

GLENWOOD SCHOOL BOARD MINUTES
November 21, 2013

Members Present: Betsy Putnam, Chairman
David Wasgatt
Jennifer Hallenbeck
Jay McLaughlin
Eric Jacobsen

Visitors: Darren Jones
Tom Anderson
Toni Troh
Teresa Dechand
Bethany Putnam
Aaron Oldenburg
Jay Anderson
Jensi Smith
Elizabeth Jones

Staff Present: Pamela Shelly, Superintendent
Jaecee Hocter, Business Manager

	Chairman Betsy Putnam called the meeting to order at 7:00 PM.	
	<p>Mrs. Troh shared that since Mrs. Humphrey has been teaching for Miss Alexander and Mrs. Putnam has been helping her son in class, he is passing more assignments than before. Mrs. Troh commended Mrs. Putnam on her ability to get through to her son in math and she appreciates her time that she has volunteered.</p> <p>Mrs. Smith made known that the Columbia Gorge Regional Center for Intervention is available to our Glenwood students. The outreach program is designed to help students seeking to be successful in a 2 year college, transferring to 4 year college and vocational programs.</p> <p>Bethany Putnam, A.S.B. Representative reported that we started winter sports on Monday. The homecoming game will be on January 9th and the dance will be on January 10th. The student body will be participating in a food drive in December for the church's annual food drive.</p> <p>Mr. Jay Anderson followed up on the special education service travel expenses that were brought up at previous meetings. He has spoken with E.S.D. #112's Michael Salitore about combining with Trout Lake's special education student for travel and he doesn't think it will be feasible to do with the needs of the students involved.</p>	Communication to the Board
	Mrs. Shelly has been approached about changing the 8 th grade promotion and high school graduation ceremonies back to different days and wanted to know the history of the subject. Mrs. Shelly wanted to know what the board thought about having them on separate days so the students have their own day. Mr. Wasgatt thought it might be nice	Superintendent's Report

	<p>to separate the events and the rest of the board agreed to have the 8th grade promotion on Friday and the high school graduation on Saturday.</p> <p>Mrs. Shelly has been asked by Tara Corbin from Cycle Oregon if our school would be interested in hosting their bicycle event at our school. The 7 day bicycle event would come through Glenwood on September 7th and the setup for the event would be on September 6th. The group would bring in about 2,000 cyclists and 200 vendors and all accommodations will be brought in. If approved by the school, Cycle Oregon would reimburse the school for any expenses incurred from their overnight stay. The group would need volunteers for cheering, carrying bags, serving food, and creating an informational booth for our area. Participation in the event would make our town eligible for many grants. The board thought we should have a town meeting with all organized groups present to decide if this would be something that we would like to participate in.</p> <p>Mrs. Shelly would like to get high school track figured out as soon as possible. She has met with Doug Dearden to discuss track. She was told that they would really like to join up for track as TLG.. Mrs. Shelly is focused on what is best for the students and would like direction from the board. Mr. Tom Anderson was under the impression that Trout Lake didn't like our combine. He suggested that we offer Trout Lake to be able to combine with us. Mr. Oldenburg came away from the spring sports meeting that we were focused on making Glenwood teams. We would need to have 5 boys or girls to have a "team" and create allocations for state. But individuals can still make it to state. Currently, we have 3 girls and 4 boys interested in track as of today. Mr. McLaughlin found out that Trout Lake had a different understanding of the meeting between athletic directors and superintendents last school year than what we heard. Mr. Wasgatt believes that the parents get in the way and we need to focus on what the kids want. Mr. McLaughlin questioned why we are trying to fix TLG track when it was never broken like volleyball and basketball. Mr. McLaughlin said that we need to meet with Trout Lake administration and board members in the first week of December. Mrs. Putnam stated that we need to hire a coach in December. Then Mrs. Hallenbeck suggested that we need to talk to the interested athletes and see what they would like to do.</p>	
Action	The minutes from the regular October meeting and special meeting on November 13 th were presented for approval. Mr. Wasgatt made a motion to <u>approve the minutes</u> as presented, seconded by Mrs. Hallenbeck and the motion carried.	Approval of Minutes
	Mrs. Hctor reported that the spending for October was 9.57%,	Current Budget &

	<p>bringing the year to date spending to 17.47% of the total budget. The electrical usage was approximately 600 K.W.H. less than last October. The water use was 22,000 gallons less than last October.</p>	P.U.D Summaries & Enrollment
Action	<p>After some discussion, Mr. McLaughlin made a motion to <u>approve policy and procedure #2190 with Mrs. Shelly's recommended strike in the policy language</u>, seconded by Mr. Wasgatt and the motion carried.</p> <p>Mr. McLaughlin made a motion to <u>approve policy and procedure #2195 as presented</u>, seconded by Mrs. Hallenbeck and the motion carried.</p> <p>Mrs. Hallenbeck made a motion to <u>approve policy and procedure #2410 with the exchange of athletic participation for P.E. credits</u>, seconded by Mr. Wasgatt and the motion carried. The requirements will be discussed at next month's meeting.</p> <p>Mr. Wasgatt made a motion to <u>approve the 2000 and 3000 table of contents as presented</u>, seconded by Mr. McLaughlin and the motion carried.</p> <p>Mr. Wasgatt made a motion to <u>delay approval of Procedure #3246 and Policy #2413 until next month for a 4th reading</u>, seconded by Mr. McLaughlin and the motion carried.</p>	Third Reading Policy Pages #2000-3414P
Action	<p>Mr. Jay Anderson announced that we have had Michael Scheepers in to aid in math during 3rd and 6th periods. Mr. Scheepers is helping distribute the load of teaching with all the levels being taught during those periods. Mrs. Putnam has been a huge help in the classroom recently as well as Mrs. Wilson and Mr. Scheepers.</p> <p>Mr. Jacobson made a motion to <u>approve hiring Mr. Scheepers as the temporary math aide</u>, seconded by Mr. McLaughlin and the motion carried.</p>	Hire Math Aide
	<p>Mr. Jay Anderson has been looking for a long term math teacher to have on standby if needed. He has found Kristie Dearden from Trout Lake, who has a math major but not a teaching certificate and is applying to be an emergency sub.</p>	Emergency Math Substitute
	<p>Mr. Jay Anderson looked into who can oversee students taking online classes. A 90 minute program is now required for supervisors of online classes. Mr. Wasgatt suggested that we have at least one other person besides Miss Alexander on staff to have the ability to supervise online students.</p>	Online Class Supervisor Training

	<p>Mrs. Hoctor opened discussion about the upcoming 2015 & 2016 levy. She asked the board if the current amount of \$110,000 was still the will of the board. Mrs. Hoctor will continue to provide monthly information to the community as the election date gets closer. She reported that the board will need to approve the levy resolution that will be sent to the county treasurer next month. Mr. Wasgatt suggested advertising that part of the levy dollars would be earmarked for shop improvements.</p>	Levy Discussion
	<p>Mr. Tom Anderson stated that he has learned a lot about our current lock down procedures since the last real lock down. Mr. Oldenburg, Mr. Jones, Mr. Tom Anderson and Mr. Jay Anderson met with the sheriff's department to go over lock down procedures. The Sheriff's department has defaulted to use FEMA's lock down protocol. Their 3 tiered procedure includes: 1- to lock exterior doors and control movement within the building; 2- medium lockdown; 3- complete lockdown with no movement and doors locked. Mr. Tom Anderson and the involved staff suggest a 2 level proposal. First would be called yellow with exterior doors locked, restricted movement, be on alert and account for all students. Level red would be a complete lockdown of our campus.</p> <p>Mr. Tom Anderson shared that Bickleton School District is looking into arming staff members since law enforcement is so far away. Historically, incidents in schools are over in 12 minutes and our law enforcement is at least 20 minutes away.</p> <p>It was discussed to have radios throughout the school for communication. It is the priority of the school to have staff available to answer the phone in the office. Mrs. Hallenbeck suggested creating a code word for when a lock down is over in case someone is threatened to call off a lockdown, and also establishing an off campus location to meet in case it is necessary. Mr. Jay Anderson announced that we will be practicing a code yellow lockdown on December 4th at 2 pm.</p> <p>Mr. Wasgatt questioned where we were with the security measures that we discussed implementing. Mr. Jones answered that it was put on hold with the administration changes.</p> <p>Mr. McLaughlin made a motion to <u>adopt the 2-level lockdown protocol as discussed</u>, seconded by Mr. Wasgatt and the motion carried.</p>	Proposed Lockdown Procedure
Action	<p>Mr. Wasgatt made a motion to <u>approve the supplemental assistant principal contract as presented</u>, seconded by Mr. McLaughlin and the motion carried.</p>	Supplemental Assistant Principal Contract
Action	<p>Mr. Wasgatt made a motion to <u>approve the interim superintendent</u></p>	Interim

	<p><u>contract as presented</u>, seconded by Mr. McLaughlin and the motion carried.</p>	Superintendent Contract
	<p>Mr. Jay Anderson provided a student performance summary to the board to establish the students who are meeting standard and the ones that are not. The staff made the decision to focus on spelling since it is common across all grade levels. Also, the secondary staff will focus on making the students more responsible for their learning. Students need to learn how to self direct their learning and be focused during instruction. The staff has established students in need and who will be working with them and what they will be working on.</p> <p>Mrs. Shelly described the test scores as an important shot in time. But we need to look at kids individually and focus on math and writing. The State is raising the bar and she wants to make sure the students know what they are supposed to know. We need to establish a framework of activity based lessons so the students enjoy learning.</p> <p>Mrs. Jones pointed out that there is a gap between the elementary and high school across all subjects. She noted that the expectations from the elementary and high school teachers are vastly different.</p>	School-wide Remediation Plan
	<p>Mrs. Shelly believes that the existing school improvement plan was created as a reportable document for the Consolidated Program Review and not as a working document. Mrs. Shelly stated that the plan should include personnel duties and deadlines to be able to change a school. The plan should include 3 to 5 academic and community goals created by the whole staff. Mr. Jay Anderson would like to have a forum to talk about where we are and where we want our school to go.</p>	School Improvement Plan
Action	<p>Resolution #156 was presented to the Board for approval. The resolution empowers Mrs. Pamela Shelly to sign all checks on behalf of the district and obligate the District for payment of the monies set forth in such checks. This resolution remains effective until repealed. The resolution does not affect any prior resolution regarding check signing authority. Mr. McLaughlin made a motion <u>to approve Resolution #156</u>, seconded by Mrs. Hallenbeck and the motion carried.</p>	Signing Resolution #156
	<p>Mrs. Putnam opened discussion about our superintendent search. The board needs to decide if we want to hire someone to help us or set up a timeline to do the search ourselves. Mrs. Hallenbeck has researched how Battleground School District has set up their search. She stated that their school website includes a survey of what the community wants for their school and there is a schedule of open community forums. Mrs. Shelly shared that hiring a superintendent is the most important job of the school board. She suggested to get going with the</p>	Superintendent Search Discussion

