

Dufur School District  
Board of Directors Meeting  
September 11, 2023

Executive Session/Work Session - 5:00PM

Board members with OSBA Board Trainer Vince Adams, via zoom, to discuss the process for executive administrative evaluations, under ORS 192.660(2)(a). Vince stated this type of training was not covered by executive sessions. Robert opened the meeting as a work session. Vince shared various steps and options board members can use to evaluate executive administrative staff and answered board members' questions. Vince recommended a workbook developed by COSA and the Coalition of School Administrators that leads through the steps of pre-evaluation planning, gathering information, compiling the results, sharing the evaluation conclusion with the employee, and quarterly check-in meetings.

REGULAR SESSION

Chairman Robert Wallace called the meeting to order at 6:00 P.M. Present: Janna Hage via zoom, Stan Ashbrook, Anne Kelly, Tim Fain, Audrey Anderson, Jack Henderson, Virginia Albrecht, Tess Welk, and Josie Turner.

GUESTS & PUBLIC COMMENT - No public comment was heard.

CONSENT AGENDA - Items on the Consent Agenda:

- Board Minutes – August 14, 2023

Stan moved to approve the consent agenda. Janna seconded the motion that was carried unanimously.

REPORTS

ASB Report – Audrey stated several senior students were asking why they are not allowed to park in the upper parking lot, since their first period classes are in the upper building. Robert referred Audrey to meet with administrative staff to seek an answer and possible solution.

Financial Report – Josie shared general fund revenue and expenditures as of 8-31-23, showing YTD revenue as \$1,115,494, and expenditures at \$1,051,580. She also reported 8-Man Classic net income as \$7,588.21. She stated this revenue goes into the ASB Activities Fund to help support class field trips and other activities though out the year. Janna questioned the funds going to the activities fund and the role the foundation played in the Classic last year and not this year.

Principals Report – Tess reported 355 students had started the school year. She stated, following a model tested during summer school, K-5 students go out for morning recess before school starts to burn off extra energy. This has proven to start classes more settled and focused.

Superintendent/AD Reports – Jack stated air conditioning work under the Clean Air Grant funding is complete and is now focused on the front entry area. Word on the RUS-DLT grant application for one million dollars should arrive shortly. He reported there are two classrooms each for kindergarten, 2<sup>nd</sup>, and 4<sup>th</sup> grades. Fifth Grade has 30 students with one teacher. Robotics is becoming more popular, and Dufur will be hosting a robotics meet February 10<sup>th</sup>,

with the assistance of OSU Extension. Dufur is listed as the 22<sup>nd</sup> highest high school in Oregon by U.S. News & World Report. The classes of 1970-1974 held a class reunion on September 9<sup>th</sup> with 41 alum's present. Jack shared updates with the alumni on building projects as well as the JWD and RPEF scholarships available now to Dufur graduates. Jack also asked board members their preference for getting board materials prior to each month's meeting. Consensus was to have packets out by Thursday prior to regular Monday meetings.

AD Report – Jack stated the 8-Man Classic was a huge success. The number of 8-Man teams continues to shrink, but everyone loves coming. A volleyball tournament was added several years ago. He said Julie, Mrytle Point AD, suggested adding a 'Fun Run' for cross country runners. Jack will be getting more information to possibly add this activity also. Jack reported Dufur has 24 athletes out for volleyball and 21 out for football.

### OLD BUSINESS

Seismic CM/BC Advertisement Approval – Board members reviewed the Request for Proposals for Construction Manager/General Contractor for the Seismic Rehabilitation Project. This RFP will be advertised for one month prior to the selection of a CM/BC. The project will replace the lower gym roof, plus some bracing of the unreinforced block walls in the old locker rooms built in 1956. Anne moved to approve the proposal. Stan seconded the motion that carried unanimously.

### NEW BUSINESS

OSBA Fall Regional Meeting – Jack informed board members of the annual OSBA Fall Regional meeting scheduled for September 25<sup>th</sup> at CGCC. Stan, Robert, and Jack plan to attend.

Seismic Project Review Committee – Jack requested two board members be on the review/selection committee for the seismic project. Responsibilities will be 1) Reviewing CM/GC proposals, 2) Hire a CM/GC, 3) Attend design meetings, and 4) Review project progress through completion of the project. Stan and Robert volunteered. Anne moved they be appointed to the committee. Tim seconded the motion that carried unanimously.

Board Room Sound System – Due to occasional concerns about the audience struggling to hear discussion in board meetings, Jack asked if the board would be interested in purchasing microphones and equipment needed. He estimated the cost of additional equipment at \$500.00. Members requested additional information for the next meeting.

Appoint Board Members to Negotiating Team – Jack stated 23-24 is the last year of the current three-year collective bargaining agreements. Anne and Stan volunteered for the negotiating team. Tim moved to appoint Anne and Stan to the committee. Janna seconded the motion. Tim and Janna abstained from voting.

Emergency Operations Plan – Board members reviewed the Emergency Operations Plan that is required by ODE and is a regional plan. Anne moved to approve the plan. Tim seconded the motion that carried unanimously.

Video Taping/Archiving Board Meetings – Jack stated this was added to the agenda for Board discussion that included making meetings more visible to the public, concern that content of meetings is not official until minutes taken are approved by the board, how other school districts handle their school board meetings, and contacting our legal counsel for a recommendation. Jack will follow-up and report back in November.

Having no additional business Robert adjourned the meeting.

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Board Chairman

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Board Secretary