

**Agenda
Board Meeting
August 8, 2022
6:30 p.m.**

**<https://dsd2-org.zoom.us/j/84855147461>
District Office Board Room**

*Steve Spencer
Superintendent*

*2022-23
Board of Directors*

Michael Bollman

Lu Ann Meyer

Rob Ogilvie

Matt Posey

Jon Woods

**Board Secretary
Juli Lichtenberger**

**Please join us at our
school board meetings.
Unless otherwise
scheduled the board
meets the second and
fourth Mondays
of the month.**

**District Office
Board Room
6:30 p.m.**

Mission Statement
*Dallas School District
is centered on students,
powered by
collaboration, built on
equity, and driven by
excellence.*

***Dallas School District
111 SW Ash Street
Dallas OR 97338***

***503.623.5594 ph
503.623.5597 fax***

- 1.0 Welcome/Pledge of Allegiance**
- 2.0 Approval of the Agenda**
- 3.0 Good News**
 - 3.1 Summer School Update
 - 3.2 Math teachers from LaCreole and Dallas High School attended the Carnegie math conference this summer.
 - 3.3 Dallas High School had some teachers attend the AVID conference.
- 4.0 Public Comment**
- 5.0 Announcements**
 - 5.1 August Calendar 83
 - 5.2 Next Board Meeting August 22, 2022 at 6:30 p.m.
- 6.0 Consent Agenda**
 - 6.1 Approval of the July 11, 2022 Board Minutes 84
 - 6.2 Staffing Report 86
- 7.0 District Committee Assignments**
 - 7.1 Finance Committee 87
 - 7.2 Technology Committee
 - 7.3 DEA Bargaining
 - 7.4 OSEA Bargaining
- 8.0 Board Advisory Committee Members and Charge (Board Action)**
 - 8.1 Finance Committee
- 9.0 Healthy and Safe Schools Plan (Board Action) – Bob Archer 91**
- 10.0 Reports**
 - 10.1 Facilities Update – Bob Archer 96
- 11.0 Discussion Items**
 - 11.1 Board Retreat
- 12.0 Executive Session per ORS 192.660**
 - (d) To Confer with Persons Designated by the Board to Carry on Labor Negotiations
- 13.0 Adjourn**



Public Participation in Board Meetings

During each school board meeting, the agenda has been set to include an item titled “public comment.” It is during this portion of the agenda the public can comment on any item that is or is not on the agenda.

Because of the nature of the Board’s work, it is typical that the Board will hear from a patron. Public participation is a time for the Board to listen, not a time for discussion or responding to questions, as the Board needs adequate time to process the information received to ensure proper steps are taken going forward. The Board may direct questions to district administrative staff to respond to after the meeting. If input is given related to an action item later in the agenda, the Board will use the input during their discussion or deliberation of that specific item. All public comment during a Board meeting is limited to 3 minutes for each individual. Up to 5 minutes may be granted to one person who represents a group of 3 or more with similar testimony. The Board Chairperson may adjust or extend allowable time limits, if necessary.

The Board cannot hear complaints about specific school personnel during an open meeting. If a patron has a specific complaint against district personnel, the board chair or the superintendent can direct the patron to the appropriate complaint process governed by board policy.

There are three ways to provide public comment at a Board meeting.

- 1) If you wish to address the Board in person during a Board meeting, please fill out the request for public comment form available outside the boardroom. If the meeting has started and you decide you would like to provide public comment, please alert the administrator who was the greeter or the board executive assistant with your request by simply handing them the public participation form. This will be directed to the board chair.
- 2) If you wish to address the Board remotely (via Zoom) during a Board meeting, please email Juli Lichtenberger, Executive Assistant to the Superintendent and Board, (juli.lichtenberger@dtd2.org) at least two hours prior to the start of the meeting. Clearly label the subject line as “Public Comment”. In the email state that you would like to address the board remotely during the meeting, and include the topic.

Andy Bellando, Superintendent

Board of Directors: Michael Bollman • Lu Ann Meyer • Rob Ogilvie • Matt Posey • Jonathan Woods

- 3) If you wish to address the Board in hard copy or email please submit to Juli Lichtenberger, Executive Assistant to the Superintendent and Board, at juli.lichtenberger@dsd2.org at least two hours prior to the start of the meeting. Clearly label the subject line or document as "Public Comment"

If you have questions about the district, we encourage you to contact our superintendent.

Thank you for your interest in Dallas School District.

All public meetings, assemblies and celebrations held by the Dallas School District 2 are required to be accessible to persons with disabilities under Title II of the Americans with Disabilities Act (ADA). Accommodations are available upon request to persons who require alternatively formatted materials or auxiliary aids to ensure effective communication and access to events. Please allow at least 10 business days to arrange for accommodations. All requests should be sent to:

DO Reception
Dallas School District 2
111 SW Ash Street
Dallas, OR 97338
503-623-5594

Or: e-mail compliance.officer@dsd2.org

AUG 2022

SUN	MON	TUE	WED	THU	FRI	SAT
	01	02	03	04	05	06
07	08 Board Meeting 6:30 p.m.	09	10	11	12	13
14	15	16	17	18 New Teacher Inservice	19 New Teacher Inservice	20
21	22 Board Meeting 6:30 p.m. New Teacher Inservice	23 New Teacher Inservice	24 DEA Luncheon New Teacher Inservice	25 New Teacher Inservice	26 New Teacher Inservice	27
28	29 Inservice	30 Inservice	31 Inservice			

**Minutes
Board Meeting
July 11, 2022
6:30 p.m.
<https://dsd2-org.zoom.us/j/84855147461>
District Office Board Room**

Present: Mike Bollman, Matt Posey, Jon Woods, Lu Ann Meyer, Steve Spencer, Juli Lichtenberger, Dennis Engle, Bob Archer, Tami Montague, Ryan Sticka, Sean Johnson, Autymn Galbraith

Visitors: Kyle Diehm, Charlotte Riester

Excused: Rob Ogilvie

1.0 Welcome/Pledge of Allegiance

2.0 Approval of the Agenda

Lu Ann Meyer moved to approve the agenda as presented for this evening's meeting, seconded by Matt Posey. The motion passed unanimously.

3.0 Election of Board Chair and Vice Chair (Board Action)

Lu Ann Meyer moved to elect Matt Posey as Board Chair, seconded by Jon Woods. The motion passed unanimously,

Lu Ann Meyer moved to elect Jon Woods as Vice Chair, seconded by Mike Bollman. The motion passed unanimously.

4.0 Good News

4.1 Dallas School District has been approved for free lunch for the elementary school buildings for the next four years!
Steve Spencer, Superintendent, shared good news with the Board.

5.0 Public Comment

No public comment.

6.0 Announcements

6.1 July Calendar
6.2 No Board Meeting July 25, 2022
6.3 Next Board Meeting August 8, 2022 at 6:30 p.m.

7.0 Consent Agenda

7.1 Approval of the June 27, 2022 Board Minutes
7.2 Approval of the June 13, 2022 Board Minutes

7.3 Annual Business Procedures

7.4 Staffing Report

Lu Ann Meyer moved to approve the Consent Agenda, seconded by Mike Bollman. The motion passed unanimously.

8.0 Resolution #22-23-01 Authority to Pay Bills and Expend Funds (Board Action)

Jon Woods moved to approve Resolution #22-23-01 Authority to Pay Bills and Expend Funds, seconded by Lu Ann Meyer. The motion passed unanimously.

9.0 DEA Collective Bargaining Agreement (Board Action) – Dennis Engle

Dennis Engle, Director of Human Resources, shared information regarding the changes to the agreement. Mike Bollman moved to approve the DEA Collective Bargaining Agreement as stated tonight, seconded by Jon Woods. The motion passed unanimously.

10.0 Leave of Absence Request for Amy Stewart (Board Action)

Steve Spencer shared his recommendation for approval of the request. Mike Bollman moved to accept the Leave of Absence request for Amy Stewart, seconded by Jon Woods. The motion passed unanimously.

11.0 Discussion Items

No discussion items.

12.0 Adjourn at 6:45 p.m.

Board Chair / Matt Posey

Date

Board Secretary / Juli Lichtenberger

Date

**Board Staffing Report
August, 2022**

Date Added	Group	First	Last	Description	Action	Effective Date	Center	Position	Code	Hrs.	FTE	Cal.	History
7/7/2022	Classified	Brianna	Plumb	New Hire	new hire	8/31/2022	Lyle	EA Title I	E03E	5.5	0.6875	E2	Replaces Raylee Thompson (CoS)
7/19/2022	Classified	Amy	Stewart	LoA	LoA for the remainder of the school year	7/15/2022	DHS	Office Manager - HS	O11B	8	1	A1	Hire date 10/25/2006
7/19/2022	Classified	Misti	Atterbury	Resignation w/o DSD benefits	resignation	7/28/2022	DHS	Clerical - DHS	O06B	8	1	B1	Hire date 1/3/2018
7/25/2022	Licensed	Colton	Meyer	Declined position previously accepted	declined position	7/20/2022	LCMS	PE Teacher		8	1	190	Was to replace Kayce Lilley (resignation)
7/25/2022	Licensed	Krista	Jardine	Resignation w/o DSD benefits	resignation	7/21/2022	LCMS	Licensed Behavior Support		8	1	190	Hire date 8/26/2019
7/31/2022	Admin	Kyle	Mabry	Resignation w/o DSD benefits	resignation	8/15/2022	LCMS	Assistant Principal		8	1	220	Hire date 7/1/2020.
8/4/2022	Classified	Casey	Trowbridge	New Hire	new hire	8/10/2022	DHS	Office Manager - HS	O11B	8	1	A1	Replaces Amy Stewart (LoA)
8/1/2022	Licensed	Alvaro	Francisco-Manuel	Resignation w/o DSD benefits	resignation	8/1/2022	LCMS	Math Teacher		8	1	190	Hire date 8/30/2021

Finance Committee Members

2022-23 School Year

Dave Morris
Ed Dressel
Matt Woolsey
Mike Blanchard
Charlotte Riester
Kelli McGuire
Trista Girt
Tami Montague
Steve Spencer

Dallas School District

Finance Committee

2022-23

Charge of Committee

- Statement of Purpose
 - Serve in an advisory capacity to the Dallas School Board, Director of Fiscal Services and Superintendent by providing review and oversight of Dallas School District fiscal operations.

- Responsibilities
 - Be familiar with the district's annual budget.
 - Review cash flow and money management matters as needed.
 - Act as a resource to help address fiscal matters and/or discuss fiscal issues.
 - Serve in an advisory capacity to the Dallas School Board in development of budget priorities.
 - Serve as a resource to the Director of Fiscal Services, Superintendent and School Board for fiscal decisions such as uses of special funds, priority determinations and budget reductions.
 - Serve as a liaison to the school district community.
 - Recognize the importance of being an ambassador to Dallas School District

Resources provided by the Board – As requested by the committee.

Length of time the committee is asked to serve – There is no specified length for committee operation. Members will be appointed by the Dallas School Board. Re-appointment of current committee members will occur by the Dallas School Board on an annual basis and no later than July 15 of each school year.

Membership to include (as possible) –

Community Representation

- Business (i.e. retail, hospitality, legal services, industry, manufacturing)
- Health Care
- Non-Profit
- Student, Youth and Education Supporters (i.e. Booster Club, Education Foundation, Youth Club Organizations)
- Polk County and/or City of Dallas
- Parent
- Higher Education
- Others

School District Representatives

- One representative from each employee association, to be selected by the employee association.
- Director of Fiscal Services
- Financial Analyst
- Superintendent

Board Members

- Two, appointed annually by the board chairperson to serve as ex-officio/non-voting members

Committee voting membership will not exceed 12 people with the majority represented by the community. All committee members will be approved by the Dallas School Board.

Operational Procedures

- A chairperson and assistant chairperson will be selected by a majority vote of the committee members during the first scheduled meeting of each school year.
- This document shall be reviewed and revised as needed by a majority vote of the committee members during the first scheduled meeting of each school year

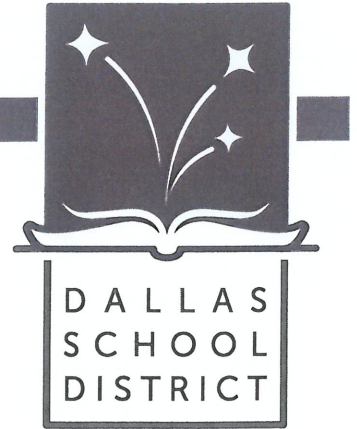
- The Director of Fiscal Services (or designee) shall record minutes of each meeting.
- A calendar of meeting dates will be set during the first scheduled meeting of each school year.
- Public meeting rules will be followed.

Reference – Dallas School District Policy BCF, Advisory Committees to the Board

Dallas School District Facilities

www.dallas.k12.or.us

Phone: 503.623.5594 • Fax: 503.623.5597 • Address: 111 SW Ash Street • Dallas, Oregon 97338



Dallas School District Healthy and Safe Schools Plan

Introduction

In 2017, the Oregon State Legislature passed SB 1062, which requires that, every school district, education service district, and public charter school develop a Healthy and Safe Schools Plan (HASS Plan). Each organization's HASS Plan has specific requirements that must be included for the HASS Plan to comply with state law. All HASS Plans are due to the Oregon Department of Education by July 1, 2019. Additionally, each school district, education service district, and public charter school is required to certify annually that the organization continues to comply with the requirements of the HASS Plan by filing an Annual Statement. The following plan was developed by Dallas School District to meet these requirements.

1. Responsible Person

The person responsible for administering and implementing the Healthy and Safe Schools Plan:

Name: Bob Archer
 Position Title: Facilities Director
 Phone Number: 503.917.4600
 Email Address: Bob.Archer@dsd2.org
 Mailing Address: 111 SW Ash St., Dallas OR 97338

The person who is the designated IPM Coordinator:

Name: Bob Archer
 Position Title: Facilities Director
 Phone Number: 503.917.4600
 Email Address: Bob.Archer@dsd2.org
 Mailing Address: 111 SW Ash St., Dallas OR 97338

Bob Archer, Facilities Director

Maintenance Staff: Makayli Barnes • Gordon Gentry • Gordon Southwick • Seth Arnesen • Todd Kennedy • Kameron Owens

The person responsible for AHERA information:

Name: Bob Archer
 Position Title: Facilities Director
 Phone Number: 503.917.4600
 Email Address: Bob.Archer@dsd2.org
 Mailing Address: 111 SW Ash St., Dallas OR 97338

2. List Facilities

All facilities owned or leased by Dallas School District where students or staff are present on a regular basis are covered by this HASS Plan. Currently the only building being leased is the Facilities Department building. Below is a complete list of Dallas School District Facilities.

Facility Name	Facility Address
Dallas High School	1250 SE Holman Avenue, Dallas, OR 97338
LaCreole Middle School	701 SE LaCreole Avenue, Dallas, OR 97338
Whitworth Elementary School	1151 SE Miller Avenue, Dallas, OR 97338
Lyle Elementary School	185 SW Levens Street, Dallas, OR 97338
Oakdale Heights Elementary School	1375 SW Maple Avenue, Dallas, OR 97338
Daily Living Skills	1085 Main Street, Dallas, OR 97338
Morrison Campus Alternative Program	1251 Main Street, Dallas, OR 97338
Dallas School District Administration Offices	111 SW Ash Street, Dallas, OR 97338
Dallas School District Facilities Offices	156 SW Ash Street, Dallas, OR 97338

3. Elevated Levels of Lead in Water Used for Drinking or Food Preparation

All school districts, education service districts, and public charter schools are required to test for and eliminate exposure to elevated levels of lead in water used for drinking and food preparation through either remediation or eliminating access, according to OAR 333-061-0400 and OAR 581-022-2223. In conformance with those administrative rules, Dallas School District affirms the following:

1. All testing was done according to the testing requirements in OAR 333-061-0400;
2. All samples were analyzed by a lab accredited by Oregon Health Authority to test for those materials;
3. All water fixtures required to be tested under OAR 333-061-0400 were tested for elevated levels of lead in accordance with the testing schedule developed by the Oregon Health Authority; and
4. The testing schedule for each building covered by this plan is set forth below:

Facility Name	Year of Last Test	Next scheduled test (beginning of 6 year schedule)	Schedule or Exemption Reason
Dallas High School	2016	2024 fiscal year	6 year schedule
LaCreole Middle School	2016	2024 fiscal year	6 year schedule
Whitworth Elementary School	2016	2023 fiscal year	6 year schedule
Lyle Elementary School	2016	2023 fiscal year	6 year schedule
Oakdale Heights Elementary School	2016	2023 fiscal year	6 year schedule
Daily Living Skills	2016	2023 fiscal year	6 year schedule
Morrison Campus Alternative Program	2016	2023 fiscal year	6 year schedule
Dallas School District Administration Offices	2016	2023 fiscal year	6 year schedule
Dallas School District Facilities Offices	2019	2023 fiscal year	6 year schedule

4. Lead Paint

In 2016 Dallas School District completed a limited environmental evaluation of the buildings within the district. The purpose of the evaluation was to determine the lead paint levels within each facility. Post High was the only facility that was not tested due to the year it was constructed, after 1978, which is when the lead paint ban went into effect.

In order to comply with the United States Environmental Protection Agency’s Renovation, Repair and Painting Program Rule, the district will either contract only with certified lead based paint renovation contractors licensed by the Oregon Construction Contractors Board, or use District staff that are certified by the Oregon Health Authority to perform the work.

The results of the environmental evaluation are posted on the district website:

[Lead Information in Dallas Schools](#)

5. Asbestos

Dallas School District complies with the federal Asbestos Hazard Emergency Response Act (AHERA). All required asbestos management plans are available for viewing by submitting a request to the AHERA responsible person, identified in section 1. The current AHERA Notification can be found on the district website:

[AHERA Notification 2019](#)

6. Radon

Dallas School District has developed a radon plan as required by ORS 332.345. Interested parties can access a copy of the radon plan on the district website:

Radon Testing Plan

Dallas School District conducted radon testing in all district facilities in 2017. Test results are made public and are available on the district website:

Radon Information

7. Integrated Pest Management

Dallas School District has adopted an Integrated Pest Management (IPM) plan as required by ORS 634.700 through 634.750. Interested parties can access a copy of the IPM plan on the district website:

Integrated Pest Management Plan

8. Carbon Monoxide Detectors

Dallas School District certifies that all buildings subject to the Healthy and Safe Schools Plan comply with the carbon monoxide detection standards in the state building code that was in effect when the building was originally constructed or as required by building code due to addition, upgrade, or remodel.

9. Test Results Publication

Dallas School District is complying with the requirement to provide access to test results, as defined by OAR 581-022-2223 within 10 business days as defined by ORS 332.334. Test results can be found on Dallas School Districts website at:

Environmental Information

Specific test results can be found as follows:

- Lead in Water: <https://www.dallas.k12.or.us/lead-information>
- Radon: <https://www.dallas.k12.or.us/radon-information>

Additionally, copies of all test results are available at: **111 SW Ash Street, Dallas, Oregon.** Dallas School District will utilize district/school email lists to communicate test results to staff, students, parents of minor students, and other interested parties. This includes providing actual final test results or providing direct access to final test results through links in the

communications. Please contact Bob Archer or Makayli Barnes to be added to current district email lists and programs.

I certify that the above information is true and accurate to the best of my knowledge.

Final Draft Updated:
July 30, 2022

Updated By: Bob Archer
Title: Facilities Director

Dallas School District Facilities

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Facilities/Bond Work Update August 8, 2022 Board Report

LaCreole Middle School Seismic Upgrade (SRG)

- The seismic bracing is installed in both gyms. Metal is being installed on the underside of the trusses.
- Metal lid is 100% complete in the upper gym.
- Metal lid is about 80% in the lower gym.
- All the FRP is installed on the columns and the final finishes are being applied.
- Substantial completion should be mid-August, pending any changes.
- Notable additions to the project included 100% demo of the showers and we added all new plumbing, two shut offs for isolation, and new shower valves.
- The seismic joint has been delayed for a few weeks due to the delay approving the final design.

Dallas High School Seismic

- Contracts for special testing and inspections is complete.
- We will begin the process this Fall to select a CMGC contractor for the seismic and possibly other bond projects.
- Construction will begin tentatively in the Spring of 2023.

Playground installations

- Whitworth equipment installation is complete.
- Oakdale equipment installation is underway and should be complete in the next couple of weeks.

Bob Archer, Facilities Director

Maintenance Staff: Makayli Barnes • Gordon Gentry • Gordon Southwick • Seth Arnesen • Todd Kennedy • Kameron Owens

Project Manager RFP

We received 5 responsive proposals for the Project Management Services. After scoring the proposals and conducting in persons interviews the team scored HMK as the top proposal then Cornerstone, Otak, and CBRE. One proposer did not receive an interview. The next step will be to begin contract negotiations designating the scope of work and finalizing a price which will be presented at the next meeting. Overall the responsive firms were qualified to assist the district but the final interview is what separated the HMK team from the other firms.

Bond Planning

Currently the district is working with Soderstrom to finalize the project priority list. The Summer of 2023 will be filled with many projects impacting many buildings within the district. I anticipate safety/security improvements along with plumbing upgrades at LaCreole to be the top priority accompanied with some critical maintenance upgrades as well.