

School Board Meeting Agenda

Oregon City School District, July 11, 2022

The School Board will meet beginning at 7:00 p.m. in the District Board Room at the Jackson Building, 1306 12th Street, Oregon City.

The meeting will be live streamed on YouTube. The link to the channel is:

<https://www.youtube.com/channel/UC9SL4SafiXqeHbdejmf1WA>

You may also choose to attend via Zoom by following this link:

<https://ocsd62.zoom.us/j/82560729288>

Regular Session Agenda:

1. CALL TO ORDER
2. ELECTION OF BOARD CHAIR AND VICE CHAIR FOR 2022-23
2223-401 Elect Chair for 2022-23
2223-402 Elect Vice Chair for 2022-23
3. RECOGNITION AND GOOD NEWS ABOUT OREGON CITY SCHOOLS
Introduce Nikki (Fowler) Tucker, CFO - Dr. Dayle Spitzer
Community Service Day: Convergint - Michael Sweeten
4. PATRON INPUT
Patrons may provide input in the following ways:
 1. Submit input electronically [here](#).
 2. Submit input via Zoom: <https://forms.gle/2RXNjpbHBWPyA6Ty9>
 3. Give input in person by following the steps below:
 - Upon arrival, fill out the patron input form with your name, district affiliation and topic you wish to speak about.
 - When it is your turn, you will be called to come up and address the Board. Please note that you will have 3 minutes to do so.
5. REPORTS
Superintendent 100 Day Plan - Dr. Dayle Spitzer
2022-23 PD Day Adjustment - Michael Sweeten
Bilingual Program & Staffing - Dr. Sara Deboy
Human Resources Update - Michael Sweeten
6. ACTION ITEMS
 - A. CONSENT AGENDA
 1. Approve Minutes of

May 25, 2022 Budget Committee
June 6, 2022 Budget Committee
June 13, 2022 Budget Committee
June 13, 2022 Board Meeting
June 27, 2022 Budget Hearing
June 27, 2022 Special Session
 2. 2223-101 Approve Added Duty Appointments for 2021-22 School Year
 3. 2223-01 Approve Licensed/Administrator Appointments for 2022-23 School Year

4. 2223-201 – 2223-220 Approve Annual Operating Resolutions for 2022-23
- B. 2223-221 Approval of Contracts in Excess of \$150,000 for the 2022-23 School Year
- C. 2223-403 Establish 2022-23 School Board Meeting Schedule
- D. 2223-404 Approve Springwater Environmental Sciences School Agreement

9. Other items requiring action by the Board (addendum)

10. ADJOURNMENT

NEXT MEETING DATES:

August 8, 2022:

Work Session, 6:00 p.m.

Regular Session, 7:00 p.m.

**Oregon City School District
School Board Meeting**

2223-401 ELECT CHAIR FOR 2022-23

BE IT RESOLVED THAT _____ be elected Chair of the Oregon City Board of Education for the period of July 1, 2022 through June 30, 2023.

2223-402 ELECT VICE CHAIR FOR 2022-23

BE IT RESOLVED THAT _____ be elected Vice Chair of the Oregon City Board of Education for the period of July 1, 2022 through June 30, 2023



ENTRY PLAN:

Joining OCSD

By Dr. Dayle Spitzer
Superintendent

100 Day Goals:

- Learn about the culture, history and norms of the district.
- Listen to stakeholders: Identify district strengths and areas of opportunities.
- Work to build trust and engagement.
- Develop an understanding of organizational structure.
- Foster a smooth transition of leadership: identifying goals, priorities and make a plan to address them!





Outcome

In October, share key findings with the School Board and determine next steps for the leadership of Oregon City School District.

Goal Areas:

#1

Board Relationship

Continue to develop the Board/Superintendent relationship and strengthen the governance team.

#3

Community and Family Partners

Begin to build relationships and connections with key community people, groups, and OC families.

#2

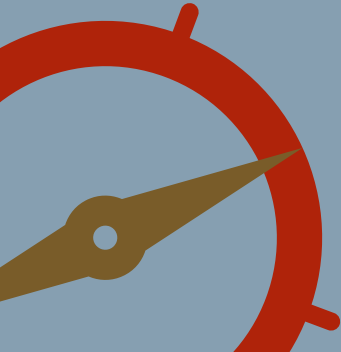
Schools and District Knowledge

Create a solid understanding of the district, schools, leaders, priorities, strengths and areas of opportunities to support student success and achievement.

#4

Operations and Services

Listen, observe and learn about operations, resources and systems of support for students success in the district and community



Action Items for Goal #1: Board Relationship

Create and collaborate with Board and Cabinet on a transition plan for first 100 days.

One on one conversations with each Board Member.

Review Board Governance Policies and Board Agreements/ Commitments.

Discuss Superintendent/Board Goals, Training and timeline

Discuss expectations for communication and partnering as we interact and collaborate with the community, staff, families and students.

Establish plan with Holly Beck to supports the Board and Superintendent relationship. .

Establish:

- Year long meeting schedule and key/required topics calendared.
- Committee list/plan.
- Communication structures and expectations.
- Year long Superintendent goals.
- Board Governance support plan.

.Action Items for Goal #2: School and District Knowledge

Goals

Review district goals, CIP, grants and SIPs
Lau Plan
Equity
Charters
Budget

Leadership

Meet with all leaders
Review leadership framework
Principal support and supervision
1-1 with union leaders
Instruction

Data

Achievement
Attendance
Discipline
Graduation
Enrollment
Audits
Extracurriculars program involvement
Key groups*

Schools

Visit all schools
Staff listening sessions
School strengths and needs
Student groups

Action Items for Goal #3: Community and Family Partnerships

Meet with leaders, attend events, explore relationship , communication and needs

Community

Police Depts
Mayor
Chamber
City of OC
OC United
Community education
partners

Families

Join family meetings
at each school
PACs including Latinx and
Student Services
Family communication
loops
School events

Partnerships

Community Connection
Program
CCC
Business Partners
ESD
Kiwanis
Optimists
Chamber

* Meet with key leaders recommended by Board Members

Key Questions

*What should I know about you and/or the group you belong to?"

1. What should I know about OCSD and our district 's communities?
2. What is working and should be preserved in OCSD?
3. What needs attention or could be improved?
4. How can I be most impactful in my role as superintendent?

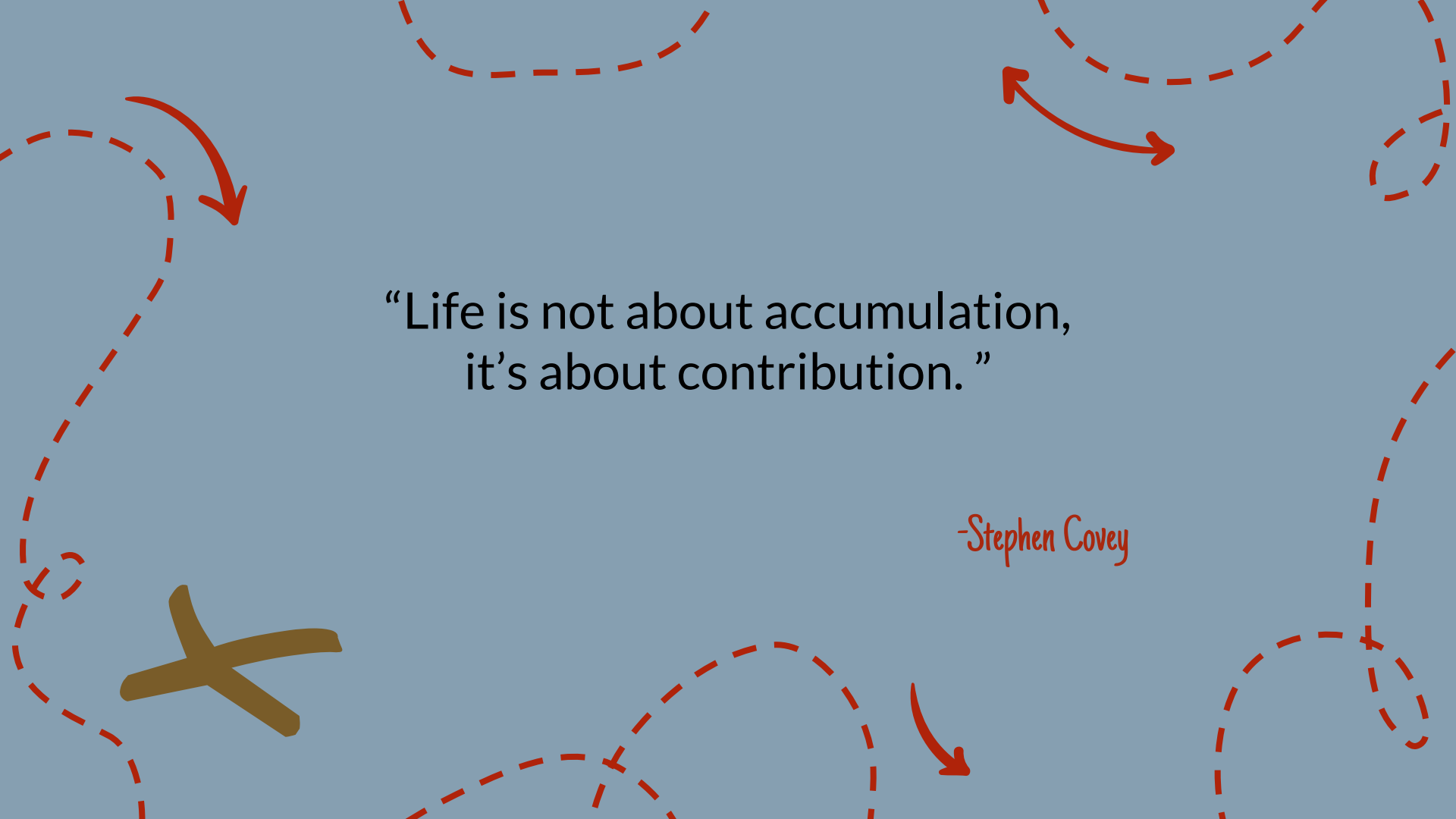
Action Items for Goal #4: Operations and Services

Operations

Safety protocols, training, need
Incident response and support
Review audits and evaluation
reports
Bond planning and long range
oversight committee
Finance
Capital

Services

Transportation
Nutrition
Student Services
Contracted Services
Communications internally and
externally and protocols
Technology services
Facilities



“Life is not about accumulation,
it’s about contribution.”

-Stephen Covey

Moving forward with the 100 day plan

Board Engagement

Input on plan
Acknowledgement

Get to Work

Calendaring
Conversations
Connections

**Oregon City School District
Budget Committee Meeting
Minutes of May 23, 2022
Consent Agenda**

The Board of Directors of Oregon City School District, along with the Budget Committee met on May 23, 2022, in the District Board Room at 1306 Jackson Street, Oregon City, Oregon. The meeting started at 6:00 p.m. Board members present were Director Farmer, Director Hays (via Zoom), Director Canchola, Director Philpott, Director Stroh and Director Soll. Budget Committee members present were Shelley McCoy, Lisa Bui, Benjamin Schneider, Jason Huck, and Rick Thomas. Present from Administration were Kyle Laier, Superintendent; Sara Deboy, Assistant Superintendent; Lisa Normand, Director of Communications and Community Partnerships; Elaine Fagan, Chief Financial Officer; Michael Sweeten, Director of Operations and Capital Projects. Not in attendance were Board Member Pamela White; Budget Committee members Ryan Thread and Laura Spencer.

CALL TO ORDER

Director Philpott called the meeting to order at 6:00 p.m.

ROLE OF THE BUDGET COMMITTEE

Review Budget Process and Schedule - Elaine Fagan & Kyle Laier

Elaine Fagan welcomed the Board and Budget Committee to the first official Budget Committee Meeting of 2022. Mr. Laier reviewed the budget process and schedule. Ms. Fagan gave an overview of the roles and responsibilities of the Budget Committee.

OFFICER ELECTIONS

Director Philpott reviewed the process for electing Budget Committee officers and called for nominations for the Budget Committee Chair. Shelley McCoy nominated Ben Schneider for the position of Budget Committee Chair. Mr. Schneider declined and noted that he would be interested in serving as Vice Chair. Director Farmer nominated Shelley McCoy as chair. Ms. McCoy declined due to scheduling conflicts.

Director Philpott nominated Lisa Bui for the position of Chair. Ms. Bui accepted the nomination. There were no further nominations. Director Philpott moved, Director Canchola seconded to appoint Lisa Bui as Budget Committee Chair. The motion was unanimously approved.

Lisa Bui called for nominations for the Vice Chair position.

Ms. McCoy nominated Ben Schneider for the position of Vice Chair. Mr. Schneider accepted. Ms. McCoy moved, Director Soll seconded to appoint Ben Schneider as Vice Chair of the Budget Committee. Motion was unanimously approved.

FINANCIAL UPDATE

Ms. Fagan gave a financial update. She shared the projected ending fund balance for 2021-22, noting that it could still fluctuate. Director Soll asked a question regarding the State school fund adjustment. A discussion followed.

BUDGET MESSAGE AND REVIEW OF BUDGET PARAMETERS

Mr. Laier encouraged the Board and Budget Committee members to review the budget message included in the proposed budget booklet. Mr. Laier gave an enrollment update. Ms. Fagan and Mr. Laier presented the proposed 2022-23 budget.

Director Philpott asked clarifying questions regarding line items within the proposed budget as well as a question regarding the ending fund balance for 2022-23. A discussion followed.

Director Canchola asked a question regarding how much student enrollment needed to increase in order to move out of floor funding. A discussion followed.

Director Soll asked a question regarding how decisions are being made in relation to allocating money for adjusted staffing. A discussion followed.

Director Canchola asked a question regarding the requests that were made during the department presentations and how those requests fit into the proposed budget. A discussion followed.

Mr. Laier shared the next steps moving forward towards adoption of the budget. He reported that the proposed budget is now posted on the website. Mr. Laier asked that the Board and Budget Committee review the proposed budget booklet and email any questions to Ms. Fagan and Mr. Laier by June 1, 2022 at noon, to give them time to prepare for the June 6 meeting.

Director Philpott asked that the Board and Budget Committee get a copy of the one page documents from each department presentation emailed to them. Ms. Bui added a request that the district provide a summary of how the budget was formed from each of those department requests.

Director Canchola asked about the process for the Board and Budget Committee to request changes to the proposed budget. A discussion followed.

PATRON INPUT

There was no patron input.

Ms. Bui reviewed the next steps and adjourned the meeting.

ADJOURN

The meeting adjourned at 7:50 p.m.

**Oregon City School District
Budget Committee Meeting
Minutes of June 6, 2022
Consent Agenda**

The Board of Directors of Oregon City School District, along with the Budget Committee met on June 6, 2022, in the District Board Room at 1306 Jackson Street, Oregon City, Oregon. The meeting started at 6:00 p.m. Board members present were Director Farmer, Director Canchola, Director Philpott, Director Hays, Director White, and Director Stroh. Budget Committee members present were, Lisa Bui, Jason Huck, Ryan Thread and Rick Thomas. Present from Administration were Kyle Laier, Superintendent; Sara Deboy, Assistant Superintendent; Lisa Normand, Director of Communications and Community Partnerships; Elaine Fagan, Chief Financial Officer; Michael Sweeten, Director of Operations and Capital Projects, John Ogden, Director of Human Resources, Todd Nicholson, Director of Student Services and Melissa Berg, Associate Director of Student Services.

CALL TO ORDER

Chair Bui called the meeting to order at 6:00 p.m.

REVIEW ROLE OF THE BUDGET COMMITTEE

Ms. Fagan reviewed the budget development process and shared the upcoming budget committee meeting dates. She reviewed the roles and responsibilities of the budget committee.

REVIEW OF 2022-23 PROPOSED BUDGET FRAMEWORK

Mr. Laier gave a review of the proposed budget framework and went over questions that were asked in the previous meeting and questions that were sent in prior to tonight's meeting. Mr. Laier reviewed notable position eliminations. He shared that these decisions were very difficult as these positions hold great value to the district, and added that the district is hopeful with future revenue increase these positions return to the district. Mr. Laier informed the Board that he will be bringing a resolution to the June 13 Board meeting regarding the Social Workers.

Director White asked a question regarding the impact of the loss of the Director of Communications. Mr. Laier shared that there is a plan to cover that area.

Director Canchola asked a question regarding the role of the Health Room Assistants (HRAs). Mr. Laier explained their role in the district. A discussion followed.

Mr. Laier gave an overview of the reductions in TOSAs and explained the funding for each of the TOSAs. He noted that we are reducing around 30% of our TOSAs in the proposed budget.

Dr. Deboy gave an overview of the purpose of the SIA grant and where the district is allowed to spend funds. She noted that the district will be reapplying next year as the current grant will come to an end in 2022-23. She shared the initial SIA budget developed in 2019 and the

allocations for this past year and the upcoming year. Dr. Deboy gave an overview of the prioritizations for 2022-23.

Director Hays asked a question regarding removing the Behavior Specialists. Discussion followed.

Director Philpott asked a question regarding SIA funds and enrollment numbers. A discussion followed.

There was a discussion regarding concerns about eliminating behavioral health specialists and class size impact. Ms. Bui asked the district to come back with additional options for SIA funds to the next budget committee meeting.

Director Farmer asked if the associations were involved in these discussions. Mr. Laier confirmed that both associations have been a part of these discussions.

Director Stroh asked a question regarding behavioral data prior to the pandemic compared to current data. A discussion followed.

The Budget Committee asked the district to provide an alternate proposal that restored some of the behavioral health supports that are proposed to be eliminated.

RESPONSES TO REQUESTS FOR INFORMATION

Mr. Laier stated that a hard copy of the answers to the questions that the Budget Committee members sent to the district have been provided to each member for their review. The Committee members reviewed the document and asked follow-up questions.

PATRON INPUT

There was one patron who gave input via Zoom.

APPROVAL OF PROPOSED BUDGET

Director Philpott moved, Director White seconded to table Resolution 2122-245 Approve 2022-23 Budget - Budget Committee until the meeting on June 13, 2022. The motion was unanimously approved.

Ms. Bui reviewed the next meeting dates.

ADJOURN

The meeting adjourned at 8:57 p.m.

NEXT MEETING DATES

June 13, 2022 – Budget Committee Meeting, 6:00 p.m.

June 13, 2022 – Regular Session, 7:00 p.m.

June 27, 2022 – Public Budget Hearing, 6:00 p.m.

**Oregon City School District
School Board Meeting - Special Session
Minutes of June 6, 2022
Consent Agenda**

The Board of Directors of Oregon City School District, met on June 6, 2022, in the District Board Room at 1306 Jackson Street, Oregon City, Oregon. The meeting started after the Budget Committee Meeting. Board members present were Director Farmer, Director Canchola, Director Philpott, Director Hays, Director White, and Director Stroh. Present from Administration were Kyle Laier, Superintendent; Sara Deboy, Assistant Superintendent; Lisa Normand, Director of Communications and Community Partnerships; Elaine Fagan, Chief Financial Officer; Michael Sweeten, Director of Operations and Capital Projects, John Ogden, Director of Human Resources, Todd Nicholson, Director of Student Services and Melissa Berg, Associate Director of Student Services.

CALL TO ORDER

Director Philpott called the meeting to order at 8:58 p.m..

PATRON INPUT

There was no patron input.

ACTION ITEM

Director Canchola moved, Director Stroh seconded to approved Resolution 2122-231 Approve Out of District and Overnight Travel. Motion was unanimously approved.

ADJOURN

The meeting adjourned at 9:00 p.m.

**Oregon City School District
Budget Committee Meeting
Minutes of June 13, 2022
Consent Agenda**

The Board of Directors of Oregon City School District, along with the Budget Committee met on June 13, 2022, in the District Board Room at 1306 Jackson Street, Oregon City, Oregon. The meeting started at 6:00 p.m. Board members present were Director Farmer, Director Canchola, Director Philpott, Director Hays, Director White, and Director Stroh. Budget Committee members present were, Lisa Bui, Jason Huck, Ryan Thread, Shelley McCoy (via Zoom) and Rick Thomas (via Zoom). Present from Administration were Kyle Laier, Superintendent; Sara Deboy, Assistant Superintendent; Lisa Normand, Director of Communications and Community Partnerships; Elaine Fagan, Chief Financial Officer; Michael Sweeten, Director of Operations and Capital Projects, John Ogden, Director of Human Resources, Todd Nicholson, Director of Student Services and Melissa Berg, Associate Director of Student Services.

CALL TO ORDER

Budget Committee Chair Lisa Bui called the meeting to order at 6:02 p.m.

Ms. Bui announced that there are two members joining via zoom, Rick Thomas and Shelley McCoy. Board member Steven Soll and Budget Committee members Ben Schneider and Laura Spencer were absent.

RESPONSE TO QUESTIONS, COMMENTS AND FEEDBACK

Mr. Laier reviewed the discussion from the previous meeting regarding the SEL Behavior Specialists and shared the plan for staffing allocations in the fall.

Director White asked a question regarding the staffing allocations and classroom sizes. A discussion followed.

Director Farmer asked a question regarding the Social Workers. Mr. Laier noted that there is a resolution on the agenda for a RIF regarding the social workers. A discussion followed.

Director Canchola asked a question regarding the HRAs. A discussion followed.

Director Philpott asked a question about eliminated positions and the process from bringing them back in the future. A discussion followed.

Ms. Fagan and Mr. Laier explained the funding sources within the budget. A discussion followed.

APPROVAL OF PROPOSED BUDGET

Director White moved, Director Farmer seconded to approve Resolution 2122-245 Approve the 2022-23 Budget – Budget Committee. The motion was approved 10-1.

ADJOURN

The meeting was adjourned at 6:47 p.m.

**Oregon City School District
School Board Meeting
Minutes of June 13, 2022
Consent Agenda**

The Board of Directors of Oregon City School District met on June 13, 2022, in the District Board Room at 1306 Jackson Street, Oregon City, Oregon. The meeting started at 7:00 p.m. Board members present were Director Farmer, Director Canchola, Director Philpott, Director Hays, Director White, and Director Stroh. Present from Administration were Kyle Laier, Superintendent; Dr. Sara Deboy, Assistant Superintendent; Lisa Normand, Director of Communications and Community Partnerships; Elaine Fagan, Chief Financial Officer; Michael Sweeten, Director of Operations and Capital Projects, John Ogden, Director of Human Resources, Todd Nicholson, Director of Student Services and Melissa Berg, Associate Director of Student Services.

CALL TO ORDER

Director Philpott called the meeting to order at 7:00 p.m.

FOCUS ON LEARNING

Summer Programs - Heidi Husbands, Dr. Stacy Erickson & Candice Henkin

Ms. Henkin, Ms. Husbands and Dr. Erickson introduced themselves. Ms. Henkin gave an overview of this summer's program offerings. Ms. Husbands shared information regarding Extended School Year, explaining the purpose for the program. In addition, Ms. Husbands shared the schedule and details for K-8 Summer Exploration. Dr. Erickson gave an overview of the OCHS Summer Bridge Program, a transition program supporting incoming 9th graders. She explained that there will be three sessions taking place during the three weeks prior to teachers returning in August. Ms. Henkin gave details regarding the summer programming OCSLA is offering to their students. Dr. Erickson explained the Credit Recovery and potential Go Ahead Credit opportunities that OCHS is offering this summer. Ms. Henkin gave an overview of the Eastham Summer Camps activities taking place, noting that they will be hosting a summer kickoff party for families on June 25th. Ms. Henkin shared information regarding the Youth Music Project as well as the variety of offerings from Community Education. Ms. Henkin reported that OCSD will be hosting summer lunch sites again this year, which will be located at Gardiner, Holcomb and Jennings Lodge, Monday-Friday from 11:30-12:30. Board members asked follow up questions. Discussion followed.

BOARD COMMUNICATION

Ex Officio Members. There were no presentations.

RECOGNITION AND GOOD NEWS ABOUT OREGON CITY SCHOOLS

Presidential Recognition for OCHS Student Nathan Bone - Dr. Stacy Erickson

Dr. Erickson introduced OCHS Student Nathan Bone who was named by Pamplin Media Group as a 2022 Amazing Kid for his volunteer work with the Oregon Youth Line. Dr. Erickson read a statement on behalf of Julia Vorhees, Nathan's choir teacher who was unable to attend this evening. Dr. Erickson shared that Mr. Bone also also received a President's Volunteer Service

Award from President Biden. Dr. Erickson and the Board Members congratulated Mr. Bone and thanked him for his contributions to the community. Nathan shared his thanks for the recognition.

Tumwata & Gardiner Ribbon Cutting Ceremonies - Michael Sweeten

Mr. Sweeten shared photos and details regarding the ribbon cutting ceremonies at Tumwata and Gardiner Middle Schools. He added that a video of these events will be shared with the community. Ms. Normand thanked Michele Rine and Joseph Batdorf for their time and commitment in making these events happen.

AVID Graduation Ceremony - Dr. Sara Deboy

Dr. Deboy gave a presentation about the OCHS AVID Class of 2022 graduation celebration ceremony. She shared that 11 of the 13 graduates this year will be first generation college students, adding that all 13 were accepted to a college and have the opportunity to attend. Dr. Deboy reviewed the notable scholarships received and the future plans of each student. She offered congratulations to the AVID Class of 2022. The Board Members congratulated the students as well.

Congratulations to the Graduating Class of 2022 - Kyle Laier

Mr. Laier shared that the students that are graduating this year have gone through some additional challenges than other classes have had to go through and the district is extremely proud of all of them. He reported that OCSD has a total of 511 seniors who will be graduating from CAIS, OCSLA or OCHS. He added that OCSD will have three graduation ceremonies, all taking place at Pioneer Stadium. Mr. Laier offered his congratulations to all 511 of OCSD's graduates.

Welcome Dr. Dayle Spitzer & Marjorie Ruzicka - Mandi Philpott

Director Philpott gave a brief introduction and welcomed Dr. Dayle Spitzer as the new Superintendent of Oregon City School District. Dr. Spitzer thanked the Board and shared her excitement about joining the Oregon City School District and the community.

Director Philpott read a brief bio to introduce the new Principal of OCHS, Marjorie Ruzicka and welcomed her to OCSD. Ms. Ruzicka shared her excitement about joining OCHS and getting to know the community.

PATRON INPUT

There was one patron who gave in person input.

REPORT

Educational Equity Advisory Committee Report - Lisa Normand & Dr. Sara Deboy

Ms. Normand gave an update on the Educational Equity Advisory Committee, sharing the members of the committee and giving an overview of Senate Bill 732. She shared the purpose of the committee and the work the committee has completed this year. Dr. Deboy shared the equity priority areas defined by the committee. She noted that on June 22 at 6:30 p.m. the

committee will be holding a Community Stakeholders Feedback session on the three priorities mentioned. Dr. Deboy shared the report drafting timeline for the current school year, adding that the full report will be presented to the Board in August. Ms. Normand shared that there is an interim report if the Board is interested in reviewing it prior to the August meeting. Dr. Deboy explained the sections of the report and shared the possible tasks for the committee moving forward. Ms. Normand thanked those who participated on the committee. The Board members asked questions. Discussion followed.

Safety & Security Bond Projects Update - Michael Sweeten

Mr. Sweeten gave a report on the safety and security updates made in each of the buildings through the Bond. He added that these items will continue to be regularly updated. The Board members asked questions. Discussion followed.

ACTION ITEMS

Director White moved, Director Farmer seconded to approve the Consent Agenda. Motion failed 5-1

Director Philpott moved, Director Hays seconded to amend the consent agenda to remove the Assistant Superintendent Contract from the consent agenda and move it to the June 27, 2022 Special Session agenda to all more time for reveiw. Motion was unanimously approved.

Director Philpott moved, Director White seconded to approve the consent agenda as amended. Motion was unanimously approved.

Director Philpott moved, Director White seconded to approve Resolution 2122-246 Approve Renewal of Food Services Management Contract with Sodexo America, LLC for 2022-23 Fiscal Year. Motion was unanimously approved.

Director White moved, Director Philpott seconded to approve Resolution 2122-432 Authorize Reduction in Force of Staff Members. Motion passed 4-2.

Director Farmer moved, Director Canchola seconded to approve Resolution 2122-249 Adopt Recommended Professional Agreement with Oregon City School Administrators for 2021-22. Motion was unanimously approved.

Director Canchola moved, Director White seconded to approve Resolution 2122-248 Approve Facility Use Fee Schedule for 2022-23 Fiscal Year. Motion was unanimously approved.

Director Canchola moved, Director Hays seconded to approve Resolution 2122-250 Adopt Plan of Action to Address Audit Finding. Motion was unanimously approved.

Director White moved, Director Canchola seconded to approve Resolution 2122-251 A Resolution of the Board of Directors of Oregon City School District No. 62 Approving the Acquisition of Property Located at 15644 S Old Acres Lane, Oregon City, Oregon and

Authorizing the Superintendent to Negotiate and Execute all Documents Necessary to Close the Transaction. Motion was unanimously approved.

Director Farmer moved, Director Stroh seconded to approve Resolution 2122-252 A Resolution of the Board of Directors of Oregon City School District No. 62 Approving the Acquisition of Property Located at 20410 S Beaver Creek Rd, Oregon City, Oregon and Authorizing the Superintendent to Negotiate and Execute all Documents Necessary to Close the Transaction. Motion was unanimously approved.

Director White moved, Director Hays seconded to approve Resolution 2122-253 Approval of Contracts in Excess of \$150,000 for the 2021-22 School Year. Motion was unanimously approved.

ADJOURNMENT

Director Philpott adjourned the meeting.

NEXT MEETING DATES

June 27, 2022 Public Budget Hearing, 6:00 p.m.

July 11, 2022 Regular Session, 7:00 p.m.

**Oregon City School District
Public Budget Hearing
Minutes of June 27, 2022
Consent Agenda**

The Board of Directors of Oregon City School District, along with the Budget Committee met on June 27, 2022, in the District Board Room at 1306 Jackson Street, Oregon City, Oregon. The meeting started at 6:00 p.m. Board members present were Director Farmer, Director Canchola, Director Philpott, Director Hays, Director White, Director Soll (via Zoom), and Director Stroh. Present from Administration were Kyle Laier, Superintendent (via Zoom); Sara Deboy, Assistant Superintendent; Elaine Fagan, Chief Financial Officer; Michael Sweeten, Director of Operations and Capital Projects, John Ogden, Director of Human Resources; and Melissa Berg, Director of Student Services.

CALL TO ORDER

Director Philpott called the Public Budget Hearing to order at 6:00 p.m.

Mr. Laier made a statement regarding the bilingual program, noting that the district values the bilingual program and has no intention of removing it.

PUBLIC BUDGET HEARING

Introduction of the Budget Committee Approved 2022-23 Budget

Ms. Fagan noted that the 2022-23 budget approved by the budget committee is posted on the website and has been delivered to all Board members.

PATRON INPUT

There were nine electronic submissions shared with the Board. Three patrons gave input in person.

ACTION ITEMS

Director White moved, Director Hays seconded to approve Resolution 2122-253 Adopt the 2022-23 Budget. Motion passed 4-2.

Director White moved, Director Philpott seconded to approve Resolution 2122-254 Make Budget Appropriations for 2022-23. Motion passed 4-2.

Director White moved, Director Stroh seconded to approve Resolution 2122-255 Resolution Imposing and Categorizing Taxes 2022-23. Motion unanimously approved.

ADJOURNED

Director Philpott adjourned the meeting.

**Oregon City School District
School Board Meeting
Special Session
Minutes of June 27, 2022
Consent Agenda**

The Board of Directors of Oregon City School District, met on June 6, 2022, in the District Board Room at 1306 Jackson Street, Oregon City, Oregon. The meeting started after the Budget Committee Meeting. Board members present were Director Canchola, Director Philpott, Director Hays, Director White, Director Soll (via Zoom) and Director Stroh. Present from Administration were Kyle Laier, Superintendent (via Zoom); Sara Deboy, Assistant Superintendent; Elaine Fagan, Chief Financial Officer; Michael Sweeten, Director of Operations and Capital Projects, John Ogden, Director of Human Resources, and Melissa Berg, Director of Student Services.

CALL TO ORDER

Director Philpott called the meeting to order.

PATRON INPUT

There was no patron input.

Director White thanked Interim Superintendent Laier for his work this last year and his many years of work and commitment to the District. Director Philpott shared her appreciation for Mr. Laier as well.

ACTION ITEM

Director Hays moved, Director Stroh seconded to approve Resolution 2122-20 Approve Assistant Superintendent Contract. Motion was unanimously approved.

Director Stroh moved, Director White seconded to approve Resolution 2122-256 Approve 2022-23 Contract with SAIF Corporation for Workers Compensation Insurance. Motion was unanimously approved.

ADJOURNMENT

Director Philpott adjourned the meeting at 6:47 p.m.

NEXT MEETING DATES

July 11, 2022 Regular Session, 7:00 p.m.

**Oregon City School District
School Board Meeting
Consent Agenda**

Resolution 2223-01 Approve Licensed/Administrator Appointments for 2022-23

Contact: Lisa Normand

Discussion:

The following are licensed staff and administrators recommended for approval to fill vacant positions in the District for 2022-23.

Recommendation:

Approve

2223-01 APPROVE LICENSED/ADMINISTRATOR APPOINTMENTS FOR 2022-23.

BE IT RESOLVED that the following be appointed to positions for 2022-23.

<u>NAME</u>	<u>POSITION</u>	<u>HIRE DATE</u>
Asa Arrey	Learning Specialist/Case Manager Student Services – 1.0 FTE	8/29/2022
Margot Kelly	Band Gardiner – 1.0 FT	8/29/2022
Lindy Flood	Humanities CAIS – 1.0 FTE	8/29/2022
Bo Smith	TEMP: College and Career Coord. CAIS - 1.0 FTE	8/29/2022
Santino Dworakowski	CTE CAIS – 1.0 FTE	8/29/2022
Grant Hedrick	CTE OCHS – 1.0 FTE	8/29/2022
Timothy Zagone	Media & Communications CAIS – 1.0 FFTE	8/29/2022

Administrators:

Nikki Fowler Administration	CFO 1.0 FTE - Prob	7/1/2022
Stephanie Phelps Tumwata	Associate Principal 1.0 FTE – Prob	8/8/2022
John Gordon Gaffney Lane	Vice Principal 1.0 FTE – Prob	8/8/2022

**Oregon City School District
School Board Meeting
Consent Agenda**

2223-201 through 2223-220 Approve Annual Operating Resolutions

Contact: Nikki (Fowler) Tucker, Chief Financial Officer

Discussion:

These are the annual organizational resolutions approved in June or July of each year.

Recommendation:

Approve.

2223-201 APPOINT CHIEF ADMINISTRATIVE OFFICER AND SUPERINTENDENT-CLERK

BE IT RESOLVED that Dr Dayle Spitzer be named as Chief Administrative Officer and Superintendent-Clerk for the 2022-23 fiscal year.

2223-202 APPOINT BUSINESS MANAGER-DEPUTY CLERK

BE IT RESOLVED that Nikki Saranpaa be appointed Chief Financial Officer/Business Manager-Deputy Clerk for the 2022-23 fiscal year.

2223-203 APPOINT CUSTODIAN OF FUNDS

BE IT RESOLVED that the Chief Financial Officer be appointed custodian of funds for the 2022-23 fiscal year and the use of the CFO's facsimile signature is authorized for checks and for purchase orders.

2223-204 AUTHORIZE SUPERINTENDENT-CLERK, DIRECTOR OF OPERATIONS AND CHIEF FINANCIAL/BUSINESS MANAGER-DEPUTY CLERK BOND FOR 2021-22

BE IT RESOLVED that the Superintendent-Clerk, the Bond Manager, the Director of Operations, and the Chief Financial Officer/Business Manager-Deputy Clerk are covered under the crime insurance policy purchased by the District which has been established by legal opinion to meet the statutory bonding requirements of ORS 332.525 for persons authorized to handle district funds.

2223-205 AUTHORIZE APPLICATION FOR STATE, FEDERAL FUNDS AND SPECIAL GRANTS

BE IT RESOLVED that the Superintendent-Clerk, and/or the Bond Manager, and/or the Director of Operations and/or the Chief Financial Officer/Business Manager-Deputy Clerk be authorized to make application for any state or federal funds or other special grants that may become available to School District No. 62 during the 2022-23 fiscal year or ensuing fiscal year 2023-24, consistent with Board Policy.

2223-206 AUTHORIZE PAYMENT OF BILLS

BE IT RESOLVED that the Superintendent-Clerk, the Director of Operations, the Bond Manager and Chief Financial Officer/Business Manager-Deputy Clerk be authorized to pay bills and obligations of the District including those that would require early payment in order to take advantage of discount rates, athletic officials, payroll deductions, tuition reimbursement, travel expenses and expenditures that were authorized in the general budget, contracted work that was previously bid and construction work which is under supervision of architects or qualified consultants, and any other legal obligations of the district.

2223-207 AUTHORIZE SIGNATURES FOR SCHOOL DISTRICT CONTRACTS

The Superintendent, Chief Financial Officer, or Bond Manager will review and sign all contracts on behalf of the District.

2223-208 DESIGNATE BANKS AS DEPOSITORIES

BE IT RESOLVED that U.S. Bank, the State of Oregon Local Government Investment Pool, and any other banks designated by the Superintendent or Chief Financial Officer/Business Manager as being banks deemed safe and proper are declared depositories for school district funds for the 2022-23 fiscal year.

2223- 209 APPOINT DISTRICT AUDITORS

BE IT RESOLVED that the firm of Pauly Rogers & Co., be appointed auditors for the audit of 2022-23 fiscal year financial records.

2223- 210 APPOINT INSURANCE AGENT OF RECORD

BE IT RESOLVED that the Board hereby appoints Brown & Brown and SAIF Corporation as the District's insurance Agent of Record for the 2022-23 fiscal year.

2223- 211 APPOINT BUDGET OFFICER

BE IT RESOLVED that the District's CFO be designated as Budget Officer for the 2022-23 fiscal year.

2223- 212 APPOINT ELECTION AUTHORITY

BE IT RESOLVED that the Chief Financial Officer/Business Manager-Deputy Clerk be the appointed election authority for 2022-23 fiscal year to file all notices of election and receive election abstracts through the Clackamas County Elections Department.

2223- 213 DESIGNATE OFFICIAL NEWSPAPER FOR PUBLIC NOTICES

WHEREAS, the Oregon City School District is required by law to make public notice of certain meetings, hearings, sales, bids, and related information,

BE IT RESOLVED that the Oregonian and/or Oregon City News (Pamplin Media Group) be designated as the official newspaper(s) for public notices for Oregon City School District No. 62.

2223- 214 AUTHORIZE VOLUNTARY STUDENT ACCIDENT INSURANCE

BE IT RESOLVED that the Chubb Insurance Company plan through Myers-Stevens & Toohey & Co. be the authorized carrier for self-paid voluntary student accident insurance for 2022-23.

2223- 215 APPOINT LEGAL COUNSEL

BE IT RESOLVED that the firms of The Hungerford Law Firm, LLP; Schwabe Williamson & Wyatt PC, Tarlow Naito & Summers LLP, Ball Janik LLP, Garrett Hemann Robertson P.C., Hawkins Delafield & Wood LLP, Graham Hicks, PC, Miller Nash Graham & Dunn LLP and any other legal counsel deemed by the Superintendent or designee as appropriate and qualified be appointed legal counsel(s) for the District for the 2022-23 year.

2223- 216 ACKNOWLEDGE ANNUAL REVIEW OF INVESTMENT POLICY DFA

WHEREAS, Board Policy DFA Investment of Funds requires annual review of the district's investment policy and regulations,

BE IT RESOLVED that the Board of Education acknowledges that administration has reviewed Investment Policy DFA and that the Board of Education accepts that no changes are needed at this time.

2223- 217 ACKNOWLEDGE ANNUAL REVIEW OF EXPENSE REIMBURSEMENTS DLC

WHEREAS, Board Policy DLC Expense Reimbursements is reviewed and updated annually,

BE IT RESOLVED that the Board of Education acknowledges that administration has reviewed Expense Reimbursements Policy DLC and that updated per diem and travel amounts have been updated and reviewed by staff and are based on yearly Internal Revenue Service Continental United States (CONUS) per diems which the Board of Education accepts.

2223- 218 APPOINT BOARD OF EDUCATION AS LOCAL CONTRACT REVIEW BOARD

BE IT RESOLVED that Board of Education of Oregon City School District No. 62 reaffirms the status as the Local Contract Review Board (ORS 279A.060).

2223- 219 ESTABLISH THE 2022-23 SUBSTITUTE TEACHER RATES

According to ORS 342.610, teachers employed as substitute teachers shall not be paid less per day than 85 percent of the daily salary of a beginning teacher who holds a bachelor's degree. The Department of Education is charged with computing the statewide average daily salary for beginning teachers who hold a bachelor's degree. The daily salary is defined as the average annual salary of beginning teachers who hold a bachelor's degree divided by 190 days using the most recent data available, but not earlier than the preceding school year [ORS 342.610 (1)]. Based on data for 2021-22, the average salary of beginning teachers with a bachelor's degree is **\$44,932** for class schedules based on a 5 day week. For 2022-23, therefore, the minimum pay rate for the first 10 consecutive days of substitute teaching is **\$201.01** per day (\$44,932 divided by 190 times 85%). In cases where a substitute teacher teaches for more than 10 consecutive days in the same assignment, the minimum rate for the days taught beyond 10 is computed as follows: For districts with a salary scale, the minimum rate is the higher of: 1/190th of the district's annual salary scale for beginning teachers with a bachelor's degree, **\$254.56** [ORS 342.610 (3)(a)(A)]; or **\$201.01** per day [ORS 342.610 (3)(a)(B)]. For districts without a salary scale, the minimum rate is **\$236.48** per day (100 percent, rather than 85 percent of 1/190th, of the statewide average salary for beginning teachers with a bachelor's degree) [ORS 342.610 (3)(a)]. Substitutes who work for a half day or less shall be paid half of the daily salary. Substitutes who work more than a half day shall be paid the full daily salary.

WHEREAS, substitute teacher salaries have been reviewed and the state minimum rates are established for the 2022-23 school year,

BE IT RESOLVED that Oregon City School District pay substitute teachers \$201.01 per day for the first ten (10) days and \$254.56 per day beginning on the eleventh (11th) consecutive day in any one assignment.

2223- 220 ESTABLISH THE 2022-23 TUITION RATES

WHEREAS, rates for non-resident tuition paying students who wish to attend Oregon City Schools for 2022-23 are calculated and recommended as displayed below.

BE IT RESOLVED that the following rate of \$17,384 be established for the 2022-23 school year.

**Oregon City School District
School Board Meeting
2223-221 Approval of Contracts in Excess of \$150,000 for the 2022-23 School Year**

Contact: Nikki (Fowler) Tucker

Discussion:

District Purchasing Policy DJ and the State of Oregon requires that the School Board approve all contracts in excess of \$150,000. The table below includes a list of contracts that we are requesting approval for. The majority of these contracts are either purchased through an intergovernmental agreement with local agencies or a Cooperative agreement and are with vendors that the District utilizes each year to provide services that are unique to education.

Contractor	Contract Term	Contract Type	Description of Services	Contract Amount	Area Responsible
TRANSPORTATION					
Petrocard - Key/Card Contract	7/1/2022-6/30/2023	Fuel - ORPIN Cooperative State Contract - #8519	Fuel for Buses and Maintenance Vehicles	700,000.00	Operations
Peterson Trucks	7/1/2022-6/30/2023	Cooperative Procurement	School Buses	2,200,000.00	Transportation
OUT OF DISTRICT PLACEMENT CONTRACTS					
Clackamas County ESD	8/1/2021-6/30/2022	IGA	Special Placements & Hosting Services, Evaluations	1,000,000.00	Administration & Special Services
Clackamas Community College	7/1/2021-6/30/2022	IGA	College Classes - CTE, Advanced College Credit	550,000.00	Administration
Multnomah Education Service District	8/1/2022-6/30/2023	IGA	Out of District Placement - Functional Living Skills for Students and Nursing	230,000.00	Special Services
Serendipity Center Inc.	9/1/2022-6/30/2023	Competition impractical	Out of District Placement Contracts - Therapeutic Services	350,000.00	Special Services
Operations					
Heinz Mechanical Service LLC	7/1/2022-6/30/2023	Sole Source Vendor - Emergency Usage	HVAC Repairs, Replacement and Other	320,000.00	Operations & Bond Office
Apple Inc.	7/1/2022-6/30/2023	OETC Consortium	District Staff Laptops	200,000.00	Operations
PACE	7/1/2022-6/30/23	Cooperative - OSBA - Pooling Agreement	District Insurance	700,000.00	Operations
Sonitrol Pacific	7/1/2022-6/30/2023	Sole Source Vendor	District Security Badge System	500,000.00	Operations & Bond Office
Waxie Sanitary Supply	7/1/2022-6/30/2023	ORPIN (State) Cooperative Agreement #3402	Janitorial and Maintenance Supplies	300,000.00	Operations
OTHER					
Northwest Textbook Depository	2/1/2013-6/30/2024	Statewide contract/adoption	Textbook purchases	300,000.00	Teaching & Learning
Ricoh	7/1/2021-12/31/22	ORPIN (State) Cooperative Agreement #9491	Leasing Copiers	200,000.00	Administration
Amazon.com, LLC	7/1/2022-6/30/2023	Cooperative Procurement	School and Office Supplies	250,000.00	
Office Depot	12/19/2014-12/19/2022	ORPIN (State) Cooperative Agreement #5737	Office Supplies	200,000.00	Administration
RFP - Request for Proposal, OETC - Oregon Education Technology Consortium, ORPIN - Oregon Procurement Information Network					

Recommendation:

Approve.

2223-221 APPROVAL OF CONTRACTS IN EXCESS OF \$150,000 FOR THE 2022-23 SCHOOL YEAR

BE IT RESOLVED that the above contracts be approved for the 2022-23 school year.

**Oregon City School District
School Board Meeting**

2223-403 Establish 2022-23 School Board Meeting Schedule

Contact: Dr. Dayle Spitzer

Discussion:

Board Policy BC/BOCA provides that each year the Board of Education must establish the dates, time and place of its monthly meetings. It is recommended that the Board continue to meet in regular session on the second Monday of each month, beginning at 7:00 p.m. in the District Board Room. It is typical for the Board to meet in Work Session prior to regular session at 6:00 p.m.

Recommendation:

Approve.

2223-403 ESTABLISH 2022-23 SCHOOL BOARD MEETING SCHEDULE

WHEREAS, the Board of Directors of Oregon City School District No. 62 hold regularly scheduled monthly meetings,

BE IT RESOLVED that the following meeting dates, generally on the second Monday of each month be established for the 2022-23 school year.

BE IT FURTHER RESOLVED, that the meetings be held in the board room at the Jackson Building, 1306 12th Street, beginning at 7:00 p.m.

August 8, 2022	September 12, 2022
October 10, 2022	November 14, 2022
December 12, 2022	January 9, 2023
February 13, 2023	March 13, 2023
April 10, 2023	May 8, 2023
June 12, 2023	July 10, 2023

**Oregon City School District
School Board Meeting**

2223-404 Approve Springwater Environment Sciences School Agreement

Contact: Dr. Dayle Spitzer

Discussion:

The Charter school Contract between Oregon City School District and Springwater Environmental School has been reviewed and updated for the period of July 1, 2022 through August 31, 2027.

Recommendation:

Approve.

2223-404 APPROVE SPRINGWATER ENVIRONMENTAL SCIENCES SCHOOL AGREEMENT

BE IT RESOLVED that the charter agreement with Springwater Environmental Sciences School for the term commencing July 1, 2022 and concluding August 31, 2027 be approved.