

Rainier School District #13
Minutes
Rainier School District Boardroom

Regular Board Meeting
January 8, 2024 at 6:30 p.m.

Present: Dr. Placido, Mrs. Richardson, Mr. Weaver, Mrs. Hendricks, Mr. Zytniowski, Mrs. Usher, Mr. Schimmel

I. Preliminary Matters

A. Call Meeting to Order at 6:30 p.m.

B. Pledge of Allegiance

C. Welcome Statement

The Board welcomes visitors to our meetings, and values comments from district patrons that improve the quality of education for students. The Board, at their discretion, will recognize comments from the audience with a completed comment form submitted to our board secretary prior to our public comment section of the agenda. We must require, however, that complaints be directed through the administration for resolution.

Comments made during this session must be free of abusive language, personal attacks on district personnel, and not directed towards any department. We also ask that presentations be limited to (3) minutes. Thank you for joining us tonight.

D. Approve Agenda

Motion:	I make a motion to approve the agenda as presented.			
	Motion	Second	Aye	Nay
Elaine Placido			X	
Christina Hendricks	X		X	
Elizabeth Richardson			X	
Eric Schimmel			X	
Christine Usher			X	
Charles Weaver			X	
Adam Zytniowski		X	X	

II. Reports, Information, and Discussion Items

A. Superintendent Report, Dr. Hattrick

Key Points	Happy School Board Appreciation Month! School board members spend about 60 hours per year in board meetings. (Certificate of appreciation given to each board member). Free meal program started 12/1/2023. Wonderful holiday performances, staff celebration, and holiday meal for all students/staff.
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Rainier School District #13

Minutes

Rainier School District Boardroom

	<p>New MidCo transportation manager-Teresa Fox Letter submitted to ODE re: the inequities in some ODE initiatives.</p> <p>Facility updates: boilers have been installed. Pool has been closed. Looking at other funding options through grants to fund the repairs. Meeting with Soderstrom soon to discuss how to leverage funds with the next seismic grant. Facilities team is working on repairs from risk management review.</p> <p>CTE revitalization grant application was not accepted. We applied for an appeal.</p> <p>Early Literacy Grant was submitted on Friday.</p> <p>We've hired two SLPs to meet the needs of the District. Access to mental health continues to be a need for students. We continue to look for options to support student needs. Dr. Hattrick has applied to be a licensed social worker in Oregon, so he can supervise master students during their practicums.</p> <p>Two legislative updates... HB2281: Designate a civil rights coordinator (Dr. Hattrick) SB819: Three months in with the implementation of. Signed into law to protect students with disabilities. Impacts the amount of time required to meet re: abbreviated days, which is a significant increase in required time. This means increased costs for staffing.</p> <p>Budget committee: filling a few vacancies.</p> <p>Heard about "snow" this week. Snow routes are on our website. School modifications are posted on website, Facebook, robomessage, and Flash Alert. Decisions are made by 5:30 a.m.</p> <p>Honor LEAD (law enforcement) day, January 9. Remember former Chief Ralph Painter.</p>
Questions	<p>How would you getting the license for social work help our students?</p> <p>What is the cost to the District?</p>

Rainier School District #13

Minutes

Rainier School District Boardroom

With the pool closure. There are multiple options. Is the seismic grant the first option we're looking into? Do you have enough information to be able to talk about how bad the repairs are with the pool, or do you need that information from the engineers? How can we support you in another un-funded education mandate?

Dr. Hattrick: letter writing, targeted campaigns posted on our website.

I didn't notice any updates on the roof for the commons.

Dr. Hattrick: that is included with the pool.

What were the major safety items identified on the safety walk through?

Dr. Hattrick: some of the fire codes have been updated/changed.

What about the insurance company? Did they identify the auditorium? What are the repairs that are priority?

Dr. Hattrick: I can present in the February meeting the list of things that haven't been addressed because many have been addressed.

Access to mental health...we're going to have to hire part-time people to provide mental health.

Dr. Hattrick: it's usually free/volunteer.

What are the disabilities addressed with the SB 819?

Dr. Hattrick: all

CTE grant not granted. What is the impact?

Dr. Hattrick: Our improvements to the program are delayed.

What is required in a meeting for SB819, every 30-90 days?

Shayne: Over the phone or in-person counts as a meeting. We do have to collect a signature, but that can be an e-signature. We do a data review and we talk if we can increase the day. A plethora of paperwork involved that has to be submitted to ODE. We can extend the meeting to every 90 days, but 30 days is required.

Have we gone over 90 days and what happens if we go over 90 days?

Rainier School District #13

Minutes

Rainier School District Boardroom

	<p>Shayne: We have not gone over 90 days, but if we did, we would have to submit a report to the state. I try to make parents as involved as they can, but parents work, and so I try to follow-up with calls and emails.</p> <p>Dr. Hattrick: I will have Ms. Ochoa do a report in February about Special Education Nuts and Bolts and Foundation.</p>
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B. Financial Report, Mrs. Collins, 6:53 p.m.

Key Points	Audit is complete. Beginning fund balance on spreadsheet has been updated. We are within our budget appropriations. Working on fine-tuning purchasing procedures in our office. We are getting ready to start our new budget.
Questions	None

C. Audit Report, 6:54 p.m., Tiffany Elvrum, Auditor

Key Points	See attached Audit Report
Questions	<p>Letter starts on page 66</p> <p>Tiffany: There is the audit report and also the governing body letter. I summarized the governing body letter, which summarizes the audit report as a whole. If you are looking for the findings they start on page 70 of the audit report.</p> <p>What was the federal award that we looked at for the individual?</p> <p>Jennifer: ESSR</p> <p>All of the findings were addressed?</p> <p>Tiffany: Yes</p> <p>When you write down significant deficiency, define please.</p> <p>Tiffany: In our world a significant deficiency or a combination of deficiencies, that is less severe than a material weakness, yet it's significant enough to warrant attention.</p> <p>I think the challenge for board members is we are not accountants so the vernacular of significant deficiency means something that it doesn't necessarily mean in the accounting world as being connected to the audit. We can't see you, so it's hard to have a conversation.</p> <p>Tiffany: Yes, it won't allow me to video call, but the Significant deficiency had to do with the bank</p>

Rainier School District #13

Minutes

Rainier School District Boardroom

	<p>reconciliation process and a lack of internal control and if it is to continue it could lead to a bigger problem. Thank you for meeting with us tonight. Ms. Collins will translate some of the "gap" language for us. Dr. Hattrick: This is a really "clean" audit.</p> <p>Jennifer: Significant deficiency. Our bank recs weren't attached in our accounting system (IV), but they were complete and readily available. There is nothing wrong here that is financial. It's procedural and it's fixable.</p> <p>Defining "significant deficiency" would be helpful for us. I did a quick Google search and it looks like it is a "controlled" deficiency.</p> <p>Jennifer: Going forward, I will now attach the bank recs right away. I do have to submit a report to the state on how we will correct the deficiency.</p> <p>It's important to know this was a "clean" audit. In the future, it would be nice to have the auditors here or at least see their faces virtually when they present the findings of the audit.</p>
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D. Farm 2 School – Ms. Langner and Mrs. Webster, 7:07 p.m.

Key Points	<p>Debby: Been doing Farm to School since 2011. We had a short time-frame last year to spend the grant funds. The grant has provided opportunities for learning: food tasting, books to elementary classrooms, planting of seeds, etc.</p> <p>Can help pay for chicks in the classroom for the next two years (some teachers already were hatching chicks in their classrooms on their own).</p> <p>Have bought some hydroponics towers. Woodshop students are making desks for the towers to go on.</p> <p>Second grade teachers do food demos.</p> <p>Second, they will do something once a month with their students for the next two years.</p>
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Rainier School District #13

Minutes

Rainier School District Boardroom

	<p>Lisa: Every spring I review procedural text with students. We wrote the "how to" steps on how to plant a seed. With Debby's grant, students created visual aids for the presentations. Reached our 9th and 10th grade students last year, and will reach 9-12 students this year.</p> <p>Debby: 23-25 Grant-Lawn to table, research projects, books for elementary students, tasting tables once per month, cooking demos, grow kits for classrooms.</p>
Questions	Liz-Would you please elaborate on the tasting tables? (Debby-Muffins, pumpkin bread, Ethiopian sauce. Would you choose it if we put it on the menu?)

III. Public Comment

- A. *The Board may now recognize individuals who have submitted a completed public comment form.*

None

IV. Consent Agenda, 7:15 p.m.

- A. Approve December 11, 2023 Regular meeting minutes
B. Approve the resignation of: Gerardo Vargas, RJSHS
C. Second Read of Policies: DBDB, AC-AR, JFCF-AR, JGE, EFA-AR, GBEA, GCDA/GDDA-AR, IGBAF, IGBAF-AR, IGBB, IGBBC, IGBBC-AR, IGDJ, IK, JGAB

Motion:	Motion to approve the consent agenda.			
	Motion	Second	Aye	Nay
Elaine Placido			X	
Christina Hendricks			X	
Elizabeth Richardson	X		X	
Eric Schimmel			X	
Christine Usher			X	
Charles Weaver			X	
Adam Zytniowski		X	X	

No discussion

V. Items for Board Action, 7:16 p.m.

- A. Budget Calendar

Motion:	Move to approve the 24/25 draft budget calendar.			
	Motion	Second	Aye	Nay
Elaine Placido			X	

**Rainier School District #13
Minutes**

Rainier School District Boardroom

Christina Hendricks	X		X	
Elizabeth Richardson		X	X	
Eric Schimmel			X	
Christine Usher			X	
Charles Weaver			X	
Adam Zytniowski			X	

Dr. Hattrick: We have drafted our budget calendar the same way we have in the past. It is in your packet for consideration

Questions/Discussion: How are we going to fill our vacancies?

B. Declare Budget Committee Vacancies, 7:18 p.m.

Motion:	Declaring four budget committee vacancies and we're accepting applications.			
	Motion	Second	Aye	Nay
Elaine Placido			X	
Christina Hendricks	X		X	
Elizabeth Richardson		X	X	
Eric Schimmel			X	
Christine Usher			X	
Charles Weaver			X	
Adam Zytniowski			X	

Dr. Hattrick: Four vacancies. The application is located on the website if interested in applying.

C. Superintendent Evaluation Process, 7:20 p.m.

Dr. Placido: Proposal in board packet. One difference with the instrument. Dr. Hattrick will explain.

Dr. Hattrick: We've gathered one tool from the consultant. Human Resources management is now reflected. The big change from the past is that it is now being aligned to the ISLLC Standards as well as the four superintendent goals. This one goes a bit outside of the standards and prioritizes job. Two things you'll notice that haven't previously been included is human resource management which reflects that that's part of the job duty, so that hasn't been reflected in previous evaluations. A lot of these overlap, but labor relations is now included as well.

Dr. Placido: We have the new tool from Ms. Horton, could use Krista Parent from COSA last year, or we could do our own.

Questions/Discussion: I don't want to use the person we used last year, but I think it would be good to have guidance though. Are the fees for the service similar to last year? Do we have the fees for COSA this year?

Dr. Hattrick: Half \$2,500, last year was \$5000 and COSA would be \$5000 this year.

Rainier School District #13

Minutes

Rainier School District Boardroom

Questions/Discussion: Is this the time to give our opinions?

Dr. Placido: No, we're talking about us doing it, Ms. Horton, or COSA.

I like the standards listed from Ms. Wharton. I like this new form.

Questions/Discussion: Has anyone on this board not used a consultant to evaluate the superintendent and how did it go?

Dr. Placido: Yes. We have done it without a consultant. Speaking from the perspective as the person doing it, I didn't feel that I got to participate fully, but it went fine. I didn't mind doing it. I thought last year's process was disappointing.

Questions/Discussion: Last year's process was painful. I'm not advocating for Krista this year. As far as doing it in-house, I worry about putting a lot on the Board chair. It's nice to have our results sent to someone and then you have an independent person compiling our comments/results. I like the proposal in the packet and I don't want a novel.

Dr. Placido: Is anyone prepared to make a motion on which process and then we can talk about the actual instrument.

Motion:	Hire Misty Wharton as consultant to help us with Dr. Hattrick's evaluation			
	Motion	Second	Aye	Nay
Elaine Placido			X	
Christina Hendricks			X	
Elizabeth Richardson	X		X	
Eric Schimmel			X	
Christine Usher		X	X	
Charles Weaver			X	
Adam Zytniowski			X	

Discussion: If we went with the process we had last year, is there another representative we could go through?

Dr. Hattrick: If COSA did it again, you'd be very familiar with the format. It could be someone else on the COSA staff.

Discussion: This is the format we're following (Misty Wharton's proposal) seems pretty standard and easy to follow and it's half the cost, correct? Yes.

I'd prefer to use the same format we used last year only because a lot of us are already familiar with it. If we don't go with her proposal does it adjust the cost?

Dr. Hattrick: I wouldn't think so.

Which Instrument Format Discussion:

Dr. Placido: The question is about the two instruments. So the instrument is this thing that she's using. We use one that we look at every quarter. That's what we have in place for the superintendent's evaluation, so it's still kind of based on the same thing, but it is a little different.

Dr. Hattrick: COSA OSBA evaluation template is modeled after national standards. The thing that they both have in common is that they evaluate on the

Rainier School District #13

Minutes

Rainier School District Boardroom

Superintendent's goals and every other month as I have been updating the board on meeting the goals, those are only on the established goals not the ISLLC standards.

Mr. Schimmel: I like how the one from Misty Wharton has the standards laid out. It seems more clear and relevant.

Dr. Placido: I like the layout from Misty Wharton. It doesn't bother me that it's different. I would be fine using this new tool. I don't feel like it's missing anything.

Thumbs up, we're all good with this tool? Yes, okay.

D. Superintendent Contract Negotiation Process, 7:35 p.m.

Motion:	Tabled to February			
	Motion	Second	Aye	Nay
Elaine Placido				
Christina Hendricks				
Elizabeth Richardson				
Eric Schimmel				
Christine Usher				
Charles Weaver				
Adam Zytniowski				

Dr. Hattrick: This has been on future agenda items for about six months.

Dr. Placido: Dr. Hattrick's contract ends June 30, 2024. We need to think about the contract negotiation process with him for next year. Last year, we did a three-person committee. Every other year prior has been the Board chair. The third option would be to contract with an attorney.

Questions/Discussion: Years past were much smoother when it was the Board chair. We still have to approve it. Even if board chair is negotiating on the boards behalf, we are the ones that still have to approve it. It doesn't take any of our voices away in having one person negotiate.

Throwing ideas back and forth with three people seems like a better process with me. Can you explain how working with an attorney looks?

Dr. Placido: We would have to have a contract and the attorney would have to meet with Dr. Hattrick and they would have to come back to us for approval. We may want to consult with an attorney if Board members have questions.

Questions/Discussion: We can consult with an attorney though if we have questions?

Elaine: Yes, absolutely. We can do that now.

Questions/Discussion: Where do I find his contact so I can review?

Dr. Hattrick: It is public record at the District Office, but I can send it to you.

Questions/Discussion: Last year wasn't a contract negotiation, it was compensation only, right? I believe it needs to be more than one person if it is done in house.

My preference is to go with a consultant. I'd like to see us establish some parameters, pay, benefits. Give the consultant what the Board wants. They're the professionals. How many of us have actually negotiated a contract? Or we give it to the chair after we have set the parameters.

Rainier School District #13

. Minutes

Rainier School District Boardroom

Dr. Placido: I'm happy to do the negotiation on behalf of the board, participate on a committee, or have Dr. Hattrick get some proposals from attorneys. We have a lot on our plate, so maybe having someone else take this on is a good idea.

Dr. Hattrick: I would be happy to talk about it at the next meeting and gather information to then have OSBA or I present to the board about what the options are.

Dr. Placido: We have an agreement that we will hold this off for the February meeting. Tabled...

E. Early Literacy Success Plan w/ opportunity for public comment

Motion:	Approve the Early Literacy Success Plan			
	Motion	Second	Aye	Nay
Elaine Placido			X	
Christina Hendricks			X	
Elizabeth Richardson	X		X	
Eric Schimmel			X	
Christine Usher			X	
Charles Weaver		X	X	
Adam Zytniowski			X	

Mrs. Keplinger presented the Early Literacy Plan using her powerpoint as a guide.

Grant was submitted on Friday. We have preliminary allocations for our district which include this year \$63,479.20 and next year \$66,070.19. The determination of the allocations were pre-established by the Oregon department of education. This is not a competitive grant. Determined by ADMw. 8 questions that needed in depth answers and we worked as a team bringing years of HPE experience to this grant application. This is a two year grant.

Questions/Discussion: So we just submitted this, will we get it? Yes, not competitive. Struggle for summer school staff and tutoring? Yes, but we are hoping we will be able to recruit staff.

How much staff are we looking for for summer school? Logistics first. We recruit first so we know our staffing level and how many we can serve. How many staff will the grant pay for? We have the FTE set at 8 employees, but we're hoping for additional summer school funds.

Have we opened it up to staff yet? No, part of the process is to get School Board approval.

High Impact Tutoring is effective, but we have to stress the importance to students and families as it doesn't come across as fun.

Have we ever considered increasing the compensation for summer school staffing to solicit more staff?

Two years ago when we had summer school grants not only did we pay regular wages but we paid stipends on top. I don't think we'll be able to get that aggressive, but I think we'll be able to figure out some competitive strategies.

Can we go outside for staffing for tutoring if needed? There are options.

Rainier School District #13

Minutes

Rainier School District Boardroom

With this grant there are training requirements, so if we can't recruit within we could possibly recruit some of our substitutes as they have more skills and knowledge than those who have not worked for us at all. Can we use a teacher from a different district? I don't know yet. There are union complications. I'd rather figure out where we are at and as we get closer to May explore those other options if needed. Great ideas.

Who determines the criteria as to who gets to participate in the tutoring? We are guided by the grant requirements. We submit a proposal and once approved by the state, that is what we will need to adhere to. We look at our assessment data and progress monitoring and start at the bottom and work our way up.

There are a lot of other funding sources that we may be able to use to recruit our staff, but this is just one of them. Both principals presented their SIP plans in October.

No Public Comment Received

VI. Future Agenda Items, 8:15 p.m.

1. Board Self-Evaluation
2. Request for Proposals/OPTIONS and Cost for the Superintendent Negotiations.

VII. Board Comments

Elaine Placido	
Christina Hendricks	I feel extremely strong about getting all kids caught up. Currently, I'm paying for a tutor. What we are offering isn't helping. We have to get these kids caught up. We need to get these kids ready to graduate. As a school board, we need to make sure all of our kids are up to par.
Elizabeth Richardson	Thank you to Dr. Hattrick and maintenance team for getting boiler going and to Dr. Hattrick for the grant work you did on winter break.
Eric Schimmel	
Christine Usher	
Charles Weaver	Want to be on the negotiations for Superintendent contract.
Adam Zytniowski	

VIII. Next Meetings, 8:18 p.m.

- A.** January 22, 2024 - Board Work Session/Long-Range Facility Planning, 5 p.m.

Dinner will be provided. No action items. We will send out a public notification by Wednesday.

- B.** February 5, 2024 - Regular Meeting @ 6:30 p.m.

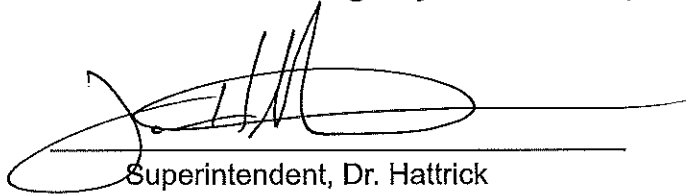
Rainier School District #13
Minutes
Rainier School District Boardroom

IX. Executive Session

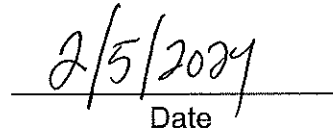
- A.** To review and evaluate the performance of the superintendent or any other public officer, employee or staff member, unless that person requests an open hearing. (ORS 192.660(2)(i))

Into Executive Session at 8:19 p.m.

X. Meeting Adjourned, 9:18 p.m. by unanimous consent



Superintendent, Dr. Hatrick



Date



Board Chair, Dr. Placido



Date