

Nyssa School District #26
Regular Session Board Meeting Minutes
June 11, 2018

Board Members Present:

Robert Fehlman
Marlon Wilson
Dennis Savage
Lucy Beck
David Bunker
Michael Hartley
Torie Ramirez

Staff Members Present:

Jana Iverson, Superintendent
Audrie Tracy, Administrative Assistant
Lindsay Malinowski, Business Manager
Kris Hernandez, MS Instructional Assistant
Noemi Melendez, MS Instructional Assistant
Crystal Fortney, HS Instructional Assistant
Luke Cleaver, MS Principal
Roger Hunter, MS Teacher

Others Present:

Brandon Grote, Beniton Construction
Ray Waldo, Field-Waldo Insurance Co., Inc.

Call to Order - Chairman Dave Bunker called the monthly board meeting to order at 7:01 p.m. in the boardroom of the Administration Building.

Adoption of Agenda - The agenda was declared adopted as presented.

Commendation - None

Visiting Patrons & Delegations -

- A) Beniton Construction - MS construction update (copy on file)
 - Demo building to start site work again, demo to commence this week
 - Solar installed, power bills should start to decrease
 - Interior demo is done
 - Framing & drywall in old stage area
 - Hats off to MS staff, students, maintenance staff and others who did an amazing job getting moved out of the old building the end of May for contractors to start their work

An invitation was extended to the board and audience to Beniton's Open House on Friday, June 15th at 1:00 PM in Meridian, ID.

B) Ray Waldo, Insurance Proposals for 2018-2019

Ray Waldo of Field Waldo Insurance Agencies, Inc. presented the insurance proposals for 2018-2019, period is for July 1, 2018 to June 30, 2019.

Insurance coverage provided by PACE, Property and Casualty Coverage for Education Trust. This year's total premium is \$124,387.00, last year was \$129,402.00.

Builders Risk - \$11,332 on the course of construction for the new middle school with a \$2,500 deductible.

When construction is complete, the new middle school will be added to the main policy and the amount prorated.

Workers Compensation premium in the amount of \$40,715.00, the lowest it's been in many years. Last year's premium was \$48,374.00.

C) Roger Hunter, Middle School State Track

Mr. Hunter reported on the Middle School State Track Meet held in Astoria, Oregon.

- 20 students qualified by placing 1st or 2nd at the WIC track meet
- 13 students participated at state, 5-6th graders and 8-7th graders
- Returned with 22 medals, the most ever
- Several students set records in their event
- Over 40 teams participated
- NMS has participated for 11 years, this is the 3rd year they have placed in the top four
- Entry fees are [aid by the district but parents transport students to the meet
- Season for MS coaches ends when WIC meet is over
- Mr. Hunter works with students from the first part of May through the State meet the first of June

Recommendation for Mr. Hunter to come to the May 2019 board meeting with the number of students qualifying and a proposal/request for school or district contribution to the state track meet; for example a small bus with driver, other than Mr. Hunter to transport students.

Financial Report - Business Manager Lindsay Malinowski presented the monthly financial statements.

Revenue & Expenditure

- Received more in property taxes
- May State School Fund deposit
- Small High School Grant of approximately \$60,000
- Remaining within budget

Middle School Construction

- Bond dollars - Approximately \$2 million remaining

Debt Service Fund

- Ending fund balance (\$19,803)
- Deficit - carry or transfer funds
- Communication with Brian Richins, CPA regarding deficit (copy on file)
- Negative balance will be noted in the annual audit financial statements
- Recommend movement/transfer to eliminate the deficit by the end of June
- Transfer \$36,900 or 10% of total fund for 2017-18

Chairman Dave Bunker entertained a motion to make a transfer of 10% to eliminate the deficit.

Dennis Savage made the motion to transfer 10% to the Debt Service Fund. Seconded by Michael Hartley. All in favor, motion carried.

Consent Agenda -

- A) Approve minutes of the previous month meeting(s) as presented
- B) Review bills of the district as presented
- C) Resignation: Emma Shaffer, Music Teacher - Elementary
Anthony Hansen, JV/Varsity Assistant Baseball Coach
Stephanie Howard, JV Softball Coach
- D) Hires: Jenna Ravenscraft, Athletic Director - High School
Quinn Barnes, Special Education Teacher, Grades K-5
Kaylee Cooper, Classroom Teacher, Grades K-5
Rebecca Cuevas, English Language Arts/Math - MS, 6th Grade
Jacquelle Heid, JV Volleyball Coach
- E) Budget Adoption Resolution: The 2018-2019 Budget of \$22,258,244 is presented for adoption. (Resolution No. 2019-01 enclosed)
- F) Making Appropriations Resolution (Resolution No. 2019-01 enclosed)
- G) Imposing the Tax Resolution: (Resolution No. 2019-01 enclosed)
- H) Resolution Establishing Policies for Fund Balances GASB 54 (Resolution enclosed)
- I) Adopt the 2018-2019 Budget
- J) Approve/ratify the Nyssa Education Association (NEA) contract for 2018-2019

Bob Fehlman made a motion to approve the consent agenda as presented. Seconded by Marlon Wilson. All in favor, motion carried.

Old Business -

A) Superintendent Salary

Discussion -

- ° Annual salary is currently \$115,000
- ° Three options presented and reviewed (copy on file)
 - 1. \$200/month increase to annuity in lieu of insurance, plus a 1% increase in salary
 - 2. \$50/month increase to annuity in lieu of insurance, plus a 1.5% increase in salary
 - 3. \$50/month increase to annuity in lieu of insurance, plus a 2% increase in salary
- ° All other provisions of the contract remain. Current contract is for a three year period, July 10, 2016 to June 30, 2019
- ° Average salary for Superintendent statewide is \$147,000

Dennis Savage made a motion to approve Option #3 of the proposal. Seconded by Torie Ramirez, All in favor, motion carried.

New Business -

A) Audit for 2017-2018, Letter of Engagement enclosed

Letter received from Brian Richins, P.C regarding the audit process for the year ending June 30, 2018. Mr. Richins expects to begin the audit for fiscal year 2017-2018 on approximately August 1, 2018 and provide a report no later than December 15, 2018.

Marlon Wilson made a motion to approve the letter providing the district with information regarding the audit for year ending June 30, 2018. Michael Hartley seconded the motion. All in favor, motion carried

B) Handbook Changes - Middle School

Proposed changes to the Middle School Handbook were presented (copy on file). Changes reviewed and discussed.

Lucy Beck made a motion to approve the changes as presented. Seconded by Bob Fehlman. All in favor, motion carried.

Elementary Handbook changes will be presented at the July board meeting.

High School Handbook changes will be presented at the August board meeting.

Board Study -

A) Boardsmanship

Schedule a workshop with OSBA regarding board member roles. Contact OSBA for available dates and times.

Mr. Bunker acknowledged representatives of the Oregon School Employees Association (OSEA) and thanked them for attending.

Adjournment - At 8:03 the meeting adjourned.



Chairman or Vice Chairman



Clerk