

1.0 CALL TO ORDER/FLAG SALUTE

On February 8, 2021 Chairman Durringer called the meeting to order at approximately 6:33 p.m. in the Central Linn High School's cafeteria and via Zoom.

Members Present: Jennifer Durringer, Rebekah Schneiter, Brian Tenbusch, Parker Leigh, Randy Smith, David Karo, Tony Isom

Others Present: Brian Gardner, Celeste Van Cleave, Dena Crowell, Heidi Hermansen, Robyn Bailey, Candace Pelt, Tia Parrish, Stacey Winter, Conor Delaney, Melissa Bermel, Wanda Davidson, Jasmine Hatch, Dena Weber, Wendy Cortright, Johnna Neal, Sue Harte, Eric Wells, Lauri Archer, Kori Helget, Molly Tenbusch, Rachel McKee, Argo Family, Colton Hein, Christina Pearsall, Kylie Bockstruck, Jennifer Johnson and Jamie Derrickson

2.0 GOOD OF THE ORDER/COMMUNICATIONS

2.1 Agenda Adjustments: None

2.2 ASB Report: None

2.3 Superintendent Awards: Each month selected teachers nominate a student for the Superintendent Award. This month's award was presented to sixth graders, Colton Hein and Izzy Argo.

2.4 2019-2020 Audit Report: Conor Delaney from Pauly Rogers and Co. auditing firm, reported that Central Linn had a clean audit for 2019-2020. A clean audit is the highest rating to provide on a financial statement. One expenditure was over the appropriation, which is common and is noted in the audit report. A recommendation in the audit process is an improvement of supporting documentation of the high school student body funds.

2.5 Board Recognition: The Board was presented with personalized hooded Central Linn Cobra sweatshirts and cards from staff in appreciation for their time serving on the school board; especially during COVID-19.

2.6 Building Reports: Principal Hermansen reported half of the high school kids started in-person hybrid learning. The goal is to get all kids on campus. Bus scheduling between the high school and elementary school has been a challenge. When asked why all grades aren't in-person response was not all classrooms are large enough to accommodate required spacing protocols. The large classrooms are being utilized but still do not offer enough space to get all kids on campus. Principal Hermansen stated that she hoped today would have been the first day to have junior high back in-person but the district did not pass the State Fire Marshall inspection. Principal Hermansen is asking families for patience, the junior high building will open to in-person learning as soon as possible.

Grade snapshots are being used to create an immediate list of students whom are struggling. An updated Jr/Sr High Blueprint is located on the district website.

Principal Bailey reported that kindergarten through third grade resumed to in-person learning January 27th with the weekly addition of fifth, then sixth grade. K-3 was previously in-person so they transitioned back very well, after a long break of on-line learning. Fourth graders will be added next week. Distance learning families who wish to switch to in-person need to reach out to the school to be added to the wait list. All students, with the exception of two, were able to be added to in-person learning. PTC pie fund raiser will be held the week of February 16th. The PBIS team held virtual assemblies to recognize the good things kids are doing. Grade level teams are adding grade level bands, working with grade levels above and grade levels below to create a crosswalk of student data.

- 2.7 **Facilities/Maintenance Report:** Superintendent Gardner reported that concrete sidewalks were poured around the junior high building today. Last week, an unexpected failure with the fire alarms moved building occupancy to a later date. When the building does open, it will be allowed for occupancy but internet will be delayed. Superintendent Gardner reporting on adding additional hours to staff who wished to help with facilities cleaning to meet the rigorous COVID protocols. COVID relief funds will be used to replace the elementary library boiler with a heat pump system equipped with HEPA filters an UV lighting which will save the district approximately \$40,000 from general funds. The same heating system is being considered to replace the existing heating system in the CTE building using COVID relief funds.

Superintendent Gardner asked the Board to consider recommissioning the elementary library to the George Frasier Memorial Library in honor of former Board Member, George Frasier.

Celeste Van Cleave reported the architect will be in district tomorrow to complete the elementary seismic final walk through.

- 2.8 **Board Specialization:** Each month, select Board members will report on a board specialized area. This month, Vice-Chair Schneiter and Chair Duringer reported. Vice-Chair Schneiter reported on the district's co-curricular and extra-curricular models. The elementary had, in the past, Girls on the Run and OBOB. OBOB was cancelled due to COVID this school year. Secondary education level opportunities include; NJHS, NHS, FFA, Leadership, ASB, Band, Bluenotes, Yearbook, YoYo Club and Game Club. Currently, National Junior Honor Society is looking for a sponsor.

Chair Duringer reported on board development. Recent board development has included monthly updates on board specialties, developing a Board Operating Agreement, utilizing OSBA resources and being more strategic when holding work sessions. At the Board Retreat, which was postponed, the Board will continue its facilities work along with collaborating to update its vision and mission statement.

3.0 ACTION/BUSINESS

- 3.1 **Appoint Budget Committee Members:** Chair Duringer moved to appoint Stacy Winters to Zone 1 Budget Committee Member and Kylie Bockstruck to Zone 3 Budget Committee Member. Director Smith second the motion. Motion passed 7-0.
- 3.2 **Approve Minutes of the January Regular Board Meeting:** Director Tenbusch moved to approve the minutes of the January Regular Board Meeting, as presented. Chair Duringer second the motion. Motion passed 7-0.
- 3.3 **Approve Minutes of the January Work Session:** Director Karo made a motion to approve the minutes of the January Work Session, as presented. Director Isom second the motion. Motion passed 7-0.
- 3.4 **Staff Acknowledgements:** The Board acknowledged the retirement of Debra Glaser, effective January 10, 2021. Superintendent Gardner asked it to be added to public record that Ms. Glaser was a really special lady who will be greatly missed.
- 3.5 **Board Self Evaluation/Work Session Topic:** Chair Duringer asked the Board if they would prefer to complete the OSBA Board Evaluation online survey tool or hold a work session facilitated by an OSBA representative to review the board evaluation results for a fee. Consensus was to complete the online survey tool. If evaluation results comeback that indicates an issue, the reserved April work session will be used to review problem areas. The survey link will be emailed by the board secretary and revisited at the March Board Meeting.
- 3.6 **Rescind Superintendent Transition Plan:** Director Leigh made a motion to rescind the Superintendent Transition Plan that was adopted by the Board, March of 2020. Director Karo second the motion. Motion passed 7-0.
- 3.7 **Adopt Budget Meeting Calendar:** Chair Duringer made a motion to adopt the 2020-2021 Budget Calendar, as submitted. Vice-Chair Schneider second the motion. Motion passed 7-0.
- 3.8 **Review/Adopt Board Operating Agreement:** Director Tenbusch made a motion to adopt the Board Operating Agreement, as presented. Director Karo second the motion. Motion passed 7-0.
- 3.9 **Adopt LBL Local Plan Resolution:** Director Leigh made a motion to adopt the LBL Local Plan Resolution, as presented. Vice-Chair Duringer second the motion. Motion passed 7-0.
- 3.10 **Adopt Board Policy:** Chair Duringer made a motion to adopt Board Policies; GBL, Personal Records; GBLA, Disclosure of Information; IGBAH-AR, Special Education-Evaluation and Eligibility Procedures; JECB and JECB-AR, Admission of Non-Resident

Students; BBF, Board Member Standards of Conduct and BBAA, Individual Board member's Authority and Responsibilities, as presented. Director Karo second the motion. Motion passed 7-0.

- 3.11 **Delete Board Policy:** Director Tenbusch made a motion to deleted Board Policy LGA, Compliance with Standards and its AR, Public Appeals and Complaints about Alleged Violations of Standards. Director Leigh second the motion. Motion passed 7-0.

4.0 REPORTS

- 4.1 **Financial:** Celeste Van Cleave reported that the district has received a 'clean' audit the past 12 of 13 years of her employment. The first year required lots of clean-up from past accounting issues. The 2020-2021 revenue page is reflecting beginning fund balance from last year at \$256,000 (budgeted \$350,000) and TAP Grant payments were received. During the March Work Session, school finance will be discussed, where Mrs. Van Cleave will give background information on how the Central Linn budget is developed for anyone who wished to understand the budget process more thoroughly. While reconciling the special education special revenue fund, in an effort to balance funds, she was able to offload a director position from general fund into the special education fund.

- 4.2 **Superintendent Report:** Superintendent Gardner reporting being notified the second Elementary and Secondary School Emergency Relief (ESSER) fund for Central Linn is approximated at \$751, 000. The district has through September 2023 to use the funds. Use of funds will be indicated through the budget process. The district incurred substantial COVID related expenses and ESSER II funds will be used to help offset some of those expenses. Paying off the Chromebook four year leases will free up approximately \$50,000 a year from General Fund. The funds will be used to replace old heating systems throughout the district.

Superintendent Gardner thanked volunteers for stepping up to serve on the district's budget committee and announced that staff were offered time off as an incentive to get their COVID vaccine.

5.0 RECESS TO EXECUTIVE SESSION

Under the Authority of ORS 192.660(2)(i), to review the chief executive officer and ORS 192.660 (2)(a), to consider the employment of a public officer, employee, staff member or individual agent, Chair Durringer recessed the regular session to executive session at approximately 7:56 p.m.

6.0 RECONVENE TO REGULAR SESSION

Chair Durringer reconvened to regular session at approximately 8:43 p.m.

- 6.1 **Superintendent Contracts:** Director Karo moved to approve Brian Gardner's Superintendent Contract from March 1, 2021 through December 31, 2021; an Assistant Superintendent Contract for Candace Pelt from March 1, 2021 through December 31, 2021 and Interim Superintendent Contract for Candace Pelt from January 1, 2022 through June 30, 2022. Director Leigh second the motion. Motion passed 7-0.

7.0 ADJOURN

With no further business before the Board, Chair Duringer adjourned the meeting at approximately 8:46 p.m.

Dena Crowell, Board Secretary

Jennifer Duringer, Board Chairman

Date Approved

**Board meeting minutes approved on March 8, 2021.
Original minutes with signatures on file at the District Office.**