



255 NE 6th St., Estacada, OR 97023
(503) 630-6871

BOARD OF DIRECTORS MEETING
August 9, 2017
Estacada City Hall - Chambers Room

BOARD AGENDA

- 6:30 p.m. A. General Session** Call to Order/Roll Call/Pledge of Allegiance
Executive Session pursuant to ORS 192.660(2)(i)
- (i)...To evaluate the performance of an officer, employee or staff member. ORS 192.660(2)(i)
- 7:00 p.m. B. General Session** Call to Order/Roll Call/Pledge of Allegiance
- C. Reports/Presentations**
1. **Communications Report - Communications Coordinator Jason Simpson**
 2. **Staff Retention & New Talent - Human Resources Director Sabrina La Londe**
- D. Review/Discussion**
1. **Surplus Equipment - Superintendent Ryan Carpenter**
 2. **Ex-Officio Board Members and Administrator Assignments 2017/2018**
 3. **Board Meeting Locations**
- E. Hearing of Citizens (Action Items Only)**
- F. ACTION ITEMS**
1. **Consent Agenda**
 - a. Approval of July 12, 2017 School Board Meeting Minutes
 - b. Approval of Personnel Actions as presented in "Staff Reports"
 - c. Approval of Resolutions to Hire Licensed Personnel
 - d. **Second Reading Policies**
 - CBG - Evaluation of Superintendent
 - GBH/JECAC - Staff/Student/Parent Relations
 - JECAC/GBH - Staff/Student/Parent Relations
 - GBMA - Whistleblower
 - GCBDA/GDBDA - Family Medical Leave
 - GCBDA/GDBDA-AR(1) - Federal Family and Medical Leave/State Family Medical Leave
 - GCBDA/GDBDA-AR(2) - Request for Family and Medical leave
 - GCBDA/GDBDA-AR(3)(A) - Certification of Health Care Provider
 - GCBDA/GDBDA-AR(3)(B) - Certification of Health Care Provider

GCBDA/GDBDA-AR(3)(C) - Military Family Leave
GCBDA/GDBDA-AR(3)(D) - Military Family Leave
GCBDA/GDBDA-AR(4) - FMLA/OFLA Eligibility Notice to Employee
GCBDA/GDBDA-AR(5) - Sample Designation Letter to Employee -
FMLA/OFLA Leave
GCBDA/GDBDA-AR(6) - Designation Notice - FMLA/OFLA Leave
DN-Disposal of District Property
DN-AR - Disposal of District Property

2. Approve Superintendent Evaluation Calendar for the 2017/2018 FY.

3. Approve the Superintendent Evaluation Instrument.

4. Resolution #17---3 to approve and allow the sale of Oregon Smart Snack Standard approved beverages and snacks by the Ranger Station during the District's scheduled Lunch and Breakfast Programs, providing that the coordination of food and beverage items remain unique between the Nutrition Services Department and the Estacada High School Ranger Station and that all proceeds are directed to the High School student college scholarship fund for graduating seniors.

G. Superintendent's Report

H. Business Manager

- **Financial Report**

I. Board of Directors' Reports

J. Hearing of Citizens (Non-Action Items)

K. Adjournment

SPECIAL NEEDS CONTACT STATEMENT

Notice to persons having questions about, or requests for special needs and accommodations in order to attend an Estacada School District of School sponsored event: Please contact the Special Services Department, Administrative Assistant, at 255 NE 6th Avenue, Estacada, OR 97023 or call (503) 630-6871, ext. 2904. Requests can also be made at the Central Office, located at 255 NE 6th Avenue, Estacada, OR 97023 or (503) 630-6871, ext. 2912. Contact should be made two full business days in advance of the event.

EEO STATEMENT Estacada School District does not discriminate against an individual's race, color, religion, gender, sexual orientation, national origin, marital status, age or disability.

Estacada School District 108

Code: BDDH
Adopted: 12/09/15

Public Comment in Board Meetings

All Board meetings, with the exception of executive sessions, will be open to the public. The Board invites district citizens to attend Board meetings to become acquainted with the program and operation of the district.

It is the intent of the Board to ensure communications with individuals with disabilities are as effective as communications with others. Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings. Primary consideration will be given to requests of qualified individuals with disabilities in selecting appropriate auxiliary aids and services.

Auxiliary aids and services for persons with disabilities will be available at no charge to the individual.

All auxiliary aids and/or service requests must be made with appropriate advance notice. Should the Board demonstrate such requests would result in a fundamental alteration in the service, program or activity or in undue financial and administrative burdens, alternative, equally effective means of communication will be used.

Audience

During an open session of a Board meeting, members of the public are specifically invited to present concerns during the designated portion of the agenda. At the discretion of the chair, further public participation may be allowed.

Request for an Item on the Agenda

A member of the public may request the superintendent to consider the placement of an item of concern on the agenda of a regular Board meeting. This request should be made in writing and presented to the superintendent for consideration at least seven working days prior to the scheduled meeting.

Procedures for Public Comment in Meetings

The Board will establish procedures for public comment in open meetings. The purpose of these procedures will be to inform the public how to effectively participate in Board meetings for the best interests of the individual, the district and the patrons. The information will be easily accessible and available to all patrons attending a public Board meeting.

Discussion or presentation concerning a published agenda item is limited to its designated place on the agenda, unless otherwise authorized by the chair.

A visitor speaking during the meeting may introduce a topic not on the published agenda. The Board, at its discretion, may require that a proposal, inquiry or request be submitted in writing, and reserves the right to refer the matter to the administration for action or study.

Any person who is invited by the chair to speak to the Board during a meeting should state his/her name and address and, if speaking for an organization, the name and identity of the organization. A spokesperson should be designated to represent a group with a common purpose.

Statements by members of the public should be brief and concise. The chair may use discretion to establish a time limit on discussion or oral presentation by visitors.

Questions asked by the public will be referred to staff members for reply at a later time. Questions requiring investigation will be referred to the superintendent for response at a later time.

At the discretion of the Board chair, anyone wishing to speak before the Board, either as an individual or as a member of a group, on any agenda item, may do so by providing the Board secretary with a completed registration card prior to the Board meeting in order to allow the chair to provide adequate time for each agenda item.

Petitions

Petitions may be accepted at any Board meeting. No action will be taken in response to a petition before the next regular meeting. Petitions will be referred to the superintendent for consideration and recommendation.

Criticisms of Staff Members

Speakers may offer objective criticism of district operations and programs, but the Board will not hear complaints concerning individual district personnel. The chair will direct the visitor to the appropriate means for Board consideration and disposition of legitimate complaints involving individuals.

END OF POLICY

Legal Reference(s):

[ORS 165.535](#)
[ORS 165.540](#)
[ORS 192.610 - 192.690](#)
[ORS 332.057](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213; 29 C.F.R. Part 1630 (2006); 28 C.F.R. Part 35 (2006).
Americans with Disabilities Act Amendments Act of 2008.

Cross Reference(s):

BDDC - Board Meeting Agenda