



## SCHOOL BOARD MEETING MINUTES

A regular meeting of the Board of Directors of the Camas School District was held on **January 26, 2009**, at Dorothy Fox Elementary School, 2623 NW Sierra Street. Board members present were Doug Quinn, Connie Hennessey, Mel Cardon, Casey O'Dell and Mary Tipton.

1.	<b>REGULAR BOARD MEETING CALL TO ORDER – Doug Quinn – 5:30 PM</b>
2.	<b>SCHOOL BOARD RECOGNITION MONTH</b> Several principals, students, and PTA members were in attendance to express their appreciation to the school board for the service they provide the district, honoring them for the countless volunteer hours they spend serving our students and community.
3.	<b>BOARD COMMUNICATION</b> Doug Quinn thanked Sodexo and Dorothy Fox Elementary School for hosting the Fine Dining event with Mrs. Saiget's fourth grade class on January 22. He commented how well the students were instructed on etiquette – very pleasant, polite, great conversationalist, and well mannered. Nutritional Services Director Sarah Winans spoke of the success of the Fine Dining event, now in its third year.
4.	<b>ITEMS ADDED TO THE AGENDA:</b> A few human resources items; appointment of additional School Health Advisory Council members; acceptance of donation; and approval of agreement for school nursing services were added under the consent agenda.
5.	<b>CONSENT AGENDA</b> A. <u>Board Meeting Minutes</u> - Approval of workshop/regular school board meeting minutes dated January 12, 2009. B. <u>Accounts Payable</u> – Figures for January 26, 2009, accounts payable: General Fund (Employee Reimbursements), \$11,263.78; General Fund (Vendors), \$250,126.03; General Fund (special run), \$1,260.00; A.S.B. Fund, \$44,183.85; and Capital Projects Fund, \$91,268.19. C. <u>Human Resources:</u> <ul style="list-style-type: none"> <li>• New Hiring Recommendations: Classified – Lorena Forshee, Skyridge Middle School, effective 1/14/09; Frederick Lea, Liberty Middle School, effective 1/20/09; Kellie Peterson, Dorothy Fox Elementary School, effective 1/21/09.</li> <li>• Resignation: Drina Simons, effective 12/31/08.</li> <li>• Requests for Long-Term Leave of Absence Without Pay: Connie Gazow, effective 5/5/09-5/28/09; Susan Hillman, effective 1/20/09-3/20/09; Deborah Wright-Poe, effective 1/13/09-6/22/09.</li> <li>• Special Work Assignments for Certificated Staff: Approval of special work assignments, dates of work, and pay rates for specified staff members.</li> </ul> D. <u>Travel Approval Requests:</u> Approval of travel requests as submitted. E. <u>Appointment of Additional School Health Advisory Council (SHAC) Members:</u> Appointment of the following additional School Health Advisory Council members: Tom Morris; Marilyn Boerke; Jackie Hofer; Suzy Truitt; and Rita Pakenen. F. <u>Request for Approval of Agreement for School Nursing Services:</u> Approval of agreement with Educational Service District No. 112 (ESD) for nursing services to be provided to the district for the remainder of the school year, due to the inability to fill a nursing vacancy. G. <u>Acceptance of Donations:</u> Acceptance, with gratitude, of a donation from the PTA to Helen Baller Elementary School of a Stagepas Portable PA System, valued at \$1,475.76. <b>Motion was made by Connie Hennessey, seconded by Casey O'Dell, and carried unanimously approving the consent agenda as listed.</b>
6.	<b>REPORTS</b> A. <u>Superintendent's Report:</u> <ul style="list-style-type: none"> <li>• Mike Nerland announced Sodexo's first-annual Clark County High School Culinary Competition, occurring on February 21, 2009, at Battle Ground High School, inviting the board to attend. Nutrition Services Director Sarah Winans indicated the iron-chef type competition will involve seven teams, with Melanie Clark as the teacher sponsor for Camas High School.</li> <li>• He also announced the 2009 State of the County address being held at Camas High School on February 12, 2009, beginning at 3:30 PM, with Chair of the Board of Clark County Commissioners Marc Boldt delivering the address.</li> </ul>

	<ul style="list-style-type: none"> <li>• The superintendent then announced that he and Tanis Knight will facilitate the annual City Council planning session on January 30-31, in the community room at the Camas Public Library. A joint dinner of school board members and council members is scheduled on January 30, at 5:30 PM.</li> <li>• Tanis Knight spoke of the success of today's elementary staff Learning Improvement Day, a contractual day funded by the state. She indicated the focus was on mathematics instruction and thanked Teacher on Special Assignment Doreen Wilsdon for helping facilitate this all day event.</li> <li>• Mike Nerland shared that as a means to reduce paper consumption within the district, one avenue being explored is paperless board meetings.</li> <li>• He also related that Capital Programs Manager Heidi Rosenberg would like to invite the board to a tour of the construction sites of the new Helen Baller and Grass Valley Elementary Schools, to share the progress being made. He proposed conducting the tour on Monday, March 9, 2009, prior to the regularly scheduled board meeting, and asked the board their availability.</li> </ul>
7.	<b>EXCELLENCE IN ACADEMIC, SOCIAL, AND LIFELONG LEARNING</b>
	<p>A. <u>Dorothy Fox Elementary School Update</u>: Dorothy Fox Elementary School Principal Cathy Sork provided an update of the English Language Learners (ELL) program, now in its second and final year, made possible through a demonstration grant received from OSPI earlier last year. She spoke of her attendance at the recent annual Office of Superintendent of Public Instruction (OSPI) conference, where she, Northwest Regional Educational Laboratories representative Linda Griffin, and Dorothy Fox teacher/librarian Mary LeFlore were asked to share highlights of the school's ELL program. She summarized in a PowerPoint presentation the success of the program at Dorothy Fox, speaking of the professional development progress amongst their community of teachers to deliver sheltered instruction to ELL students; their goal to increase the amount of teachers trained and skilled to provide sheltered instruction; to increase the percent of ELL students passing the math WASL; and to continue ongoing reinforcement of the program, through conferences and training. Cathy Sork related they eagerly continue on this program journey and thanked her staff for their collaborative involvement.</p>
8.	<b>OPEN AND EFFECTIVE COMMUNICATIONS</b>
	<p>A. <u>School Boundary Adjustments</u>: Mike Nerland provided background on the boundary review process necessitated by overcrowding at a few of the elementary schools. The district recognized an opportunity to alleviate overcrowding when the two new elementary schools are opened in the fall. Mr. Nerland provided background on the boundary review process, including gathering input from committee members, two public hearing workshops, parent meetings, and a survey. He expressed that the goal of tonight's board action was to make formal approval of the recommended boundary change initially offered by staff. After a brief discussion and parent comments, the board agreed with the committee's recommendation to move the Forest Home East and the Waterleaf neighborhoods to the Helen Baller Elementary and Liberty Middle School attendance area.</p> <p><b>Motion was made by Casey O'Dell, and seconded by Mel Cardon, approving the boundary committee's recommendation to move the Forest Home East and Waterleaf neighborhoods to the Helen Baller Elementary and Liberty Middle School attendance area. Staff was also directed to determine whether the northern portion of the designated "Waterleaf " area should include 38<sup>th</sup> street as the demarcation line or the greenbelt below 38<sup>th</sup>. Staff is to report back about the impact of each option and its ultimate impact on current and future student capacity issues. Motion carried unanimously.</b></p> <p>Discussion also included a review of the committee's recommendation of the Sunningdale Garden and Lake Pointe neighborhood boundaries. The board unanimously agreed to leave the Sunningdale Garden/Lake Pointe neighborhood boundaries unchanged, but afford those families a three-year guaranteed boundary exception(s) for their child(ren) to attend Grass Valley Elementary and Skyridge Middle Schools, if they so choose.</p> <p>B. <u>Budget Development Update for 2009-2010</u>: Ina Evers-Martin gave a PowerPoint presentation, sharing the budget development process for the coming year. She spoke of the source of the district's revenue funding and the percentages received from each: 68.1% - state; 7.1% - federal; 6.9% - local; and 17.9% - levy. She also expressed that the budget has little discretion, with only 6.5% of the budget allotment falling under discretionary items. Ina Evers-Martin also shared the decline in the fund balance; the shortfall in the state funding to cover salaries and benefits; the governor's proposed budget to reduce funding for I-728, which pays for 28 of our teachers; and the level of funding for transportation and special education being inadequate. As the state works to develop their budget for the coming year, she shared the district's plan to continue to work with the budget committee/sub-committees on budget development for our district. She indicated the district is in the process of implementing a local energy policy to help reduce energy costs, and addressing budget concerns by: lobbying with state legislators; re-evaluating all open positions; freezing all out-of-state travel; and continuing communication with district staff and the community about the budget development progress. Mike Nerland expressed that the district is committed to open and</p>

	effective communication, to sharing information as soon as it is received. He indicated plans are underway to set up a superintendent's blog so budget information can be easily accessed, allowing for immediate feedback and comments.
9.	<b>QUALITY FACILITIES AND RESOURCES</b>
	<p>A. <u>Monthly Budget Status Report</u>: Director of Business Services Ina Evers-Martin handed out a monthly financial summary report, sharing ending fund balances as of December 31, 2008 as follows: General Fund, \$1,934,064.00; Capital Projects Fund, \$56,613,589.43; Debt Service Fund, \$1,051,771.21; A.S.B. Fund, \$654,565.77; and Transportation Vehicle Fund, \$1,047,708.69. She also distributed a cash flow chart, expressing that projections indicate the year-end fund balance may be closer to 4%, better than anticipated.</p> <p>B. <u>Request for Approval of Professional Services Agreement</u>: Technology Director Brandon Ray relayed that the district has been looking to integrate a new phone system since last year, to move to a Voice Over IP (VOIP) technology program. He related that the existing NEC phone switch at Liberty Middle School provides the core backbone for the school district's phone system and is over 17 years old, with replacement parts becoming more expensive and difficult to find. Brandon Ray shared of meeting with several other districts, gaining insight into the VOIP programs. He expressed that because there are so many VOIP companies, consensus was to tread cautiously, suggesting hiring a non-biased organization experienced with VOIP solutions to help evaluate multiple bidders prior to committing to one company. He indicated approval of Northwest Information Services (NIS), Inc. Professional Services Agreement would encompass the performance of discovery, assessment, and system procurement phases of the project, in an amount not to exceed \$35,000.00. He further shared that the process would involve NIS interviewing school district staff, developing a survey identifying critical needs in a telephone and voicemail system, using those results to develop a Request for Proposal, and recommending a VOIP provider. He expressed the process would take approximately four months and would help the district determine the most cost-effective method for obtaining telecommunications services in the future. A few questions were asked and answered about the proposed project, followed by a consensus by the board to approve the Professional Services Agreement.</p> <p><b>Motion was made by Casey O'Dell and seconded by Connie Hennessey, approving Northwest Information Services, Inc.'s Professional Services Agreement for Voice Technology Consulting Services, in an amount not to exceed \$35,000.00. Motion carried unanimously.</b></p>
10.	<b>ADJOURN REGULAR MEETING – 7:15 PM</b>
	Doug Quinn announced the board would be moving into executive session to discuss a personnel issue, with the meeting to last approximately twenty minutes and no action would be taken. He further announced the board would reconvene into open session following executive session to make any formal decisions.
11.	<b>EXECUTIVE SESSION: PERSONNEL – Doug Quinn – 7:25 PM</b>
12.	<b>ADJOURNMENT OF EXECUTIVE SESSION AND RETURN TO OPEN SESSION – 7:43 PM</b>
	<p>After careful deliberation, a review of the record, and discussions during executive session; and after affording the opportunity for the employee to address the board, but having not, the board unanimously agreed to accept the recommendation of the superintendent for the termination of the employee specified in the letter attached to the official signed minutes of this meeting.</p> <p><b>Motion was made by Casey O'Dell, seconded by Mary Tipton, and unanimously carried, approving the recommendation of the superintendent for the termination of employment with the Camas School District No. 117, of the employee specified in the attached letter to these official signed minutes, effective immediately. Motion carried unanimously.</b></p>
13.	<b>ADJOURNMENT – 7:44 PM</b>

Meeting Minutes Prepared by Lynette Marshall

Secretary

President

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