evidence of non-compliance:  
None.

Monitoring Report: EL-9 (continued)

7. Fail to preserve and dispose of all records related to affairs or business of the District in accordance with state and federal law.

Evidence of compliance: The district maintains a records retention schedule that complies with state and federal requirements. Records that are past the retention requirement are purged and disposed of on an annual basis and in accordance with statute.

Evidence of non-compliance:  
None.

8. Knowingly or recklessly endanger the District's public image or credibility, thereby jeopardizing the District's ability to accomplish its mission.

Evidence of compliance: The district makes every effort to preserve its public image and credibility within the community. Community forums and the School Talk Summit are examples of efforts to ensure the public is engaged in the relevant issues surrounding the district. The district has not knowingly or recklessly acted or communicated in a way that would negatively affect the public view and credibility of the district.

Evidence of non-compliance:  
None.

Superintendent Husk reviewed the evidence of compliance by the District of Executive Limitation 9, which relates to asset protection. She stated that the District was in compliance. The Board, by general consensus, agreed that the District was in compliance with EL-9 as evidenced.

(See Monitoring Report: EL-9 – Asset Protection, **Attachment D.**)

**STRATEGIC PLAN UPDATE: DESIGN AND DEVELOP DIFFERENTIATED  
INSTRUCTIONAL STRATEGIES FOR ALL STUDENTS WITH  
EMPHASIS ON ELL, TAG, AND SPECIAL EDUCATION**

Background

A primary measure of the success of the School District is the degree to which it raises the academic achievement of its students over time – as a whole and in subgroups. This is accomplished through increasing the achievement of each student. Whether a student is striving to meet or exceed the benchmarks for his or her grade level, the focus is on taking the student from where he or she is and challenging the student to higher levels of achievement.

The 40,000 students in Salem and Keizer come to school each day with a broad range of knowledge, skills and life experience. Some arrive with substantial knowledge and skills – others with less. Some have language or learning challenges. For some students progress *toward* the benchmark is a worthwhile goal, but for others *stretching beyond* the benchmark is needed to demonstrate growth. Classroom instruction that is aligned with core standards and responsive to those student differences is essential to the growth of each student.

Strategic Plan Progress Report (continued)

“Differentiating” instruction simply means to provide instruction that considers each student’s skills and level of understanding related to the standards. It begins with understanding the current level of learning for each student. That is accomplished through existing work samples, classroom pre-tests, and other formative assessments. It is also helpful to know the student’s interests and goals.

As teachers become familiar with their students, they select from a wide range of instructional strategies. Different strategies may be used over time to challenge and support students. The continuous interaction of students and teachers informs the teacher’s choices about which strategies should be used next.

This element of the Strategic Plan has the District’s professional development team researching and sharing effective instructional strategies and providing teachers with opportunities to practice them. Program Assistants from Curriculum, Instructional Services, and Student Services Departments work directly with classroom teachers and instructional coaches to provide this training.

Glenn Gelbrich, Deputy Superintendent of Academic Achievement, reviewed—via a PowerPoint presentation—the design and development of differentiated instructional strategies, which provides targeted instruction and/or special strategies for all students—with special emphasis on ELL (English Language Learners), TAG (Talented and Gifted), and special education students. He pointed out that the focus was on individual student needs in that each child learns according to their own unique skills, talents and challenges. He added that every teacher had been given at least an introduction into this model, and that many had already successfully applied the strategies.

(See Strategic Plan Update: Differentiated Instructional Strategies, **Attachment E.**)

**FUTURE WORK SESSIONS OF THE SCHOOL BOARD**

(See **Attachment F.**)

## **MONTHLY BUDGET COMMITTEE MEETINGS SCHEDULE**

(See **Attachment G.**)

### **ADDITIONAL AUDIENCE COMMUNICATION**

(Subjects not related to agenda items)

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

*None.*

### **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 provided updates on other areas of participation or attendance.

### **SUPERINTENDENT'S COMMENTS**

Superintendent Husk commented on the following:

- The NDLB Conference was extremely well-attended.
- Thanks to finance staff for getting the bond sales through.
- Thanks to maintenance staff who are pulling "double duty" in many ways right now.
- Lots of legislative agendas relating to what's going on at the state and national levels regarding the tough economic times. The District is hoping for the best but preparing for the worst.
- The Budget Committee work session on March 17 will include a lot more information on the budget issues and concerns facing the District.

NO FURTHER BUSINESS BEING PRESENTED AT THIS TIME, VICE CHAIRPERSON JONES ADJOURNED THIS MEETING AT 6:37 P.M.

CONSENT CALENDAR

4.a.(1)

April 14, 2009

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Regular Meeting

March 10, 2009

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Chairperson

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Superintendent-Clerk