

INDIVIDUALIZED EDUCATION FOR ALL LEARNERS

August 14, 2023

6:30 P.M.

- 1.0 FLAG SALUTE/ROLL CALL Dena Crowell
Zone 1, Carie Simon; Zone 2, Tony Isom; Zone 3, Vacant; Zone 4, Suzy Parker; Zone 5, Jason Curtis; Zone 6, Kirt Glenn; Zone 7, David Karo.
- 2.0 ELECTION/SWEARING IN OF OFFICERS
2.1 Elect Chairman
2.2 Elect Vice-Chair
- 3.0 GOOD OF THE ORDER/COMMUNICATIONS Chairman
3.1 Agenda Adjustments Candace Pelt
3.2 Oregon English Language Learner Report Candace Pelt
3.3 HVAC Request for Proposal
- 4.0 CONSENT AGENDA Chairman
4.1 Approve Candace Pelt as District Clerk
4.2 Approve Celeste Van Cleave as Deputy Clerk
4.3 Approve Candace Pelt as Custodian of Funds and Authorize Facsimile Signature of District Clerk
4.4 Delegate Candace Pelt Authorization to Sign for Federal Programs for the District
4.5 Approve Candace Pelt as the District Budget Officer
4.6 Approve The Times, Eugene Register Guard or the Albany Democrat Herald for District Legal Notices and Publications
4.7 Approve the Firm of Garrett, Hemann, Robertson, Jennings, Comstock & Trethway, P.C. as District Legal Counsel
4.8 Approve Key Bank and the Local Government Investment Pool, as Depositories for School District Funds
4.9 Approve Brown & Brown Insurance as School District's Insurance Agent
4.10 Approve Pauly, Rogers & Co. as Official 2023-2024 Auditors for the District
4.11 Determine that Roberts Rules of Order will be used to Conduct Board Meetings, Except Where Other Group ~~Processes~~ ^{Policy} may be Initiated by the Superintendent or Chair
- 5.0 ACTION/BUSINESS Chairman
5.1 Interview/Appoint Zone 3 Board Applicant Chairman
5.2 Oath of Office Chairman
5.3 Approve Minutes of the June Regular Board Meeting Chairman
5.4 Approve Minutes of the June 28th Special Session Chairman
5.5 Declare Budget Committee Vacancies Candace Pelt
5.6 Staff Acknowledgements Candace Pelt
5.7 Approve Licensed Hire Candace Pelt
5.8 Set Date/Time for High School Graduation Candace Pelt

6.0 AUDIENCE COMMENTS

The Board is interested in hearing from our community. Public comments are welcome at the specified place on the agenda. Comments need to be about district operations and programs. The Board is unable to hear in open session any matters related to personnel or students. If you have personnel concerns, please share those directly with the superintendent. If you have a complaint you wish the district to address, please follow our policy KL (public) or GBM (staff).

6.1 Board Chair Reponse

7.0 REPORTS

7.1 Superintendent

**Chairman
Candace Pelt**

8.0 ADJOURN

Chairman

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 72 hours before the meeting to Dena Crowell, Executive Assistant, 32433 Hwy. 228, Halsey, Oregon, 97348, 541-369-2813, ext. 3222. If needed, you may contact the Oregon Telecommunications Relay Service at 1-800-735-9200 for assistance in contacting the District. Central Linn is an equal opportunity educator and employer.

AGENDA EXPLANATIONS

- 2.1 **Election of Officers** – The Board will elect a Chair and a Vice Chair for 2023-2024.
- 3.2 **Oregon English Language Learner Report** - districts are required to report to the board by September 1st.

ALL CONSENT ITEMS CAN BE APPROVED IN ONE MOTION

4.0 **Consent Agenda** – Items 4.1 through 4.5 authorize the Superintendent, Dr. Candace Pelt, and the Business Manager, Celeste Van Cleave, to act on behalf of the Board as the District Clerk and Deputy Clerk respectively. The roles noted in the agenda are common for most districts and on-going, but they do require annual re-approval so that these two positions may carry out the District’s fiscal responsibilities.

4.6 **Approve *The Times*, *Eugene Register Guard* and the *Albany Democrat Herald*** – It is required that public school districts formally designate their newspapers of record. The three papers we use for legal announcements are included on the agenda.

4.7 **Approve Legal Counsel** – We are recommending the District and Board continue to contract legal services from the firm noted in the Agenda. The Board’s approval of this firm will ensure continued representation and the firm’s history with Central Linn is invaluable. The district does contract for other specialized legal services on an as needed basis, but this action is only in regard to counsel for the Board and District.

4.8 **Approve Depositories** – We are recommending the Board continue to use Key Bank and the Local Government Pool. Our day-to-day banking has been done with Key Bank and the District is pleased with the service received. The Local Government Pool is where our larger and longer-term transactions/deposits are made.

4.9 **Approve Insurance Agent** – We are recommending the Board to designate Geoff Sinclair with Brown & Brown Insurance as the district’s Insurance agent for the 2023-2024 school year.

4.10 **Approve Auditors** – We are recommending the Board again designate Pauly, Rogers and Co. as the district’s auditing firm for the 2023-2024 school year.

4.11 **Approve Rules for Conducting Meetings** – Although other meeting management forms may be used by the Board in conducting its business, it is recommended the Board adopt the continued use of Robert’s Rules of Order unless otherwise noted in Board Policies.

5.1 **Interview/Appoint Zone 3 Board Applicant** - Board Vacancy was published, one application was received within the 20 day window by Parker Leigh. Application enclosed.

5.2 **Oath of Office** - All newly elected, re-elected and/or appointed officers will need to take the Oath of Office, administered by the Chairman.

5.5 **Declare Budget Committee Vacancies** - These Zones have either a budget committee member fulfill their three-year term or it remains vacant from the previous year. Zone 1, Zone 2, Zone 3, Zone 4 and Zone 7. Johnna Neal represents Zone 5 and Ron Whitted represents Zone 6.

5.6 **Staff Acknowledgements** – Acknowledge the hire of Levi Farris, Facilities Technician and Gina Marciochi-James, Educational Assistant and the resignations of Karly Geider, McKinney Vento Liaison; Wendy Kivett, Choral and Drama Teacher and Dennis Archer, Facilities Technician.

5.7 Approve Licensed Hire - Dr. Pelt recommends to the Board the hire of Joseph Demianew, CLHS Choral/Drama teacher on a probationary contract.

5.8 Set Date/Time for High School Graduation - The Board needs to set a date for High School Graduation. Past practice would suggest Saturday, June 8, 2024 at 1:00 p.m. for the 2023 graduation date and time.

UPCOMING EVENTS

**Board Retreat – August 18, 2023, 9:00-3:00 at the Brownsville City Hall, Community Center.
August 19, 2023, 9:00-3:00 at the Halsey City Hall, Community Room.**

Next Board Meeting – September 11, 2023 @ 6:30, High School Cafeteria and via Zoom

JUL 20 2023

**SCHOOL BOARD DIRECTOR
APPLICATION FORM**

**CENTRAL LINN DISTRICT #552C
BOARD POSITION ZONE:**

NAME PARKER LEIGH
ADDRESS ST. HALSEY
EMAIL _____
TELEPHONE(S) _____

Return to:

Asst. Superintendent, Dr. Candace Pelt
Central Linn School District
PO Box 200
Halsey, Oregon 97348

Note: An eligible candidate must be a registered voter and resident of the district for one year immediately preceding the appointment and residing within the boundaries of the designated zone.

Name PARKER LEIGH

Date 7/20/2023

The Central Linn School Board's objective is to appoint board members who can be of the most help to the District. The Board looks for people with different skills and perspectives, i.e., a board needs members with management, parenting, leadership, schooling, and community experiences with skills.

The following information will assist the Board in considering the applications of all candidates on a consistent, uniform basis:

I. STATEMENT OF PURPOSE:

Please write a brief response to each of the following questions:

- 1. What knowledge, experience, and expertise could you contribute as a member of the Central Linn School Board?

20+ YEAR COMMUNITY MEMBER
CLHS GRADUATE
8 YEARS BOARD EXPERIENCE
- 3 YRS VICE CHAIR
- 1 YR CHAIRMAN

- 2. Individualized education for all learners; Describe what this statement means to you and how it might affect the classroom or structure of a school.

ACKNOWLEDGING THAT NOT ALL
STUDENTS FIT IN THE SAME "BOX."
PROVIDING EACH STUDENT WITH THE
TOOLS/KNOWLEDGE FOR SUCCESS

3. What would be your primary goal(s) if you were appointed to serve?

TO BUILD ON THE WORK THAT
HAS BEEN DONE, AND CONTINUE TO
IMPROVE THE DISTRICT IN ALL AREAS

4. What is your evaluation of the Central Linn School District and what is your vision for it?

THE LAST FEW YEARS HAVE SEEN
MUCH CHANGE/IMPROVEMENT, AND
WHILE THE FUTURE LOOKS BRIGHT,
THERE IS STILL MUCH WORK TO BE
DONE. I SEE CL BECOMING
AN EDUCATIONAL DESTINATION

5. What challenges do you foresee ahead for the Central Linn School District and how should we respond to them?

BUDGETS, FACILITIES, PREPARING
STUDENTS FOR A RAPIDLY CHANGING WORLD.
FORWARD LOOKING PLANNING, ADAPTABILITY.

II. EDUCATIONAL & PROFESSIONAL TRAINING

Name of school and location (Include high school, college graduate work and other)	Degree, Diploma	Minor	Major
CLHS CLASS OF '05	YES		

III. WORK/CAREER EXPERIENCE

Name of Business and/or Job and Location	Dates	No. of Years	No. of Employees In System	Position Held
RELCO	6/05 - 3/07	4	20 (ish)	TRUCK DRIVER - CRANE OPERATOR
LINN Co. ROAD DEPT	3/09 - 6/20	11	50+	SPRAY TECH/ ROAD MAINT WORKER
SUMMIT STRUCTURES	6/20 - 7/20	6 WEEKS	20	SHOP MANAGER
LINN Co ROAD DEPT	8/20 - PRESENT	3	50+	DISTRICT ROAD SUPERVISOR

IV. COMMUNITY EXPERIENCE

Name of Clubs, Boards, Organization, Etc. and Location	Date	Nature of Involvement
CL SCHOOL BOARD	2016-23	BOARD MEMBER

Please specify special awards and recognition:

V. REFERENCES

Give at least three recent references who have firsthand knowledge of your character, personality, scholarship, and leadership ability.

Name	Address	Official Position	Telephone
LOGAN SMITH	REDMOND, OR	FINANCIAL CONTROLLER SUMMIT STRUCTURES	(541)905-6726
STEVE CAROTHERS	SWEET HOME	RETIRED (ISH)	(541)520-7133
KEVIN HAMILTON	3010 FERRY ST SW ALBANY (WORK)	OPERATIONS MANAGER LINN CO ROAD DEPT	(541)740-1787

Only complete applications will be considered. To be considered, applications must be received by the Superintendent on/or before the specified date of the official notice.

Central Linn School District 552-C

Code: **BBBB**
Adopted: 1/11/88
Revised: 4/14/05

Board Member Oath of Office

New directors must qualify by taking an oath of office before assuming the duties of office. The oath of office will be in the following form:

I, _____, do solemnly swear (or affirm) that I will support the Constitution of the United States, the Constitution of the State of Oregon and the laws thereof, and the policies of the Central Linn School District. I will faithfully and impartially discharge the duties of the Office of School Board Member according to the best of my ability during the term for which I have been appointed.

Signature

END OF POLICY

Legal Reference(s):

ORS 332.005

1.0 FLAG SALUTE/ROLL CALL

On June 12, 2023 Chair Karo called the meeting to order at approximately 6:32 p.m. in the Central Linn Elementary Library and via Zoom.

Members Present: David Karo, Kirt Glenn, Suzy Parker, Parker Leigh, Carie Simon, Tony Isom, Jason Curtis

Others Present: Candace Pelt, Celeste Van Cleave, Dena Crowell, Tia Parrish, Holly Parrish, DeAnna Kildea, Glenda Seiders, Mia Fiorito, Matthew Fiorito, Michelle Isom, Darrell Parker, Alena Fitzmorris, Wendy Cortright, James Shannon, Joel Sauter, Jamie Derrickson, Devon Abbott, Courtney Griesel, Bill Powell

2.0 GOOD OF THE ORDER/COMMUNICATIONS

2.1 Agenda Adjustments: Add 4.13, Accept Election Results; 4.14, Adopt Transfer Resolution

2.2 ASB Report: ASB Officer, Alena Fitzmorris, provided a report on Senior Week activities and announced the planning of next school year's Homecoming.

2.3 Natural Resources Program Award: Forestry Teacher, Darrelle Parker, was awarded the Natural Resources Program Award in the amount of \$5,000 presented by Sierra Pacific Representatives Courtney Griesel and Bill Powell.

2.4 Weyerhaeuser Giving Fund: Forestry Teacher, Darrelle Parker, was also awarded \$9,700 from the Weyerhaeuser Giving Fund, presented by Matthew Fiorito. All awarded funds received from the Natural Resources Program Award and Weyerhaeuser Giving fund will go towards the purchase of a saw mill for the Natural Resources and Forestry classes.

2.5 Community Partnerships: Michelle Isom, City of Halsey Representative, reported on City of Halsey activities: The 5K run was a success with shared proceeds going towards the Central Linn Junior High Softball team, the Summer Reading Program will begin July 8th and the OSU Extension will be offering canning workshops once a month in the City of Halsey Community Center. The City is also seeking local artists to display artwork in their Community Center.

2.6 WREN Grant Update: DeAnna Kildea presented on how the Western Regional Educators Network (WREN) Grant was utilized within Central Linn. Using the funds, a staff committee was formed within the elementary school to help bring about positive change with a focus on teaching and practicing empathy with students.

2.7 Public Comment on Longitudinal Performance Growth Target Data: No public comment received.

2.8 Special District Election Results: Chair Karo reported hearing back from the Linn County Elections office that Special District Election Zone 3 majority write-in did not reside within the boundaries of Zone 3. The Board has until June 30th to respond back to the elections office on action taken on election results.

3.0 BUDGET HEARING

3.1 Public Testimony on the 2023-2024 Budget: None

3.2 Discussion: Celeste Van Cleave announced that the budget adoption resolutions presented reflect a few changes from the approved budget: A State School Fund (SSF) of \$10.2 billion is used in general fund, which has been approved by all but the Senate, and an Early Literacy Grant Special Revenue Fund was added.

3.3 Close Hearing: Chair Karo closed the hearing at approximately 6:57 p.m.

4.0 ACTION/BUSINESS

4.1 Approve Minutes of the April Work Session: Director Parker made a motion to approve the April Work Session Minutes. Vice Chair Isom second the motion. Motion passed 7-0.

4.2 Approve Minutes of the May Regular Board Meeting: Director Parker made a motion to approve the May Regular Board Minutes. Director Glenn second the motion. Motion passed 6-0. Director Simon abstained from vote due to technical difficulties.

4.3 Approve Budget Committee Minutes: Vice Chair Isom made a motion to approve the Budget Committee Minutes. Director Parker second the motion. Motion passed 6-0. Director Simon abstained from vote due to technical difficulties.

4.4 Adopt 2023-2024 Budget Resolution: Director Leigh made a motion to adopt Resolutions 6-01-23, 6-02-23 and 6-03-23. Vice Chair Isom second the motion. Motion passed 4-0. Director Parker, Director Curtis and Director Simon abstained from vote.

4.5 Acknowledge Staff Changes: The Board acknowledged the hire of Jesse Lee and Rod Baney, Co-Assistant Varsity Football Coaches; Tracey Pugh, Elementary Library Technician; Scott Roth, Varsity Boys' Basketball Coach; Conner Debban, JV Boys' Basketball Coach and the resignations of Maddie Elliott, Elementary Teacher and Troy Harkins, Varsity Track Coach.

4.6 Approve Hire of Licensed Staff: Chair Karo made a motion to approve the hire of Joyce Garland, High School English Language Arts Teacher; Juliene Cornman, Special Education Teacher; Zach Smith, Social Studies & Weights Teacher and Rod Baney, Mental Health Counselor. Director Leigh second the motion. Motion passed 7-0.

4.7 Approve Hire of Administrative Staff: Director Leigh made a motion to approve the hire of Kevin Wise, Jr/Sr High Vice-Principal & Athletic Director. Vice Chair Isom second the motion. Motion passed 7-0.

4.8 Approve Demolition Contract: Celeste Van Cleave reported on the formal Request For Proposal (RFP) process to procure a contractor for the Vo-AG building demolition. In March eighteen contractors attended the mandatory walk-through; three bids were received. The winning bidder is Greg Payne Construction with ~~demotion-demolition~~ expected to begin June 26th. Director Curtis expressed concern that demolition is taking place without contractors in place or a timeline for building replacement configured. Dr. Pelt announced the district is working with WRK Engineering to establish a building design, which will need to be established prior to opening a bid process to purchase a new building and do not estimate the new construction process to take longer than a year to complete. For due diligence, Director Curtis suggested holding off the demolition contract for a year, to get the facilities committee

involved to establish determined phase timelines. Mrs. Van Cleave stated that if the district does not move forward with approving the demolition contract, the district will lose the \$233,000 bid bond to the demolition contractor. In addition, the \$800,000 in ESSER funds approved for a new CTE building must be spent by September 2024; if not that money will be lost. Director Simon reflected that having the project on the current timeline will be best to avoid contractor contact with students. Dr. Pelt announced that she cannot in good faith take a chance that Central Linn would lose the money by delaying the process. In addition, staff have already been relocated and the building emptied. Director Leigh stated he understood Director Curtis's concern about not having things in place but by not moving forward we will have already created a hiccup. With that statement, Director Leigh made a motion to approve the Demolition RFP, as presented. Discussion: Director Glenn appreciated bringing the concern to light but the conversation should have happened back in March. Director Curtis stated he is excited about the project but was under the assumption at the worksession that all of the steps were already established and contractors were secured. Director Glenn second the motion. Motion passed 6-0. Director Curtis abstained from vote.

4.9 Adopt Board Policy: Director Leigh made a motion to adopt Board Policy AC-AR, Discrimination Complaint Procedure and JGE, Expulsion.

Discussion: Whether to have expulsions be delegated to the Board or the superintendent. If expulsions are delegated to the Board, it would require an Executive Meeting and Public Meeting Law compliance which **shortens lengthens** the time frame to fulfill expulsion requirements. When expulsions are delegated to the superintendent, there is an appeal process to the Board whereas if the Board oversees expulsions, an appeal would go to the state. It was also stated that having an appeal process to the Board, without prior involvement, helps to ensure an unbiased appeal process and we do not want an appeal to go before the state for the Board and the district would know the needs of our students and community better than the state.

Director Simon second the motion. Motion passed 7-0.

4.10 Acknowledge Board Policy - First Reading: GCBDF/GCBDF and GCBDF/GCBDF-AR, Paid Family Medical Leave Insurance.

4.11 Recommendation for Policy Committee - Board Policy FL, Use of School Facilities: Dr. Pelt recommends to the Board to delegate a policy committee to review and revise Board Policy FL, Use of School Facilities. Dr. Pelt stated that with recent facility and field use improvements we have incurred more facility use requests. The committee will establish rules of use for outside entities, establish fees and maintenance needs associated with each facility site. James Shannon, Maintenance, discussed equipment purchase costs to maintain turfed areas. At this time, the track has a maintenance fund established. Chair Karo made a motion to send Board Policy FL, Use of School Facilities to a policy committee. Director Parker second the motion. Motion passed 7-0.

4.11.1 Approve Policy Committee Members: Director Leigh made a motion to establish Board Policy FL Committee members as David Karo, Kirt Glenn, Tony Isom, James Shannon, Candace Pelt and Dena Crowell. Outside community members may be invited who have an interest at stake in facility usage. Director Parker second the motion. Motion passed 4-0. Chair Karo, Vice Chair Isom and Director Glenn abstained

from vote. Vice Chair Isom requested a new vote. Motion passed 6-0. Chair Karo abstained.

4.12 Approve Surplus List: Chair Karo made a motion to approve the surplus list, as presented. Vice Chair Isom second the motion. Motion passed 7-0.

4.13 Accept Election Results: Chair Karo stated that the Board needs to provide a statement to the Linn County Elections office that majority write-in, Grace Mast, does not reside in Zone 3 is not eligible by June 30th. By default the next write-in person does not get awarded. The Board will need to declare the seat vacant July 1st, and accept applications for 20 days. At the end of 20 days if no one applies from Zone 3, it will go to an open application process. Vice Chair Isom made a motion to notify Linn County Elections that Grace Mast does not qualify for School Board Zone 3. Director Parker second the motion. Motion passed 6-0. Director Leigh abstained from vote.

4.13.1 Declare Zone 3 Vacant: Chair Karo made a motion to declare Zone 3 vacant effective July 1st. Vice Chair Isom second the motion. Motion passed 6-0. Director Leigh abstained from vote.

4.14 Adopt Transfer Resolution: Chair Karo made a motion to adopt Transfer Resolution 6-04-23. Director Glenn second the motion. Motion passed 7-0.

4.0 REPORTS

4.1 Financial Report: Celeste Van Cleave reported that support services on the Expenditure Report indicate being over by \$220,000 but planned contingency has not been spent. The approved transfer resolution authorizes movement appropriation from contingency to cover support services. On the Revenue Report - received the last State School Fund payment for the year which came in short (though was predicted). On the plus, over collected on tax payments.

4.2 Superintendent Report: Dr. Pelt reported 53 students graduated in June and that all staffing positions have been filled outside of the resignation received this week. Dr. Pelt announced that 6th and 8th grade promotions are this week and invited the Board to join in the end-of-year staff celebration.

5.0 AUDIENCE COMMENTS

Glenda Seiders, High School Discipline & Proposed AG Building

5.1 Board Chair Responses: ~~None~~ The Superintendent and Board Chair acknowledged Mrs. Seider's public comment.

6.0 ADJOURN

With no further business before the Board, Chair Karo adjourned the meeting at approximately 8:06 p.m.

Dena Crowell, Board Secretary

David Karo, Board Chair

Date Approved

1.0 FLAG SALUTE/ROLL CALL

On June 26, 2023 Chair Karo called the meeting to order at approximately 6:34 p.m. via Zoom.

Members Present: David Karo, Suzy Parker, Parker Leigh, Carie Simon, Tony Isom, Jason Curtis

Members Absent: Kirt Glenn

Others Present: Candace Pelt, Dena Crowell

2.0 ACTION/BUSINESS

2.1 Approve Special District Election Results: Chair Karo made a motion to approve the Special District Election results of Zone 1, Zone 2 and Zone 5. Vice Chair Isom second the motion. Motion passed 6-0. Director Glenn absent for vote.

2.2 Approve Hire of Licensed Staff: Chair Karo made a motion to approve the hire of Nanette Holmes, Middle School Language Arts & Humanities Teacher and Mary Arnold, Special Education Teacher, on temporary contracts. Vice Chair Isom second the motion. Motion passed 6-0. Director Glenn absent for vote.

3.0 ADJOURN

With no further business before the Board, Chair Karo adjourned the meeting at approximately 6:37 p.m.

Dena Crowell, Board Secretary

David Karo, Board Chair

Date Approved

CENTRAL LINN SCHOOL BOARD MEETING
ATTENDANCE SHEET

For attendance purposes please print your name below. If you are interested in speaking to any of the meeting agenda items, please use our "Intent to Speak" form and give to Dena Crowell, Board secretary, prior to the start of the meeting. Thank you.

NAME	NAME
Melissa Bernal	
Brandy Gaskin	