Minutes

ATTENDEES:
Board: Christine Jones, Glen Lasken, Cheryl Stewart, Andrew Gorayeb
Absent: Don Hedrick
Superintendent: Jim Golden
Administrators: Barbara Kamrath, Mark Stewart, Joe Hosang
Supervisors: Angi Gardinier, Leland Bliss, Sandy Tartaglia, Todd Pilch

CALL TO ORDER / FLAG SALUTE
Christine Jones called the meeting to order at 7:00 p.m. Jim Golden led the flag salute.

ADOPTION OF AGENDA
The agenda was adopted unanimously, 4-0.

COMMUNITY COMMENTS
No comments were made.

LACROSSE - Bill Rexford
Lacrosse coach Bill Rexford spoke regarding student athlete drug testing. He believes drug testing is an expression of caring for students, since being drug-free fosters success in all aspects of life. He noted that the testing also encourages parents and students to talk about drugs. Bill reported that on the first day of lacrosse the boys were told about drug testing, and if they test positive they can be retested. If the drug level drops after another test, a player is allowed onto the team. The drug test is for marijuana only.

Cheryl Stewart asked how players reacted to being told about drug testing and Bill replied that they were relieved. He noted that drug testing helps students learn what it means to be part of a group with high expectations. Chris Jones asked about follow-up on those who tested positive. Bill stated that families do any follow-up. Jim Golden reported that he would like to expand testing to all drugs, including alcohol, and make it part of the overall wellness campaign. Jim expressed interest in hearing students’ opinions and gaining their support. He had Shawn Swisher write a legal memorandum about athlete drug testing.

Andrew Gorayeb reported that the lacrosse team has a detailed procedural statement explaining to parents and athletes prior to registration exactly what would happen regarding drug use. Cheryl noted that Bill Rexford made a compelling argument for drug testing.
Glen Lasken recommended the board look at potential negative or controversial aspects of drug testing and consider how it fits in with what other school districts are doing. He pointed out the potential to lose some students, as sports are the hook that keeps them in school and they could be scared off by drug testing. He urged the board to examine the idea thoughtfully and carefully. Jim reported that next week he will visit other schools and will ask what they are doing.

Chris stated that in Jim will report back in February. She recommended that Jim and Joe Hosang survey parents and students to gauge their support for drug testing. She supported putting drug testing in a larger wellness context and suggested the new athletic director revive the TAPS program. Cheryl recommended drug testing for other extracurricular activities as well.

**SCIENCE CLUB PRESENTATION** – Bob Collins, Cal Allen

Bob Collins reported that he and Cal Allen formed the science club to supplement the district’s strong art and music programs. He noted that the science teachers are dedicated, but do not have enough time or money. Bob stated that there are now over 200 members of the science club, with strong community support for math and science education.

Bob informed the board that the science club wants to improve science education, noting that it may take three to five years. The question for the board is whether the club will encourage students to go to college and major in science, math or engineering. The other question is how to measure the results. There will be a science fair February 25 at the high school, organized by Cal Allen and Rob Corrigan and sponsored by Kiwanis and the St. Charles Medical Center. The science fair will feature participatory events.

Chris stated that it would be helpful to track interest and the fall-off rate as students progress in science and math. Do students take the full complement of science and math courses offered at the high school? Chris observed that the club’s purpose is to sustain student interest in science. Cal stated that he would like to see how many students study science in college and go on to a science career. Jim reported that the district is improving surveys of its graduates. He added that the club can excite students so they will accept the rigor of a science education.

Chris congratulated Bob Collins and Cal Allen for their work. Bob added that the science club sponsored teachers to attend a two-day conference in Seattle, and they returned all fired up.

**BOARD REPORTS**

1. **Communication Strategy and Proposal**

Chris stated that a proposal has emerged from the work done by Linda Quan. The proposal has a price tag, and the question is whether the board wishes to proceed. Glen acknowledged that much was learned from the process, but it is difficult to justify spending money on the proposal at this time. Cheryl stated that she would not support paying for extra services, and is glad the board is being intentional about developing a communication strategy. Andrew agreed and stated that volunteers could help if needed. Chris instructed Jim to thank Linda Quan and let her know we will not proceed with the proposal.

Chris stated that a communication strategy can be finalized at the next work session. Andrew added that the discussion will include district accountability, transparency and a statement of who we are along with our strengths and weaknesses. He emphasized that it makes sense to develop a strategy and adhere to it.
Cheryl noted that in the spirit of continuous improvement, the district must be willing to recognize areas where improvement is needed.

Chris asked Jim and the board members to write down one sentence that captures the essence of the message goals. Cheryl cautioned that the work should not all be on Jim’s shoulders but shared by principals and even student projects. Jim suggested a to-do list, with who will do the tasks. Chris asked board members to look at the to-do list and determine what falls to administration and staff rather than to the board.

2. Facilities Subcommittee Report - Andrew Gorayeb
Chris reported that there will be a detailed Facilities Task Force report in February. Andrew indicated there are some short and long term issues regarding boilers at the middle school and control systems at the high school. Chris noted that the February discussion will be important because the boilers and other projects will have financial implications for the budget. Andrew stated that volunteers can help with cosmetic enhancement projects at the school buildings this spring.

3. Budget Committee Appointments Process
Chris stated that two positions are open on the budget committee. She stated that the board needs to explain carefully to applicants what the budget committee does, as its function has changed over time. Andrew agreed, recalling his own experience on the budget committee, and Jim acknowledged there were problems last year. Chris would like the ad to run in the Nugget for a couple of weeks and she suggested March 7 at 5:30 p.m. for budget committee interviews. Budget Committee orientation is April 25, 2012.

In light of School Board Appreciation month, Glen Lasken reported that while hiking in Oahu recently, he ran into President Obama on the trail. He and President Obama chatted about education and the president thanked Glen for his service on the school board. Glen noted it was nice to have that happen for School Board Appreciation Month.

SUPERINTENDENT REPORT
1. Enrollment Report – (Tab D)
Jim reported that the district is up a couple of students. He added that 49% of the elementary students are on free or reduced lunch, with 37% at SMS and 29% at SHS. These numbers are up considerably. Jim reported that at 50% the elementary will be a Title One school.

Andrew noted that free/reduced students can take the SAT test at no charge and apply to colleges at no charge. Cheryl stated that as more people suffer from the poor economy the stigma associated with free or reduced lunch may lessen, and the district must educate families about things like free SAT tests. Jim noted that all elementary parents were encouraged to fill out the free/reduced lunch form even if they don’t believe they qualify. Cheryl added that more outreach is needed at the middle and high school.

2. Site Councils
Jim reported that site councils are still statutory but have become an archaic. Site councils used to have the ability to determine curriculum, but now that is prescribed by law. Jim recommended that principals form parent advisory committees and give parents meaningful ways to help. Chris stated that Jim can report back in May on what principals have done about parental involvement in the schools. Jim stated he
will ask principals to meet with some parents and get their feedback, and then Jim will meet with a few parents to get their input for the board. Jim added that the district needs ongoing SPTC-type groups.

3. Admission of Nonresident Students
Jim reported that the Open Enrollment law will go into effect in 2012. He added that the current policy is on a case-by-case basis, and transfers are a plus for the district with more students coming in that leaving. Jim stated that in essence the law says districts cannot discriminate. By March 1, the school board must set a limit of how many students it will allow to transfer in. Jim reiterated that it is to our advantage to admit transfer students, and he will seek further guidance at the COSA winter conference. Issues can arise around behavior and medically fragile students who are expensive to educate. Chris noted that the board must decide about transfers at the February 7 meeting since the deadline is March 1.

4. Social Media Policy
Jim stated that the fear with personal communication devices is that teachers may engage in inappropriate relationships with students. Jim emphasized the need to be very clear with staff about the highest level of professionalism rather than ban communication devices. He added that he does not want to eliminate tools for teachers and reiterated the need to be vigilant and clear on expectations.

Chris reported that she obtained a sample policy from the OSBA which was provided to the board, but she did not present it for First Reading. She pointed out that School Loop is a way to communicate professionally with students, and she does not recommend that teachers use their personal devices for student communication. Jim disagreed, noting that the district is moving to Google documents which are kept in the “cloud” and there will be a communication trail. He suggested that the district specify School Loop, and Google docs, and encourage creativity and interaction, but no tolerance of inappropriateness. Cheryl stated that policy must clearly define the boundaries and all staff and students must understand it so no one does anything inadvertently which could result in trouble. Jim agreed.

Jim stated that teachers should only rarely text students, such as to inform an athletic team of last-minute schedule changes. Cheryl stated that she would like to know how texting and social media can enhance teaching. She expressed a desire to hear what teachers and principals are doing now, and what restrictions would be helpful or not helpful. Jim stated that we are all struggling with it. Jim asked Todd Pilch and the shared services group to provide some assistance. Discussion will continue at the March 21 meeting.

BUSINESS/FINANCE
1. Revenue/Expenditure Report (Tab H) – Sandy Tartaglia
Sandy reported there is currently a net general fund surplus of over $3.9 million and there is $5.3 million in cash revenues. The district is within budget so far. Sandy included investments as of the end of the year showing the district’s bank accounts and interest rates. The long-term debt service five-year projection was also provided.

2. Resolution Authorizing Funds Transfer (Tab H) – Sandy Tartaglia
Chris reported that $10,000 must be transferred for legal bills related to Mike Morgan’s appeal to the state Supreme Court. Jim added that we will know in January if there will be help from the OSBA legal fund.

Glen Lasken moved and Andrew Gorayeb seconded that the board adopt Resolution FY 11-12-01 authorizing funds transfer. The vote was unanimous in favor, 4-0, and the motion carried.
PERSONNEL (Tab J)
1. Approve New Hire Mike Abrams
Jim reported that Mike Abrams replaces the elementary school special education teacher who resigned.

Cheryl Stewart moved and Glen Lasken seconded that the board approve the hiring of Mike Abrams as a temporary 1.0 FTE special education teacher at Sisters Elementary School. The vote was unanimous in favor, 4-0, and the motion carried.

CONSENT AGENDA (Tabs K and M)
- December 7, 2011 Board Meeting Minutes
- Second Reading of Policy JECB – Admission of Nonresident Students
Cheryl Stewart asked to remove the December 7 meeting minutes from the consent agenda.

Andrew Gorayeb moved and Glen Lasken seconded that the board adopt the consent agenda. The vote was unanimous in favor, 4-0, and the motion carried.

Cheryl stated that the minutes do not accurately reflect the discussion about the leave of absence, and she would like to redraft that portion. Cheryl noted that it was a difficult discussion to capture due to its length and complexity.

Christine Jones moved and Glen Lasken seconded that the board not vote on the minutes until the February meeting when it will vote on the revised minutes. The vote was unanimous in favor, 4-0, and the motion carried.

ANNOUNCEMENTS
Chris reported that the January 18 work session will include discussions of the math program and district communication strategy. The February 8 meeting will include a Facilities Task Force report, non-resident student policy, the HDESD Local Service Plan, Jim’s report on comparable schools, athletic director update, further discussion of drug testing and wellness, and an initial discussion regarding dashboard indicators.

Chris reported that the February 22 executive session on superintendent evaluation and bargaining will be at 6:00 p.m.

ADJOURNMENT
The meeting was adjourned at 9:02 p.m.

Christine Jones, Chair  Mary N. Clark, Secretary
Minutes

ATTENDEES:
Board:  Christine Jones, Glen Lasken, Cheryl Stewart, Don Hedrick, Andrew Gorayeb,
Superintendent:  Jim Golden
Administrators:  Barb Kamrath, Mark Stewart, Joe Hosang
Press:  Bend Bulletin
Guest:  Kevin English

CALL TO ORDER
Chair Christine Jones called the meeting to order at 7:00 p.m.

ADOPTION OF AGENDA
A statement of support for the ASPIRE program was added and the revised agenda was adopted.

DISCUSSION OF MATH PROGRAM
Kindergarten teacher Karen Ritchie reported that the Math Connects curriculum is excellent. She outlined how the daily lessons work. Kirk Albertson stated that all grades attempt to move through the curriculum at the same pace so they are all testing at the same time. The curriculum provides enrichment opportunities for more advanced learners within the grade levels.

Justin Nicklaus and Tim Garland explained the middle school math program. Some sixth graders are working on seventh grade math, and lower achievers receive educational assistant support and/or small group work. Tim Garland stated that students work at their proficiency level rather than grade level so all are doing math they can handle.

Using Power Point, SHS math teacher Daniel O’Neill outlined the topics and noted that common assessments are vital to ensure timely and effective instruction.
   - Common Assessments
   Don explained that common assessments help students evaluate themselves and take responsibility for their work. Sally Taylor-Pillar created a useful individual record form. Dan noted that teachers are just learning to use common assessments and are not fully implementing them yet. However, the benefits they have already seen are very good.
   - Response to Struggling Students
Responses include pre-assessments, placement, proficiency before moving on, formative assessments, summative assessments, and alternate programs for cyclically failing students. Dan reported that when a student is failing, a test reflection process is used, helping the student analyze errors and determine what to do differently next time. Dan added that time must be built into the school schedule for remediation and differentiation. The analysis he uses takes a lot of time and several meetings with the struggling student.

- **Research on alternative program for struggling students**
  Sally Taylor-Pillar reported that teachers are working on students at risk of not graduating because they struggle with math. These students require a different approach to meet their needs. Sally stated that a math lab was added to math class, and for the first time some of those students are passing. Sally explained the alternative math program’s plan to the board.

- **Action based research: flipped instruction**
  Sally stated that her AP calculus students were having a hard time doing problems in class where they could get coaching, so she changed to a “flipped instruction” model of teaching. It is a new way of thinking for students. Sally sought student feedback on the strengths and flaws of “flipped instruction.”

- **Accelerated math**
  Kristy Rawls reported that she tried flipped instruction with her pre-algebra students but it was not successful. She added that Kevin English told her flipped instruction works best with older accelerated students. Kristy stated that it is important for students to know what it is they don’t understand, and the proficiency tool she uses helps her have conversations with students about their problems. Kristy noted that initially the communication with parents was not good enough, and the new process of holding students accountable was not fully understood by the parents. She added that students let her know the process is hard for them.

- **Understanding OAKS, SAT and ACT**
  Craig Ray reported that students who have completed algebra I and geometry before taking the OAKS test have a high pass rate. He added that students need to complete algebra II before taking the SAT test, plus they need to know how the SAT asks the questions. Craig emphasized the need for time during the school day for SAT prep. If students taking the OAKS or SAT test have not finished algebra II or geometry, they don’t do as well.

2. **Where we are and where we go**
  Dan O’Neill stated that the math department has improved greatly over last year. Teachers use common assessments and other strategies. People in the high school have asked what is our common vision, and what can we do to improve. Dan noted that no one had spoken of a common vision in the past, but now the staff wants a road map for improvement – a common vision and a detailed idea of how to get there. He added that the district’s teachers do not have enough time to work together, high school, middle school and elementary. Dan expressed a desire for the K-12 math department to have weekly time to work together. The district needs to vertically align the curriculum district-wide without regard to grade level. K-12 teachers also need to create common assessments.

  Jim Golden stated that this is the first courageous step, and we are looking at aligning the entire district, K-12, for the first time. He acknowledged that the process can take three to five years and expressed thanks to teachers for their attitude of continuous improvement.

  Andrew Gorayeb expressed appreciation for the teachers’ innovation and self-evaluation. He asked how the board and administration can support teachers going beyond Sisters School District to find best
practices and accomplish their goals. Dan O’Neill responded that common assessment is the best practice teachers need to work on, and they need more time. Teachers have the willingness, Dan explained, but they need the time. Jim proposed that all math and language arts teachers have the same prep time, and stated that some elements could be put in place at the high school and middle school next year. He suggested perhaps every other Wednesday the math and science teachers could have an extended two-hour prep time.

Cheryl Stewart encouraged the district to move forward on whatever is within reason. Chris Jones suggested that “double dosing” of math instruction be offered in the lower grades. Justin stated that his math team is 100% in agreement, they want to figure out how to make the math labs happen. Chris asked if struggling students could have two electives and a math lab rather than three electives. Jim reported that elementary teachers are providing extra doses and leveling students.

Glen commended the group of teachers for their work and energy and positive energy. He stated that he supports providing time and resources toward integration and instruction, including students in the lower grades. Glen noted that this is a good time to have the discussion, prior to the budget season. Don Hedrick expressed appreciation for placement of students by ability rather than age. He also appreciated the extra help teachers are providing before and after school or at lunch time. Andrew pointed out the need for SAT prep so students can do better on the SAT tests.

Chris commended the teachers for educating the board at tonight’s meeting. She emphasized the need to communicate with parents about the changes being made and what the district wants from parents. She urged everyone to think about it, and how to communicate with the community at large.

**DISCUSSION OF COMMUNICATION STRATEGY**

Chris stated that the board needs to decide what to do regarding communication strategy. Glen noted that the first task is to understand the message we are trying to communicate. Chris added that we need to have a clear idea of what the district is trying to achieve in the next few years, and then communicate what we are doing. Don stated that the five board members have different perspectives, and there needs to be a common message which should come from the administration.

Chris reported that the essence of communication is repeating a few key messages over and over again. She added that the district and school board have not been as effective as they could be. Chris noted that the open enrollment season is coming up, and we do not have a flyer or extensive press coverage to show where the district is headed and what makes us unique. Jim added that we need to start the process toward the Local Option.

Andrew offered to develop a bullet-point fact sheet about the district. He suggested a very fact-based “look-at-glance” at Sisters School District, and Glen recommended emphasizing what makes us unique and successful. Jim asked board members to send ideas to him and he will compile and organize ideas for the February meeting. Andrew stated that he will have some bullet points ready for February 8.

Cheryl pointed out the opportunity to communicate using our vision statement which captures the main messages we want to send out. She added that what we saw tonight is our vision in action. Cheryl noted that when the dashboard is ready to use it will be a good communication device as well.
SUPPORT FOR ASPIRE PROGRAM
Chris reported that people have been working on grants to assist the ASPIRE program. Andrew emphasized that it is critical to submit letters of support for the grant, and a letter from the school board is vital. Chris suggested a motion to approve the letter, and she will sign it as school board chair.

Cheryl Stewart moved and Don Hedrick seconded that the board approve a letter of support for the grant application to fund the ASPIRE program and that Andrew will polish the letter as needed. The vote was 5-0 in favor and the motion carried.

ANNOUNCEMENTS
Chris stated that Jim and Andrew have agenda items for the February 8 board meeting.

ADJOURNMENT
The meeting was adjourned at 9:05
CALL TO ORDER / FLAG SALUTE
Christine Jones called the meeting to order at 7:00 p.m. Cheryl Stewart led the flag salute.

ADOPTION OF AGENDA
The agenda was adopted unanimously.

COMMUNITY COMMENTS
Dave Marlow, 70110 Running Horse Court, Sisters
Dave Marlow spoke in support of the drug testing proposal. He expressed appreciation for the science club and its founders, and also for the board’s work on a communication strategy.

Nancy Connolly, Sisters
Nancy Connolly thanked the high school for taking a survey of parents and looking into their concerns.

HDESD LOCAL SERVICE PLAN APPROVAL – Dennis Dempsey (Tab B)
Dennis Dempsey reported that the Local Service Plan has not changed from last year. The goal is for districts to work together to make the best use of financial resources. Dennis stated that special education, administrative services and technology are the most heavily used. Jim Golden added that shared services helped Sisters School District maintain small class sizes and avoid reducing teaching staff.

Glen Lasken moved and Don Hedrick seconded that the board approve the High Desert ESD’s Local Service Plan. The vote was unanimous in favor, 5-0, and the motion carried.

FACILITIES COMMITTEE REPORT – Andrew Gorayeb (Tab I)
Andrew Gorayeb outlined the priorities and projects needed to maintain school district facilities for years to come. The elementary school is the oldest school building and has significant needs both inside and out. Boilers at the middle school need to be replaced. The gym floor should be redone and storage spaces
district-wide need to be cleaned and organized. The HVAC needs to be upgraded. The high school should have a heat recovery system and improvements to its control system. Lights in the district office hallways need to be replaced. Andrew reported that volunteer work can reduce the cost. Estimates are: ES $33,400, MS $27,800, HS $147,700, DO $10,000, and Stadium $104,000.

Chris Jones reported that if needed, a capital project definition form can be presented at the next meeting. Andrew recommended Saturday, May 19, as a volunteer work day with high school students leading teams of workers. Efforts will begin in March or April. Glen Lasken expressed support for the idea. Jim Golden noted that funding sources must be identified and vetted so the board can make a funding decision in the future. Chris asked if Andrew should proceed with planning. Cheryl Stewart expressed support for the idea, and involving many students, families. Chris instructed Andrew to go ahead.

Chris reported that the middle school boiler and control system are critical projects. Don noted that teachers are doing more than ever, and need a supportive environment. Based on cost savings, Andrew estimated a ten-year payback. He reported that a new high-efficiency propane boiler should be installed and a study done on the feasibility of a pel let boiler sometime in the future. The boiler job could be done by September 2012.

Glen expressed a desire to look closely at the wood pellet boiler now. Andrew pointed out that the wood pellet system must be thoughtfully designed, while a propane boiler can simply be installed quickly and easily. Cheryl agreed with Glen that we should do a little more research and come back to the March meeting with a decision. Chris asked Andrew and Don Hedrick to report at the March 7 meeting. She also asked Andrew to provide a capital project definition form on the volunteer project.

SUPERINTENDENT REPORT
Jim Golden stated that middle school sports at Sisters Parks and Recreation (SPRD) was a big success with carryover seed money, and he recommends the program continue next year. Chris proposed a discussion of the sports program in April.

1. Enrollment Report (Tab D)
Jim projected forward with a strict roll-up, noting that it seems the recession is ending but it may take two more years for enrollment numbers to go up. Enrollment will be discussed in the budget process. Jim pointed out that numbers for this year have remained stable and favorable compared to what was projected, and the board must plan effectively for potential growth again in 2014-15.

2. Report on Observation of Three Schools
Jim reported that the governor envisions a seamless, efficient education system, and that the legislature adopted a number of education bills. The Oregon Department of Education submitted a waiver for the No Child Left Behind Act. If approved, schools would move from a punishment model toward a continuous improvement model. Jim, Joe Hosang, and Mark Stewart visited other schools is to see who is doing things better and in a more innovative way than we are. The schools included:
   - Clear Creek Middle School (Gresham/Barlow SD) – low income
   - South Meadow Middle School (Hillsboro SD) – high Hispanic, high needs
   - West Linn High School (Wilsonville SD) – better test scores
   - Riverdale School District – better test scores
Jim observed that students from high socio-economic areas have higher test scores. He also noted that wealthier schools were less innovative, and where there was more need there was more innovation. Jim reported that in his opinion Sisters is ahead of West Linn and Riverdale in terms of innovation and meeting the needs of struggling students. He emphasized the need to find more time for teachers to work together in teams to prepare for those students. Jim stated that every Riverdale School District student is required to perform 90 hours of community service. Mark pointed out that Sisters is more technologically advanced than the other schools. Jim concluded that he and the others came away feeling proud and knowing there is much work to be done.

3. **Adopt Working List of Dashboard Measures** (Tab D)
   Jim stated that the board should be ready to adopt the list in March. Goals include a 100% graduation rate, 100% attendance, academic achievement for all, school safety and national measures (tests). He recommended that the district invest in the ACT test with provides specific feedback on students’ strengths and weaknesses. Chris encouraged board members to provide input to Jim over the next month.

4. **Admission of Nonresident Students**
   Jim reported that there is still a lot of discussion of the House Bill involving the open enrollment policy. He noted that Sisters currently benefits from open enrollment, with more students coming in than going out. Jim recommended the district have a complete open enrollment policy, limited only by such things as building or grade capacity.

   **Christine Jones moved and Glen Lasken seconded that the board authorize unrestricted transfers into the district. The vote was unanimous in favor, 5-0, and the motion carried.**

**BOARD REPORTS**

1. **Board Meeting Schedule**
   The February 22 executive session will begin at 5:30 p.m. Budget committee applicants will be interviewed on March 7 starting at 5:30 p.m.

2. **School Calendar**
   Chris reported that the board must adopt a calendar by April 1 and that Jim has a committee finalizing the calendar details. Chris added that she would prefer not having a two-week difference between the last school day for seniors and the last day for the rest of the high school. Glen stated that part of the difficulty is conflict with graduation and rodeo weekend each year. Jim offered to get feedback from the high school on it. Cheryl emphasized the need for the calendar to be consistent with the need for more instructional time, and having seniors get out two weeks early is not a consistent message.

3. **Communication Plan** – (Tab C)
   Chris asked Glen Lasken to chair the communication committee. She suggested that the high school principal be on the committee rather than teachers. Jim stated that he put teachers on because of their different perspective on what parents are interested in. Chris recommended that Jim, Glen and Andrew get the committee staffed.

4. **SPRD Lease Renewal** (Tab C)
   Chris stated that the board should empower the superintendent to negotiate and sign a revised lease agreement with Sisters Parks and Recreation District. She added that the lease could use improvement.
from a legal standpoint. Cheryl recommended that Jim bring a proposed lease to the board for its consideration. Jim stated that he will ask the district’s attorneys to work on it.

Glen Lasken moved and Cheryl Stewart seconded that the board authorize Jim Golden to prepare a revised lease agreement between the Sisters School District and Sisters Park and Recreation District (SPRD) with the assistance of the district’s lawyers and present it to the board for evaluation. The vote was 4-0 in favor, with Andrew Gorayeb abstaining, and the motion carried.

Cheryl reported that there is concern among the community that we may not have sports (specifically football) next year and she asked Jim to comment. Jim reported that the district plans a full slate of sports next year and an athletic director will be hired. His recommendation is to keep middle school sports with SPRD and the high school will have a full sports program again next year.

**BUSINESS/FINANCE**

1. Revenue/Expenditure Report (Tab H) – Sandy Tartaglia

Sandy Tartaglia reported that the auditor will present his report at the March meeting. The district is moving along as it should be, and is within all budget allocations. Sandy also provided unemployment insurance costs to date.

**FACILITIES** - (Tab I)

The board supported the idea of having sports teams sell off the surplus items.

Glen Lasken moved and Don Hedrick seconded that the items identified by the superintendent be declared surplus. The vote was unanimous in favor, 5-0, and the motion carried.

**CONSENT AGENDA** (Tab K)

- December 7, 2011 Board Meeting Minutes
- January 4, 2012 Board Meeting Minutes
- January 18, 2012 Work Session Minutes
- Disposition of National Register records
- Reappoint Sandy Tartaglia to HDESD Budget Committee

Glen Lasken moved and Cheryl Stewart seconded that the board adopt the consent agenda. The vote was 4-0 in favor, and the motion carried. Don Hedrick abstained because he was not present at the January 4 board meeting.

**ANNOUNCEMENTS**

**ADJOURNMENT**

The meeting was adjourned at 9:26 p.m.

Christine Jones, Chair

Mary N. Clark, Secretary
March 7, 2012 – Regular School Board Meeting

Sisters School District #6
Sisters, Oregon
Board of Directors Regular Meeting
March 7, 2012
Sisters School District Administration Building

ATTENDEES:
Board: Christine Jones, Glen Lasken, Cheryl Stewart, Andrew Gorayeb, Don Hedrick
Superintendent: Jim Golden
Administrators: Joe Hosang, Mark Stewart
Supervisors: Sandy Tartaglia, Leland Bliss, Angi Gardinier
Student Representatives: Sam Bearzi, Nicky Blumm
Guests: Yvonne Case, Kate Moore; Deschutes County Health Department

CALL TO ORDER / FLAG SALUTE
Christine Jones called the meeting to order at 6:20 p.m. for budget committee applicant interviews. The regular business meeting began at 7:05. Cheryl Stewart led the flag salute.

ADOPTION OF AGENDA
Leland Bliss added surplus items for disposal, and Jim Golden added approval of personnel. Cheryl Stewart asked that action on the dashboard be postponed to April. Chris postponed the communication subcommittee report and Cheryl added a sports discussion. The revised agenda was adopted, 5-0.

COMMUNITY COMMENTS
Dave Marlow, 70110 Running Horse Ct., Sisters
Dave Marlow expressed disappointment that drug testing was not discussed further. He noted that the district’s strength comes from classroom volunteers, not Smart Boards and grounds maintenance. He was glad to see new performance graphs, but questioned why math scores have dropped. Dave Marlow asked if rates charged by the ESD’s service plan were compared to services in the regular marketplace.

Christine Jones read aloud a letter of thanks from Gary Bowne for the school district’s support during his recent accident and recovery.

AUDITOR REPORT – Richard Donaca
Richard Donaca presented his annual auditor’s report.

Glen Lasken moved and Cheryl Stewart seconded that the board accept the auditor’s report. The vote was 5-0 in favor, and the motion carried.

SISTERS FOLK FESTIVAL / AMERICANA / GUITAR PROGRAM – Brad Tisdel and Tony Cosby
Brad Tisdel and Tony Cosby reported on the Americana and guitar programs in the district. Brad spoke as Executive Director of the Sisters Folk Festival whose mission is to enrich lives through musical and
cultural events for all generations. The partnership between the folk festival and the school district provides arts education for pre-K through Grade 12 students. Tony Cosby reported that the guitar program received grant support and he invited board members to pay a visit. Andrew Gorayeb applauded the valuable experiential education that occurs through these programs.

8th GRADE HEALTH CURRICULUM – Julie Patton
Julia Patton introduced “Safe Dates”, an evidence-based violence prevention program for 8th graders. Yvonne Case, a trained presenter, will teach the program as a supplement to the health curriculum. Kate Moore of the Deschutes County Health Department explained that safe dating behavior is of concern to young students who are sometimes victimized by older ones. Four sessions will help students identify safe relationships and empower them to intervene and get help when friends make risky choices. Yvonne reported that the program promotes mental, social, emotional health and sexual health.

Cheryl Stewart expressed concern about some of the violence prevention parts of the curriculum and asked why the curriculum doesn’t deal with prevention in a larger context. Julie stated that sexual harassment starts at a very young age and the information can help students protect themselves. She noted that class discussions go deeper than the curriculum script, and she will work closely with Yvonne. Jim Golden stated that he wishes kids were not exposed to so much, and they need tools so they are not victimized. Cheryl reiterated the need for violence prevention in a larger context. Glen stated that this is a step in the right direction. Julie reported that there is a parent meeting tomorrow night with Kate Moore and Yvonne Case in attendance.

Glen Lasken moved and Don Hedrick seconded that the board approve the Safe Dates curriculum. The vote was 4-1 in favor, with Cheryl Stewart voting in opposition, and the motion carried.

SUPERINTENDENT REPORT
1. Enrollment Report (Tab D)
Jim Golden reported that open enrollment is now the norm. The district is still above its projected numbers. Jim stated that low enrollment is a two-year problem, with growth returning in 2014-15.

2. Adopt Working List of Dashboard Measures
Jim provided revised dashboard measures. These will be adopted in April. He reported that SSD will enter into an achievement contract with the Oregon Department of Education as part of the No Child Left Behind waiver, stating the gains we believe we can make with the funding we have.

BOARD REPORTS
Chris reported that Black Butte School District has an advertising brochure and Sisters should have one too. Andrew has been working on it, and a mock-up should be available later this spring.

BUSINESS/FINANCE
1. Revenue/Expenditure Report (Tab H) – Sandy Tartaglia
Sandy Tartaglia reported that revenue is looking good and the district has 4.3 million in the bank.

2. Resolution FY 11-12-02
Sandy reported that additional appropriation is needed for nutrition services food expenditures. She stated that increased PERS costs resulted in higher payroll costs and funds were shifted. In addition, there were
unexpected equipment repairs and labor and supplies for the summer lunch program were also higher. Leland reported multiple problems with dishwashers and icemakers, requiring repairs.

Chris stated that she and Andrew will look at the situation and report back. Sandy indicated that this funds transfer will cover expenses to the end of the school year. Leland added that the number of students fed this year decreased and the free/reduced population is up. Reimbursement does not equal the actual cost of the meals. Chris stated that outsourcing meal service was looked at in the past but it is not cost effective. Jim added that he is working to solve the problem through shared services.

Andrew Gorayeb moved and Glen Lasken seconded that the board approve resolution FY 11-12-02 General Fund Transfer of Appropriations. The vote was 5-0 in favor, and the motion carried.

**FACILITIES** – Tab I
1. Surplus
Leland Bliss reported that a heater is coming out of the greenhouse which could be sold, as well as boards from the greenhouse fence. Leland provided a list of items to be declared surplus.

Don Hedrick moved and Cheryl Stewart seconded that the board approve Leland Bliss’s list of surplus items. The vote was 5-0 in favor and the motion carried.

1. Capital Projects Update
Leland Bliss reported that more research is needed to ensure accurate costs. Jim Golden stated that he asked Bob Martin of the ESD to help.

2. Middle School Boiler
Leland recommended that the middle school boiler project be done first. The cost to repair or replace it with a 90% efficient propane boiler would be $11,000-$12,000. A pellet boiler would cost $400,000-$450,000 and no BETC money is available at this time to pay for it. Leland recommends the propane boiler for now, with the old one as a backup. Ne noted that projections for diesel fuel next year are high. Chris suggested that Leland return in April with a capital project definition form.

3. High School Control System
Leland reported problems with the high school control system. The company that installed the system proposed to address the problems, but Leland is not sure the district should follow the recommendations. He suggested the district keep the current system and find someone with expertise to get it working correctly. He expressed concern that CCI does not have support for the product it sold us ten years ago.

4. Volunteer Work Day
Andrew Gorayeb reported that there are over 42 projects at the elementary school alone, and there is less to do at the high school, middle school and stadium. Jim added that a proposal for funding has been submitted to the Sisters Schools Foundation. Chris asked Andrew to report again in April. She also recommended publicizing the May 20 work day within the district.

**PERSONNEL**
1. Certified Contract Renewals
Chris reported that the recommended contract renewals are before the board.
Don Hedrick moved and Glen Lasken seconded that the board approve the certified contract renewals. The vote was 5-0 in favor, and the motion carried.

CONSENT AGENDA (Tab K)

- February 8, 2012 board meeting minutes

Cheryl asked to remove the minutes from the consent agenda. Line 147 should read “keep middle school sports with SPRD.”

Glen Lasken moved and Cheryl Stewart seconded that the board adopt the consent agenda with the revision on line 147 to read “keep middle school sports with SPRD.” The vote was 5-0 in favor and the motion carried.

SPORTS

Andrew reported strong community support for a full-time athletic director. Cheryl stated that the administrator time spent on athletic matters cannot continue, and she recommended adding a full-time fundraiser/athletic director position. Chris noted that the Local Option is seen as supporting athletics and extracurricular activities. Don Hedrick agreed that an AD is needed, but finding a strong person to fill both athletic and fundraising roles will be hard. Board members noted the urgency of the problem. Chris stated that we can recruit for the ideal person and if that individual isn’t there, go for an alternate plan.

Glen stated that the time spent running the athletic program is draining the administrators. The district is already short two or three persons on the administrative team and we don’t want to fall short of our educational mission. Glen emphasized that a good solid athletic director is needed. He added that he thinks if people feel good about the district they will fund the Local Option.

Andrew reported that SPRD provides administrative support, transportation and insurance for the lacrosse program. He agreed that the district needs a full-time athletic director in order to take advantage of the big investment the community has made in fundraising.

Jim stated that hiring a person of the desired caliber will be expensive. He added that we can advertise the position and hope for someone extraordinary. If such a person doesn’t materialize, we can go to a half-time AD and see if we can get a fundraiser separate from that. Don cautioned that without the fundraising component, Sisters High School is not big enough to support a full-time athletic director. Jim clarified that it would be a district-wide position.

Chris stated that it is important to get the hiring process right. She asked Andrew and Cheryl to work with Mark Stewart on the job posting and serve on the interview committee. They should find out whether the individual must be a certified staff member and also determine the pay range. Andrew urged the board to look at the effective coordination and collaboration that took place at the middle school. Jim stated that he wants to have the position posted next week and interviews the first week in April.

Chris reported the possibility of using 14-passenger Type 20 buses, which can be driven by coaches. These buses can also receive federal reimbursement if used on regular routes. Chris proposed an April school board work session on transportation with the public invited to comment. She noted that a comprehensive review of transportation policies is needed, from both transportation and equity
perspectives because sports funding equity issues arise year after year. Jim reported that this year he and Sandy implemented a fair process, splitting district-provided money equitably based on the number of students participating in the sport. Chris emphasized that the board must state clearly that this is the way it wants to proceed, with an opportunity for public comment.

**ANNOUNCEMENTS**
1. Revised school board meeting calendar with a sports work session on April 16 to address transportation and sports financing policies.
2. March 21 work session on technology, and the board will also appoint budget committee members.
3. Glen announced he will resign from the school board in June. He stated that his thirteen years on the school board has been a time full of passion and heart. He added that next to raising his two sons, service on the school board has been the most important thing in his life.
4. This is Sam Bearzi’s last board meeting as student representative. He introduced Nicky Blumm, who will replace him.

**ADJOURNMENT**
The meeting was adjourned at 9:30 p.m.

____________________________________  ____________________
Christine Jones, Chair                    Mary N. Clark, Secretary
Sisters School District #6  
Sisters, Oregon  
Board of Directors Work Session  
March 21, 2012  
Sisters School District Administration Building

Minutes

ATTENDEES:
Board: Christine Jones, Glen Lasken, Cheryl Stewart, Don Hedrick, Andrew Gorayeb,  
Superintendent: Jim Golden  
Administrators: Barbara Kamrath, Joe Hosang  
Supervisors: Todd Pilch  
Guest: Rachel Went-Chaney; High Desert ESD

CALL TO ORDER
Chair Christine Jones called the meeting to order at 7:00 p.m. Andrew Gorayeb led the flag salute.

BUDGET COMMITTEE SELECTION PROCESS:
Carol Moorehead was interviewed by the board members. Chris Jones explained the voting process and listed the candidates: Rick Cole, Dave Marlow, Carol Moorehead, Jeff Smith and Debora Wattenburg. There were two rounds of voting and the results were as follows. Jeff Smith and Carol Moorehead were elected to the Budget Committee for terms expiring June 30, 2014.

<table>
<thead>
<tr>
<th>Don Hedrick</th>
<th>Christine Jones</th>
<th>Glen Lasken</th>
<th>Andrew Gorayeb</th>
<th>Cheryl Stewart</th>
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ADOPTION OF AGENDA
Chris added a discussion of the process to replace Glen who is resigning from the school board. Cheryl added a brief update on the concussion discussion. The revised agenda was adopted unanimously.

SCHOOL BOARD MEMBER SELECTION PROCESS
Chris stated that candidates will submit a letter of interest and be interviewed. She proposed a special meeting on June 25, at 6:00 p.m. to interview candidates. The application deadline will be May 30. Chris asked board members to suggest questions for the candidates, and she will bring these to the April 4 meeting. Glen recommended a brief discussion of the process at the June 6 board meeting.

CONCUSSIONS
Cheryl Stewart met with John Barresse who suggested a policy on concussions and concussion management. She asked the board to look at his policy, and if it makes sense adopt it prior to the fall
sports season. Jim Golden noted that the policy will help protect injured players. Andrew Gorayeb stated that OSAA mandates concussion classes for certain coaches. He added that concussions can happen to anyone in any sport, however. Chris agreed that concussion policy should be on a future board agenda.

TECHNOLOGY PRESENTATION - Todd Pilch, Rachel Went-Chaney
Jim Golden reported that Jon Renner taught a hybrid class, done partly as a large lecture and partly online. Jon, assisted by Sally Benton, worked with students in small groups in addition to the lecture. Jim noted that online education can be integrated into learning along with the teacher and class discussions. He added that people are social beings and students need the human touch.

Todd Pilch reported 809 active computers – desktops and laptops – for students and staff district-wide. He noted that computers older than 2008 are outdated, and much of the district’s equipment is out of date. Hardware is a big technology expense. Todd stated that more technology will become wireless and additional wireless access points are needed for full coverage of all buildings. He explained that except for the elementary school, current wiring infrastructure can handle the technology upgrades.

Todd reported that to keep pace, the district must replace 150 computers each year at a yearly cost of $100,000-$150,000. It would cost $400,000-$500,000 annually for the next two years to get the district where it should be. Another strategy is for students to bring their own devices from home, and many students have better equipment than what the school district can provide. Todd explained that if half or two-thirds of students brought their own technology, the district would need to provide much less. He added that devices such as e-readers are not expensive, $100-$150 each. Classes such as auto-cad and video editing require a high-end computer that the district will need to provide.

Rachel Chaney used a T-Mobile airport flash mob video to illustrate that learning is not just about consuming but also about sharing. She stated that her focus is on the “why” of technology, and how students use hardware and software to learn. She reported that 2017 is the target date for all appropriate ages and content areas to use digital text, embedded in the curriculum. Curriculum producers can design curriculum to adapt to students’ different learning speeds and styles. Rachel added that new curricula will use touch interface tablets. She stated that teachers require support to be flexible in the technology environment where it can be hard to keep up. Teachers need to be facilitators for students; a challenge that goes beyond the nuts and bolts of hardware.

Todd explained that cloud computing is gaining popularity in school districts. Information is accessible all the time, anywhere, and students are not tied to a school computer.

Chris Jones asked about budget priorities and curriculum adoptions. Andrew asked if there is a plan, given the ongoing technological challenge, to help guide budget decisions. Rachel replied that there are discussions state-wide and nationally to allow textbook adoption waivers and the district should be careful about buying textbooks. She noted that that technology changes very quickly, and the board should have a one-page statement of its plan and priorities for the next few years.

Rachel stated that technology is now a consumer device and choice. Technology is personal, and students use the apps they prefer. People carry multiple devices and wireless access is important. She added that a “bring your own device” program allows the school district to focus on higher level equipment and to
help families who do not have their own devices at home. Glen stated if we go with “bring your own,” his primary concern is to help students who don’t have the equipment.

Rachel stated that the current recommendation is to use consistent machines for testing, but that may change. Students may want to use devices they are familiar with, and research backs up both viewpoints. Rachel pointed out that writing skill is greatly increased when students use computers.

Chris asked about current technology costs for employee time, hardware, licenses, etc. Todd reported there are salaries for three staff members, $100,000 per year for software costs and licenses, and about the same cost per year for hardware. He stated that about half the software cost is licensing, and the other half is updates. He added that the hardware budget is very limited, with around $40,000 currently allocated toward computer replacement. The minimum level of needed replacement would cost $200,000. Todd stated that hardware replacement cost less if the district went to “bring your own.” Replacing the auto-cad/video editing lab would be about $35,000. Jim stated that COCC offers auto-cad at Redmond High School, and he would like COCC to locate also at Sisters High School.

Todd proposed that each school building have a lab with high-end computers that students cannot provide from home. He stated that he has leveraged budget money more toward infrastructure and increasing “hot spots” in the district. Todd acknowledged that it has been expensive, but it is a good long-term investment. To get the district where it should be would cost about a million dollars. Todd stated that many school districts have leveraged E-rate funds which are tied to the free/reduced student population.

Andrew recommended exploring alternative sources of funding, such as upper management of Dell, Intel and Apple, and people in the Sisters community. Jim noted that more hot spots will be added at the high school and middle school this summer, but technology will have budget cuts this year. His hope is that through shared services the district can make use of economies of scale. Jim stated that he likes the small Chrome books because they are relatively inexpensive, and the district could get through next year with a set of them on a cart for classes, and possibly move on to “bring your own” in the future.

Chris Jones stated that her thinking has been expanded and challenged by this presentation. Andrew asked if there are affordability programs for students to acquire their own equipment, and Rachel replied that she is working on it, connecting with Google, Apple and Intel. She added that a pilot project in the metropolitan areas provides a certain amount of free bandwidth each month to the free/reduced students. Chris emphasized that we must make every effort to register our free/reduced students because so many benefits come with them.

**ANNOUNCEMENTS**  
The June 27 executive session will start at 6:00 p.m.

**ADJOURNMENT**  
The meeting was adjourned at 9:05 p.m.

________________________             ______  
Christine Jones, Chair            Mary N. Clark, Secretary
ATTENDEES:
Board: Christine Jones, Glen Lasken, Cheryl Stewart, Andrew Gorayeb, Don Hedrick
Superintendent: Jim Golden
Administrators: Barbara Kamrath, Joe Hosang, Mark Stewart
Supervisors: Angi Gardinier, Leland Bliss, Sandy Tartaglia
Press: John Griffith; The Nugget

CALL TO ORDER / FLAG SALUTE
Christine Jones called the meeting to order at 7:00 p.m. Mary Clark led the flag salute.

ADOPTION OF AGENDA
Jim Golden postponed the 2012-13 school calendar adoption to the next meeting.

COMMUNITY COMMENTS
There were no comments.

SUPERINTENDENT REPORT
1. Enrollment Report (Tab D)
Jim reported that enrollment has stabilized somewhat. The trend has been generally downward and there are no dramatic changes. The district is still slightly above projections.

2. Adopt Working List of Dashboard Measures
Jim reported that he and Cheryl Stewart polished the dashboard measures, and he went over them briefly.

Cheryl Stewart moved and Glen Lasken seconded that the board adopt the superintendent’s working list of dashboard measures. The vote was 5-0 in favor, and the motion carried.

3. Report on Athletic Director Hiring
Jim reported 27 applicants for the position, which is not a typical athletic director but also an economic developer for Sisters. Jim indicated he wants to reduce the disorganization and the amount of fundraising. Six or seven finalists will be interviewed by coaches, administration, students and community members in a public process similar to the one used for the high school principal. Chris suggested a new job title that would emphasize the economic development and fundraising aspects of the job. Cheryl added that the position is very strategic to what the board is trying to accomplish in its athletic program.
4. Superintendent Communication to Parents
Jim will send the dashboard measures to parents as part of his quarterly communication. Cheryl supported sending the dashboard and the survey separately, and Jim concurred.

Jim reported that the district may receive a grant which, along with other money, will help with continued professional development. He added that the special education report card is good. Jim reported that he was accepted for a Chinese exchange program where Chinese administrators would visit our district, and Jim would go to China during spring break. Ultimately there would be a student exchange, which would connect well with the Mandarin Chinese class taught by David Perkins.

Cheryl requested a half-hour update on special education sometime this year.

BOARD REPORTS
1. Communications Subcommittee Report – Brochure
Andrew Gorayeb suggested drafting a brochure and presenting it to the board, and Chris agreed.

2. High Desert ESD Representative
Chris reported that Kay Grady and Carol Moorehead are candidates for the HDESD representative. Jim recommended Carol Moorehead because of her very deep understanding of the ESD. He noted that both candidates are excellent, and he recommends Carol due to her depth of knowledge and connections established at the ESD. Jim added that he will encourage Kay Grady to step up for other opportunities.

Don Hedrick moved and Andrew Gorayeb seconded that the board appoint Carol Moorehead as the representative to the HDESD. The vote was 5-0 in favor, and the motion carried.

4. Approve 2011-2012 Board Meeting Calendar Changes

Cheryl Stewart moved and Glen Lasken seconded that the board adopt the 2011-12 board meeting calendar changes. The vote was 5-0 in favor, and the motion carried.

5. Approve Procedure to Appoint New School Board Member

Glen Lasken moved and Don Hedrick seconded that the board approve the procedure to appoint a new school board member. The vote was 5-0 in favor, and the motion carried.

BUSINESS/FINANCE
1. Revenue/Expenditure Report (Tab H) – Sandy Tartaglia
Sandy reported 92.6% of revenue received, and 92.5% of encumbrances to date. She added that the way expenditures are going there will not be a large ending fund balance. Sandy will send a report on substitute tracking to the board members.

FACILITIES
1. Capital Project Definition Form: Middle School Boiler (Tab I)
Leland Bliss reported on the boilers and HVAC system. The middle school boilers have multiple issues with tiny leaks. Leland added that other school districts have had problems with the same model of
boiler. The two boilers are 21 years old. One is running, but it is a matter of time before something happens. Leland noted that the only repairman has to come from the valley and the cost is substantial.

The middle school HVAC controls are archaic. Leland stated the he can turn the HVAC on or off, but he cannot program the individual rooms. He spends a lot of time dealing with the system. Air handlers are good. Variable frequency drives will be installed in three of the air handlers, which will save electricity.

Leland reported that the plan is to replace the non-functioning boiler. A condensing boiler uses the waste products and is more efficient. The functioning boiler will serve as backup. The pneumatic controls will be replaced and there will be no more air leaks. The middle school controls will match those at the elementary school so the district will sole source the controls portion of the project. The controls can be operated remotely with substantial efficiency.

The heat recovery system will be repaired at a cost of about $275,000 paid from the Lundgren Mill Fund. Leland reported that the project will be finished and functional by October 31, 2012.

Don Hedrick stated that the Long Term Facilities Task Force considered this problem years ago, and the project needs to be done. It is a high priority. Glen Lasken noted that this is exactly the type of long-term capital project envisioned by the Lundgren Mill fund, and it is needed now.

Leland reported that propane prices are historically low and all boilers will be switched to propane next year to save money. He stated that the cost of heating oil continues to rise, and by doing all these projects the district will have an eleven-year payback.

The boiler portion will cost about $90,000. Chris noted that the Lundgren Mill account was set up for capital expenditures so the district would not have to go out for a bond. Cheryl asked for a rough breakdown of the capital costs of the project: $134,000 for controls, $31,000 for pneumatics, plus a contingency amount. Leland expects a boiler life of 30 years, but he noted there are variables and it may not be that long.

Glen Lasken moved and Cheryl Stewart seconded that the board approve Capital Project Definition Form #32612 SMS Heating Plant Upgrades. The vote was 5-0 in favor and the motion carried.

2. Volunteer Work Project Update
Andrew reported on plans for the volunteer work day. An article about it will appear in The Nugget.

POLICY
1. Transportation Policies Update
Chris stated that the superintendent asked the board to review transportation policies since current practices don’t match policies. More flexibility and cost saving is also needed. Chris and Jim did some research on the district’s transportation system and decided to open a conversation with the community. A public board listening session will be held April 16 so the public can comment on sports transportation. Chris reported that the district spends about $870,000 on transportation, with $460,000 reimbursed by the state, leaving a significant transportation expense for the district.
Topics for discussion include reducing bus route inefficiencies, pricing bus transport for extracurricular activities, flexibility of student transport, consolidating route pickup points, etc. The board asked the superintendent to look at what other districts are doing to save money on transportation.

The board discussed options for handling bus maintenance and Jim stated that he spoke with Dennis Dempsey about costs through the ESD shared services.

Chris suggested that the board look at transportation pricing for reimbursable activities. Angi Gardinier reported that the $2.10 per mile covers fuel, oil, the driver, maintenance and everything. If 70% is reimbursable, then 30% is billed to the group. The current practice is for sports teams to reimburse the district for labor costs associated with the trip and the district provides the bus and fuel. Chris asked if the district wants to continue providing the cost of the bus and fuel.

Another transportation option is a Type-20 bus (14 passengers plus the driver) which does not require a CDL. Jim noted that the trend state-wide is to use Type-20 buses driven by coaches. Jim proposed that instead of getting a new yellow school bus the district could buy two Type 20 buses. Chris stated that the board needs to know more about the cost and operating expenses for the Type 20 buses. Jim reported that Leland Bliss and Angi Gardinier will have those for us at the May meeting. He added that shared services could allow for bigger buying power when shopping for school buses. Buses could also be converted from diesel to natural gas.

**CONSENT AGENDA** (Tab K)
- March 7, 2012 board meeting minutes
- March 21, 2012 board meeting minutes

Glen Lasken moved and Don Hedrick seconded that the board adopt the consent agenda. The vote was 5-0 in favor, and the motion carried.

**ADJOURNMENT**
The meeting was adjourned at 8:50 p.m.

Christine Jones, Chair
Mary N. Clark, Secretary
Minutes

ATTENDEES:
Board: Christine Jones, Cheryl Steward, Don Hedrick, Andrew Gorayeb,
Absent: Glen Lasken
Superintendent: Jim Golden
Press: John Griffith; The Nugget

CALL TO ORDER
Chair Christine Jones called the school board listening session to order at 7:00 p.m.

SCHOOL BOARD LISTENING SESSION: SPORTS TRANSPORTATION POLICY
Superintendent Jim Golden moderated a community discussion on sports transportation issues.

ADJOURNMENT
The meeting was adjourned at 8:30 p.m.

Christine Jones, Chair
Christine Jones, Acting Secretary
Sisters School District #6  
Sisters, Oregon  
Board of Directors Regular Meeting  
May 2, 2012  
Sisters School District Administration Building

ATTENDEES:  
Board: Christine Jones, Cheryl Stewart, Don Hedrick  
Absent: Glen Lasken, Andrew Gorayeb  
Superintendent: Jim Golden  
Administrators: Barbara Kamrath  
Supervisors: Angi Gardinier, Leland Bliss, Sandy Tartaglia, Todd Pilch  
Student Rep: Nicky Blumm  
Press: Ben Botkin; The Bulletin

CALL TO ORDER / FLAG SALUTE  
Christine Jones called the meeting to order at 7:25 p.m.

ADOPTION OF AGENDA  
Jim Golden added early release and volleyball court. The revised agenda was adopted unanimously.

COMMUNITY COMMENTS  
Dave Marlow – 70110 Running Horse Court, Sisters, OR  
Dave Marlow recommended improvement in the function of School Loop, including timely updates for parents and students regarding student assignments.

SUPERINTENDENT REPORT  
1. Enrollment Report (Tab D)  
Jim reported that enrollment has gone up and down with families moving in and out. Cheryl expressed concern for families moving out and wondered if the district can be more proactive in retaining people who are here. Jim responded that if a student wants to transfer out of the district he talks with the family beforehand. Jim doesn’t want people to leave because they are unhappy if there is something that can be done about it. He added that the open enrollment has netted SSD about 50 students from Redmond.

2. Athletic Director Hiring  
Jim reported that there are two finalists. The hiring committee included coaches, athletes, community members, and principals. Nicky Blumm stated that from the perspective of student athletes, the finalists are very good. The board recommended a more descriptive job title for the individual who is hired.

3. Leadership Training  
Jim reported that he and Joe Hosang attended an intense international three-day grant-funded learning lab on improving student success and they came away convinced that Sisters School District is on the right
path. The metaphor was “Welcome to our gym. We’re going to try out these machines which are tools to help you improve the shape of your district and improve student outcomes.”

4. Volleyball Court
Jim reported that a sand volleyball court will be built with assistance from an Eagle Scout candidate.

5. Early Release
Jim reported that other school districts have early release rather than late start on Wednesdays for teacher planning time and recommended that Sisters do the same to allow more flexibility for teachers. Students could go straight to SPRD or the Community Schools afternoon program when they are released. Chris asked Jim for a proposal next month. Parents could be informed of what the district is considering, and the professional development rationale, so they can have an opportunity to comment to the board.

BOARD REPORTS
1. Communications Subcommittee Report – Brochure
Chris reported that Andrew has been working on the marketing brochure. She expects something by the end of the school year.

2. Adopt 2012-13 School Calendar
Jim asked to move the calendar discussion to June. He needs to talk further with principals about their needs, particularly around conferences.

3. Volunteer Day Update
Chris reported that Andrew Gorayeb is in charge of the volunteer day and things are going well. She invited board members to sign up to work that day.

BUSINESS/FINANCE
1. Revenue/Expenditure Report (Tab H) – Sandy Tartaglia
Sandy Tartaglia passed out the Revenue/Expenditure report. She reported an ending fund balance of about 2.8 million. Everything is moving along and we are close to our budget.

FACILITIES
1. Volunteer Day Expenses
Leland Bliss stated that he can cover most of the volunteer day expenses out of his budget. Materials could run $7,000-$8,000, and Leland will order based on the number of volunteers.

2. Disposal of Surplus Property (Tab I)
Leland explained that there are broken items which cannot be repaired and outdated books for disposal.

Don Hedrick moved and Cheryl Stewart seconded that the board approve the disposal of surplus property as listed. The vote was 3-0 in favor, and the motion carried.

PERSONNEL
1. SES Permanent Music Teacher Hire
Jim reported that the elementary team chose Donna Marshall as the permanent music teacher with other duties as assigned.
Cheryl Stewart moved and Don Hedrick seconded that the board approve hiring Donna Marshall as the SES permanent music teacher. The vote was 3-0 in favor, and the motion carried.

TRANSPORTATION POLICY ISSUES
1. Operating Costs for Type 20 Buses
Chris asked for board input on the following: (1) Do we want a hybrid system of big buses and Type 20 vans? (2) Do we put any constraints on Type 20 vans regarding driver qualifications, driving time, etc? (3) Vehicle purchase discussion, and (4) pricing policy for athletic teams. Leland Bliss and Angi Gardinier can use the input to make a focused proposal.

Don Hedrick stated that he favors the hybrid system to save money. Cheryl noted that the public meeting was very informative with a lot of viewpoints and she would like a hybrid system of some sort. She added that her belief is coaches are reluctant to drive Type 20 vans, and the board needs to be sensitive to what coaches are saying. Jim stated that other districts have gone to Type 20 vans to save money and he a hybrid policy provides more flexibility. When he talks to coaches they don’t want long drives, but a trip to Summit High School is all right. Jim added that the district needs a policy that allows for a case-by-case basis and specific language is needed.

Chris gave Jim the green light from the board to put together a proposal, with sensible restrictions on distance and weather, and a look at driver qualifications. Jim will work with Angi and Leland on a draft for the June meeting with board action in August.

Chris stated that the district needs a pricing structure for the school bus or the van. Angi reported that the cost difference is the bus driver’s wages and benefits.

CONSENT AGENDA (Tab K)
- April 4, 2012 board meeting minutes
- April 16, 2012 board work session minutes

Cheryl Stewart moved and Don Hedrick seconded that the board adopt the consent agenda. The vote was unanimous in favor, 3-0, and the motion carried.

ANNOUNCEMENTS
Chris announced that there may be an executive session on May 16 to discuss bargaining. Jim stated that classified bargaining is May 7 and certified is May 8 and 14. Chris noted that the June 6 board meeting may need to start a half-hour early. On June 25 the board will interview candidates for the open school board position. The superintendent evaluation is June 27.

ADJOURNMENT
The meeting was adjourned at 8:30 p.m.

Christine Jones, Chair
Mary N. Clark, Secretary
Minutes

ATTENDEES:
Board and Budget Committee: Christine Jones, Don Hedrick, Cheryl Stewart, Jeff Smith, Matt Cyrus, Roger Detweiler, Carol Moorehead, Valerie Skelton
Absent: Glen Lasken, Andrew Gorayeb
Superintendent: Jim Golden
Supervisors: Sandy Tartaglia, Todd Pilch, Leland Bliss
Press: Ben Botkin; Bend Bulletin

CALL TO ORDER
The meeting was called to order by board chair Christine Jones at 6:00 p.m. A quorum was present. Chris also led the pledge of allegiance.

WELCOME AND OVERVIEW
Christine Jones welcomed the budget committee and made brief introductory remarks about the current state of the school district. She explained the function of the budget committee and thanked members for their service.

DISCUSS AND ELECT CHAIR AND VICE-CHAIR
Chris opened nominations for committee chair. Don Hedrick nominated Jeff Smith. There were no other nominations and Jeff Smith was unanimously elected, 8-0. Jeff called for nominations for vice-chair. Chris nominated Matt Cyrus. There were no other nominations, and Matt was unanimously elected, 8-0.

SUPERINTENDENT’S BUDGET MESSAGE – Jim Golden
Superintendent Jim Golden used a power point to provide context for budget committee deliberations. He reported that free/reduced students are 55% now at the elementary school. Two major elements that hurt the budget are declining enrollment and increased PERS liability expense.

Jim read aloud the Superintendent’s Budget Message. He expressed hope that by 2014 the economic recovery will be in full swing and the picture more optimistic. Valerie Skelton asked why the district has to pay so much to PERS and Jim explained the situation.

OVERVIEW OF BUDGET DOCUMENT
Sandy Tartaglia described the organization of the budget document. She went over the financial structure and the various budget line items.
BUDGET COMMITTEE MEMBERS REQUEST FOR INFORMATION
Matt Cyrus asked the superintendent for his power point slides, specifically the student enrollment information. Carol asked what is covered under purchased services. Sandy referred to Section III between 312 and 380 – water, garbage, sewer, telephone, etc.

Chris recommended that if budget committee members have informational questions that can reasonably be answered, they give them to Jeff Smith to pass on to Sandy. If a question requires considerable time and effort, the budget committee will consider it collectively. Chris emphasized that people should give Sandy their questions promptly so there is enough time to answer them.

Matt asked if salary figures include traditional steps and COLA, and Jim replied that the budget is based on no step increases, no COLA, and a cut in work days.

Cheryl stated that last year the committee received a one-page summary of the budget impact on students. Jim responded that class sizes are about 21 at the ES, 24 at the MS and 25 or 26 at the HS. He added that there are staff cuts, but we also have fewer students due to declining enrollment. Jim adjusted the budget to have the lowest student/staff ratio at the ES and he will continue that ratio in the future. He added that the district is looking at sharing staff across the middle and high schools.

Jeff cautioned the budget committee not to talk together in a quorum outside the meetings or to send emails to multiple committee members which would violate public meeting law.

ADJOURNMENT
At 7:15 p.m. the budget committee meeting recessed until May 16 at 7:00 p.m. in the district office conference room.

______________________________  ____________________________
Jeff Smith, Chairman              Mary N. Clark, Secretary
Minutes

ATTENDEES:
Board and Budget Committee: Christine Jones, Glen Lasken, Don Hedrick, Cheryl Stewart, Andrew Gorayeb, Jeff Smith, Matt Cyrus, Roger Detweiler, Carol Moorehead, Valerie Skelton
Superintendent: Jim Golden
Supervisors: Sandy Tartaglia
Press: Ben Botkin; Bend Bulletin

CALL TO ORDER
The meeting was called to order at 7:00 p.m.

APPROVE BUDGET MEETING MINUTES
Cheryl Stewart moved and Christine Jones seconded that the minutes of May 2, 2012 be approved. The vote was 8-2 in favor with Glen Lasken and Andrew Gorayeb abstaining.

APPROVAL OF AGENDA
The agenda was approved unanimously.

REVIEW REVISIONS TO BUDGET DOCUMENT
Sandy Tartaglia reported a small correction to the general fund summary page, attached. On the front when new software programs were put in the budget, Sandy shifted account codes to cover the cost.

QUESTIONS AND ANSWERS ABOUT THE BUDGET
Budget committee members were invited to ask questions. Matt Cyrus asked about high school class balances next year with the loss of teachers. Jeff Smith stated that his biggest concern is that the budget does not have much money in reserve. Cheryl Stewart noted that reserves are nearly depleted and she would like a forecast. Carol Moorehead expressed concern for staff morale as we move on to 2013-14. Valerie Skelton asked about vocational training. Christine Jones has comments on the 13-14 budget. Jeff stated that he wants to look at budget efficiencies, what are we doing differently to save money. Valerie asked about having sports count for PE credit, and if there is any progress toward that.

Jim Golden reported that at the time he arrived, the district had relied on growth, reserve money, and income from the charter schools. He added that the staff-student ratio was skewed, with the elementary student-teacher ratio larger than that of the middle and high schools. Jim stated that as of last Friday the district enrollment was 1169, which is way down.
Jim reported fewer cuts at the elementary school due to one teacher on a two-year leave of absence and another going to half time. The elementary ratio of teachers in front of students is 20-22 students per teacher. Jim noted that school schedules will need to change and staff will be shared among buildings.

Jim explained that the high school had the most cuts because its student-teacher ratio was smaller than that of the elementary. Now the middle school ratio is 26.4 per teacher, and the high school is much the same for 2012-13. By comparison, Bend high schools are staffed at a 31-1 ratio. Jim reported that high school film and drama were cut, and sports medicine and business will not be offered. Drama and perhaps a film program will be offered in conjunction with COCC. Jim added that the district is moving toward a PE/sports credit in terms of proficiency standards and PE classes will be larger.

Jim reported that the district is utilizing shared services in technology, business, special education and human resources. In the past, Jim’s focus was to cut positions other than classroom teachers, but this year and going forward the cuts will affect the classrooms. He noted the fine line between providing the best education every year and also keeping a healthy budget reserve. He acknowledged that staff morale is low because of recent layoffs. The budget has no increase in staff wages and no COLAs.

Don Hedrick expressed concern about PERS and hoped for legislative relief in the future. Glen stated that cutting as little as possible in hard times is a philosophy that has served the district well, and it will be important to keep the Local Option funding. There was some discussion about open enrollment. Valerie Skelton asked if there is a forecast for PERS cost, and Jim replied that the PERS rates are set every two years by the PERS board. Further discussion followed.

Jeff Smith asked how programs will differ at the middle school. Jim replied that he wants to create a student mentorship program and is also exploring the idea of shared staff at the middle and high schools, with some 8th graders at the high school and some 9th graders at the middle school for math. The middle school did not have any teacher layoffs, but some staff may be transferred.

Cheryl Stewart proposed that Jim draft a letter to the ODE requesting relief on the repayment schedule due to the budget situation. Jeff noted that it is a board policy issue, but wanted a poll of the budget committee. Glen suggested a two-year stay with resumption of payments after that. Jim stated that he saw heads nodding, took that as a consensus, and will draft a letter asking for a two-year reprieve from the ODE repayment. He will circulate it for signature by the budget committee members.

Regarding the reserve, Jim reported that the district is in a strong financial position in that it owns its buildings and its only debt is ten years on the high school bond plus the full faith and credit obligation. The district owns a lot of open land near the high school which can accommodate future growth.

Chris stated that it is likely the district will have a deficit in 2013-14 and it needs to prepare for significant structural changes that year.

**OPPORTUNITY FOR CITIZENS TO COMMENT**

*Connie Nielsen, PO Box 75, Sisters, OR*

OSEA president Connie Nielsen expressed concern about the substantial cut in days for custodial staff. She noted that the middle and high school principals will receive salary increases while others are
taking reductions. She also noted an increase in professional development time for instructional staff. Jim responded that the proposal is a 20-day cut for maintenance staff and this option was chosen rather than layoffs. He added that the teachers union is taking a greater cut than the classified union. Jim explained that staff development will be funded by a grant from the CLASS project. The grant was awarded due to good work done with the CLASS project.

Valerie asked if all district staff is affected by the cuts in days. Jim stated that maintenance staff is on a 260 day contract and the idea was to do less maintenance over the summer and school breaks without affecting students or the public on school days. He noted that the grass may be higher and dryer in the summer, but he has to look at the big picture. Andrew stated that cuts in days for the maintenance/custodial staff could be mitigated by tournaments and activities that go on in the summer.

Roger Detweiler expressed frustration at not knowing what Jim is talking about. He added that budget committee members have only recently seen the budget and are handicapped as to any ability to fully understand the discussion, let alone make a contribution.

**Debora Wattenburg, Cloverdale Road, Sisters**

Debora stated that there is a lot of fear among parents, and some say they are leaving. She encouraged the board and budget committee to work to keep people informed and positive, emphasizing the good things that are happening and the strong support for science, math, arts and languages. Debora asked about the sports program, indicating that many people are concerned about it and she wants to help.

Jim responded that the board approved hiring an athletic director who will also raise money for sports. He added that the new hire, Tim Roth, is extremely talented and will work with Sisters Parks and Recreation on more thoughtful fundraising efforts. Jim reported that the budget has the same amount in athletics as last year and it will be paid out based on the number of participants in each sport.

Debora noted that what is best for students is not necessarily what they love, and she is an advocate for business and agriculture classes. She expressed hope that the district can balance its offerings and is confident that good decisions will be made.

**Michael Sandsness, PO Box 138, Sisters**

Michael Sandsness stated that is family recently moved to Sisters because of the schools. He asked for more information on the athletic director and sports programs. Jim explained that he wants the athletic program to leverage its resources and be more targeted in the community. Glen added that he sees the success of the sports program in its high rate of student participation. The philosophy regarding co-curricular activities is to keep them for they are an anchor to attract and retain students.

Michael indicated he wants to know how much money the board is allocating and how it compares to the schools Sisters competes against. Jim replied that Sisters School District has chosen to have a well-rounded arts program and a wide range of offerings and it is difficult to compare with districts that do not have as much to offer. Andrew Gorayeb stated that he is very passionate about sports and the SPRD did an excellent job handling middle school sports last year. He noted that even in dire circumstances the district has not eliminated a sport. Jim reported that all OSAA sports are funded. He added that his philosophy is that all sports are equal and they are funded on a per-participant basis.
Michael stated that he thinks the district is moving in a good direction, and things must be fair and balanced with arts and athletics.

RESOLUTION APPROVING SSD BUDGET FOR 2012-2013

Glen Lasken moved and Matt Cyrus seconded that the budget committee approve the budget. The vote was unanimous in favor, 10-0.

Chris thanked the budget committee members, Jim Golden, Sandy Tartaglia and the administrators for their service. Glen thanked Chris for her talent, energy and expertise especially on the budget side. Matt Cyrus requested that we take to heart the comments Debora Wattenburg made about how great the district still is, with its class sizes, intact programs, and more days than other districts. Valerie Skelton suggested a “good news” “bad news” column in the district, including both the good news and the challenges the district faces. Andrew stated that the new brochure can help get the word out. Jeff Smith expressed appreciation for the work of the budget committee and acknowledged that it is a difficult task and a huge complex document.

ADJOURNMENT
The meeting was adjourned at 8:50 p.m.

Jeff Smith, Chairman

Mary N. Clark, Secretary
June 6, 2012 – Regular School Board Meeting

Sisters School District #6
Sisters, Oregon
Board of Directors Regular Meeting
June 6, 2012
Sisters School District Administration Building

ATTENDEES:
Board: Christine Jones, Glen Lasken, Cheryl Stewart, Andrew Gorayeb, Don Hedrick
Superintendent: Jim Golden
Administrators: Joe Hosang, Barbara Kamrath
Supervisors: Sandy Tartaglia, Leland Bliss, Todd Pilch, Angi Gardinier
Student Rep: Nicky Blumm
Press: Ben Botkin; The Bulletin, John Griffith; The Nugget

CALL TO ORDER / FLAG SALUTE
Board chair Christine Jones called the meeting to order at 7:00 p.m. Boy Scout Troop 139 led the flag salute.

ADDITIONS OR REVISIONS TO AGENDA/ADOPTION OF AGENDA
A resolution to transfer funds was added to the agenda. The revised agenda was approved unanimously.

RECOGNITION OF SERVICE: GLEN LASKEN
Glen Lasken was recognized for his thirteen years of service on the school board. Chris Jones shared fond memories of Glen and his accomplishments, and in particular expressed gratitude for his expertise in the area of bargaining and his teamwork during difficult times. Merry Ann Moore and Jeff Smith also spoke of Glen’s many contributions and his deep dedication to the work of the board.

PRESENTATION OF GIFT HONORING DIANE JACOBSEN
Cory Stengel of Boy Scout Troop 139 presented a photograph of Diane Jacobsen to honor her years of service to the school district and to the Boy Scouts. The picture shows Diane Jacobsen dressed in the style of the Oregon Trail days. It will be hung in the elementary school.

PRESENTATION BY OREGON COMMUNITY SCHOOLS FOUNDATION – Dan Saraceno
Dan Saraceno reported that the Community Schools Initiative began two years ago and supports education through collaboration, partnerships, and the leveraging of dollars. Accomplishments include (1) summer school programs, (2) after school programs at the middle and elementary schools which have reduced the number of failing students, and (3) middle school community dinners which are well attended. A new health clinic will be built near the high school. Dan added that without the Community Schools Grant, the ASPIRE program would be gone. The grant will also provide a behavioral specialist at the high school next year.

Jessica Kerr of the Oregon Community Foundation presented the grant award for the third and final year, stating that the Sisters community’s accomplishments are truly remarkable. The Oregon Community
Foundation provides grants and scholarships throughout the state. Jessica explained that the Sisters Community Schools Initiative is funded by the volunteer-driven Regional Action Initiative.

Jessica Kerr provided some figures: More than 6,000 people took part in Community Schools events and 160 students are enrolled in the after school academic program. Innovative community partnerships have been developed and the Sisters School District has successfully engaged the Hispanic community. Mental health services are being provided. Jessica expressed confidence that the Community Schools Initiative will continue forward after the grant funding ends.

OPEN PUBLIC HEARING /COMMUNITY COMMENTS
Dave Marlow, Sisters
Dave Marlow stated that he was pleased with attendance at last night’s meeting for parents, and people offered to volunteer which he noted will be useful to the district with minimal financial impact.

SUPERINTENDENT REPORT
1. Enrollment Report (Tab D)
Jim Golden reported that enrollment has remained steady and flat.

2. IEE Trip
Jim reported on his participation in the IEE trip over Memorial Day weekend. He emphasized the value of the experience and noted the maturity, focus and caring demonstrated by the students involved.

3. Little Cloverdale Preschool Update
Jim stated that the building needs repair and he offered the preschool use of the elementary school modular next year.

4. District Wellness Program
Jim reported that earlier in the year the board indicated a desire to explore a more comprehensive approach to wellness. Jim distributed a statement reflecting his approach to a more holistic definition of wellness. He stated that if the board approves, he can meet with elementary and PE teachers regarding implementation. Cheryl noted that some students need help due to under-eating and perhaps the wording could be changed to “eating disorders.” Chris and Andrew Gorayeb expressed support of Jim’s statement. Cheryl suggested that students get involved and Jim asked Nicky Blumm to take the statement to the high school leadership council for review.

5. District Transportation Policy
Jim and Leland and Angi Gardinier developed a statement about use of the Type 20 buses. Two Type 20 buses will be bought so coaches can drive to sporting events. Jim emphasized that safety is paramount and Angi will help train the coaches who will drive. Type 20 buses will also be used for the Camp Sherman and Black Butte bus routes and for field trips. Sandy Tartaglia reported that the district is getting bids and a resolution to purchase buses will come later.

Cheryl asked for updates on the ODE relief letter and on last night’s parent meeting. Jim replied that he spoke with ODE and was told to submit a letter and ODE will consider the request. Jim reported that over 100 people attended last night’s open forum to talk with the superintendent and school board about their questions and concerns. He added that there was a vocal group supporting business and grieving the loss
of the program. Another concern was the potential loss of Heather Johnson’s medical class. Jim reported that he is exploring partnerships with other organizations, and some individuals volunteered to teach an entrepreneurship class at the high school. Other people commented on the loss of counseling and mental health support. Jim told people that there really are no good decisions at this point, and he has to look at the district holistically, K-12, plus athletics and co-curricular and entitlement programs such as ELL and special education.

CLOSE PUBLIC HEARING
Chris Jones declared the public hearing closed.

1. Resolution
   - Resolution to Adopt Budget, Make Appropriations, Categorize and Levy Taxes
     Don Hedrick and Chris Jones commended Jim and Sandy for their work on the budget. Chris stated that while she will vote to approve the budget, it makes her extremely nervous due to the lack of reserves.

     Glen Lasken moved and Andrew Gorayeb seconded that the board approve Resolution #FY 11-12-03 to Adopt the Budget, Make Appropriations, Categorize and Levy Taxes. The vote was unanimous in favor, 5-0, and the motion carried.

BOARD REPORTS AND DISCUSSION

1. Adopt 2012-13 School Calendar
   Chris stated that the calendar adoption will be done with full recognition that it could change depending on the outcome of union negotiations. Jim reported that the calendar committee worked to create as many full weeks as possible. Some detail work remains to be done regarding parent conferences. The board discussed eighth grade promotion and whether a ceremony is really necessary or if a celebratory field day would be better. Glen stated that the promotion does mean something to the students. Cheryl noted that the message for kids should be that every day in school is valuable and there are ways of celebrating the end of 8th grade other than turning it into a mini-high school graduation. Don Hedrick stated that he thinks 8th grade graduation is not a good use of time. Jim will ask Mark Stewart for input from his staff and bring the information back to the board.

     Don Hedrick moved and Andrew Gorayeb seconded that the board adopt the 2012-13 school calendar as presented. The vote was 5-0 in favor, and the motion carried.

2. Local Option
   Chris stated that Local Option is a discussion item at this point. The question is whether the board wants it, and if so, when. Chris reported that the current levy is 75 cents per thousand, and it could be raised a bit but not much. Glen stated that we should go for Local Option because we need it, and should ask for the same rate as before. He believes the district will have a better chance of prevailing next spring, with a positive focused campaign. If the levy is defeated in March it could be resubmitted in May. Don expressed agreement with Glen, adding that he hopes we can come up with a better way of informing voters than door-to-door canvassing.

   Jim added that he agrees with Glen about the same rate, and he would prefer to go out in November so the district will know what it has. He noted that spring is a very busy time and would like to get the levy vote out of the way. Chris stated that she is inclined to favor November, and if the levy does not pass there will be time to come up with a thoughtful plan and communicate the implications to the public. Cheryl
expressed concern that the November voter turnout will be large and people will vote “no” on any tax. She is inclined to want a spring vote when there will be less noise and the supportive voters will turn out. Glen stated that if it is the board’s will to go out in November, planning must start now.

Considerable board discussion followed. Andrew stated that the board must carefully and clearly explain where the district spends its money in a way that is understandable by the voters. We must also state where the district will be without the Local Option funds so people will fully understand what the vote means. Glen emphasized the need to focus on the positive and what the district offers. Jim noted that if we tell the happy story in November it will contrast with the negativity occurring in other elections.

Don questioned whether the board will be able to get the message out in November with all the other things going on. Chris reiterated that planning needs to begin soon because it will take a lot of work. Jim stated that the staff knows how critical Local Option is to the district’s mission. Chris stated that there is nothing to lose by setting the wheels in motion, and she will get things started with a November date in mind. If needed, the subject can be discussed again at the July meeting.

**BUSINESS/FINANCE**

1. **Revenue/Expenditure Report (Tab H)** – Sandy Tartaglia

Sandy stated that budget adjustments needed to be made for reasons described in the resolution language.

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**Glen Lasken moved and Andrew Gorayeb seconded that the board approve Resolution #FY 11-12-04 General Fund Transfer of Appropriations. The vote was 5-0 in favor, and the motion carried.**

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Sandy reported that the district is within its budget. May taxes came in well, so revenue is good. Sandy explained the items in the revenue/expenditure report. Chris complimented Sandy and Jim for maintaining very tight control of the budget.

**FACILITIES**

1. **Paved Bike Path** – Leland Bliss

In 2004 the Trail Alliance built a gravel path from Tollgate to the high school. A request was made to pave the path with Deschutes National Forest funding it and the Trail Alliance maintaining it. Leland asked the board for a letter approving the paving project. Jim pointed out that bicycles tend to stay on the trail if it is paved, and Glen acknowledged the improved safety for students. Leland reiterated that there is no expense to the school district. Chris noted that board consensus is very supportive of paving the path.

2. **Disposal of Surplus** – Leland Bliss

Leland stated that the district could sell the surplus bus on Craig’s List. Angi Gardinier added that a raft company might be interested in the bus.

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**Andrew Gorayeb moved and Don Hedrick seconded that the board authorize Leland Bliss to advertise the bus for sale. The vote was 5-0 in favor, and the motion carried.**

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**PERSONNEL**

1. **Resignation, Retirement and New Hires**
   - Resignation of Justin Nicklous
   - Retirement of Mary Flande
Glen Lasken moved and Andrew Gorayeb seconded that the board approve the four personnel items listed above. The vote was 5-0 in favor, and the motion carried.

FIRST READING OF POLICIES

- EEA – Student Transportation Services
- EEAC – School Bus Safety Program
- EFA – Local Wellness Program
- IGBA – Students With Disabilities – Child Identification Procedures
- IGBA-AR – Students with Disabilities – Child Identification Procedures
- IGBAF – Special Education – Individualized Education Program (IEP)
- IGBAH – Special Education – Evaluation Procedures
- IGBAJ-AR – Special Education – Free Appropriate Public Education (FAPE)
- JFCJ – Weapons in the Schools

Chris stated that Angi informed her that on policy EEA, fourth paragraph down, remove the words “not maintained by the county”.

Chris asked about JFCJ – Weapons in Schools, noting that the principal must approve weapon replicas, even including a little weapon in a Halloween diorama, which is not a good use of the principal’s time. Chris suggested changing the word to “principal or designee” in regard to approving weapon replicas.

Chris asked about people with concealed weapons permits. Jim stated that he does not want anyone other than a police officer on district property with a weapon, concealed or not. No guns on campus.

CONSENT AGENDA (Tab K)

- May 2, 2012 board meeting minutes
- May 16, 2012 budget committee meeting minutes

Don Hedrick moved and Cheryl Stewart seconded that the board adopt the consent agenda. The vote was 5-0 in favor on the May 16 minutes, and 3-0 on the May 2 minutes with Glen Lasken and Andrew Gorayeb abstaining.

ANNOUNCEMENTS

The special board meeting will be 3-6:00 p.m. on June 25 and the executive session at 6:00 p.m. on June 27 to do superintendent evaluation. The July organizational meeting will be at 7:00 p.m. unless the time is changed to accommodate the new board member.

ADJOURNMENT

The meeting was adjourned at 9:20 p.m.
June 25, 2012 – Special School Board Meeting

Sisters School District #6
Sisters, Oregon
Board of Directors Special Meeting
June 25, 2012
Sisters School District Administration Building

ATTENDEES:
Board: Christine Jones, Glen Lasken, Cheryl Stewart, Andrew Gorayeb, Don Hedrick
School Board Candidates: Brian Cash, Justin Durham, Kay Grady, Dave Marlow, Annie Painter
Press: John Griffith; The Nugget

CALL TO ORDER
Board chair Christine Jones called the meeting to order at 3:00 p.m.

ADOPTION OF AGENDA
The meeting agenda was adopted unanimously.

INTERVIEW CANDIDATES FOR INTERIM SCHOOL BOARD POSITION
The board interviewed five candidates for the interim school board position expiring on June 30, 2013. The candidates were:
- Brian Cash
- Justin Durham
- Kay Grady
- Dave Marlow
- Annie Painter

Two votes were taken and Kay Grady was elected. Kay Grady received the most points in the first balloting and was the winner in the second runoff election.

ADJOURNMENT
The meeting was adjourned at 6:00 p.m.

Christine Jones, Board Chair
Christine Jones, Acting Secretary
ATTENDEES:
Board: Glen Lasken, Cheryl Stewart, Andrew Gorayeb, Don Hedrick
Absent: Christine Jones
Superintendent: Jim Golden
Supervisors: Leland Bliss
Press: John Griffith, The Nugget

CALL TO ORDER / FLAG SALUTE
Chairman Christine Jones, who was absent, was included in the meeting through a speaker phone. Vice-chairman Glen Lasken called the meeting to order at 6:00 p.m. and led the flag salute.

ADDITIONS OR REVISIONS TO AGENDA/ADOPTION OF AGENDA
Leland Bliss added a capital project definition form for SMS heating plant upgrades. The revised agenda was unanimously approved, 4-0.

CAPITAL PROJECT DEFINITION FORM
- SMS Heating Plant Upgrades
Leland Bliss presented two capital project definition forms, one for replacing the non-functioning boiler and one for replacing both boilers at the middle school. The difference in cost is $35,000. Leland reported that one contractor proposed putting in an additional boiler at a cost of $35,000 more in order to avoid more costs later. The second boiler would replace the current functioning one. Leland provided definition forms for both choices, and reported that there is sufficient money in the Lundgren Mill fund to cover the $335,000 cost of the two-boiler option. After some discussion the board agreed that it is best to get the two boilers.

Don Hedrick moved and Cheryl Stewart seconded that the board approve Capital Project Definition Form #32612 SMS Heating Plant Upgrades at $335,000. The vote was unanimous in favor, 4-0, and the motion carried.

APPROVAL OF CERTIFIED CONTRACT
Jim Golden stated that he felt good about the certified contract negotiations. There is no COLA and no insurance cap increase, there is a reduction of four work days, and the steps for 12 and 13 have been deferred indefinitely. Teachers were due an increase of a step and a half, but agreed to one-half of a step. Jim stated that if things are dramatically better next year, he would be willing to look at the contract
again. He added that this contract was fair considering all the unknowns, and it was overwhelmingly approved by the teachers.

Glen Lasken agreed that there can be further discussion if “blue sky” appears down the road. He noted that teachers recognized that times are tough. Cheryl wanted to be certain that nothing is being promised down the road. Jim replied that the only nuance is the possibility that things might improve in the future. Chris emphasized that the teachers were very reasonable in understanding the district’s financial situation and she expressed appreciation for the good work done by the teachers’ association.

Andrew Gorayeb moved and Don Hedrick seconded that the board approve the tentative agreement with the certified association. The vote was 4-0 in favor, and the motion carried.

APPROVAL OF 2012-13 CALENDAR
Glen reported that the calendar has a two week spring break because of required furlough days. Jim added that the goal is to have full weeks of school, and a two-week spring break used the furlough days all at once. The teachers were OK with it. Glen noted that parents want full weeks of school, and this year’s two-week break is an anomaly.

Cheryl asked why the district didn’t end school a week early instead, and Jim explained that the second half of the school year has far fewer breaks than the first half and teachers take more sick days and personal days during the second half of the year. Jim’s expectation is that a longer spring break will even things out more. In addition, a longer summer break is difficult for the at-risk students.

Cheryl noted that in the past the board spent a long and painful time discussing the issue of the two-week spring break, and there were some very compelling reasons for going to one week. She stated that the district needs to inform people why spring break is two weeks long. She also recommended that the district connect with SPRD to minimize hardship on families regarding child care. Don reported that he prefers a one-week break, but supports the calendar.

Cheryl Stewart moved and Don Hedrick seconded that the board approve the 2012-2013 school calendar. The vote was 4-0, and the motion carried.

DECLARE IN EXECUTIVE SESSION
Glen declared the meeting in executive session according to ORS 192.660(2)(d) – Labor Negotiator Consultation and OPRS 192.660(2)(i) – Superintendent Evaluation

ADJOURN EXECUTIVE SESSION
The executive session was adjourned at 8:45 p.m.

ADJOURNMENT
The public session was adjourned at 8:45 p.m.
Minutes

ATTENDEES:
Board: Don Hedrick, Cheryl Stewart, Andrew Gorayeb, Kay Grady
Absent: Christine Jones
Superintendent: Jim Golden
Supervisors: Sandy Tartaglia, Leland Bliss, Angi Gardinier
Student Representative: Nicky Blumm
Press: John Griffith, The Nugget

CALL TO ORDER / FLAG SALUTE/
Superintendent Jim Golden called the meeting to order at 7:00 p.m. and led the flag salute.

SWEARING IN OF NEW BOARD MEMBER
Jim Golden swore in the newly appointed school board member Kay Grady.

ADDITIONS TO THE AGENDA/ADOPTION OF AGENDA
Don Hedrick added (1) surplus disposal form, (2) resignation of Christine Jones, and (3) discussion of vacated position. Andrew Gorayeb added a painting project. Cheryl Stewart asked to remove approval of the superintendent’s contract extension which is included in the consent agenda. Jim Golden asked that student fees be moved to the August board meeting. The revised agenda was adopted unanimously, 4-0.

COMMUNITY COMMENTS
There were no community comments.

ELECTION OF 2012-13 OFFICERS
Andrew Gorayeb nominated Don Hedrick for board chair and Cheryl Stewart seconded the nomination. There were no other nominations and no discussion. Don Hedrick was unanimously elected, 4-0. Andrew Gorayeb nominated Cheryl Stewart for vice chair and Don Hedrick seconded the nomination. There were no other nominations and Cheryl Stewart was unanimously elected, 4-0.

APPOINTMENT OF STANDING COMMITTEES
1. Facilities and Master Planning – Andrew Gorayeb and Don Hedrick
2. Bargaining – Andrew Gorayeb and Kay Grady
3. Student Achievement / Student Improvement – Cheryl Stewart and Don Hedrick
4. Sisters Schools Foundation – Cheryl Stewart
BOARD MEETING CALENDAR (Tab C)
Don Hedrick stated that he would prefer not have a December 19 board meeting because it is so close to Christmas. Cheryl cautioned that we may be in the midst of Local Option and need the meeting. Don agreed to leave it as is for now. Andrew recommended that the April 3 meeting be removed since it is in the middle of spring break. The April 3 meeting was removed from the calendar.

ANNUAL ORGANIZATIONAL APPOINTMENTS
- Clerk: Jim Golden
- Business Manager: Sandy Tartaglia
- Budget Officer: Jim Golden
- Official Auditor: Dick Donaca, CPA
- Depository of School Funds: Bank of the Cascades
- Local Government Investment Pool, BOTC Investment Pool
- Business Insurance Broker: Mike McGowan, The Insurance Mart
- Bond Counsel: Ann Sherman, Hawkins, Delafield & Wood, LLP
- Authorized Representative for Application for Federal Funds: Sandy Tartaglia, Jim Golden
- Authorized Representative to Engage in Contracts: Board Chair, Vice-Chair, Designated Board Rep., Jim Golden or Sandy Tartaglia
- Contract Review Board: Board will serve as Contract Review Board
- Official Legal Representative: John Witty, Greg Colvin and Shawn Swisher, Attorneys, HDES

Jim asked Sandy Tartaglia and Leland Bliss to have policies at the August meeting showing the rules for the contract review board and the frequency of RFPs. He reported that the district cannot refinance the FFCO bond. He added that due to shared services, the district has inexpensive legal counsel on retainer.

**Andrew Gorayeb moved and Kay Grady seconded that the board approve annual organizational appointments as presented. The vote was unanimous in favor, 4-0. The motion carried.**

DISPOSAL OF SURPLUS
Leland Bliss asked the board to approve disposal of the 1999 Bluebird Bus 5 which is surplus. Angi Gardinier estimated the value of the bus as around $4,000.

**Kay Grady moved and Cheryl Stewart seconded that the board approve the request to dispose of the 1999 Bluebird school bus. The vote unanimous in favor, 4-0. The motion carried.**

PAINTING PROJECT
Leland reported that the kitchen service area needs to be painted. He asked board members to volunteer to paint the kitchen before school starts. Leland will email potential dates.

APPROVE TRANSPORTATION FEE SCHEDULE (Tab G-2)
Jim reported that this is the third year straight of heavy budget cuts. Andrew Gorayeb and Christine Jones took a rational look at additional ways to save money. Sandy explained that transportation costs are based
on last year’s costs, and she did not include depreciation from the state school fund formula because that is not a cost. Sandy divided the drivers’ salaries and associated costs by the number of hours they work. The remainder of the cost is divided by the number of miles.

Cheryl asked about the impact of these charges. Jim responded that no action will be taken on this tonight, but the board should act in August. Jim recommended that transportation be subsidized until the board figures out the sports fundraising. The important thing is to determine how much athletics costs and how much the district is funding it. Angi reported that 28,000 athletic miles were driven in 2011-2012. Maintenance of fields is another athletic cost the district provides.

Cheryl asked to see an application of this policy to real life situations such as a swim team trip. Andrew asked how much athletics reimbursed the district for bus drivers. Jim stated that he and Angi and Sandy will create a few scenarios such as a team’s trip to Madras, a trip to Burns, and a trip to the valley and the cost of each. These figures will be sent by email a few days before the August meeting.

**BUSINESS/FINANCE/FACILITIES**

1. Distribution of Adopted 2012-13 Budget
Sandy Tartaglia distributed the adopted 2012-13 budget to all board members.

4. Approve 2012-2013 Mileage Rate (Tab G-3)

| Cheryl Stewart moved and Andrew Gorayeb seconded that the Board approve the 2012-2013 mileage rate of $.50 per mile. The vote was unanimous in favor, 4-0. The motion carried. |

5. Substitute Teacher Salary Rate for 2011-2012 (Tab G-4)

| Kay Grady moved and Cheryl Stewart seconded that the board approve the substitute teacher salary rate as presented. The vote was unanimous in favor, 4-0. |

**ANNUAL RE-ADOPTION OF BOARD POLICY DFA – INVESTMENT OF FUNDS** - (TAB M)
Sandy stated that she reviewed the policy and there are no changes from last year. Cheryl requested that the policy heading show the year in which there were several changes to the policy

| Andrew Gorayeb moved and Cheryl Stewart seconded that the board readopt policy DFA – Investment of Funds with the year that changes were made noted in the heading. The vote was unanimous in favor, 4-0. The motion carried. |

7. Local Option Discussion
Don Hedrick asked Kay Grady to be the board representative on the Local Option and she agreed. Don reiterated the importance of Local Option, noting that a political action committee needs to be set up. Jim reported that he and Chris discussed Local Option and Steve Swisher indicated that it was worth going for in November. Jim recommended going in November because the district could always try again in the spring. Cheryl noted that it was apparent at the last meeting that the board had not decided about the date. She stated that compelling arguments have been made against November and expressed concern as to what to do if Local Option fails in November, adding that the district has residents currently
in great economic distress. Don reported that he spoke with Brian Witt, the previous Local Option chair, who recommended March in order to avoid fallout from the November presidential election.

Jim stated that with Kay Grady new on the board and the sudden loss of Chris Jones, he is less inclined to favor November. Don observed that the board needs time to think it over. Kay reported that through conversations with friends, she heard some say that Local Option would be good news on the November ballot. Cheryl feared that voter turnout will be high in November with many voters not well informed on the issues. They may automatically vote against a tax. Andrew agreed that it would be difficult in November. Cheryl asked Nicky Blumm for his opinion, and Nicky responded that many young people don’t care about politics and many are not well informed.

Don asked for individual preferences regarding when to put Local Option on the ballot.

- Kay: not much time to get a committee up and running for November.
- Cheryl: wants to avoid the November election.
- Jim: questioned whether he could devote effort in November while getting the new athletic director oriented. Favors March.
- Andrew: need to inform the public of the benefits and consequences of their votes.

The board consensus was to go for Local Option in March, 2013.

**PERSONNEL (Tab J)**

1. Resignation of Christine Palmer

Jim Golden reported that the resignation was sudden and unexpected, but there are some good candidates for the position. Cheryl observed that our special education program has experienced some disruption with a mid-year resignation and she is worried about continuity of the special education program.

Kay Grady moved and Andrew Gorayeb seconded that the board accept the resignation of Christine Palmer. The vote was unanimous in favor, 4-0. The motion carried.

2. Resignation of Christine Jones

Don Hedrick read aloud Christine Jones’s letter of resignation. He stated that in his 34 years in education he has never seen a board member work harder and do more for students than Christine Jones. Kay Grady added that Chris was a compelling reason why she stepped forward to serve on the board.

Don Hedrick moved and Kay Grady seconded that the board accept the resignation of Christine Jones. The vote was 4-0 in favor, and the motion carried.

Don reported that options for filling the board seat include the candidates for the last vacancy. Notice could be put in the newspaper again. Cheryl stated that since the board recently went through the process, it can legitimately use its candidate pool. Andrew noted that there might be community members who would step up to fill Chris’s position. He added that he is not advocating for one position or the other, but doesn’t know which way to go. Jim stated that Chris’s position would be a one year appointment. Don expressed confidence in the candidates and would like to get someone on board for the August meeting.

Don asked the board to vote and he passed out ballots. Board members are to put a 1 by their first choice and 2 by their second choice. The vote was as follows:
Don Hedrick: 1 – Justin Durham, 2 – Brian Cash
Cheryl Stewart: 1 – Justin Durham, 2 – Brian Cash
Andrew Gorayeb: 1 – Justin Durham, 2 – Annie Painter
Kay Grady: 1 – Brian Cash, 2 – Justin Durham

Justin Durham was elected. Jim and Don will inform Justin Durham of his appointment tomorrow morning. Andrew Gorayeb left the meeting at 8:30 p.m.

CONSENT AGENDA: (Tab K)
- June 06, 2012 Regular Board Meeting
- June 27, 2012 Special Board Meeting
- Superintendent Evaluation

Cheryl Stewart moved and Kay Grady seconded that the board approve the consent agenda. The vote was unanimous in favor, 3-0, and the motion carried. Andrew Gorayeb was absent.

SECOND READING OF POLICY
- EEA – Student Transportation Services
- EEAC – School Bus Safety Program
- EFA – Local Wellness Program
- IGBA – Students With Disabilities – Child Identification Program
- IGBAF – Special Education – Individualized Education Program (IEP)
- IGBAH – Special Education – Evaluation Procedures
- JFCJ – Weapons in the Schools

Cheryl stated that JFCJ needs some revision. She noted that Jim expressed a strong desire for no weapons on school district property for any reason except law enforcement. Cheryl and Jim will rewrite the policy to reflect that. Cheryl stated that the EFA wellness policy has a lot of prescriptive actions such as forming committees, and there may be a more efficient way. Cheryl asked Nicky if the ASG had any thoughts on the policy. Nicky reported that the last ASG meeting was cancelled, and he will bring it up at the next meeting for student input. Cheryl stated that policy may not be ready for final reading until November.

Cheryl Stewart moved and Kay Grady seconded that the board adopt policies EEA, EEAC, IGBA, and IGBAF as presented. The vote was 3-0 in favor. Andrew Gorayeb was absent.

ANNOUNCEMENTS

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>08-01-12</td>
<td>Regular School Board Meeting</td>
<td>6:00 p.m.</td>
<td>District Office</td>
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<tr>
<td>08-29-12</td>
<td>School Board Work Session:</td>
<td>3:00 p.m.</td>
<td>District Office</td>
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ADJOURNMENT
The meeting was adjourned at 8:48 p.m.

Don Hedrick, Chairman  Mary N. Clark, Secretary
Sisters School District #6  
Sisters, Oregon  
Board of Directors Regular Meeting  
August 1, 2012  
Sisters School District Administration Building

ATTENDEES:  
Board: Don Hedrick, Cheryl Stewart, Andrew Gorayeb, Justin Durham  
Absent: Kay Grady  
Superintendent: Jim Golden  
Administrators: Joseph Hosang, Barbara Kamrath  
Supervisors: Leland Bliss, Sandy Tartaglia, Todd Pilch, Tim Roth  

CALL TO ORDER / FLAG SALUTE  
Don Hedrick called the meeting to order and led the flag salute.

SWEARING IN OF NEW BOARD DIRECTOR  
Chairman Don Hedrick swore in the newly appointed board director Justin Durham.

ADDITIONS OR REVISIONS TO AGENDA/ADOPTION OF AGENDA  
Jim Golden added a retirement and a resignation. Leland Bliss added surplus. Cheryl Stewart asked that transportation rates and student fees be discussion items. The revised agenda was adopted 4-0.

COMMUNITY COMMENTS  
There was no comment from the community.

BOARD REPORTS AND DISCUSSION  
1. OSBA Board/Superintendent Training  
Cheryl Stewart recommended an OSBA board/superintendent training session and suggested some dates in August. After some discussion, it was agreed to look for a date in early September.

2. 2012-2013 Board/Superintendent Goals  
Cheryl drafted some high level objectives based on previous board discussions. She asked the board to discuss them and recommended some committee work on them in the near future.

3. Superintendent Contract Update  
Don stated that he and Jim Golden met regarding Jim’s contract extension and it will be discussed at the August 29 board meeting.

4. Approve Mission/Vision Statement (Tab C)  
Cheryl recommended removal of specific numerical items. She pointed out one change on the second page under “Where we’re Headed” adding the STEM (science, technology, engineering and math)
program. Justin Durham asked about English and writing, and Cheryl noted that STEM does not take away from core subjects; it looks more at where the jobs are. There was some discussion about what the document should reflect in terms of direction and Cheryl recommended sharing ideas at the next meeting.

SUPERINTENDENT REPORT

1. Dashboard Update
Jim reported that Sisters Elementary has been designated as a model elementary school, one of twenty in the state. He noted that SES spent much time examining data, and the continuous improvement culture has paid off. Cheryl added that the elementary school went full steam ahead, with very good results.

2. ODE Response to Payment Deferral Letter
Jim reported that the board directed him to write to the ODE asking for a deferment of the payment. He has not yet heard back from the ODE. Jim then introduced Tim Roth, the new athletic director.

BUSINESS/FINANCE

1. Approve Transportation Fee Schedule (Tab G)
Sandy Tartaglia explained the transportation fee schedule which is helpful in understanding the cost of athletic trips. Sandy and Angi Gardinier determined the total cost to the district of various trips. The chart compared the actual cost to the district with what was paid by the sports. Discussion and questions followed. Cheryl asked if the board is ready to take action tonight or if Tim Roth should have some time to think about the information. Don agreed that Tim Roth should have time to digest the information before the board takes action. Andrew asked what the district can afford to underwrite for athletic transportation and if the district do the same this year as last year. Sandy stated that it is in the budget.

Cheryl suggested that the administration develop a one-year plan between now and August 29 which can be changed next year if needed. Angi stated that a formula must be determined because costs change each year. Cheryl proposed that the decision be delegated to Jim Golden and others, and the board consensus was to do that. Jim replied that he could notify the board by the middle of the month.

2. Approve Student Fees (Tab G)
Jim reported that no changes were made to student fees and fees are consistent with those of other districts. Justin argued for raising the fee to help with transportation costs, and Don stated that in this economic climate he is hesitant to raise fees on students. Cheryl added that we want students in sports and extracurricular activities and many people will simply not ask for scholarships.

Cheryl Stewart moved and Andrew Gorayeb seconded that the board approve the 2012-2013 student fees as presented. The vote was 4-0 in favor and the motion carried.

3. Revenue/Expenditure Report (Tab H) – Sandy Tartaglia
Sandy stated that this report is for the end of the year and is not final. Taxes came in higher and local revenue is up due to facility use and transportation fees, etc. Expenditures are within appropriations.

4. Resolution for Bus Purchase (Tab H)

Andrew Gorayeb moved and Justin Durham seconded that the board approve Resolution #FY 12-13-01 as presented. The vote was 4-0 in favor and the motion carried.
FACILITIES

1. Surplus
Leland Bliss presented a list of surplus and outdated items for disposal.

Don Hedrick moved and Justin Durham seconded that the items be declared surplus. The vote was 4-0 in favor and the motion carried.

2. Rules for Local Contract Review Board/RFP Frequency – Leland Bliss
Leland Bliss reported that the board must approve are collective bargaining and service contracts. The superintendent can sign construction contracts. Leland stated that the local contact review board can take all the ORS’s that govern procurement and the board can set its own rules as long as they are more restrictive than what the law requires. Leland added that the board must upgrade policies after the attorney general makes changes on the state level. Purchases over $5,000 require three bids. Leland provided information to answer the board’s questions previously asked.

1. Middle School Boiler Update – (Tab I)
Leland reported that he will provide project summary reports monthly for the board’s information. He reported that the new boilers have arrived, and all hot water valves on the second floor have been changed out. Work has been done inside the air handlers. A leak was discovered in the second boiler that we were relying on, Leland reported. Don noted that the board made the right decision to get two boilers. Jim added that the board, being good fiscal managers, made a good move which in retrospect was even better because if the second boiler had blown it would be an emergency situation. Don Hedrick thanked Leland for all the work he has done on the boiler project. Leland showed some photographs of the project and provided further explanation.

3. Pest Management Plan Approval (Tab I)
Leland explained that the state mandated this as an unfunded law which all schools must adopt and it is required that the board approve the Pest Management Plan. Leland stated that SDS has already been implementing pest management. The board asked questions about the plan. Leland stated that administratively there is a lot of work involved in this plan.

Andrew Gorayeb moved and Cheryl Stewart seconded that the board approve the Integrated Pest Management Plan. The vote was 4-0 in favor and the motion carried.

PERSONNEL

1. Resignation of Megan Schoenecker
2. Retirement of Barbara Kamrath
Barbara Kamrath is retiring from PERS and she is willing to work to December 2013 if needed. Megan Schoenecker took another job in Bend.

Cheryl Stewart moved and Justin Durham seconded that the board approve the resignation of Megan Schoenecker and the retirement of Barbara Kamrath. The vote was 4-0 in favor and the motion carried.
CONSENT AGENDA  (Tab K)
- June 25, 2012 board meeting minutes
- July 11, 2012 board meeting minutes

Andrew Gorayeb moved and Cheryl Stewart seconded that the board adopt the consent agenda. The vote was 3-0 in favor, with Justin Durham abstaining, and the motion carried.

ANNOUNCEMENTS
Jim Golden requested a brief executive session (3:00 -3:15 p.m.) before the August 29 work session on goal setting.

ADJOURNMENT
The meeting was adjourned at 8:44 p.m.

________________________
Don Hedrick, Chairman

________________________
Mary N. Clark, Secretary
Sisters School District #6  
Sisters, Oregon  
Board of Directors Workshop Meeting  
August 29, 2012  
Sisters School District Administration Building

ATTENDEES:  
Board: Don Hedrick, Cheryl Stewart, Andrew Gorayeb, Justin Durham, Kay Grady  
Absent: None  
Superintendent: Jim Golden  
Administrators: Joseph Hosang, Barbara Kamrath, Mark Stewart  
Supervisors: Tim Roth  
Press: John Griffith, The Nugget

CALL TO ORDER / FLAG SALUTE  
Don Hedrick called the meeting to order and led the Pledge of Allegiance.

ANNOUNCEMENTS  
Jim Golden requested a brief executive session (3:00 -3:15 p.m.) before the August 29 work session on classified bargaining.

Immediately following the flag salute the Don called the Executive Session to order at 3:03 pm in accordance with ORS 192-660(2)(d) .

The Executive Session was adjourned at 3:33 pm.

The Board Workshop was called to order at 3:34 pm.

Don requested that Public Comments be added to the beginning and Announcements to the end of the Agenda. Jim would like to add the new revenue forecast and the SMS boiler to the Superintendent Report.

COMMUNITY COMMENTS  
Don opened the meeting for public comments; there were none.

APPROVE TRANSPORTATION FEE SCHEDULE - TAB F1  
Jim directed the board to the Transportation Fee Schedule that has been amended since the previous Board Meeting. Jim recommended the district maintain the $2.10 cost per mile when school buses are used. He noted that the district pays 2/3 of the cost and sports would pay 1/3 of the cost. Groups will also have access to the smaller buses; Jim recommended the district charge $1.00 per mile. Coaches or trained volunteers will be allowed to drive the smaller buses. Jim would like to see the fees apply to
everything that has to do with Sisters kids whether Club or OSAA sport. Jim stressed that people need adequate notice of any changes in fees to give them time to adjust to the change.

Cheryl recommended that there be an opportunity to discuss charging the same amount to all organizations even if they are not associated with the district. She wanted to make sure all our policies and practices were consistent. Andrew pointed out that under the Community School Initiative any student activities that take place between the hours of 3 & 6 pm they are not charged. The board agreed to approve this recommendation with the exception of the rate for non school entities; this will be discussed at a later meeting.

Jim anticipates Leland will have the total costs per sport by the Sept. 26th Board Workshop or October 3rd Board Meeting. At that time a policy decision can be made. The state reimburses the district 70% of the costs for co-curricular / education based transportation uses. Discussion took place where the board may reassess the facility charges for non-school related activities and sports that include our students at a later time.

Cheryl Stewart moved and Justin Durham seconded the Board approve the Transportation Fee Schedule as submitted with the addition of $1.00 per mile for the smaller buses. The vote was unanimous. The motion carried.

SUPERINTENDENT CONTRACT UPDATE – TAB P
Don mentioned all questions relating the contract were answered in the Executive Session. This is a three year contract.

Andrew Gorayeb moved and Kay Grady seconded the Board approve the Superintendent Contract as submitted. The vote was unanimous. The motion carried.

BOARD REPORTS
Don gave a brief overview of his tour with the Made In Sisters Tour that was arranged by Mac Hay. The tour gave Don better knowledge of what takes place in the businesses around town. His concern is that if we are uninformed with what happens in businesses they are most likely uninformed with what happens in the schools. With this being a Local Option year it is critical that the community is informed with what is happening in the schools.

Andrew said the “marketing” pamphlet on the district should be ready in the next two weeks and ready to hand out. Andrew noted that local businesses paid for the cost of printing and it is not coming from district funds.

John Griffith, reporter with the Nugget, stated that the common bond with the Sisters companies is that they looked at the schools before relocating their businesses to Sisters.

Cheryl shared her experience on the Grand Opening of the Skate Park. She noted that it was student led, student driven and will be student used. She paid tribute to Dan O’Neal who guided the students through the hurdles and difficulties which in turn gave the kids an amazing education through the process. She also commended the district for opening up the school to the families who have recently lost loved ones.
Jim applauded Leland, the maintenance and custodial crew as they were the crucial piece in preparing the building for the events.

**RECOMMENDATION FOR HIRE – TAB U**

Jim brought the board’s attention to the current new employees that are up for board approval. He explained that due to the uncertainty of enrollment numbers there are times when the district hires employees as temporary allowing the district more flexibility with the positions.

Kay Grady moved and Cheryl Stewart seconded the Board approve the hire of Rob Corrigan, Leah Soloff and Suzette Hayes as permanent 1.0 FTE employees as well as the hire of Katie Parsons; temporary 1.0 FTE employee and Scott Duggan; temporary .75 FTE employee. The vote was unanimous. The motion carried.

**SPRD/ATHLETIC UPDATE – TAB F2**

Tim Roth, the new Director of Co-Curricular addressed the board on athletic updates. Tim mentioned that he is working on getting fundraisers set in place such as Bingo night three times a year. Tim will be working on getting business as well as corporate sponsorships.

The board briefly talked about Pay-to-Play fees and if there should be different fees for different sports depending on the equipment needs. The board would like to revisit this discussion at a later date and asks that Jim bring some recommendations to them.

Discussion took place regarding students satisfying the OSAA requirements in order to be eligible to play in competitions. All paperwork must be signed, physical complete, waivers signed and fees paid. Currently 11% of the registered students are not in compliance. Andrew suggested the board look at the Wellness Policy at the October 24 Board Workshop. Cheryl suggested Tim work with a committee regarding language in a policy that he would like the board to review for approval.

Andrew feels there should be a policy in place setting up those requirements which will also back up SPRD.

**GOAL SETTING AND MISSION/VISION STATEMENT – TAB 01/02**

Cheryl reviewed the Vision Statement with the board noting the change on the 4th bullet “Emphasize and support the importance of co-curricular participation in the education of our students.” Kay will review the document and have it ready for approval at the next regular board meeting.

Using the drafted board goals, Jim walked the board through the corresponding superintendent goals. Each goal was discussed and it was agreed that additional work was necessary to finalize the document. Cheryl and Kay agreed to meet with Jim to finalize the annual goal document; it will be ready for approval at the next regular board meeting.

**ANNOUNCEMENTS**

Regular Board Meeting ~ Sept. 12 at 7 pm
OSBA Training ~ Sept. 14, 1 – 5 pm @ District Office
School Board Work Session ~ Sept. 26 @ 7 pm. The topic of discussion will be sports.

Regular Board Meeting ~ Oct. 3 at 7 pm

Kay noted that the Bulletin reported an incorrect date for the district’s Open House. The Bulletin stated Sept. 30 and in fact it is Aug. 30. Kay will call the Bulletin and make a correction.

**ADJOURNMENT**

The meeting was adjourned at 8:44 p.m.

___________________________________            ________________________________________

Don Hedrick, Chairman                        Terri L. Brown, Secretary
ATTNDEES:
Board: Don Hedrick, Cheryl Stewart, Justin Durham, Kay Grady
Absent: Andrew Gorayeb
Superintendent: Jim Golden
Administrators: Joseph Hosang, Barbara Kamrath, Mark Stewart
Supervisors: Sandy Tartaglia, Leland Bliss, Angi Gardinier
Student Rep: Nicky Blumm
Co-Curricular: Tim Roth
Press: John Griffith, The Nugget

CALL TO ORDER / FLAG SALUTE
Don Hedrick called the meeting to order at 7:02 pm and led the Pledge of Allegiance.

ADDITIONS OR REVISIONS TO AGENDA
Jim stated he will update the board about (1) the Radio Station, (2) the current status with ODE regarding deferring payment, (3) staff resignation and (4) sub position at the elementary school. He noted that Revenue Expenditure Report will be postponed until the October meeting. Don would like to discuss the OSBA Regional Meetings during Board Reports.

ADOPTION OF AGENDA
Kay Grady moved and Justin Durham seconded the board approve the Agenda with the noted revisions. The vote was unanimous in favor 4-0 and the motion carried. Andrew Gorayeb was absent.

COMMUNITY COMMENTS/INPUT
There were no community comments.

BOARD REPORTS AND DISCUSSION
Committee Appointments –
Sisters School Foundation – Cheryl Stewart
Bargaining Committee – Kay Grady & Andrew Gorayeb
Facilities Committee – Don Hedrick & Andrew Gorayeb
Achievement Compacts – Don Hedrick & Cheryl Stewart
Sisters Community Leaders Committee – Don Hedrick & Justin Durham
Local Option Committee – All board members; Kay Grady will lead the committee
OSBA Board/Superintendent Training –  
The OSBA Fall Regional Meetings are scheduled for October 4th; Don, Kay and Jim will represent Sisters School District.

2012-13 Board/Superintendent Goals –  
Jim thanked Cheryl and Kay for their hard work on this topic. Cheryl indicated that this important document will provide a plan and guidance on the strategic work of the district for this year.

Approve Mission/Vision Statement  
After making some formatting changes and changes to the identification of the centers of excellence, Cheryl indicated that this revised statement should be ready for approval and adoption.

SUPERINTENDENT REPORT  
Radio Station Update  
Jim brought the board up to date on the status of the low frequency radio station and the feasibility of keeping it at the high school but having a satellite at the Sisters Art Works building who offered to give space for that purpose. This station would fit in with the Disaster Preparedness as well as functions happening within the schools and town. Getting the station up and running could cost in the range of $25,000-$30,000. Jim will continue to gather information and report back to the board by the end of the year.

Weed Pulling  
Eric Porter at the city is setting in place a partnership with the school district ways to get rid of noxious weeds. This program allows students to work with business owners to clear their weeds and in turn the business gives a donation to that sports program. This would serve as a fundraiser for sports to the tune of approximately $20,000.

Test Scores – Tab D  
Jim handed out the 2011-2012 test score graphs and showed a short video. Test scores will be the topic of discussion at the workshop meeting on Sept. 26.

ODE response to payment deferral letter  
Jim spoke with Rob Saxon, Deputy Superintendent to Public Instruction who stated his team was looking into this request. They are reviewing the OAR to see if they can give the district an extension. There are
3 years left on the payment and Jim has requested that be extended to 6 years therefore decreasing the cost by 50%. This extension would allow about $50,000 to put toward teachers, athletics or areas in need of additional funding.

**Entrepreneurs Class**
Jim met with business owners in Sisters who would like to organize a entrepreneur class third trimester at the high school. These classes would be at no cost to the district. The kick off meeting is set for Sept. 25 at Five Pines.

**Discipline**
The board indicated they would like to review and discuss needed changes to the district’s current discipline policies. Jim distributed the student handbooks from each of the schools. The board has asked the administrators to review current policies and bring suggestions to the board of changes that could be made to become more aligned with the district’s vision.

**China Exchange**
Jim reported that he is one of ten administrators in the state to serve on the US China Administrator Exchange. He explained the details of that exchange program. The idea behind this is to create a student exchange with China.

**BUSINESS / FINANCE**

**Revenue & Expenditure Report** –
Sandy will report at a later date.

**Board Checks List** –
The board reviewed the checks that the district has written for the month.

**FACILITIES**

**Boiler Summary** –
Leland gave an update on the boilers. They are installed, running well and have been inspected by the state boiler inspector. The factory representative came out and did the initial start up. Currently they are well under the budgeted amount; the district expects to save approximately $25,000 this year in heating costs.

**CONSENT AGENDA**

**August 1, 2012 Regular Board Minutes** –
Kay Grady moved and Cheryl Stewart seconded the board approve the August 1, 2012 regular board minutes as submitted. The vote was unanimous in favor 4-0, the motion carried.

**August 29, 2012 Board Workshop Minutes** –
Cheryl requested removing the August 29th minutes until the October board meeting.

**ANNOUNCEMENTS**
1. OSBA Training is at 1 pm on Friday, Sept. 14
2. Board Work Session times have been moved to 3:30 pm to accommodate the staff and superintendents schedules.

3. The District Dashboard and Co-Curricular will be the topics of discussion at the work session on Sept. 26.

ADJOURNMENT

The meeting was adjourned at 8:30 p.m.

Don Hedrick, Chairman

Terri L. Brown, Secretary
Sisters School District #6
Sisters, Oregon
Board of Directors Workshop Meeting
September 26, 2012
Sisters School District Administration Building

ATTENDEES:
Board: Don Hedrick, Justin Durham, Kay Grady, Andrew Gorayeb
Absent: Andrew Gorayeb
Superintendent: Jim Golden
Administrators: Mark Stewart, Barbara Kamrath
Supervisors: Leland Bliss
Co-Curricular: Tim Roth
Press: John Griffith, The Nugget

CALL TO ORDER / FLAG SALUTE
Don Hedrick called the meeting to order and led the Pledge of Allegiance at 3:30 pm.

FIRE & SMOKE UPDATE
Jim reported he and Leland have been in close contact with the fire officials. They have communicated on a constant basis with the schools regarding toxic smoke levels in the air. The three schools have kept their students inside throughout the day as long as the levels were hazardous. Some sports practices were transported to outlying districts to enable students to continue their practices. Jim applauded Leland for his skilled work keeping the buildings as smoke free as possible.

ENROLLMENT ~ (Tab D-1)
Jim stated that attendance rates did drop on Thursday and Friday due to parents traveling outside of Central Oregon to find clean air. Rose stated that attendance weighs in when Yearly Report Cards are calculated so she will be talking to ODE to request they allow us a week or two waiver during September.

FACILITY DONATION
ESI owners, Bennie and Julie Benson donated Hepa Filters to the district; they are being installed in each building.

BOARD MEETING RESCHEDULED
Jim noted that the December Regular Board Meeting is being rescheduled from Wednesday, Dec. 5th to Tuesday, Dec. 4th. Jim will be out of town at a law conference and funding coalition on the 5th.

ACHIEVEMENT COMPACT
Per request from Rudy Crew, OIEB Chief Executive Education Officer, the district will rewrite the Achievement Compact; the district was extremely conservative when they initially wrote it. Per the law
Jim will be choosing three members of the certified union and one member of the classified union to form the Advisory Board. The board will review the document and when it is completed, give suggestions at the necessary time.

**ENTREPRENEUR CLASS**
Jim, Joe, SHS staff, and local community members are still developing an Entrepreneur class elective for the third trimester. There are several business owners who have offered to teach during this time. This class will enable students to develop an entrepreneur business by the end of the trimester.

**TEMPORARY TEACHING STAFF**
Jim pointed out that enrollment has increased in a few areas at the elementary and middle school causing the district to hire temporary teaching staff to keep class sizes at a manageable number. More specifics will be addressed at the Oct. 3rd Regular Board Meeting.

**SISTERS TRAIL UPDATE**
Sisters Trail Alliance is asking the district for support on a trail from Sisters to Black Butte; the board is in support of the trail.

**OREGON SCHOOLS ACTIVITY ASSOCIATION**
Pinky Pagano proudly displayed the 2012 Oregonian Cup Trophy which the high school was presented at their September 21st Awards Assembly. This award is given by the Oregon Schools Activity Association each year to the highest performing 1A – 6A school. She stated this award is based on a point system that is calculated from academics, activities, athletics and sportsmanship. Summit and Sisters were the only two schools in the state of Oregon that received the honor. Sisters High School earned the number one spot?

**STUDENT LEARNING TEST SCORES** ~ (Tab D-2)
Jim handed out the preliminary School District Report Cards; these will not be public until the final document is released on Oct. 11. The three schools have been rated as Outstanding; the middle school received the highest scores of the district. Jim stated that one of the District’s goals is more accessible college level courses for Sisters High School students. It is possible a student could complete at least 6 college credits prior to graduation.

Don called a 5 minute break at 4:36 pm.

The meeting was called back to order at 4:40 pm.

**DASHBOARD DISCUSSION** ~ (Tab D-3)
Jim supplied the board with the current Dashboard document. A brief discussion took place at which time Jim stated the district’s goal is to have students take more college classes. He would like to see students obtain at least 6 credits prior to graduation.

**ACHIEVEMENT COMPACTS INVOLVEMENT** ~ (Tab D-4)
Jim explained how the ACI program works. The board will review the work but will not serve as committee members.
CO-CURRICULAR COSTS ~ (Tab F)
Tim Roth explained the SHS Athletics forecasting document he compiled with the help of Sandy, Leland and Andrew Gorayeb. Tim will be working on creating an expenditure & revenue report for each specific sport. Once this is complete the district may choose to revisit each sport’s pay-to-play fee. The board asked Tim to bring athletic policy change recommendations to the work session in April or May 2013.

PERSONNEL ~ (Tab J)
Jim noted that Speech Pathologist, Bonnie Straub, has submitted her letter of resignation. Bonnie accepted a position with Bend LaPine School District. He stated Speech Pathologists are difficult to find so Bonnie will continue with the district until a qualified person is hired.

ANNOUNCEMENTS
• Work Sessions will now meet at 3:30 pm each month
• OSBA Training ~ Oct. 5, 12-4 pm at District Office
• Regular Board Meeting ~ Oct. 3 at 7 pm
• The December Regular Board Meeting has been changed from Wednesday, Dec. 5 to Tuesday, Dec. 4.
• OSBA Regional Meeting in Redmond, Tuesday, Dec. 4 at 5:30 pm.

Kay commended the district for their communications efforts notifying staff with the Pole Creek Fire updates.

ADJOURNMENT
The meeting was adjourned at 5:10 p.m.

Justin Durham moved and Cheryl Stewart seconded the Board approve Bonnie Straub’s resignation. The vote was unanimous 4-0; Andrew as absent. The motion carried.

Don Hedrick, Chairman

Terri L Brown, Secretary
Sisters School District #6  
Sisters, Oregon  
Board of Directors Regular Meeting  
October 3, 2012  
Sisters School District Administration Building

ATTENDEES:  
Board: Don Hedrick, Cheryl Stewart, Kay Grady  
Absent: Justin Durham, Andrew Gorayeb  
Superintendent: Jim Golden  
Administrators: Joseph Hosang, Barbara Kamrath, Mark Stewart  
Supervisors: Sandy Tartaglia, Leland Bliss, Angi Gardinier, Todd Pilch  
Student Rep: Nicky Blumm  
Co-Curricular: Tim Roth  
Press: John Griffith, The Nugget

CALL TO ORDER / FLAG SALUTE  
Don Hedrick called the meeting to order at 6:58 pm and led the Pledge of Allegiance.

ADDITIONS OR REVISIONS TO AGENDA  
There were no additions to the agenda.

ADOPTION OF AGENDA  
Don Hedrick moved and Kay Grady seconded the board approve the Oct. 3, 2012 Agenda as submitted. The vote was unanimous in favor 3-0, the motion carried. Andrew & Justin were absent.

COMMUNITY COMMENTS/INPUT  
There were no community comments.

FAN REPORT  
Theresa Slavoksky and Dawn Cooper, FAN Advocates for Sisters role played as client and advocate enabling the board to witness the types of typical interaction they have with clients. Dawn stated that in the last quarter FAN has served 272 clients, an increase by 20 from last year. FAN provides program resources for clients ranging from food, medical and dental needs, school supplies, rental and utility assistance, winter clothing & boots donated by patrons through Columbia Outerwear as well as firewood for heating. No family leaves the office empty handed.

COMMUNITY SCHOOLS REPORT - (Tab F)  
Dan Saraceno, Rob Meeter, Kirk Albertson and Anne Heath shared how the Community Schools Initiative Program helps our middle to low income students in the district. Dan shared that CSI has
formed partnerships with many organizations throughout the community. Each partnership provides a service, an item or something families need just like FAN. CSI is at the end of their 3 year cycle and is in need of finding new funding sources to continue the program in the 2013-14 school year. Rob noted that after much planning the Wednesday morning Enrichment Program began today at the middle school. The program brought in 250 students today and will take place every other week.

The SMART Program begins this month at the elementary school. Kirk oversees the afterschool Homework Program at the elementary level. Currently there are about 30 students attending with several adult and high school helpers available to students.

Dan pointed out that these programs are attempting to fill the voids created after loss of vital staff members through budget cuts. He noted the Aspire Program, Deschutes County Mental Health Services, School to Work Program, and several other agencies have stepped up to help many students.

Anne explained SPRD’s budget breakdown. She feels comfortable with the budget this year but stated that they are looking at how they will fund next year. She stated the Community Schools Program takes about $150,000 to fund. Dan indicated he would like the board to consider partnering with CSI. Don expressed his concern but noted with the declining enrollment and the increase in PERS payouts funds will be tight. However, the board will absolutely consider where they can help. The board expressed their appreciation of what the members of CSI do on behalf of our students. Jim stated that due to numerous local partnerships and the great work of the CSI staff our schools continue to be great despite the painful budget cuts.

**BOARD REPORTS AND DISCUSSION**

**OSBA Board / Superintendent Training**

Joe Wherle will be leading the training on Friday, Oct. 5 at noon.

**OSBA Regional Meeting**

Kay, Justin and Don will be attending the Regional Meeting in Redmond. Jim will also attend this which begins with dinner at 5:30 pm.

**Local Option Update**

Kay indicated she, Jim and Chris Jones will meet on Friday to address finding a chair person for the committee as well as formulating a timeline for the project. They will conduct research on other communities who have Local Option on the ballot for November to discern what they are doing and what their message is to their communities.

**SUPERINTENDENT REPORT**

**Enrollment ~ (Tab D)**

Jim shared with the board how funding works with the State of Oregon. He stated enrollment is above our projected numbers however, it is still at a decline. Jim is confident that growth will take place in 2014-15.

**OEIB Advisory Committee**

Jim stated a teacher from each building will serve on this committee. Clara Hughes is the elementary school representative. Mark Stewart and Joe Hosang will appoint a staff representative from their...
building in the near future. There will be one para-professional staff member from the district appointed to the committee.

**ODE Update to payment deferral letter**

Rob Saxon from Oregon Department of Education will be in the district on Oct. 22. Jim shared that ODE denied the extension on the re-payment. Jim would like the board’s approval to pursue this further with Rob Saxon. Don asked Jim to research if other districts have been successful with deferment. Cheryl requested Jim ask the debt be forgiven due to the increase in PERS cost to the district.

**Radio Station Update**

Jim shared he has been working with a group of committee members as well as the Sisters Folk Festival director to explore the idea of partnering with the district to restart and expand the Radio Station to become more of a community asset. Jim is also working with a few other community members who have radio experience and could work in the capacity of Radio Station Manager. Students could work with specific programming. Cost to get the station up and running could be in the neighborhood of $30,000. Jim anticipates it could be up and running for the 2013-14 school year if personnel and funding are in place.

**Cloverdale Pre-School**

Cloverdale Pre-School is sharing space with Sisters Elementary School. This is working well for both the pre-school and the elementary school. There are 10-12 four year olds attending the pre-school.

**China Exchange**

Mr. Zhang, a visiting school principal from China, will be in the district on Saturday, Oct. 27. Jim invited the board to attend a meeting with Mr. Zhang on Oct. 30 at Sisters High School from 3:30 – 5:30 pm followed by a meal. Mr. Zhang will present how education in China is different. The goal of the program is to eventually set up an exchange with Chinese students. Jim will be traveling to China during Spring Break in March 2013.

**BUSINESS / FINANCE**

**Revenue & Expenditure Report** – (Tab H-1)

Sandy addressed the board regarding the revenue report as of Sept. 30, 2012. The district is currently in the positive by about $300,000. She stated the ending fund balance helped to balance the budget out. Jim noted that because of the positive balance the district did not have to take out a TANS loan this year to make payroll while waiting for property taxes to be deposited in November.

**PERS Rates** – (Tab H-2)

PERS rates have increased 4.20% which increases the district portion of PERS by almost $208,000.

**District Audit**

Sandy stated the preliminary audit is under way. Procedures and policy are looked at during this time. The auditors will issue a report soon and the remainder of the audit will then begin. The audit is due to ODE by the end of December.

**FACILITIES**

**Boiler Summary** – (Tab I-1)
Leland reported that the boiler project is basically complete. The boiler is up and running, the controls are working well and the water samples look good. Leland stated the final thing to do is get the final reports from the balancers. He noted the project will definitely come in under budget. Don thanked Leland for his great work on the project.

**Surplus Property** – (Tab 1-2)

Leland requested the board approve the white bus acquired in Dec. of 1999 be approved as surplus. The bus has come to the end of its life. Delivery of the new bus should be the third week in October.

Leland also stated there are nine boxes of old English books that are not serviceable. He would like to make them available to book sellers.

Cheryl Stewart moved and Kay Grady seconded the board approve disposal of the white bus and the English books. The vote was unanimous in favor 3-0, the motion carried. Andrew & Justin were absent.

**CONSENT AGENDA**

- August 29, 2012 Board Work Session Minutes ~ (Tab K)
- September 12, 2012 Regular Board Minutes ~ (Tab K)

Cheryl Stewart moved and Kay Grady seconded the board approve the August 29, 2012 Board Work Session Minutes and the Sept. 12, 2012 Regular Board Minutes as submitted. The vote was unanimous in favor 3-0, the motion carried.

**ANNOUNCEMENTS**

- OSBA Training is 12-4 pm on Friday, October 5 at the District Office
- Board Work Session is Oct. 24; the Music and Arts department will present at that time.
- Math department will present during the November Work Session
- Regular Board Meeting is Nov. 7
- OSBA Annual Convention is Nov. 8-11

**ADJOURNMENT**

The meeting was adjourned at 8:24 p.m.

Don Hedrick, Chairman

Terri L. Brown, Secretary
Sisters School District #6  
Sisters, Oregon  
Board of Directors Workshop Meeting  
October 24, 2012  
Sisters School District Administration Building  

ATTENDEES:  
Board: Don Hedrick, Justin Durham, Kay Grady, Andrew Gorayeb  
Absent: Cheryl Stewart  
Superintendent: Jim Golden  
Administrators: Joe Hosang, Barbara Kamrath  
Supervisors: Leland Bliss, Sandy Tartaglia, Todd Pilch  
Co-Curricular: Tim Roth  
Press: John Griffith, The Nugget

CALL TO ORDER / FLAG SALUTE  
Don Hedrick called the meeting to order and led the Pledge of Allegiance at 3:30 pm.

STAFF DEVELOPMENT PROGRESS – Tab B-1  
Dan Jamison, vice-president of the Chalkboard Project commended the Board, the staff and students for their achievements. He stated that Sisters School District’s academic growth rates very high in the state of Oregon. Tillamook, Sherwood, Salem and South Linn are following Sisters lead. Out of 23 Districts, Chalkboard works with, they see accelerated academic growth in 20 out of the 23; two are holding steady and 1 is declining.

ART PRESENTATION  
Carolyn Platt and Bethany Gunnarson presented an overview of the Art curriculum in the middle and high schools. The criteria for art is to create, present, critique and perform. Carolyn’s concern is that Art is deemed less important than the core subjects and is then subjected to cuts and diminished scheduling. Carolyn stated that Art, Speech and Music used to be on a 12 week rotation at the middle school but currently it is not. Jim will be working with the middle school regarding scheduling in the future.

Nov. 14 is the Benefits for the Arts in the Sisters High School Commons from 7 – 9 pm which is a fundraiser for the Arts and Senior Center. Bethany has large concerns relating to scheduling at the high school especially for students in their junior year. An SHS student’s art work was shown on the side of a building in New York during the Scholastic Art Show last year.

Don stated that the District is trying their best to create a full spectrum schedule for students.

MUSIC DEPARTMENT PRESENTATION ~ Tab B-2  
Band Program-HS & MS  
Leah Morgan handed out the Calendar of Events for the Music Departments at the high school and middle school. The Band Department developed the Outlaw Pep Band that includes 15-17 students.
Leah stated a marching band has also been created and implemented in just 3 weeks with practices taking place after school. The Pep Band will march and play in the Homecoming Parade on Oct. 27. The concert band class has grown from 8 to 24 students over the course of 2 months. Seventeen students are in Jazz Band.

Scheduling consistency remains a concern. It’s hard to maintain quality of instruction and performance with gaps in student contact time.

**Choir Program – HS & MS**

Rick Johnson shared the Choir program with the Board. He guarantees he can teach any student or adult to sing. Rick gave kudos to Julie Cash who volunteers her time to play the piano for all the Choir classes each day. The high school offers Concert and Jazz Choir. Jazz Choir is by audition only. Rick stated that the last two years the Jazz Choir has been approached to sing for a national commercial for the University of South Carolina. This can be seen at [http://www.youtube.com/watch?v=h5RrLEHtzH4](http://www.youtube.com/watch?v=h5RrLEHtzH4).

Thursday, Nov. 8 is the Veterans Day Assembly at 11:15 am or 7 pm. The high school choir will be performing in the Tribute to Andrew Lloyd Webber on Nov. 14 at the Tower Theatre. The choir program partners with Sisters Starry Nights. Rick would like to see the students perform in vocal contest as well as purchase an acoustical shell for the choir program but funding is an issue. Andrew indicated that he knows of sixteen foundations that offer grants for choir programs; Rick will talk further with Andrew.

The choir program, like other arts and sports programs, depends on fundraising due to budget cuts last year.

**Music Program - ES**

Donna Marshall, Sisters Elementary School Music teacher, began teaching music at Sisters Elementary School last year. She feels her job is to lay the foundation to prepare students for middle & high school music. She works with students on singing and tuning, naming notes on the treble clef, recognizing music symbols, performing rhythm exercises, identifying instruments by sound and timbre symbols and using hand signs. This past summer she attended a certification program at Portland State University which included the philosophy of teaching fundamental elements to elementary school students. She thanked the District for supporting her. In addition to music, Donna also teaches a 1st grade reading class for two hrs a day.

**AMERICANA PRESENTATION ~ Tab B-3**

Brad Tisdel, director of Sisters Folk Festival stated there is a lot to celebrate with the Americana Project. He commended the work of each of the schools music and band programs. His concern, like many teachers, is how to maintain the growth of the program. He indicated the Sisters Folk Festival has invested about $23,000 in the schools to date. The Americana Program holds a class every day at the high school. In the past there have been two classes offered each day, but the music/band program has chosen to streamline and build a larger program for the schools. Brad noted salaries paid to Kit Stafford and Bill McDonald are paid through the Folk Festival. My Own Two Hands is an annual fundraiser for the Folk Festival. The Folk Festival will be donating ukuleles to the elementary school in the near future.

Rick Johnson shared that the high school Americana Class is learning to write and perform songs. This happens daily and encompasses all degrees of skills. Rick does have concerns indicating the program could use additional adult staffing who have the technical expertise for performances and/or assemblies.

Like other faculty, a challenge Brad sees is students are getting music only every three days because of scheduling and staffing challenges.
Brad stated the sound systems in the schools need work. He would like the Board to allow the music staff to look at the equipment, research the cost to bring it to better working order and present it to the District. Jim indicated there could be some funds with the tax rebate that the District recently received. Brad shared that the programs have the capability of recording songs and music with a local recording studio.

**GUITAR/UKULELE PRESENTATION**

Tony Cosby and Bill McDonald briefed the Board about the Woodworking Program at the high school. Tony explained that students make bowls, chairs, Adirondack chairs and other items that require the use of their math skills. Through designing students work out angles, lines and algebraic expressions. Tony stated they also teach Project Lead the Way, which is a nationally known organization. The District has five teachers who have completed a two year training program enabling them to teach the program. This program excites students as they learn to draft, engineer and design projects. The woodworking classes have helped build six houses for Habitat for Humanity over the years. One of those houses was shipped to Mississippi after Hurricane Katrina.

Bill MacDonald said he started the Ukulele building program three years ago. Bill has donated ukuleles to the Americana Program over the last two years. Some sold for $4200 and $4900. He explained the program started from a grant received from the Oregon Education Foundation.

Tony stated that the program would not be happening if it was not for Bill and Brad. David Perkins, who teaches Chinese at the high school has also been a great help with the program. Students are able to experience internships at Breedlove Guitar, Swiss Mountain Log Homes, Earth Wood Timber Frame Homes, Beacham’s Clock Shop and Habitat for Humanity. A thank you to Mark Thompson, Bill MacDonald, Kerry Bott, Andy Schwartz, Rick Judy, Don Oliver and Stephen Larimore for their many volunteer hours and experience they have given to the students. The program has produced two guitars a year to be sold at My Own Two Hands raising an estimated $10,000. The class enrolls 12-15 students a year with no cost to the school District.

**ANNOUNCEMENTS**

- Regular Board Meeting ~ Nov. 7 @ 7:00 pm
- OSBA National Convention in Portland ~ Nov. 8 – 11
- Board Work Session ~ Nov. 14 @ 3:30 pm

**ADJOURNMENT**

The meeting was adjourned at 5:58 p.m.

_________________________________________  ________________________________
Don Hedrick, Chairman                Terri L Brown, Secretary
Sisters School District #6  
Sisters, Oregon  
Board of Directors Regular Meeting  
November 7, 2012  
Sisters School District Administration Building

ATTENDEES:  
Board: Don Hedrick, Cheryl Stewart, Kay Grady, Justin Durham, Andrew Gorayeb  
Absent: All present  
Superintendent: Jim Golden  
Administrators: Joseph Hosang, Barbara Kamrath, Mark Stewart  
Supervisors: Leland Bliss, Angi Gardinier, Todd Pilch  
Absent: Sandy Tartaglia, Leland Bliss  
Student Rep: Nicky Blumm  
Co-Curricular: Tim Roth  
Press: John Griffith, The Nugget

CALL TO ORDER / FLAG SALUTE  
Don Hedrick called the meeting to order at 7:00 pm and led the Pledge of Allegiance.

ADDITIONS OR REVISIONS TO AGENDA  
Add - Wellness document to be discussed at Dec. Board meeting.  
Add - Update on radio program and sports program.  
Add - Classified contract approval – Jim to report  
OSBA - deleted from agenda  
OSEA training – deleted from agenda

ADOPTION OF AGENDA  
Andrew Gorayeb moved and Cheryl Stewart seconded the Board approve the Nov. 7, 2012 Agenda with noted additions and revisions. The vote was unanimous in favor 5-0,

COMMUNITY COMMENTS/INPUT  
There were no community comments.

FALL SPORTS CONCUSSION UPDATE  
John Barrass (JB), a sports trainer funded by a grant from St. Charles Foundation, reported that last year there were approximately fifteen concussions reported and this year only three. Girls’ soccer, boys’ soccer and football each reported one per sport this season. Tim Roth, JB and Trish Roy will work together to create a District policy on concussion management and present it to the Board in the spring. Next week the basketball teams will learn about concussion baseline testing.

CENTER FOUNDATION REPORT  
Carol Stiles was not in attendance as anticipated for this report.
BOARD REPORTS AND DISCUSSION

OSBA Board / Superintendent Training - moved to strike from agenda per Board chair.
OSBA Regional Meeting- moved to strike from agenda per Board chair.

Local Option Update ~ Tab C

After much research on Local Option practices Kay suggested the Board move the Local Option renewal from a four year to a five year voting cycle. She stated that twenty five other school District ask voters to approve Local Option in their communities. Of those twenty five all but six use a five year cycle with Sisters being one of the six. Kay contacted Greg Kramer at Oregon Department of Revenue to find out if there were any restrictions that would not allow the Board to make a motion to change the District’s Local Option renewal request from four year to a five year voting cycle. She also asked if particular language would need to be called out on the ballot. Greg sent Kay documentation and the code relating to that request, so the board could make the 5-year change with confidence.

Winter Lewis accepted the position of co-leading the Local Option campaign with Kay Grady. They will move forward with setting up a bank account and P.A.C. Kay handed out the timeline for Local Option. She stated the Local Option Committee is looking outside the box for campaign strategies. Local Option will go to the community for a vote on March 12, 2013. The District has $10,000 set aside to pay for the filing of the ballot, which Kay noted is legal for a District to do. She reiterated that Jim Golden can educate voters on the positives and negatives of Local Option to the District as well as encourage them to vote. He cannot tell them how to vote. District staff and Board members can advocate for the election but not during their working time. Cheryl expressed her concern that voters may be less likely to vote for a five year request. Andrew noted that if the District stays within the cycle of other elections the cost is less to the District. However, he stated the cost is doable.

Kay Grady moved and Andrew Gorayeb seconded the Board approve Sisters School District move the Local Option renewal tax request from taxpayers from a four year cycle to a five year cycle beginning March 2013.

Discussion continued prior to the Board taking a vote.

The vote was unanimous in favor 5-0, the motion carried.

Foundation ~ Targeted Donations

Cheryl attended the most recent Sisters Schools Foundation (SSF) meeting. She noted the by-laws do not permit money from the Foundation’s general fund to pay for salaries. Cheryl explained that recently there have been a few interest groups who have wanted to support certain areas of education. Donations can be made to the District through the SSF which falls under the SSD Mission. Individuals can make a donation through the SSF to a specified fund for salaries. She indicated the targeted fund would be set up outside their general fund. Jim stated the SSF could target funds to a specific area and then the position would go through the normal hiring process but the Board would ultimately approve the hire. Andrew stated donations could be made through the District specifically or the SSF and both would qualify as tax deductible donations.

SUPERINTENDENT REPORT

Enrollment ~ Tab D-1

Jim stated enrollment has increased by a couple of students, but more importantly it has stabilized.
OEIB Advisory Committee ~ Tab D-2
SB290 states that teachers work with the superintendent on the Achievement Compact; the Board and community members are not part of this process. Jim brought attention to the OEIB Implementation Timeline and stated the outline gives an idea what needs to be done. By the end of January 2013 Jim should have consensus among the teachers and at that time will submit a draft to the Board. He will also work with the OEIB Advisory Committee to compile a Professional Development Calendar for next year that includes the common CORE so they will be in place for 2014-2015.

ODE Update to payment deferral letter
Jim meet with Mr. Saxton a week ago in hopes ODE would reconsider the District’s request for a deferral of payment. Jim stated that ODE has made it clear deferral of payment will not be allowed. This is the third time ODE has turned down the deferral request. Jim was told that they will not take up our request for deferral. SSD is responsible and will not be allowed deferred payment. ODE said there have been no extenuating circumstance; the District has accepted responsibility and therefore the District is required to payback the funds.

China Exchange
Jim and David Perkins are working together on writing a grant for teacher exchange between Xian, China and Sisters. The grant would pay for a teacher from China to come to our District. Jim will be traveling to Xian in March to participate in the exchange. Jim is working on setting up an exchange for students from China to come to Sisters during the summer. The visit would include interaction with our Mandarin Chinese language students and the District’s IEE students, who would take them rafting and share other outdoor and cultural activities.

Class Sizes; Staff to Student Ratio ~ Tab D-2
Jim noted that Sisters has the lowest class sizes in Central Oregon and among the lowest in the state of Oregon. He also pointed out that Sisters High School teachers are teaching 5 periods per day compared to other high schools who teach seven periods per day. The District continues to stay true to the Local Option promise by keeping class sizes small.

Radio
Jim explained that the school District will retain ownership of the radio station but operations of the station will become a shared community asset. His hope is that by partnering with the community, Sisters Folk Festival, Kathy Deggendorffer, the Round House Foundation, the City of Sisters and the Fire Department we would be able to provide safety updates, community events, sports reporting and many other things.

Classified Contracts
Jim explained that the classified staff agreed to forego an increase in their insurance cap, steps or columns in salaries as well as to decrease the maintenance staff work calendar by 20 days. The contract will however allow employees to opt out of insurance provided by the District and accept a small stipend in lieu of. The choice to opt out saves funds for the employee as well as the District. Jim stated both certified and classified unions have made difficult concessions.

Kay Grady moved and Justin Durham seconded the Board approve ratification of the Classified Union Contract. The vote was unanimous in favor 5-0, the motion carried.
Sports Update ~ Tab F
Tim Roth presented the Athletic Mission Statement for the District. This statement also included fundraising ideas for Outlaws Black and White Club Members. The high school has approximately 180 students currently participating in sports. He stated that Bank of the Cascades granted the District $2,000 to be applied toward student pay-to-play scholarships. Tim noted that all pay-to-play funds and scholarships have been collected. Andrew requested Tim be responsible for all the equipment making certain it is safe and effective for our student athletes. Tim stated he will hold coaches accountable for the safety of the equipment and their athletes. Cheryl questioned if SSD has a policy in place for outside groups utilizing our facilities in regards to insurance coverage. Jim commended Tim for doing a great job. He was ecstatic to report there have been no complaints to him this year from the community, students or coaches, thanks to Tim’s presence.

BUSINESS / FINANCE
Revenue & Expenditure Report – Tab H
Sandy was out of town at the OSBA Conference. Jim addressed the Board in her absence. Andrew had a couple questions that Jim and Todd Pilch were able to address. Don Hedrick suggested Board members contact Sandy directly with questions regarding expenditures.

CONSENT AGENDA
Sept. 26, 2012 Board Work Session Minutes ~ (Tab K)
Oct. 3, 2012 Regular Board Minutes ~ (Tab K)
Cheryl moved and Kay seconded the Board approve the Sept. 26, 2012 Board Work Session Minutes and the Oct. 3, 2012 Regular Board Minutes as submitted. The vote was unanimous in favor 4-0, the motion carried. Andrew Gorayeb abstained since he was not in attendance at the previous meeting.

ANNOUNCEMENTS
• OSBA Annual Convention is Nov. 8-11
• Board Work Session Meeting ~ Nov. 14 @ 3:30 pm
• Regular Board Meeting ~ Dec. 4th @ 7 pm (note: this is a change from Wednesday to Tuesday)
• Board Work Session Meeting ~ Dec. 19 @ 3:30 pm

ADJOURNMENT
The meeting was adjourned at 8:27 p.m.

Don Hedrick, Chairman
Terri L. Brown, Secretary
November 14, 2012 – Board Work Session Meeting

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Sisters School District #6
Sisters, Oregon
Board of Directors Workshop Meeting
November 14, 2012
Sisters School District Administration Building

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ATTENDEES:

Board: Don Hedrick, Justin Durham, Kay Grady, Andrew Gorayeb, Cheryl Stewart
Absent: All present
Superintendent: Jim Golden
Administrators: Joe Hosang, Barbara Kamrath
Absent: Mark Stewart
Supervisors: Leland Bliss
Co-Curricular: No representative present
Press: John Griffith, The Nugget

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CALL TO ORDER / FLAG SALUTE

Don Hedrick called the meeting to order and led the Pledge of Allegiance at 3:30 pm.

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MATH DEPARTMENT PRESENTATION ~ Tab B-1

Elementary School

Teachers Gretchen Lane, grades 1/2; Karen Ritchie, kindergarten, Kathy Few, grades 3/4 and Clara Hughes, grades 1/2 presented elementary math processes, successes, future ideas and their constraints as they work to implement a new math curriculum process for students. Teachers provide 60-70 minutes of instruction daily, which is an increase of 10 or 15 minutes per day from last year. Teaching staff, as well as support staff, work with students in groups as well as individually.

Gretchen explained that students complete benchmark screening three times a year at the elementary level. Staff members work with students on fact fluency which builds proficiency as student’s progress to middle school and then high school. She stated the ideal program would allow teachers to identify student’s specific deficits and provide intervention instruction. Staff would need materials supporting those interventions, as well as the ability to attend professional development trainings focusing on best practices. The group concluded their report by voicing that time, schedules, the dated computer lab, the need for intervention materials and the ability to provide small group instruction due to a decrease in staff are constraints they encounter on a daily basis.

Middle School- Tab B-2

Wes Estvold, 6th grade math; Norma Pledger, 5th grade math and Tim Garland, 7/8 grade math addressed the Board regarding successes, constraints and future direction for middle school math. Norma expressed that she is very proud of the high standardized test scores at the middle school. She stated the fluid movement with high level achievers and the computer software “Accelerated Math” for 7th/8th grades are
also successes used to strengthen basic math skills. Accelerated Math for 6th graders is not available due to reduction in staff. Tim also shared that the publisher’s online math program supports instruction.

Constraints middle school staff face are:
- One additional math teacher lost due to budgets
- Limited EA support
- No math lab available – 7/8 gr lab was cut this year and there is no lab for 5th or 6th grades
- Loss of time moving to a 7 period day
- Textbooks are not aligned to the Common Core

Where they would like to go in the future:
- Math Lab for 7th/8th graders … especially for lower level students
- Math Lab for 5th/6th graders … especially for lower level students
- Smaller classes
- Individual remediation
- Longer periods to teach core classes

Norma explained that 5th graders follow the Math Connects Curriculum like the elementary school and grades 6th – 8th use the Holt Curriculum.

High School ~ Tab B-3

Kristy Rawls, Sally Pillar-Taylor and Dan O’Neill shared how the Proficiency Skills Model has enabled students to master math concepts. He explained that for a student to move to the next math unit they must first master the current unit. Merry Ann Moore, community member, asked about Flip Instruction, how it works, what it solves and the benefits. Sally addressed the question stating Flip Instruction is working well with students in the advanced math classes but it’s still experiencing challenges as students adjust to this type of instructional model. They are working with Joe to improve scheduling.

Constraints and where they would like to go in the future are one in the same:
- Create more options for student placement
- Insure consistency and continuity of instruction for students
- Work to improve the daily schedule
- Continue to work with students with the Flip Instruction Model

Don called a 5 minute recess at 4:49 pm

The meeting resumed at 4:55 pm.

BIOLOGY DEPARTMENT PRESENTATION ~ Tab B-4

Rima Givot began the presentation by stating biology students collected and recorded data in the Trout Creek Conservation Area (TCCA).

Molly Boyle, Ben Johnson, Elizabeth Larson & Chelsea Shepard briefed the Board on the knowledge they gained about wildlife, plants and trees throughout this study. Focal species included Peck’s Penstemon, the White Headed Wood Pecker and the Flammulated Owl. During the study, students researched what plants live in the forest and how many of each plant there are. They identified which trees live in the TCCA, tallied the number of each and recorded their size. Finally, they collected data on
what habitat is available especially for the focal species. Snags and down wood were also studied and measured. Snags are habitat for the Flammulated Owl and the White Headed Wood Pecker. Students are concerned if there are enough snags for the animals. On the flip side, there is concern that there may be an overabundance of down wood in the forest.

Jim Golden asked about the invasion of nap weed. Studies have shown that nap weed seeds can remain dormant for 40-50 years. Biologists are uncertain from where nap weed was initially generated. Nap weed was discovered in Plot 18 next to the Reed Ranch. The recommendation for controlling nap weed is to pull it up, bag it and throw it away. Leland Bliss indicated the maintenance department will begin pulling it up around the schools this winter and again in the spring.

Rima stated the forest is a fantastic place to study and she would like to see the Trout Creek Conservation Area designated as an official student study location in the future.

**ANNOUNCEMENTS**

- Leadership group Nov. 27 for Justin and Don
- Regular Board Meeting ~ Dec. 4 @ 7:00 pm
- Board Work Session ~ Dec. 19 @ 3:30 pm

Joe Hosang shared that he has encouraged his staff to try new instructional delivery models to find out which ones benefit students best. Jim mentioned that studies show Flip Instruction is working with the high end students and students who are intrinsically motivated. Cheryl stated that over the last few years the Board has encouraged teaching staff to try new ideas without fear of failure. If you don’t try, you won’t know if it is beneficial. The Board applauds the high school staff for taking such risks.

**ADJOURNMENT**

The meeting was adjourned at 5:18 p.m.

Don Hedrick, Chairman

Terri L Brown, Secretary
MEETING MINUTES

ATTENDEES:

Board: Don Hedrick, Cheryl Stewart, Kay Grady, Justin Durham, Andrew Gorayeb
Absent: All present
Superintendent: Jim Golden
Administrators: Joseph Hosang, Barbara Kamrath, Mark Stewart
Supervisors: Leland Bliss, Angi Gardinier, Todd Pilch, Sandy Tartaglia
Absent: All Present
Student Rep: None
Co-Curricular: None
Press: John Griffith, The Nugget

CALL TO ORDER / FLAG SALUTE
Don Hedrick called the meeting to order at 7:00 pm and led the Pledge of Allegiance.

ADDITIONS OR REVISIONS TO AGENDA
Add - Renewal of Local Option to an Action
Correction – Change the date of Local Option Ballot Measure renewal to March 12, 2013 instead of March 13, 2012

ADOPTION OF AGENDA

Kay Grady moved and Cheryl Stewart seconded the Board approve the Dec. 4, 2012 Agenda with the noted addition and correction. The vote was unanimous in favor 5-0, the motion carried.

COMMUNITY COMMENTS/INPUT
There were no community comments.

CENTER FOUNDATION REPORT
Carol Stiles, Executive Director, for TCF/The Center Foundation addressed the Board. The Center Foundation is a non-profit group that provides free sports physicals for Sisters students as well as a certified trainer for sports activities. She reported that St. Charles Health Care System will be supporting and supplying continued training to JB who educates students in the district about the prevention of sports injuries. Carol shared an overview of how Sisters School District fits in with Bend LaPine School District and things the Foundation would like to accomplish in Central Oregon. TCF currently has certified athletic trainers in all four Bend/LaPine High Schools. The Foundation is proud of the platinum model that has enabled them to train other organizations on concussion prevention. Trainers see between 15 and 25 students per day in their perspective high schools.
Carol pointed out that research through TCF has enabled trainers to predict through a ‘squat test’ if students could possibly encounter lower leg injuries. She explained that over the last three years they
have been gathering data which is now being analyzed by the OSU physiology lab in Bend. By trainers
being able to predict which students may be at risk for lower leg injuries the trainers are hopeful they can
help prevent injuries in athletes.

Carol asked the Board to share with the community the gift that The Center shares with the school district
by providing this service to our students. Several ideas were suggested by Board members such as
announcing TCF services prior to each sports activity. A sign for the gym will soon be posted. There is
an existing banner by the entry gate of Reed Stadium.

BOARD REPORTS AND DISCUSSION
Renewal of Local Option Ballot Measure for 3-12-13 ~ Tab C-1
Kay updated the Board on Local Option. She shared the ballot language so it can be vetted by the
Secretary of State. Kay and Winter Lewis have conducted a number of meetings that they call Strategic
Leadership Meetings. They will have at least two more meetings within December and are anticipating
the launch date to be January 10. The committee is in process of developing a list of pro-arguments for
the ballot measure. Kay stated the committee would like to see the pro support arguments more
representative of the diversity.

Kay supplied the Board with a document the committee created showing the final ballot language. She
requested the Board review the language and then pass a motion to adopt the language. Kay also noted
that the highlighted note at the bottom of the document was for the Boards information only and would
not be submitted on the actual ballot measure. She reassured the Board that she, Winter and Jim are
working together to make sure no steps are missed. The committee would like to submit this document to
the County before the winter break.

Kay Grady moved and Cheryl Stewart seconded the Board approve the ballot language for the
March 12, 2013 Local Option renewal for a 5-year term and that upon approval turn it over to
Jim Golden for vetting with the Secretary of State.

Jim stated the reason it is turned over to the Secretary of State to review should an outside entity
challenge the language the Secretary of State would be responsible for answering the challenge not the
Sisters School District. Kay stated once the approval is received from the Secretary of State the document
will be submitted to Nancy Blankenship at the County.

Jim stated the District is allowed to absorb costs for the ballot and pamphlet but cannot advocate votes
one way or another.

The vote was unanimous in favor.

OSBA Elections ~ Tab C-2
Don brought the Boards attention to the OSBA Elections. Board members vote whether they accept or
reject Doug Nelson as a candidate for the OSBA Board of Directors as well if they agree to the OSBA
Resolution to adopt the proposed 2013 OSBA Legislative Policies and Priorities.

Don Hedrick moved and Kay Grady seconded the Board adopt the Resolution as presented by
the OSBA as well as endorse Doug Nelson as a candidate for the OSBA Board. The vote was
unanimous in favor 5-0, the motion carried.
Don asked Terri to submit the Boards vote on the OSBA website; she agreed to do so.

SUPERINTENDENT REPORT

Enrollment ~ Tab D-1
Jim pointed out enrollment is holding steady throughout the District. He stated enrollment is up by 4 students since September with the growth spurt being in the middle school since May 2012.

OEIB Advisory Committee/SB 290
Jim stated the Board authorized him to nominate staff members to the OEIB Advisory committee. The committee consists of Gail Greaney, Janice Quiros, Tiffany Tisdal, Clara Hughes, Glen Herron and Norma Pledger. The committee will build the Achievement Compact and then submit it to the Board for approval. Jim stated there is some talk about changing the Achievement Compact to reflect our District’s diversity with students and not to have it reflect that of other districts or communities where diversity is not an issue. The Board will receive a draft of the document at a meeting in April. The document needs to be Board approved by June 30, 2013.

Jim stated that as part of the new legislation the District is one of thirteen school districts in the state included in the pilot program to adopt the new requirement of SB290. He stated most of the requirements are already in place in our District. The Achievement Compact requires four domains for the to our teacher evaluation process: planning/preparation, instruction/delivery, classroom management and professional responsibility. Within those domains teachers are rated as unsatisfactory, basic, proficient or exemplary. Sisters School District currently evaluates teachers every year believing it honors the teachers and their work. Jim explained the District is ahead of the state with the evaluation process of teachers.

Jim indicated eventually every student will have the equivalent of an Individualized Education Plan (IEP). Staff in the District will meet with each student individually to evaluate their progress and create a plan for continued improvement. This will take additional time since it teachers do not currently have enough prep time to accommodate this process.

The committee will bring their pilot proposal for teacher evaluation (based on student achievement) to the Board by the end of January. The proposal will then need to be submitted to the Oregon Department of Education by Feb. 1, 2013. Sisters School District will be one of thirteen districts other school districts can look to for information when building their evaluation process.

Scheduling / School Calendar
To implement SB290, the District will need to look at ways to enable teaching staff more time with students. A schedule and calendar proposal will go before the Board for approval in May 2013. While looking at the calendar, the District will look at other conferencing models, as well as how to implement more time for teachers to collaborate. Kay voiced that she is willing participate with this committee. On January 18, there will be an all day retreat at his house with Union leaders and staff throughout the district to work up a draft calendar. The draft calendar will be given to teachers to review and bring suggestions back to the calendar committee. Jim would like to hold off having the school calendar go out to the public until after March to make sure it has been thoroughly thought out. Jim anticipates student contact time will be added to the calendar, not taken away.
Technology Needs~ Tab D-2
Jim stated that 2013 will be the first year of implementation for Common Core State Standards (CCSS) and a smarter balanced assessment. To be ready for Common Core State Standards the District has technology needs that need to be addressed. To be effective we need to have a 2:1 model meaning two students to one technology device. Textbooks are a thing of the past but to supply students with computers to meet the needs of the CCSS the buildings in the District do not have an adequate number of hotspots to handle the increase in computer users. Todd and Jim will be working together to map out where additional hotspots need to be installed in the buildings. The District will look at different ways to get a computer in the hands of each student. This could be by offering a payment plan to families for the number of years their student will be in the District to the other end of the spectrum where the District supplies each student with a notebook or iPad equivalent. Additional discussion took place about personal student notebooks being able to interface with District technology. The Board will readdress the technology needs of the District in the spring of 2013 prior to budgeting for 2014 school year.

Mental Health / Wellness ~ Tab D-3
Jim shared the language he would like the Board to consider as the Wellness Plan for the District. Jim explained that this document does not need to be adopted as a Board Policy at this point. He pointed out the District has some very high student mental health needs. Dan Saraceno is great when working with health and wellness issues. Jim and Dan were able to get grant money to fund Jen Noble from Deschutes County Mental Health. Jen works at the middle and high school buildings. Mabel Clark has also been funded through grant money. Jim used some of the insurance money from SAIF to allow Debbie Willitts to work with Barbara Kamrath at the elementary school to identify those students requiring mental health support. The District is working on an hourly contract for Tori Farr who has worked with our students in the past. Heather Johnson and Julie Patton received grants last year; those small grants are going into prevention this year. Heather and Barbara are working together to allow high school students the opportunity to come in and teach health to the elementary students. Jim also mentioned that some member of the Board have expressed the interest in the possibility of voluntary drug testing. This would require a much more comprehensive mental health policy.

PERSONNEL
Temporary Hire, Char Sundstrom 1.0 FTE for Kindergarten ~ Tab J
Jim asked the Board to approve the temporary hire of Char Sundstrom. Char has been in this position as a long-term substitute, due to high enrollment numbers in the initial two kindergarten classes at the beginning of the school year.

Andrew Gorayeb moved and Cheryl Stewart seconded the Board approve the temporary hiring of Char Sundstrom as a 1.0 kindergarten teacher. The vote was unanimous in favor 5-0, the motion carried.

FACILITIES
Disposal of Kiln at Sisters High School ~ Tab I-1
Leland requested the Board’s approval of the disposal of the kiln in the high school art room that no longer works. He stated a new kiln has been purchased to replace the non-working one.

Justin Durham moved and Kay Grady seconded the Board approve disposal of the Skutt KM-818 Kiln at the high school as requested. The vote was unanimous in favor 5-0, the motion carried.
Capitol Project Summary Report ~ Tab I-2
Leland shared the boilers came in $8,150 under budget. The Board commended Leland on the project.
Don invited the Board to the Woody Bio Mass Seminar being held at the high school on Wednesday,
December 12 from 8 – 5 pm. Don stated he was impressed with the boiler system. Leland noted how
valuable the system is to the District enabling him to oversee the temperature in all areas of the building
via the computer. The ability to oversee the heating via technology has generated cost savings for the
District.

BUSINESS / FINANCE
Revenue & Expenditure Report – Tab H
Sandy stated the bulk of the taxes have been received. Things are moving forward just as the District
anticipated and she noted the District is still operating within their budget. Sandy reported the current
ending fund balance as of November 30 is 4.3 million.

CONSENT AGENDA
October 24, 2012 Board Work Session Minutes ~ (Tab K)
November 7, 2012 Regular Board Minutes ~ (Tab K)
November 14, 2012 Board Work Session Minutes ~ (Tab K)
Kay noted that other than a few sentences in the minutes which need to be wordsmithed, without
changing the content, she is ready to approve them. She will work with Terri to make those small
corrections.
Kay Grady moved and Andrew Gorayeb seconded the Board approve the Oct. 24, 2012
Board Work Session Minutes, the Nov. 7, 2012 Regular Board Minutes and the Nov. 14,
2012 Board Work Session Minutes with the minor sentence structure changes. The vote
was unanimous in favor 4-0 for the October 24 minutes and 5-0 in favor for the Nov. 7 and
Nov. 14 minutes, the motion carried. Cheryl abstained from voting on the Oct. 24, 2012
minutes due to her absence at the meeting.

ANNOUNCEMENTS
• Board Work Session Meeting ~ Dec. 19, 2012 @ 3:30 pm
• Regular Board Meeting ~ Jan. 9, 2013 @ 7 pm
• Board Work Session Meeting ~ Jan. 23, 2013 @ 3:30 pm

ADJOURNMENT
The meeting was adjourned at 8:28 p.m.

Don Hedrick, Chairman Terri L. Brown, Secretary
ATTENDEES:
Board: Don Hedrick, Cheryl Stewart, Kay Grady, Justin Durham, Andrew Gorayeb
Absent: All present
Superintendent: Jim Golden
Administrators: Joseph Hosang, Barbara Kamrath, Mark Stewart
Supervisors:
Absent: Sandy Tartaglia, Leland Bliss, Angi Gardinier, Todd Pilch
Student Rep: Allie Spear
Co-Curricular: Tim Roth
Press: Absent

CALL TO ORDER / FLAG SALUTE
Don Hedrick called the meeting to order at 3:35 pm and led the Pledge of Allegiance.

ANNOUNCEMENTS, ADDITIONS OR REVISIONS TO THE AGENDA
Announcement – The David Perkins Grant will enable the District to have two full time Chinese teachers on board instead of one. The grant would cover salaries for 2; however, the District would need to find housing for them while they are in Sisters.
Add - Aspire Announcement
Add - School Safety Report Request

DISTRICT WEBSITE UPDATE
High Desert ESD Technology Director, Rachel Chaney, shared an overview of the changeover to the District’s new website. She explained that HDESD is changing their web based sites from School Center to Word Press, one of the largest web platforms in the world. The new website is 80% complete and they anticipate it will be 95% complete following Winter break. Rachel explained the new website will be user friendly, with easier access to information and a useful tool for getting District information out to the community about Local Option. The site will possibly have a blog page which could increase communication and highlight the positive things happening in the District. Discussions are still taking place whether the Blog will serve as a two-way conversational blog or as a site for posting announcements. Ultimately, Jim Golden will decide as it becomes a personnel and time commitment. In the future, the website will also have video link capabilities.

HUMANITIES DEPARTMENT REPORTS
Elementary School ~Joni Stengel, Char Sundstrom, Stephanie Jensen and Lori Small presented the changes that have taken place in the language arts curriculum.
Stephanie explained the purpose of RTI (Response to Intervention) and Walk to Read is to identify those children who are struggling in reading and to ensure each child receives the right instruction or intervention to be successful.

*What this means for students...*
1. All students are screened and ranked using common measures three times a year to determine eligibility.
2. Students Walk To Read in grades 1st – 4th in leveled groups
3. Each grade level has approximately 25 students who are targeted to receive additional support.

*What this means for Core Instruction...*
1. Enables clearly articulated reading blocks for each grade level in the master schedule...
2. Allows for Lexia Reading...
3. Allows for flexible instructional groups to be flexible based on student data...

Staff continually views previous, current and upcoming benchmarks for goal setting. Teachers meet every 6 weeks to access data and then use progress monitoring data when they meet with students to determine their next benchmark. Increasing Instructional Capacity and Assessment Grading are what the teachers would like to use as Professional Development Targets for teachers.

*Professional Development Targets at SES*
1. Increasing Instructional Capacity
   a. Common Core clearly articulated
   b. Alignment K-12
   c. Instructional Strategies that increase engagement
   d. Total Participation Techniques to increase attentiveness
   e. Posting Learning Targets in classrooms
   f. Linking Tier I and Tier II Meetings: Reflecting on the goals
2. Assessment and Grading
   a. Common Grade Level Grading Scales
   b. Standards/Proficiency Based Report Card
   c. Separating behavior and academics on report cards

*Concerns and Struggles*
1. More opportunities to gather enough data that guides professional development ...
2. Coaching that is related to walk through data and PD
3. Access to human resources that provide varying levels of intensity for interventions ...
4. Interventions and support in other academic areas with regards to math and writing ...
5. Adequate personnel to facilitate Walk to Read instructional levels...

*Middles School ~ Tiffany Tisdel-5th gr., Midge Rose-7th gr. Social studies/LA; Scot Buchanan -8th gr. US History/*

*Work that has been completed ...*
1. … aligned curriculum to the Common Core in both SS & LA
2. … created learning targets
3. … piloting proficiency grading
4. … developing proficiency based rubrics
5. … focusing on writing basics at all levels – spelling, grammar
6. … using critical thinking format to align with the high school model

What is working well …

1. … engagement activities
2. … collaborative team approach grades 5-8
3. … LA/SS is looking more like a humanities block
4. … proficiency period for grades 5-6 (the number of students on the D/F list has dropped since starting the pro-fish period)
5. … grades 7-8 are starting a proficiency class 2\textsuperscript{nd} trimester
6. … Literature units grades 5-8 (students are excited and engaged in the literature selections)

Current Needs

1. … time to collaborate as LA/SS team
2. … stability and continuity as a LA/SS team
3. … time to meet to determine curriculum needs
4. … computer access & upgrades to stay current with technology, standards, and student numbers
5. … contemporary literature, relevant to curriculum
6. … funds to replace worn SS texts, and/or digital sources, literature books

High School ~ Samra Spear, Bill Rexford, Paul Patton, Gail Greaney, Janice Quiros, Luke Gunnarson
Samra shared successes with the Board.

Staffing Successes

1. Staff of the humanities department are dedicated to student learning and continual professional growth.
2. Consistent communication among the members of the department aids in pinpointing student strengths and weaknesses and areas which need improvement.
3. The staff has a strong rapport with students which furthers student growth as well as aiding in tailoring curriculum and instruction to meet evolving student needs.

Curriculum/Instruction Successes

1. The high school is ahead of the curve in terms of implementing the Common Core standards.
2. The members of the humanities department have participated in professional development.
3. They are differentiating between work habits and skills in order to better analyze student performance.
4. They are moving toward assessing student when they enter SHS in terms of whether or not they are ready to engage in credit bearing curriculum.
5. They are piloting a pre-9 English course study that focuses on helping students attain the skills and work habits thin order to be on track to graduate.
6. Collaboration with other disciplines, especially in science and math, which focuses on struggling students and ways to work together across the subject areas to support the population.

Outcomes

1. Receiving informal feedback from students and parents regarding preparedness of students once they leave SHS.
2. Ahead of the curve in terms of implementing the Common Core standards, having already begun to adjust curriculum and assessment to meet the more rigorous benchmarks.

Challenges:

Staffing

1. Half the humanities teachers are new to the District
2. Not enough common prep time to analyze data, plan instruction and interventions, and work on developing evolving curriculum.
3. Not trained in teaching reading or the background to meet the needs of the increasingly educated population.

**Curriculum/Instruction**
1. Not enough individual time to work on curriculum and instruction
2. Out of date materials to meet the new requirement of the Common Core and stay current with best practices.
3. Lack of readymade materials for assessing and instructing.
4. The need for current technology to meet the needs of evolving curriculum and instruction; current computers are too cumbersome, slow and lack the effective means to track data.
5. To receive continued support from other disciplines to reinforce basic conventions, etc.

**Outcomes**
1. The need for more clarity on proficiency grading.
2. More intentional placement of students moving from the middle school to the high school allowing staff to appropriately target students who need extra support.
3. Compiling data as it is gathered into a format that is useful for guiding instruction and assisting in determining student proficiencies.

Discussion took place between the Board and the Humanities teams clarifying needs, concerns, successes and process through questions and answers. Across the departments additional time to prepare classroom curriculum is critically needed. Cheryl stated that to speed the request for needs she encourages the teams to prepare a proposal stating what they need to move forward with the task at hand.

**ASPIRE REPORT**
Cheryl invited the Board to attend a casual informational meeting organized by former Sisters High School graduate, MacLaren Gould. She is available for students and community members regarding her post high school experiences and went on to college. She will share her successes, what she would have did to prepare, what worked and what didn’t. The meeting will take place on Thursday, Dec. 20, 12:35 pm in the Aspire office at SHS.

Cheryl addressed the recent violence and threats that have hit the nation and also our District. She has requested Jim compile a comprehensive report on school safety. After a brief discussion the Board decided to have the Jan. 23 Work Session focus on School Safety. The District’s existing plan, the role of the students, teachers and administration will be addressed. The meeting will be held at 6 pm in the High School lecture/drama room.

**ANNOUNCEMENTS**
- Regular Board Meeting ~ Jan. 9, 2013 @ 7 pm
- Jim, Don & Justin to attend the Leadership Meeting at the City of Sisters on Jan. 15, 2013
- School Safety Meeting ~ Jan. 23, 2013 @ 6:00 pm … Sisters High School Lecture/Drama Room
- Board Work Session Meeting ~ Jan. 23, 2013 @ 3:30 pm
ADJOURNMENT

The meeting was adjourned at 5:33 p.m.

Don Hedrick, Chairman

Terri L. Brown, Secretary