

**1.0 FLAG SALUTE/ROLL CALL**

On February 13, 2023 Chair Karo called the meeting to order at approximately 6:30 p.m. in the Central Linn Elementary Library and via Zoom.

**Members Present:** David Karo, Kirt Glenn, Suzy Parker, Parker Leigh, Tony Isom, Carie Simon, Jason Curtis

**Others Present:** Candace Pelt, Celeste Van Cleave, Dena Crowell, Tia Parrish, Holly Parrish, Joel Sauter, Rachel McKee, Alena Fitzmorris, Jason Hay, Conor Delaney, Deborah Branson

**2.0 GOOD OF THE ORDER/COMMUNICATIONS**

**2.1 Agenda Adjustments:** None

**2.2 ASB Report:** Alena Fitzmorris, ASB representative, reported student and staff appreciation week was held the last week of first semester. A Winter Sports Community Pep Rally was held where winter sports teams were recognized and all cheered on a student versus staff basketball game. Alena informed the Board that Winter Formal will be this week with a Fire and Ice theme.

**2.3 2021-2022 Audit Report:** Conor Delaney, Pauly Rogers and Co., reported a clean financial audit for 2021-2022, which is the best opinion that can be issued. Mr. Delaney noted that there was one instance of non-compliance with federal purchasing requirements when the district used ESSER funds to pay for capital projects. Any project that exceeds the cost of \$2,000 and uses contractors must meet prevailing wage requirements. Mr. Delaney's recommendation is to be able to provide evidence that contractors are paid prevailing wages when paid through federal grants to ensure compliance.

**2.4 LBL/ESD Resolution:** Jason Hay, LBL/ESD Assistant Superintendent, presented on the updated LBL Local Service Plan. The LBL/ESD Local Service Plan is an outline of services provided to the twelve Linn, Benton, and Lincoln districts.

**2.5 Community Partnerships:** None

**2.6 Building Report:** Joel Sauter, Elementary Principal, reported that discussions have begun on how to implement and provide staff professional development on mathematics interventions. March 9th is Elementary Literacy Night. Mr. Sauter reported that several staff members will be out in March and later in April for professional development opportunities and as a means of stress relief, Mr. Sauter informed the Board of a surprise Silly String war he orchestrated for staff after student dismissal.

**2.7 Reading Curriculum Update:** Rachel McKee, Curriculum Director, provided an update on the district's K-12 reading curriculum adoption process to the Board. She stated materials from five publishers were reviewed by staff with several teachers being able to complete a one week teaching experience. Staff have indicated a preference towards the non-fiction grades K-5 Amplify reading curriculum and the grades 6-12 Carnegie Learning reading curriculum.

**2.8 Strategic Plan Update:** Dr. Pelt provided an update to the Board on the Strategic Plan which is based on stakeholder data and establishes a direction to focus district's resources. Currently, the community is being surveyed for feedback on the draft Strategic Plan while the final Strategic Plan will be presented to the Board for adoption in March. Dr. Pelt broke down the components of the Strategic Plan; Vision Statement, Mission Statement, Values Statements, the five pillars of focus, goals and strategy examples. Annually, the Board will be provided feedback on the Strategic Plan goals and provided quarterly feedback on the Strategic Plan strategy implementations.

**2.9 Integrated Guidance Update:** Dr. Pelt reported on the district's Integrated Guidance (IG) Plan. ODE merged the six programs of High School Success, Student Investment Account, Continuous Improvement Plan, Career and Technical Education, Every Day Matters and Early Indicator and Intervention Systems into one Integrated Guidance application. Dr. Pelt reviewed IG outcomes, strategies and activities with the Board and reported that the plan includes a focus on student mental health and wellness, academic growth and achievement, and Career and Technical Education expansion.

The Board recessed for a break at 7:49 p.m. and resumed at approximately 7:56 p.m.

### **3.0 ACTION/BUSINESS**

**3.1 Approve Minutes of the January Board Meeting:** Director Leigh made a motion to approve the January Board Meeting minutes, as submitted. Director Curtis second the motion. Motion passed 7-0.

**3.2 Approve February Work Session Minutes:** Director Leigh made a motion to approve the January Board Meeting minutes, with revisions. Chair Karo second the motion. Motion passed 7-0.

**3.3 Acknowledge Staff Changes:** The Board acknowledged the hire of Thomas Bennett, Assistant Varsity Baseball Coach, and Amanda Munoz, Jr/Sr High School Department Secretary.

**3.4 Approve 2021-2022 Audit:** Celeste Van Cleave, Business Manager, informed the Board that approval of the audit report by the governing body is now a required component of the Student Investment Account. Director Leigh made a motion to approve the 2021-2022 Audit. Director Parker second the motion. Motion passed 7-0.

**3.5 Adopt 2023-2024 School Calendar:** Director Parker made a motion to approve the 2023-2024 School Calendar, with revision that Thanksgiving Break will correctly indicate November 22-24. Director Simon second the motion. Motion passed 7-0.

**3.6 Approve Integrated Guidance:** Dr. Pelt informed the Board that Board approval is required for the District Integrated Guidance Plan. After approval, the public is allowed thirty days to respond. Chair Karo made a motion to approve the Integrated Guidance, as presented. Director Leigh second the motion. Motion passed 7-0.

**3.7 Adopt LBL Resolution:** Director Leigh made a motion to approve the LBL Resolution. Director Glenn second the motion. Motion passed 7-0.

**3.8 Adopt Budget Calendar:** Chair Karo made a motion to adopt the Budget Calendar, as presented. Director Parker second the motion. Motion passed 7-0. Discussion: Director Isom asked to have each allocation explained at the budget work session.

**3.9 Approve CLEA Memorandum of Understanding:** Dr. Pelt reported that the MOU passed the first try with licensed staff. Key components of the MOU is that it renegotiates the salary schedule and includes new language on professional development. Director Leigh made a motion to approve the CLEA Memorandum of Understanding. Director Parker second the motion. Motion passed 6-0. Director Curtis abstained from vote **due to conflict of interest**.

**4.0 REPORTS**

**4.1 Financial Report:** Celeste Van Cleave informed the Board that when the district starts construction on the new AG building that ESSER federal funds will be used, thus the project will be a prevailing wage full RFP bidding project. Ms. Van Cleave announced that at the budget work session she will provide a detailed State School Fund report on how the budget is calculated and on the key components; basic budget build and what it means to the district. She also informed the Board that the district is required to provide two factor authentication by June 2024 as part of its cybersecurity liability coverage.

**4.2 Superintendent Report:** Dr. Pelt thanked Board members who participated in the Chili Cook-Off and reported that her administrative team attended Center for Educators Leadership (CEL), held in Harrisburg on Thursday. CEL has provided a networking opportunity with other district administrators to observe and provide feedback on teaching strategies. Friday, February 17th is an all-staff Wellness Day with plans of providing sessions for a ‘pick your own adventure’ while working towards staff wellness and connection.

Lastly, Dr. Pelt announced that the high school boiler is fixed much to the efforts of James Shannon and Jason Curtis, whose connection with Mayor Craven was able to track down a boiler part over the weekend. Thank you to everyone involved in keeping our students and staff warm.

**5.0 AUDIENCE COMMENTS**

None Given

**5.1 Board Chair Responses:** None

**6.0 ADJOURN**

With no further business before the Board, Chair Karo adjourned the meeting at approximately 8:15 p.m.

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Dena Crowell, Board Secretary

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David Karo, Board Chairman

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Date Approved

Board meeting minutes approved on March 13, 2023.  
Original minutes with signatures on file at the District Office.