

<p><u>Board Members:</u>  Dwight Coon, Board Chair  Derek Pennel, Vice Chair  Meleah Drago  Jeff Eastburn  Lanae Sjostrom  Bev Schiesser  Jeff Thiessen</p>	<p><b>BLACHLY SCHOOL DISTRICT #90</b>  <b>Triangle Lake Charter School</b>  <b>20264 Blachly Grange Road</b>  <b>Blachly, OR 97412</b>  <b>(541) 925-3262</b>  <b><a href="http://www.blachly.k12.or.us">www.blachly.k12.or.us</a></b></p>	<p><u>Administration:</u>  Adam Watkins,  Superintendent  Pat Rufo,  Business Manager  Anni Thiessen,  Executive Secretary</p>
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**REGULAR SCHOOL BOARD MEETING MINUTES—September 16, 2020**

**1-0 CALL TO ORDER**

Director Coon called the meeting to order at 6:03 p.m.  
Those present were:

**Board:** Directors Eastburn, Sjostrom, Pennel, Coon, Drago and Schiesser (arrived at 6:10 p.m.)

**STAFF:** Pat Rufo, Jason Asplund, Aria Richardson, Debi Werner, Lisa Wagner, Regina Mitchell, Shane Benscoter, Kara Severino (arrived 6:45), Rilke Klingsporn, Adam Watkins, Anni Thiessen

**GUESTS:** Rob Lafferty (FRR), Marie Dudgeon (OSBA)

**2-0 RECESS THE REGULAR MEETING AND CONVENE EXECUTIVE SESSION**

At 6:04 p.m. the board recessed the regular meeting and convened an Executive session Pursuant to ORS 192.660(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations.

The board conducted the executive session in a separate Zoom room. Those present were: Marie Dudgeon OSBA, Rob Lafferty, board members, Superintendent Watkins and board secretary, Anni Thiessen. The board met in Executive Session until 6:33 p.m.

**2-0 RECONVENE THE REGULAR MEETING/ANY NEEDED ACTION**

At 6:33 p.m., Board Chair Coon reconvened the regular session and rejoined the audience in the original Zoom meeting room. There was no action taken.

**4-0 WELCOME GUESTS AND VISITORS**

**5-0 PUBLIC FORUM/COMMUNICATIONS**

Individuals had been invited to submit input in writing to the board chair at the physical address above or via email to [dcoon@blachly.k12.or.us](mailto:dcoon@blachly.k12.or.us)

**6-0 CHANGES OR ADDITIONS TO THE AGENDA**

**Add item 7-5** Charter Board Position 5 Candidate

**7-0 CONSENT AGENDA**

### **7-1 Board Minutes**

August, 2020—Regular Board Meeting

August 12, 2020 Board Minutes were amended to reflect

in item 9-3 Calendar Amendment: “60 hours for staff professional development and an additional 60 hours for parent teacher communication to facilitate student learning.”

### **7-2 Financial Report**

Pat Rufo brought the August 2020 End of Month Report.

The annual on-site audit was completed with no material weaknesses and no significant deficiencies nor exit comments.

The year-end financial reports are still in progress. The August 30th financial report was presented. The beginning balance for the General Fund came in at \$397,129. It was budgeted at \$400,000. The additional \$19,000 in ending fund balance on the prior month’s report did not roll over but was used to reduce the transfer out of PERS into the General Fund. The PERS reserve has a balance of \$50,000.

The General Fund expenditures includes unbudgeted items for distance learning costs and for moving technology support to in-house. The contingency fund sits at 3.7%. It is expected that grants will be covering some of the expenditures currently in the General Fund, and this should increase the contingency fund.

The board reviewed the Check Register.

### **7-3 Review Student Handbook**

Administration presented the 2020-21 Student Handbook for board review.

<http://www.blachly.k12.or.us/wp-content/uploads/2020/09/2020-2021-Student-Handbook.pdf>

This document is posted on the website. Updates for the current year are in keeping with OSBA recommendations and integrate with current policy.

### **7-4 Review Title IX Document**

The Title IX document updated for the 2020-21 school year was presented for review.

This is the link to the document:

[https://docs.google.com/document/d/1V7z2eMjAMptN0\\_aW9JxprRxabLs1fEeSpct0iynWeYk/edit?usp=sharing](https://docs.google.com/document/d/1V7z2eMjAMptN0_aW9JxprRxabLs1fEeSpct0iynWeYk/edit?usp=sharing)

### **7-5 Charter Board Position 5 Candidate**

TLCS parent Jennifer Fitzpatrick is interested in serving on the Charter Board in the Position 5 vacancy.

**MOTION:** Director Pennel moved to approve the consent agenda as amended. Director Schiesser seconded the motion.

**VOTE:** The vote was unanimous and the motion carried.

## **8-0 REPORTS**

### **8-1 Charter Board Report**

Lisa Wager noted that the Charter Board hasn’t yet met this month but will meet next week.

When they met last month the primary agenda item was the budget.

## 8-2 Enrollment

Grade	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
CDL/Hybrid Enrollment	13	16	12	14	13	11	17	17	19	17	16	16	11	192
TLCS Online enrollment	3	1	1	4	1	1	3	2	3	3	4	0	2	28
Total Blachly SD Enrollment--220														

The 2020-21 budget is based on a student population of 230.

### 8-3 Facilities/Transportation Report

Superintendent Watkins and Maintenance Director, Shane Benscoter updated the board.

There has been a delay in the scheduled updates on campus due to poor air quality--smoke from wildfires. Today is the first day in the last two weeks that crews have been able to be on site.

The main building has new flooring and paint in many places.

Mr. Benscoter is working on upgrades to the staff room.

Transportation runs have occurred the last two days to disperse technology and other resources to students.

Mr. Benscoter noted that radon levels increased due to a malfunctioning fan. The fan has been repaired and is now keeping levels in a safe level. It was noted that the fan has to be off while roofing is installed but will be back on as soon as possible.

### 8-4 Technology Report

Jason Asplund reported that his primary focus areas to date include: 1) launching CANVAS—the new learning management system (LMS) for Comprehensive Distance Learning; 2) transitioning the operational system (moving from Ambient as our tech support); and 3) tech preparedness to manage CDL and potential increases in enrollment.

### 8-5 Administrative Report

Principal Klingsporn noted the following:

- Fall athletics opportunities are on hold. We are awaiting OSAA guidance surrounding conditioning opportunities.
- The Class of 2020 has decided to proceed with graduation on Saturday, Sept 18<sup>th</sup>. There will be a max audience of 25. They plan to livestream on Facebook.
- Staff development/training around distance learning includes use of Distance Learning Playbook.
- Dustin Dawson, LESD IT services, has helped Jason Asplund provide learning opportunities in CANVAS for our staff.

Superintendent Watkins reported:

- Staff members were commended for their investment and their ability to 'pivot' to accommodate the ongoing changes.
- PACE has completed a formal review of the playground. Small needs were pointed out and will be addressed.

- Budget—Friday the legislature will release a revenue forecast. We can combat the challenges by being fiscally sound and providing unique opportunities.

## 9-0 UNFINISHED BUSINESS

### 9-1 Ready Safe Schools Update

Ms. Klingsporn and Mr. Watkins provided updates relating to school planning for fall and guidance from Oregon Department of Education.

Mr. Watkins noted that the Curriculum for CDL contract with Fuel Ed will be offset by a grant.

Staff, particularly classified staff, members have been asked to do different things than they were hired to do.

Metrix do not allow us to plan yet for on campus learning.

Ms. Klingsporn noted that teachers and staff are working hard to get school started on Monday.

Technology and materials are rolling out on busses. Meals begin Monday.

### 9-2 Board Goals

The board considered goals for the 2020-21 school year. At the August regular meeting the following topics were addressed as potential areas to create goals:

- Support of administration during these unique times through use of resources and review of policy or other documents.
- Participation in board development activity with an 80% participation of the board.
- Develop a 3-5 year facilities plan.

Director Pennel suggested these updates:

1. Achieve 80% participation rate at scheduled Board development activities.
2. Develop a strategic district facilities plan (3-5 year timeframe)

This discussion will continue next month.

Mr. Watkins will present his goals tonight. He suggests the board consider blending the board goals with his superintendent goals.

### 9-3 Second Reading Board Policy

The following OSBA recommended policies are presented for second reading and adoption. This is the link to draft policies:

<https://drive.google.com/drive/u/0/folders/1GUROzS2qLUCwSq3vjlvGB5cnqQiQmwp>

GBEB – Communicable Diseases - Staff, Highly Recommended

GBEB-AR – Communicable Diseases - Staff, Highly Recommended

GBN/JBA – Sexual Harassment, Required

GBN/JBA-AR(1) – Sexual Harassment Complaint Procedure, Required

GBN/JBA-AR(2) – Federal Law (Title IX) Sexual Harassment Complaint Procedure, Required

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JBA/GBN-AR(1) – Sexual Harassment Complaint Procedure, Required

JBA/GBN-AR(2) – Federal Law (Title IX) Sexual Harassment Complaint Procedure, Required

JHCC – Communicable Diseases - Students, Required

JHCC-AR – Communicable Diseases - Students, Required

**MOTION:** Director Pennel moved to approve the above policies for second reading and adoption as presented. Director Sjostrom seconded the motion.

**VOTE:** The vote was unanimous and the motion carried.

**9-4 Board Development—OSBA Training**

An OSBA led Board Development opportunity scheduled for September 9<sup>th</sup> was postponed due to power outage. The board discussed possible dates to reschedule. Possibilities are September 23<sup>rd</sup> or September 30<sup>th</sup>. Consensus was September 30<sup>th</sup>.

**10-0 NEW BUSINESS**

**10-1 Approve Baseball Co-Op**

An OSAA Cooperative between Elmira HS and Triangle Lake to offer Baseball to TLCS students is requested by Athletic Director, Tony Wynn. This Co-Op would begin in the 2020-21 school year and last for 2 years. This requires board approval.

The hosting school also needs to approve this co-op.

The question of district provided transportation was posed. Director Pennel would like to discuss the topic of co-op transportation at a future meeting.

The hosting school may accept or deny the co-op.

Each co-op is specific to the sport and the school.

**MOTION:** Director Pennel moved to approve the requested OSAA Co-Op with Elmira HS for Baseball as presented. Director Eastburn seconded the motion.

**VOTE:** The vote was unanimous and the motion carried.

It was noted that this a two year approval.

**10-2 Presentation of Superintendent Goals**

Mr. Watkins presented his 2020-21 superintendent goals to the board. He began by reviewing the process of the superintendent evaluation.

It was noted by Director Pennel that the OSBA evaluation tools recommended have been utilized by the board in the past.

**MOTION:** Director Pennel moved to approve the 2020-21 superintendent goals as presented. Director Coon seconded the motion.

**VOTE:** The vote was unanimous and the motion carried.

**10-3 First Reading Board Policy BFF – Suspension of Policies**

Policy BFF is presented for first reading as recommended by OSBA. This is the link to draft policy: <https://docs.google.com/document/d/18laEZujYjD-Uh0DYZWrktzN-TQctLNzgl5ehxjdZnKc/edit?usp=sharing>

BFF – Suspension of Policies

**MOTION:** Director Schiesser moved to approve Policy BFF for first reading as presented. Director Eastburn seconded

**VOTE:** The vote was unanimous and the motion carried.

**10-4 Motion to Suspend Policy IKA**

Policy IKA currently contains language specific to trimesters. It is recommended by OSBA that this policy be suspended until policy with updated language is presented.

This is the link to current policy: <https://policy.osba.org/blachly/IKA%20D1.PDF>

**MOTION:** Director Pennel moved to suspend Policy IKA as recommended. Director Thiessen seconded the motion/

**VOTE:** The vote was unanimous and the motion carried.

**10-5 Approve Staff Updates**

**10-5.1** Jason Asplund has been hired as Technology Director.

**10-5.2** Summer Martin has submitted resignation.

**10-5.3** Kris Kluber has been hired as Bus Driver.

**POSSIBLE MOTION:** Director Thiessen moved to approve the hire of Jason Asplund as Technology Director, Kris Kluber as bus driver and accept the resignation of Summer Martin. Director Coon seconded the motion.

**VOTE:** The vote was unanimous and the motion carried.

**10-6 Adopt Resolution 2020-21 006**

Resolution 2020-21 006 is presented for adoption as per Blachly Board policy.

This is the link to the resolution:

[https://drive.google.com/drive/folders/127sGlokatoQC\\_lilK-DI7ocPNValxfHM](https://drive.google.com/drive/folders/127sGlokatoQC_lilK-DI7ocPNValxfHM)

**MOTION:** Director Pennel move to adopt Blachly SD Resolution 2020-21 006 as presented. Director Eastburn seconded the motion.

**VOTE:** The vote was unanimous and the motion carried.

Mr. Watkins suggests that the next board meeting may be in person with audience participation being virtual

**11-0 ANNOUNCEMENTS**

The next regular Board meeting is scheduled for October 21, 2020 at 6 pm format TBA.

**12-0 ADJOURN THE REGULAR MEETING**

Hearing no objection, Director Coon adjourned the meeting at 8:24 p.m.

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Dwight Coon,  
Board Chair

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Adam Watkins,  
Superintendent