

ADEL SCHOOL DISTRICT
REGULAR BOARD MEETING
AUGUST 10, 2023 6PM

MEMBERS PRESENT

Jim Hiatt
Aja O'Keeffe
Brilene Ortwein
Jason Jaeger
Peter Osborne

STAFF PRESENT

Lane Stratton, Superintendent
Tonya Stratton, Adel Clerk
Stacey Martin, School Teacher
Gail Woolery, Preschool Teacher
Sara Sarensen, ESD Business Manager

PUBLIC PRESENT

None

OPENING

The meeting was called to order at 6:02 p.m. by chair Aja O'Keeffe at the Adel School in Adel, Oregon.

OATH OF OFFICE

Elected Board Members (Position #1, Position #4) Jason Jaeger and Jim Hiatt were formally sworn in the official Oath of Office presented by board chair Aja O'Keeffe. Peter Osborne made a motion to swear in Jason Jaeger and Jim Hiatt as new board members. Brilene Ortwein seconded and the motion carried.

AGENDA

Jim Hiatt moved to approve the agenda with the following amended; add action item 9.4 resolution-modified cash basis information. Brilene Ortwein seconded and the motion carried.

APPROVE MINUTES

Jim Hiatt made a motion to approve June 1, 2023 minutes, Peter Osborne seconded and the motion carried.

CORRESPONDENCE

None

PUBLIC COMMENT

None

REPORTS

TEACHER REPORT – STACEY MARTIN

- We received the library grant and Stacey has ordered books
- We received all the new math curriculum
- We had an inspector come and found some asbestos. Board member Jim Hiatt hauled it to Klamath Falls disposal and disposed of it. The landfill in Lakeview does not accept asbestos. Mrs. Martin took the asbestos training online to assure we were following proper procedures.

- Tonya & Stacey are sharing the yard maintenance. Kenny and his crew are coming out on August 13th to pull weeds.
- Robin & Stacey are attending a science camp in Silver Falls next week
- Mrs. Martin took part in the science curriculum review and worked with four other science educators from around the state. This winter the school board will review the science curriculum and make a recommendation for the following year.
- Robin & Stacey are going to be attending a continuing writing conference in October
- Summer programs-students have got to attend some summer camps with the grant money we have received

TEACHER REPORT –GAIL WOOLERY

- School will start September 11th. Gail asked when we wanted to send out enrollment forms.
- Floors will be waxed on Saturday
- Bailey Guido dropped off preschool kits and Bailey offered to host some parenting classes in Adel and thought she could get people there by offering dinner.
- Gail isn't sure who we will have attending the preschool. Gail was concerned about the transportation and if we were going to open up a certified preschool and where that would put her and Bill for jobs.
- The green tiles on the floor where we eat have been lifting in the preschool for quite a few years. They need to be replaced.

MAINTENANCE REPORT

- Painting in the west classroom and library should be completed by this evening. I will be touching up paint in the school hallway at some point soon. I am headed to the preschool right now to move tables, etc. for the floor cleaning person.
- I ordered a new thermostat and heating elements for the water heater, that will also be installed soon.
- I think I have 80% of the parts needed for the preschool sprinkler system. I need to mock up a sprinkler and figure out what I'm missing. The engineering plans we ordered from rainbird have an incomplete parts list. I will be working on parts for the sprinkler system, sourcing a trencher, and laying out where trenches need to be dug, shortly. I also need to call the power company and get a Locate before we start digging.
- I have noticed that urinals in the community center and school are leaking or out of order. Also, we need to remove the school drinking fountain. Is there any chance we could have a plumber come out for a day? I have never worked on urinals before.
- Board discussed having a plumber come out to fix urinals and a few other plumbing issues. They agreed that a plumber needed to come out and also fix the leak that is on the side of the school.

PRINCIPAL REPORT (LANE STRATTON)

- Hot topics in the legislative is equity. The library grant was initially denied because of authors and book choices. In two years we will have to have an equity committee. I feel like I laid the foundation and Mr. Louie is going to help with getting this committee together. Instead of having just an Adel committee we are going to combined Paisley, Lakeview, Adel and Plush.
- Abbreviated Day for special education and 504 students. Adel does not have this. All of our special education kids come to school at the same time and receive the same services as any other student. This is a huge statewide issue.

- Reading Program-This is the governor's initiative regarding phonics of reading. There is money available for more curriculum, instruction and PD. We have to show a 25% match but can show our curriculum purchases.
- Shout out to Travis, Stacey and Tonya. They have gone above and beyond their job duties. They have stepped up to help get ready for our students and are doing work outside of their normal scope. Mainly this is because we don't have a custodian or grounds person.
- Plush approved in their July meeting they are going to 4 days a week
- ODE is coming this Fall and will spend some time in Plush and Adel.
- It was brought to superintendent Stratton's attention that a local person working in Warner Valley was interested in renting the teacherage. Multiple options were discussed about rental agreements and in the end the board decided to not rent it out to non-school district employees.

CLERK REPORT (TONYA STRATTON)

- Our lawn mower is not working. Rusty is going to fix it for us. We just ordered the part. I will get the grounds looking good as soon as it is running.
- I advertised for the custodial/grounds position in the paper. No applications yet. I'll continue to help with whatever needs to be done.
- I took all the fire extinguishers to Steve to get serviced for the year.
- I sent bid information out to contractors and ran an ad in the paper in case I missed someone. We will have contractors come out on August 23rd from 12-2 to get the scope of the job in order to place a bid.
- I need to schedule an 8-hour bus training for the bus drivers to keep up on their training.
- We need to schedule a field trip to look at the steam room up in Lake Oswego before the end of September. We are also in the process of organizing monthly trips to rural eastern Oregon schools so our Adel students can socialize and collaborate with other smalls schools.

PLUSH REPORTS

Plush is having their board meeting next Tuesday @ 6:30.

BOARD REPORT

None

FINANCIAL REPORT

Mrs. Woolery stated if our power bill is high that the construction crew left the heat on while they were working on the project and she had to turn it off.

INFORMATION/DISCUSSION ITEMS

Inter district transfer of Resident Students Policy-Mr. Stratton feels that it would be very beneficial to have this policy due to ODE requirements and recommendation in regards to student testing, data and financial reporting, such as maintenance of effort and fall and summer special education student counts. Now that both Plush and Adel are K-8 schools our past practice is not the right procedure for inter district transfers between the two districts.

Admission of Nonresident Students Policy-Discussion was had on the five JECB AR policies.

Resolution-Modified cash basis-It has been recommended from our auditors to go from an modified accrual accounting system to a modified cash basis. The only real impact mentioned with a non-

Generally Accepted Accounting Principles accounting is that if you go out for a bond or a very large loan your interest rates could be impacted greatly, resulting in a much higher cost of financing. Sara Sarensen the business manager said there is no benefit staying in a modified accrual system.

Maintenance of Effort in Special Ed Funding Calculation-Mr. Stratton informed the board that in the 2021-2022 school year we did not match or exceed our spending on special education compared to the 2020-2021. The shortfall was 3,362.00. We will have to pay this back to the state. This is due in part to our past student transfer practices mentioned earlier in today's meeting. Mr. Stratton also discussed the surplus in special education staff levels that is no longer a luxury due to staffing shortages over the last two years. Establishing and adopting inter district transfer policies and practice will help obtain our maintenance of effort.

House Bill 2753-Superintendent Stratton informed the board that a new bill was passed that could pay the board up to \$500 per month. Mrs. Martin mentioned that over the year's board members have volunteered many services including man hours and equipment. She also shouted out that their volunteerism is appreciated and this is something that does not happen in larger districts. Board members Jaeger and Osborne mentioned they feel like they should not get paid. Board chair O'Keeffe discussed maybe they could use the stipend as a payment for subbing at the school.

ACTION ITEMS

Admission of Nonresident Student-JECB-AR

Jason Jaeger made a motion to table these AR's. Brilene Ortwein seconded and the motion carried.

Inter district Transfer of Resident Students-JECF-AR

Peter Osborne made a motion to approve the inter district transfer of a resident student policy JECF. Jason Jaeger seconded and the motion carried. The board discussed JECF-AR and made changes to the AR.

Approve Bills

Discussion was brought up regarding a month of the bills not being on the report. Business Manager Sara Sarensen told the board that this could be caused from it being a new fiscal year and the report didn't pull July 2023. Jim Hiatt made a motion to approve the May bills, Brilene Ortwein seconded and it passed 4-1. Jason Jaeger nay vote was due to the fact that the report didn't reflect the bills from July because the query didn't pull up all the bills because it was in two different fiscal years.

Resolution Establishing Policies for Fund Balances

Jim Hiatt made a motion to approve the resolution establishing policies for fund balances. Brilene Ortwein seconded and the motion carried.

Adjourn

Aja O'Keeffe made a motion to adjourn the meeting at 8:20 p.m. Jason Jaeger seconded and motion carried.

Aja O'Keeffe, Board Chair

Lane Stratton, Principal