

Redmond School District
School Board Meeting
January 29, 2014

In Attendance: Chair AJ Losoya, Vice-Chair, Ron Munkres, and Directors- Rick Bailey, Bob Perry, and Shane Nelson, Superintendent Mike McIntosh, RSD Staff: Linda Seeberg, Kathy Steinert, Trish Huspek, Kelly Richard, Nicole MacTavish, Lee Loving, Martha Hinman, Lynn Evans, REA representative, Doris Mascall. From the RPA – Sandy Cloud, Tayler Bremont, and Karissa Olson.

AJ Losoya called the meeting to order with a quorum of five at 5:35 p.m.

Shane Nelson led the group in the flag salute.

PRESENTATIONS

School Board Appreciation Month

Students from Ridgeview High School were present to express their appreciation to Board members for their contributions to the district. Each Board member was presented a “Raven Roll” as an expression of appreciation for all the hard work that they do for the district. The huge cinnamon rolls were made this morning by the culinary students.

AJ Losoya, on behalf of all the Board members, expressed his appreciation to the students for their kindness.

Also present were students from the Redmond High School CTE program to express their appreciation to Board members. Present were Dawn Lillis, Mark Winger and students Dane and Josh who presented each Board member a handmade cutting board with custom engraving.

AJ Losoya again expressed his appreciation on behalf of the entire board for the gifts they have received from schools over the last month in honor of School Board Appreciation Month.

Audit Report

Kathy Steinert provided a short presentation that provided an overview of the District’s comprehensive Annual Financial Report (CAFR) for the 2012-13 fiscal year. The District goes above and beyond what is required to report regarding the annual report. Rick Bailey stated, “Kathy is being modest. The effort that goes into a CAFR goes way above “above and beyond, it is an amazing effort.” Kathy reported that the District goes through this process to demonstrate fiscal transparency. “We publish annually this comprehensive financial report. The report is also used to educate the public on what the CAFR means and how it represents the financial status in the District.”

Oregon Revised Statute (ORS) 328.465 requires that each Oregon school district board “shall cause to have prepared an annual audit of the books and accounts of the school district.” ORS 327.137 requires that the school district file a copy of its annual report with the Department of Education within six months of the end of the fiscal year.

The District has received an unmodified opinion on our financial statements from our auditors, Pauly, Rogers and Co., P.C. This means that we have received a “clean” opinion with no reservations, the highest level of opinion.

Lanae Phelps from the District's auditors, Pauly, Rogers and Co., P.C. attended the Audit Report portion of the agenda via Skype to discuss the letter that is in the front of the CAFR; Communication to the Governing Body. The auditor's letter reports directly to the Board telling them what they have found, what opinion they have issued and to make recommendations of things the District needs to be aware of going forward.

Purpose of the Audit

The audit was conducted using sampling, inquiries and analytical work to opine on the fair presentation of the financial statements and compliance with:

- Generally accepted accounting principles and auditing standards
- The Oregon Municipal Audit Law and the related administrative rules
- Federal, state, and other agency rules and regulations related to financial awards

Results of the Audit

- Audit opinion letter – an unmodified opinion on the financial statements has been issued. This means we have given a “clean” opinion with no reservations.
- State minimum standards – We found no exceptions or issues requiring comment
- Federal Awards – We found no issues of non-compliance and no questioned costs.
- Management letter – We detailed significant deficiencies in internal control in the Schedule of Findings and Questioned Costs on page 120 of the report. Those findings included:
 - All adjusting journal entries were not reviewed and approved.
 - Bank reconciliations were not all prepared on a timely basis.
 - I-9 Form compliance

It was noted that all three findings have been discussed with district management and Finance Committee and processes have been implemented to ensure compliance in future audits.

Superintendent McIntosh stated that we have an exceptional fiscal staff. “It is clear that our audit company is looking for things to recommend to the District. We welcome any suggestions they might have to improve our systems. I commend Kathy and her team for the ongoing work.”

Rick Bailey reported that when he was doing audits, he wouldn't release an audit unless he had suggestions for the company he was auditing. He too commends Kathy and her team for their fiscal responsibility.

Community Partner Recognition

In attendance at tonight's meeting were representatives from several community partners; Kemple Dental, Lions Club of Crooked River Ranch, Assistance League of Bend and Walmart of Redmond. All of these community partners have donated both time and financial resources to the students of Redmond School District.

Superintendent McIntosh expressed his appreciation to the community partners for the benevolent acts to the district. “When we look at what we can accomplish internally it is minimized compared to what we can do with our community partners.”

Martha Hinman echoed Superintendent McIntosh's praise to our community partnerships. Each community partner was presented with a certificate of appreciation and a Redmond School District mug containing an athletic pass to both Redmond and Ridgeview High Schools.

Kemple Dental and Advantage Dental

- Both have worked with the district to screen 2432 students and of those students 1237 were identified as needing sealants.

Crooked River Ranch Lions

- They have screened the vision and hearing of 2,672 students resulting in 393 referrals for further testing by medical providers.
- Of the referrals, 312 were for vision and 81 for hearing.
- Over 30 Lion members put in over 325 hours to screen six Redmond Schools.
- The goal of the Lions Foundation is to serve 70,000 students. So far they have served 55,000.

Assistance League of Bend

- They have been providing clothing to students for 20 years.
- This year they identified 250 families in Redmond that had children that were in need of clothing.
- The Assistance League works in partnership with Walmart.
- They will be hosting a luncheon at the end of February to make people in Redmond aware of their organization.

Walmart

- Walmart is an ongoing contributor to our FAN program. They provide a wide variety of products to the identified families.
- Walmart's management team is committed to working with non-profit organizations in the community.
- There are scholarships for graduating seniors that are available from Walmart.

Redmond Education Foundation Grant Award

Allan Hudson and Leslie Povey representing the Redmond Education Foundation were in attendance to present a grant check to Redmond High School Special Education students for "The Window Washing Project." Panther Window Washing will give the students an opportunity to be "employed" while making our community look good.

Citizen Participation for Non-Agenda Items

Taylor Bremont and Karissa Olson – RPA students

- Thanked the school board for all of their hard work.
- RPA has been in their January term which is where they take one class a week for 4-6 hours per day. During this time the students are able to do a lot of more interactive learning.
 - Karissa participated in a class called "From the Page to the Stage."
 - Taylor participated in a class at COIC.
- The RPA just started a new schedule of classes. Examples of the classes include the opportunity to participate in the SMART Reading Program at elementary schools. Another one allows the students to job shadow different jobs at the hospital.

Superintendent Report

Superintendent McIntosh reported the following:

- AP classes at RHS – making progress in creating additional opportunities in the AP classes. Superintendent McIntosh is confident that the district will have an incredible system.
- There have been articles in the paper regarding the \$2 million the district will receive due to our poverty rate. The district has known about the money for quite some time so the documents that have been provided during the budget creation included those funds.
- Budget Taskforce has begun a conversation in prioritizing the things that will be provided to enhance the educational experience for our kids.

Association Report

Doris Mascall – REA

- Appreciation for the quick resolve on the snow day in December regarding absences.
- There is anxiety in having two days off of school due to the weather and if we will need to make those days up.
- Appreciation for the money that was set aside for the relief fund. Allowed them to have flex time and that is appreciated.
- Looking forward to the budgeting process this year.

Ron Munkres stated that when he looks at the news regarding other districts across the state it makes him really appreciate the relationship we have with the staff and association.

Superintendent Evaluation Documents

Lynn Evans, Human Resources Director and Superintendent McIntosh provided the Board members a superintendent evaluation document for them to use in creating his evaluation. It is the hope that this tool will bring a little more systematic approach to an important role the Board brings to the evaluation of the superintendent. Lynn Evans stated, “We are working hard to build a culture that embraces growth. We are thrilled to shape a system that mirrors a system that is being used with our teachers and administrative staff. Our superintendent deserves huge applause for walking the talk. He has adopted standards so that expectations are very clear, there are no surprises and you know what success looks like.”

Lynn reviewed with the Board a document that outlines the process for this year’s evaluation of Superintendent McIntosh. Also reviewed were the various documents included in the evaluation binder.

Superintendent McIntosh reviewed with the Board the elements included in the Executive Summary. He stated, “This process is in the evolution stage. We will improve this tool as needed so that it can be used for more than one year. As the Board reads the summary you will note that it isn’t possible for one person to accomplish everything in the summary. This represents the work of my entire team.”

All of the information and scoring provided by Board members will be entered into TalentED Perform (TED) evaluation system used in the district.

From this process goals for the superintendent will be set. Superintendent McIntosh will provide to the Board the goals he has identified that outlines where the district is going.

ACTION ITEMS

Resolution 14:077

Kathy Steinert reviewed that the District received notice of a two-year grant award of \$474,955 from the Oregon Department of Education and Bureau of Labor and Industries. The Career and Technical Education (CTE) Revitalization Grant will support Redmond High School’s manufacturing technology program to purchase necessary capital equipment and staff to offer additional Science Technology Engineering and Math and manufacturing classes.

ORS 294.338 (3) allows the District to recognize additional funding after the enactment of a resolution to authorize the expenditure.

This resolution authorizes the recognition and appropriation of \$343,000 of additional specific purpose grant funds not anticipated at the time the FY 2013-14 budget was prepared. This authorization will

allow the expenditure of funds granted to the Redmond School District. This is a two year grant and so the remainder of the grant will be spent in 2014-2015.

Rick Bailey made a motion to approve Resolution 14:077 to recognize and appropriate additional specific purpose revenue for the fiscal year 2013-14 budget. Ron Munkres seconded the motion. Motion carried 5-0.

Policy Adoption – FFA – Memorials – 2nd Reading

Superintendent McIntosh reviewed with Board members that this is the second reading of this policy. During the first reading, Board members requested that the policy be simplified and the details on the implementation of the policy be put in an Administrative Regulation.

Bob Perry made a motion to approved Board Policy FFA – Memorials as presented. The motion was seconded by Rick Bailey. Motion carried 5-0.

Policy Revision – CCA – Organization Chart – 1st Reading

Superintendent McIntosh reviewed the current organization chart with the Board.

Rick Bailey made a motion to approved Board Policy CCA – Organization Chart as presented. The motion was seconded by Bob Perry. Motion carried 5-0.

Consent Agenda

- Personnel Report
- Finance Report (Have been reviewed by the Finance Committee)
- Board Meeting Minutes from December 18, 2013
- Board Meeting & Work Session Minutes from January 8, 2014
- Gifts to the District
- Out of State Field Trip

Rick Bailey noted a typographical error in the minutes from December 18, 2013. That error will be corrected in the official adopted minutes.

Bob Perry moved and Rick Bailey seconded a motion to approve the consent agenda as amended. Motion carried 5-0.

DISCUSSION

Board Member Updates and Requests for Agenda Items

Bob Perry

- Newsweek Magazine had an article, “America Hates It’s Gifted Kid.” The article reported that a great deal of educational emphasis is being spent on students who need additional assistance and not enough for the students who excel.
- Reported that he shared a presentation on Common Core with Superintendent McIntosh and Linda Seeberg and has presented it for the first time in Bend. “As soon as it is up on You Tube I will send everyone a link so that everyone can see where I stand on Common Core.”

Shane Nelson

- Being new to the Board he is absorbing information at a rapid pace. “What I have learned so far is that I am part of a great team. What we do every day is our future. It is very impressive to see that type of leadership.”

Rick Bailey

- None

Ron Munkres

- Reported that he can't say enough about the opportunities to get involved with the schools and the community and to find out that as a Board member I have some leverage with our colleges. It is exciting to see our district taking a leadership role in relationship to the community. With the grant Nicole MacTavish was able to gather and now Ridgeview going after their grant, one of the things they wanted to work toward was the Oregon Green Technology Certification. In the process of getting signatures on letters of support, I discovered that type of certification was going to be reinstated at COCC in Redmond. It will be an online program. When COCC found out they would be written into the grant, they decided to go ahead with the certification."
- As I look at the career paths, advanced placement comes in as a key role. He has written to the State Superintendent of Instruction asking how many of our students are taking remedial classes as they enter college. As we look at our fifth year program we need to look at where our achievement goal is.

Superintendent McIntosh stated that both Nicole MacTavish and Tony Pupo are currently in the process of gathering that data. "We need to think bigger than the fifth year. There are many kids who benefit from going straight to a four year university. Our goal is to create a student body that goes into college prepared to begin college level courses. Our fifth year program is only one target that we look at as we serve our kids."

AJ Losoya

- Thanked the leadership team for all of their hard work.

ADJOURN

A motion was made by Rick Bailey and seconded by Shane Nelson to adjourn the meeting at 8:28pm. Motion carried 5-0.

AJ Losoya, Board Chair

Trish Huspek, Executive Assistant