

FALLS CITY SCHOOL DISTRICT #57
REGULAR BOARD MEETING

September 16, 2021

Art Houghtaling, Superintendent

503-787-3521

The Falls City School Board will meet Thursday, September 16, 2021 at 5:30 pm in person and virtually on Zoom. The public is welcome to attend the open portion of any meeting as posted. A link to the Zoom meeting is available on the district website at fallscityschools.org.

REGULAR BOARD MEETING - OPEN TO THE PUBLIC

Chairman Davis opened at 5:34 pm
Went into executive session at 5:35 pm

EXECUTIVE SESSION – CLOSED TO THE PUBLIC

*(ORS 192.660(2)(i): "To review and evaluate the performance of the superintendent or any other public officer, employee or staff member, unless that person requests an open hearing."
"a quorum of the board may be in attendance at this session but will not be acting on district business as a board"*

Discussion

Vice Chairman Davis closed executive session at 6:23 pm

Break

OPEN SESSION – 6:32

Board Members in attendance:

Bret Davis, Chairman
Bob Young, Director
Dana Schowalter, Director

Jami Kidd, Vice Chairman
Shanda Yother, Director

Staff Members in Attendance:

Art Houghtaling, Superintendent
Donna Creekmore, Admin Assistant
Amy Houghtaling, FACES Director
Dennis Sickles, Athletic Director
Lynn Bailey, HS Teacher
Bethany Cornutt, Pre-K, EA

Micke Kidd, HS Principal
Corrine Symolon, SEL Director
John Gilbert, Facilities Manager
Jessi Turnidge, MS Teacher
Bryan Walton, Behavior Specialist

Audience Members in attendance:

Jackie Olsen, CFO LBL ESD

FLAG SALUTE

ADDITIONS OR AMENDMENTS TO AGENDA

RECOGNITION OF, AND COMMENTS FROM, AUDIENCE MEMBERS/CITIZENS

REPORTS

Superintendent/Principal – See Report. Summer School was amazing. Kudos to all of the staff who put their time in. We hired additional staff and received a resignation. Monmouth Church came out and helped put on the Back-to-School Bash again, we had a great turnout. Inservice Week went well and included a day at Camp Tapawingo. First week of school was a success, concluding in an SELabration on Friday with a mini field day including a bounce house. Excited for the new school year. Bussing has proved to be a bit of a puzzle, but we are working it out. We received some news from TSPC about our abrupt resignation. That staff member didn't feel like the position was adequately expressed as being MS Science and questioned leadership. Those who participated in the interview process felt the science piece was clearly expressed. Did shine some light on the necessity to get contracts out in a timely manner. We also need to make getting clear job descriptions and duties a priority. We need to edit contracts so they no longer include the phrase "Other duties as assigned". Staff are often responsible for duties above and beyond and need to be compensated and valued for it. We need to develop a New Employee Orientation process and have contracts on hand at that time. All documents should be signed before the first day of school. Do we have training for new classified staff? Director Yother asked if we still do MANDT training? A few staff members were trained last year. It may be offered through the WESD, but we haven't received a flyer on it yet. Vice Chair Kidd requested that we contact the WESD to find out what's available. It's possible that Corrine Symolon could teach staff de-escalation strategies and tools. Director Yother suggested we also need to go over playground rules, cafeteria rules, and play structure rules. HS Principal Kidd stated that we did attempt EA training 6 years ago and found it wasn't productive. We have new classified staff and have filled 2 out of the 5 positions so far. Discussed the guidance for filling the 3rd grade position. Currently we have a long-term sub that is located next to my office and it sounds great. The sub is also one of the previous applicants.

High School Principal – Good start to the year. First day, Mr. Munkers introduced each staff member like sports announcer. Ended the week with an assembly. So far, we have 60 students. We have graduated a class of 20+ for the last 3 years, we are in a decline. Our partnership with WCA is going well. We are getting good reports from the principal there, and the kids are doing great. The Ascend Room has taken a lot off of our plates and been a huge asset. We have 3, fifth year seniors this year. 2 are returning students from last year. The other is a student that moved and then came back. We have 1 fulltime online student and 1 half time online student. We just found out we can do a voice over for struggling readers. We have 28% of our students earning college credit. Mr. Munkers is working on implementing a character trait, student of the month. Mr. Ellingson is working on starting a publication. Staff are struggling with the new SIS and find that they have better customer service when they add Mr. Houghtaling's name to the email. Teachers can get help through the help desk, but it's still slow. Question asked if we had let WESD know of our experience so far? Tuesday's lockout experience helped us to see areas we need to improve, practice, and protocols to review. Looks like finding subs is going to be an issue this year and our math tutor will no longer be available after October 18th.

Business Manager – See Report. OEBS Ins was complete as of yesterday. We are currently updating payroll deductions for September's payroll. The forecast looks good. There will be an Oregon Kicker this year. The largest in history. It has already been added to the forecasted budget. We are projecting student decline across

the board; this will come with a budget decline as well. Reminded that financial reports are big estimates and will even out after September's payroll. We may have a bit of a shuffle as grants get closer to closing. Gym Update: Title IV funds can be used for gym funds under "Health and Wellness". Request was made to have a clearer picture of where we are at financially for next month or emailed to Mr. Houghtaling. We don't want to overspend. Need to verify if money was set aside, \$25,000 a year, for the Elementary School Roof. Was not set aside, all capital improvement funds are going into the general capital improvement fund account.

Facilities Manager – The Elementary School sidewalk is complete. The Dunaway sign is installed and the ceremony went well. Mrs. Dunaway was moved by everything. Cabinets for the Ascend room have been an adventure, but everything is starting to look really nice and everyone seems to be happy. We have a football game, lines are freshly painted and we are ready. It's been busier than it's ever been. We are short custodial staff and are not sure what the plan is there. The ESD is also short subs as well. We need to fly the 2 positions that need filled, one of which will have to be flied internally first. Covid expectations have increased custodial needs and increased cleaning time by a third. Need to find new ways to advertise and include the mask mandate, vaccine requirement, and background check.

Athletic Director – Fall sports have started; Volleyball and Football. Number of participants started off low, but have increased since school started. There is a huge ref shortage. The game schedules are out. Still working on games for Middle School Volleyball and Football, but there will be some.

FACES – FACES starts on Monday. We are low on staff but will be safe and have fun.

SEL – See Report. Great SEL/Mental Health systems in the district, but they aren't really working together yet. Staffing is also an issue. Created a conversation about our wage scale needing to be reviewed. How do we make employment with the district enticing? Director Yother brought up that Taco Bell has a sign advertising \$14/hr starting wage. Our pay scale across the board needs to be addressed. Requested that Mr. Houghtaling come to the back next month with a proposed plan. Need to make new positions equitable while honoring our current staff. Wage scales should be on district websites. Jackie Olsen should be put together funding options.

INFORMATION & DISCUSSION ONLY

1. Strategic Goals & Financial Brainstorm – Need to set aside time to review.
2. Policies (2nd Reading) – Second Read. Reviewed last month.
3. Edgenuity – This needs board approval. This will not cover K-5th grade, looking into another program that can cover that grade bracket. The minimum cost is \$12,000. We currently have 1 second grader and 1 seventh grader taking online class. The High School has 15 students, but supplies its own teacher.
4. Preschool – Our current preschool teacher, Bethany Cornutt, would like to work full time in preschool. This year she is half time preschool and half other. The other being funded differently. Need direction on funding options to cover the other half of her position. Currently she is assigned to kindergarten for the other half of her day. There is a direct connection between preschool and kinder and will help create a smoother transition. Looking into the Preschool Promise with a focus on having a full time preschool. Discussed budgeting questions around funding. Whether the current pay scale for preschool is comparable to other preschool teachers? It is not, as other preschool teachers are certified. Discussed how to honor what our preschool teacher is being asked

- to do, design and implement a brand-new preschool program. Director Schowalter asked that we keep an eye on the budget as we add additional new hires and review current pay scales.
5. Robert Young Construction Consulting Services – We did not know what all it would take to oversee the elementary gym project. It has taken considerable time from his business and family and would like to be compensated for it. There is an ethics question that will need to be looked into.
 6. Interim Superintendent Goals – In your board packet. Reviewed in executive session. Will need to be adopted at the next board meeting.
 7. 3rd Grade Teacher Long-Term Solution – We currently have a substitute. We have reopened the position and asked the previous applicants to reapply. If no new applications are received, we don't have to do a second interview and can hire the position quickly.
 8. Tim Sickles Volunteer Application – We go through this every year. The superintendent has to deny the application, the board can overrule that decision. Denied on crimes that are decades old and no charges involved children. In the future, Mr. Sickles should not be allowed to coach till his volunteer application is approved.
 9. Middle School TOSA – Middle School teacher, Jessica Turnidge, went to Mr. Houghtaling to ask about having a TOSA (Teacher On Special Assignment) for Middle School. The Middle School Model we are using now is brand new and there are lots of little things needed to make it work. It would help to have someone assigned to address those things. Are we considering a Head Teacher designation? Would there be a stipend associated with the designation? Question was asked if we have a Union Rep at the Elementary School. We don't. At this time, Jason Evans at the High School is our only Union Rep.
 10. Organizational Resolution 2122 – 001 Correction - This is just to correct the dates in 2 areas. Reviewed corrections.
 11. Organizational Resolution 2122 – 002 – This resolution is to remove Bob Young, past Board Chairman, as a check signer and to put Bret Davis, current Board Chairman, in as check signer.
 12. Assign Board Representative for Superintendent Contract Negotiations – Vice Chairman Kidd recommended Chairman Bret Davis, as he has worked contract negotiations previously. Chairman Davis was willing to be assigned this duty.

ACTION ITEMS

1. Approve Consent Agenda

- **August 19, 2021 Regular Board Meeting Minutes**
- **August 2021 Disbursements**
 - **Accounts Payable: Check numbers 5868 - 5915, in the amount of \$243,365.35**
 - **Payroll Expenses: Checks and direct deposits in the amount of \$265,777.05**

Motion made by Director Yother. Seconded by Director Schowalter.

Vote: All ayes. Director Young absent.

2. Approve Edgenuity as our Online Education Option for 6th-12th Grades

Motion made by Director Schowalter. Seconded by Director Yother.

Vote: All ayes. Chairman Young absent.

3. Approve Consultation Fee for Robert Young Construction to Complete the Gym Project

This was tabled for now.

4. Approve Tim Sickles Application to be a Volunteer

Motion made by Vice Chair Kidd. Seconded by Director Schowalter.

Vote: All ayes. Chairman Young absent.

5. Approve Policy Updates as presented

Motion made by Vice Chair Kidd. Seconded by Director Yother.

Vote: All ayes. Chairman Young absent.

6. Organizational Resolution 2122 – 001 Correction

Motion made by Director Yother. Seconded by Vice Chair Schowalter.

Vote: All ayes. Chairman Young absent.

**7. Organizational Resolution 2122 – 002
Appointment of custodian of funds:**

Remove Bob Young, Add Bret Davis

Motion made by Director Schowalter. Seconded by Director Yother

Vote: All ayes. Chairman Young absent.

8. Assign Board Representative for Superintendent Contract Negotiations

Bret Davis

Motion made by Vice Chair Kidd. Seconded by Director Schowalter.

Vote: All ayes. Chairman Young absent.

Good of the Order

Board Secretary Creekmore – Kids are happy to be back school.

Corrine Symolon – Could we move staff who are giving a presentation to the front of the line in the future?

Jessica Turnidge – Thank you for all the support.

Bethany Cornutt – Asked if anything was approved as far as her position for preschool. Yes, we will look into funding and consider a full time preschool next year.

Director Schowalter – Has attended several school sponsored events, all were amazing. Everyone did a great job.

ANNOUNCEMENTS:

Next Board Meeting: Thursday, October 21, 2021

VICE CHAIRMAN DAVIS CLOSED MEETING AT 9:00 PM

