

Salem-Keizer School Board  
Support Services Center – Room 2  
2575 Commercial Street SE  
Salem, Oregon 97302



## AGENDA

July 12, 2016

*Note: Signup sheets are available prior to the meeting if you wish to speak; please keep comments to three minutes. This meeting may be taped and televised by the media. If you have questions regarding the agenda, please contact Executive Administration at 503-399-3001.*

### 6:00 PM - REGULAR MEETING

**CALL TO ORDER** Pledge of Allegiance, Roll Call, Agenda Modifications

Chairperson

1. **SPOTLIGHT ON SUCCESS**

Superintendent Perry

On hiatus for the summer.

2. **AUDIENCE COMMUNICATIONS**

Patrons

a. Audience. (testimony related to agenda items only)

3. **ACTION**

Chairperson

- a. Election of Board Chair for 2016-17.
- b. Election of Board Vice Chair for 2016-17.
- c. \*Appointment of Legal Counsel for 2016-17.

4. **ADOPTION OF CONSENT CALENDAR**

Chairperson

(All items adopted by a single motion unless pulled for consideration)

- a. \*Adoption and Appropriation of Grant Budgets.
- b. \*Personnel Actions.

5. **READINGS**

Chairperson

- a. \*Revisions to Board Policy – EL-5 – Staff Compensation and Professional Development.

6. **REPORTS**

Superintendent Perry

- a. \*Monitoring Report: EL-1 – Global Executive Constraint.

7. **INFORMATION** (These items are information only unless pulled for individual consideration)

Chairperson

- a. \*2015-16 Upcoming School Board and Budget Committee Meetings.

8. **AUDIENCE COMMUNICATIONS**

Patrons

- a. Audience. (testimony on non-agenda items)

\*Support Materials Included

9. **BOARD REPORT ON ACTIVITIES**

(Board Directors share highlights on recent activities of their assigned committees)

School Board

10. **SUPERINTENDENT'S COMMENTS**

Superintendent Perry

**RECESS** – Move to hearing on Formal Complaint.

**HEARING**

**RECONVENE**

11. **ACTION ON FORMAL COMPLAINT.**

12. **ADJOURNMENT.**

Meetings preceding and/or following the Regular Board Meeting:

## APPOINTMENT OF LEGAL COUNSEL

### Background/Discussion:

The law firm of Garrett, Hemann, Robertson, P.C. has been representing the School Board and the Salem-Keizer School District since 1986 and Paul Dakopolos of the same firm has been working with the District since the early 1990s.

Board Governance Policy BG-10.2 requires the Board to name an attorney for the School District to provide professional legal counsel and advice to the Superintendent, staff and the School Board. The District has designated legal services as a class of contracts that are personal services contracts in Administrative Policy PUR-A001. This is consistent with ORS 279A.055(2). Personal services contracts are exempted from the Public Contracting Code pursuant to ORS 279A.025(2) and 279A.055.

It has been the practice of the School Board to reappoint legal counsel at their first regular business meeting in July.

### Board Action:

Board Leadership recommends the School Board reappoint Paul Dakopolos and the law firm of Garrett, Hemann, Robertson, P.C., as legal counsel to the School Board.

**ADOPTION AND APPROPRIATION OF GRANT BUDGETS**

Background/Discussion:

Grant funds for special projects, which are consistent with District goals and objectives, are recognized as desirable funding sources. Each year millions of dollars in grant fund budgets are submitted to the School Board for approval.

**G17F0 – Carl D Perkins Career and Technical Education grant \$415,787  
Secondary Education**

The project expands, modernizes and develops Career Technical Education Programs of study in high wage, high demand careers. Programs of study align with college certificate and degree programs, utilize industry connections to enrich project-based learning activities, and develop student leadership skills.

Funding breakdown:

Instructional	\$0
Support	\$395,988
Community	\$0
Overhead	\$19,799

Funding Source: ODE

Board Action:

Staff recommends the Board adopt and appropriate the grant/contract budgets and authorize the Chief Operations Officer to enter into a contract with the organizations in the above listed grant/contract awards. Additionally, the Board is requested to authorize an inter-fund loan if necessary from the General Fund to the Special Revenue Fund for the period between program expenditures and the receipt of program reimbursement. Money so loaned will be returned to the General Fund.

**PERSONNEL ACTIONS**

The Superintendent recommends that the Board:

1. Rescind Board Action of May 10, 2016 approving Karen Kinnett to a less than half-time position as an English teacher at Judson Middle School, effective at the beginning of the 2016-17 school year.
2. Rescind Board Action of April 12, 2016 approving Leah Rainey to a first year probation full-time position as a Health teacher at Leslie Middle School, effective at the beginning of the 2016-17 school year.
3. Authorize the execution of the necessary contract approving Barbara Bamford as AVID Coordinator, a first year probation full-time administrator position at Secondary Education, effective July 1, 2016.
4. Change the status of Beth Armstrong, Counselor at Scott Elementary School, from contract full-time to contract part-time effective August 30, 2016.
5. Authorize the execution of the necessary contracts for the employment of the following as less than half-time teachers for **2016-17**:

Name	Location	Effective Date	Tentative Trng Level	Tentative Exper. Level
Tessa Welterlen	McNary, Band (.44)	8/30/16-6/16/17	M+0	1
Sara Nickel	McNary, French (.25)	8/30/16-6/16/17	M+0	7

6. Authorize the execution of the necessary contracts for the employment of the following as temporary part-time teachers for **2016-17**:

Name	Location	Effective Date	Tentative Trng Level	Tentative Exper. Level
Connie Schroeder	Keizer, Basic Skills (.50)	8/30/16-6/16/17	B+24	16
Deanna Thompson	Four Corners, Basic Skills (.50)	8/30/16-6/16/17	B+24	11
L. Kevin Derowitsch	Bush, Physical Education (.50)	8/30/16-6/16/17	B+24	16

7. Authorize the execution of the necessary contracts for the employment of the following as temporary full-time teachers for **2016-17**: (\* indicates a current part-time employee who has been temporarily increased to full-time)

Name	Location	Effective Date	Tentative Trng Level	Tentative Exper. Level
*Kyle Alcock	Swegle, Behavior Specialist	8/30/16-6/16/17	M+0	1
Tawni Gall	Scott, Basic Skills	8/30/16-6/16/17	M+0	4
*Sarah Dutcher	Sprague, Effective Learning/Instructional Coach	8/30/16-6/16/17	M+45	12
*Jodi Villasenor	Leslie, Effective Learning/Instructional Coach	8/30/16-6/16/17	M+24	14
Melissa Nordgren	Liberty, Kindergarten	9/6/16-12/16/17	B+24	12
Danielle Post	South, Science	8/30/16-6/16/17	M+0	4
*Jesus Santillanes	North, LRC Math/Advanced Mathematics/Art	8/30/16-6/16/17	B+69	12
Rebeca De Los Reyes	Washington, Kindergarten Bilingual	8/30/16-6/16/17	B+0	8
Margaret Courchane	Student Services, Preprimary	8/30/16-6/16/17	M+0	6

8. Authorize the execution of the necessary contracts for the employment of the following as first year probation part-time teachers for **2016-17**:

Name	Location	Effective Date	Tentative Trng Level	Tentative Exper. Level
Margaret Nielsen	Richmond, Literacy (.50)	8/30/16-6/16/17	M+0	12

Stephanie Foreman	Cummings, Physical Education (.50)	8/30/16-6/16/17	M+24	10
Suzanne Roos	Crossler, Counselor (.70)	8/30/16-6/16/17	M+0	2
Sarah Collins	Claggett Creek, LRC (.50)	8/30/16-6/16/17	B+0	12
Karen Kinnett	Judson, English (.60)	8/30/16-6/16/17	M+45	8
Noelle Reed	Yoshikai, Effective Learning (.50)	8/30/16-6/16/17	M+0	8
Jonathan Willis	Weddle, Physical Education/basic Skills (.95)	8/30/16-6/16/17	B+45	7

9. Authorize the execution of the necessary contracts for the employment of the following as first year probation full-time teachers for **2016-17**:

Name	Location	Effective Date	Tentative Trng Level	Tentative Exper. Level
Sean Brooks	Waldo, ELD	8/30/16-6/16/17	M+0	1
Olivia Philipek	McKinley, Kindergarten ESOL	8/30/16-6/16/17	M+0	5
Jennifer Buckle	Kennedy, Grade 5 ESOL	8/30/16-6/16/17	B+0	1
Gretchen Hughey	North/West, Spanish	8/30/16-6/16/17	M+0	4
Joshua McGinn	McKay, English	8/30/16-6/16/17	M+0	1
Kayla Flowers	Lamb, Grade 1-2 ESOL	8/30/16-6/16/17	B+0	1
Christopher Feskens	McKay, Culinary Arts	8/30/16-6/16/17	B+0	7
Jennifer Long	Hayesville, Grade 3 Bilingual	8/30/16-6/16/17	M+0	11
Valerie Henderson	West, Science	8/30/16-6/16/17	B+45	4
Robert Greybeck Jr.	Leslie, Industrial Arts	8/30/16-6/16/17	M+45	12
Bridgette Bosman	Hoover, Grade 5 ESOL	8/30/16-6/16/17	M+0	1
Kara Dewar	Hammond, Grade 4 ESOL	8/30/16-6/16/17	M+0	6
Kaila Blaydon	Parrish, English	8/30/16-6/16/17	B+0	1
Lauren Keller	Hammond, Grade 1 ESOL	8/30/16-6/16/17	B+0	8
Kailyn Kent	Waldo, English	8/30/16-6/16/17	M+0	1
Teri Lewis	Student Services, PBIS Implementation PA	8/30/16-6/16/17	M+45	14
Mackenzie Beals	Lee, Grade 5 ESOL	8/30/16-6/16/17	B+24	3
Joshua Rist	McNary, Choir	8/30/16-6/16/17	M+0	4
Jordan Coleman	Miller, Grade 3 ESOL	8/30/16-6/16/17	M+0	1
Jenna Williams	Cummings, Grade 2 ESOL	8/30/16-6/16/17	M+0	4
MaryAnne Hill	Salem Heights, Grade 2 ESOL	8/30/16-6/16/17	M+0	9
Katie Mitchell	Hallman, Grade 3 ESOL	8/30/16-6/16/17	B+0	1
Amy Quiring	Lamb, Grade 1 Bilingual	8/30/16-6/16/17	M+0	12
Amanda Edgecomb	Pringle, Grade 1 ESOL	8/30/16-6/16/17	M+0	9
Tiffany Gates	Lamb, Grade 5 ESOL	8/30/16-6/16/17	M+45	1
Julie Hawthorne	Student Services, Program Assistant LRC	8/30/16-6/16/17	B+45	15
Rosette Chen	North, Advance Mathematics	8/30/16-6/16/17	M+0	9
Elizabeth Hartley	Cesar Chavez, Grade 3 ESOL	8/30/16-6/16/17	M+45	12
Elizabeth Struxness	Judson, Mathematics	8/30/16-6/16/17	M+0	1
Kristen Dysinger	Cummings, Grade 2	8/30/16-6/16/17	M+0	1
Yolanda Valdez Jara	Swegle, Grade 1 Bilingual	8/30/16-6/16/17	M+45	10
Heather Woodward	McNary, English	8/30/16-6/16/17	M+45	10
Amanda Whitaker	Hallman, Kindergarten Bilingual	8/30/16-6/16/17	M+0	12
Adrienne Betterton	Lee, Developmental Kindergarten Life Skills	8/20/16-6/16/17	B+69	3
Amelia White	Lamb, DLC	8/30/16-6/16/17	B+0	2
Molly Swain	Battle Creek, Kindergarten	8/30/16-6/16/17	B+0	1
Derek Daniel	McKay, English	8/30/16-6/16/17	B+45	2
Janie Whalon	Roberts, LRC	8/30/16-6/16/17	B+0	1
Bria Londberg	Bush, grade 1-2 ESOL	8/30/16-6/16/17	M+0	1
Austin Brown	North, Social Studies	8/30/16-6/16/17	M+0	1
Colleen Silva	Kennedy/Student Services, LRC	8/30/16-6/16/17	M+0	12
Rebecca Gimlett	McKay, English	8/30/16-6/16/17	M+0	1
Mary Barfknecht	McNary, Spanish	8/30/16-6/16/17	M+0	15
Kerry Topel	Roberts, Integrated Science	8/30/16-6/16/17	M+0	6
Jennifer Kercher	North, Choir	8/30/16-6/16/17	M+0	12

10. Authorize the execution of the necessary contracts for the employment of the following as second year probation part-time teachers for **2016-17**:

Name	Location	Effective Date	Tentative Trng Level	Tentative Exper. Level
Katy Gahlsdorf	Lee, Grade 4 ESOL (.50)	8/30/16-6/16/17	M+0	3

11. Authorize the execution of the necessary contracts for the employment of the following as second year probation full-time teachers for **2016-17**:

Name	Location	Effective Date	Tentative Trng Level	Tentative Exper. Level
Kathryn Kopel	Bush, Grade 4 ESOL	8/30/16-6/16/17	B+0	2
Randy Reason	Bush, Physical Education	8/30/16-6/16/17	B+69	13

12. Authorize the execution of the necessary contracts for the employment of the following as contract full-time teachers for **2016-17**:

Name	Location	Effective Date	Tentative Trng Level	Tentative Exper. Level
Jenny Maguire	Keizer, Behavior Specialist	8/30/16-6/16/17	M+45	12
Kathryn Ciancetta	West, Effective Learning/Instructional Coach	8/30/16-6/16/17	M+45	15

The Superintendent announces the resignation of the following licensed staff members:

Name	Reason	Effective Date	Current Assignment	Total Years in Salem
Karie Hagenbeck	Resignation	6/30/2016	Battle Creek, Kindergarten	2.0
Jennifer Gentle	Resignation	6/30/2016	Highland, Kindergarten ESOL	1.0
Colleen Thompson	Resignation	6/30/2016	Student Service, Autism Consultant	1.0
Justin Lieuallen	Resignation	6/30/2016	McNary, Assistant Principal	13.0
Grady McKenzie	Resignation	6/30/2016	Houck, LRC	2.0
David Malcolm	Resignation	6/30/2016	Judson, Science	9.0
Brando Bennett	Resignation	6/30/2016	Claggett Creek, LSC	1.0
Amy Tipelin	Retirement	6/30/2016	Hallman, Grade 4 ESOL/Effective Learning	25.0
Elizabeth Schaefer	Resignation	6/30/2016	Curriculum, TAG Program Assistant	10.0
Melissa Houston	Resignation	6/30/2016	Hoover, LRC	7.0
Christine Kaiser	Resignation	6/30/2016	Hallman, Kindergarten ESOL	13.0
Kevin Arndt	Resignation	6/30/2016	McNary, Mathematics	8.0
Stephen Nelson	Retirement	6/30/2016	Sprague, Orchestra	32.0
Haley Holboke	Resignation	6/30/2016	Liberty, Grade 3 ESOL	1.0
James Wieweck	Resignation	6/30/2016	South, Culinary Arts	8.0
Samantha Wood	Resignation	6/30/2016	McKinley, Grade 5	2.0
Jamie Fischer	Resignation	6/30/2016	Eyre, Literacy/Reading	2.0
Robin Pollard	Resignation	6/30/2016	Sprague, Business Education	4.0
Melaine Pierce	Resignation	6/30/2016	Morningside, Grade 1 ESOL	10.0
Marya Kalugin	Resignation	9/1/2016	Forest Ridge, Principal	17.0
Thomas Jimenez	Retirement	6/30/2016	Swegle, Physical Education	27.0
Sierra Farquhar	Resignation	6/30/2016	Chapman Hill, General Music	1.0
Megan Norris	Resignation	6/30/2016	Leslie, Social Studies/AVID	3.0
Megan Jackson	Resignation	6/30/2016	McKay, AVID/Health Physical Education	8.0
Melanie Rau	Resignation	6/30/2016	Salem Heights/Sprague, General Music/Band	1.0
Holly Monroy	Resignation	6/30/2016	Instructional Services, Title 1 Program Assistant	4.0
Teresa Tolento	Resignation	6/30/2016	Grant Community School, Principal	7.0
Connie Powell	Resignation	6/30/2016	Miller, Grade 2 ESOL	11.0
Megan Menzia	Resignation	6/30/2016	Weddle, Grade 4-5 ESOL	2.0
Kerry Burtis	Retirement	6/30/2016	North/McNary, Choir	12.0
Kristen Balch	Resignation	6/30/2016	McNary, Physical Science	1.0

READING

5.a.

July 12, 2016

## REVISIONS TO BOARD POLICY

### Background/Discussion:

At the June 28, 2016, work session the School Board discussed revising EL-5 – Staff Compensation and Professional Development. The policy is attached and the suggested revision is marked with the new language underlined.

### Board Action:

No action is required at this time. These revisions are presented for information and discussion. The Board is scheduled to take action at the August 9, 2016 Board Meeting.



## **Staff Compensation and Professional Development**

With respect to employment compensation and benefits for employees, the Superintendent shall not cause or allow jeopardy to the fiscal integrity or public image of the district.

Accordingly, the Superintendent shall not:

1. Change his or her own compensation or benefits.
2. Promise or imply employment, to any person, in a manner that is outside of the District's established process or statutory requirements.
3. Create obligations over a longer term than revenues can prudently be projected.
4. Change the percentage increase used for step increases on employee salary schedules without approval by the School Board.
5. Fail to develop and implement salary schedules and pay plans for employees.
6. Fail to develop and implement compensation and professional development plans to attract and retain highly qualified staff.

**Monitoring Method:** Internal Report  
**Monitoring Frequency:** Annually

## EXECUTIVE LIMITATION 1: GLOBAL EXECUTIVE CONSTRAINT

### Background/Discussion:

This is the first of twelve monitoring reports, scheduled for 2015-16 and is designed to provide the School Board with information to determine if the Superintendent is meeting the criteria established within the adopted Executive Limitations.

### Executive Limitation 1: Global Executive Constraint

The Superintendent shall not cause or allow any practice, activity, decision or organizational condition which is unlawful, unethical, unsafe, disrespectful, imprudent, or in violation of commonly accepted business and professional ethic and practices, and Board policy.

### Evidence of compliance:

The Superintendent has ensured the appropriate measures have been taken to avoid violation of the policy. The District continues to conduct an independent financial audit (Grove, Mueller & Swank, PC); and we are continuing both internal and external independent performance audits to verify that actions are appropriate, lawful, and prudent.

Over the past year, we have conducted internal audits as needed through our Quality Assurance Model. No major problems have been identified and minor corrections were implemented as appropriate. Our external certification audit was held in December 2014-15-15 and the district was ISO 9001 recertified.

### Evidence of non-compliance:

Our purchasing department monitors school and department procurement to ensure compliance with public contracting laws and have reported a transaction, which did not follow the District's procedure and was out of compliance with Board policy.

Purchasing received a requisition to provide payment to a contractor in the amount of \$10,400. In accordance with ORS 279B and District policy PUR-P001, the acquisition of services greater than \$3,000 shall be done through the Purchasing department, by means of a formal quote or bid process. The requested services had already been performed, bypassing the quote process.

There was a miscommunication between departments and the school regarding the source of funding. Some staff believed this was a donated project when in reality the funds were to come from the school's ASB account. ASB funds are subject to District policy regarding public contracting.

Appropriate corrective action has been taken with staff as well as revising work instructions to provide more clarity on funding sources.

### Board Action:

This report is provided to the School Board for discussion and consensus on content.

**2016-17 UPCOMING SCHOOL BOARD AND  
BUDGET COMMITTEE MEETINGS**

(Note: Meetings will be scheduled/rescheduled or canceled as needed)

All meetings will be held at 2575 Commercial Street SE in Rooms 1 or 2 unless otherwise noted.

**July 12, 2016**

6:00 p.m. School Board Meeting.

**July 26, 2016**

9:00 a.m. – 4:00 p.m. – Work Session – Summer Planning Session.

**August 9, 2016**

5:00 p.m. Work Session – Topic to be Determined.

6:00 p.m. School Board Meeting.

**August 23, 2016**

6:00 p.m. Work Session – Topic to be Determined.

**September 13, 2016**

5:00 p.m. Work Session – Topic to be Determined.

6:00 p.m. School Board Meeting.

**September 27, 2016**

6:00 p.m. Work Session – Topic to be Determined.

**October 11, 2016**

5:00 p.m. Work Session – Topic to be Determined.

6:00 p.m. School Board Meeting.

**October 25, 2016**

6:00 p.m. Work Session – Topic to be Determined.

**November 8, 2016**

5:00 p.m. Work Session – Topic to be Determined.

6:00 p.m. School Board Meeting.

**November 22, 2016**

6:00 p.m. Work Session – Topic to be Determined.