

Harrisburg School District No. 7

P.O. Box 208
Harrisburg, OR 97446
Regular Board Meeting
September 10, 2018

Present: Board Chair Terry Crabb, Board Vice-Chair Justin Thomas, Wayne Swango, Josh Johnson, Jason Carothers, Superintendent Bryan Starr, Business Manager Melanie Neece, Recording Secretary Michele McRae

1. **CALL TO ORDER:** Board Chairman Terry Crabb called the meeting to order at 6:29 p.m.
2. **OPEN SESSION:** Board Chairman Terry Crabb declared the meeting to be in open session at 6:29 p.m.
3. **APPROVAL OF AGENDA:** The agenda was amended to add 8B: Resolution #3: Amend the imposing tax rate and categorizing taxes for fiscal year 2018-2019. Justin Thomas motioned, seconded by Wayne Swango, approved unanimously by the Board: **approve the agenda as amended.**
4. **APPROVAL OF CONSENT AGENDA:** Justin Thomas motioned, seconded by Josh Johnson, approved unanimously by the Board: **approve the consent agenda as presented.**
 - A. MINUTES OF THE REGULAR BOARD MEETING OF AUGUST 13, 2018
 - B. MINUTES OF THE SPECIAL BOARD MEETING OF AUGUST 28, 2018
 - C. APPROVE FOR HIRE: Shirley Ruddell, HSD Kitchen Server; Maria Rudd, HSD Kitchen Server
 - D. RESIGNATION: Lisa Borchers, HMS Teacher
 - E. CHECK LISTING
5. **SWEARING IN OF APPOINTED BOARD MEMBER:** Jason Carothers was chosen to be the interim Board member at the August 28, 2018 Special Board Meeting, so he was sworn in by reading the Board Member Oath of Office.
6. **PUBLIC COMMENT ON AGENDA ITEMS:** There were no comments.
7. **BUILDING PRINCIPALS REPORTS**
 - A. HIGH SCHOOL: Josh Stauber, Harrisburg High School Principal, reported that the new office staff is doing well. Enrollment is down because they graduated 80 students, and brought in 60 freshmen. Academics and raising rigor is the focus this year, as well as WICOR in AVID. Fall sports are underway. The OSAA recognized the HS Volleyball team for their sportsmanship.
 - B. MIDDLE SCHOOL: Darci Stuller, Harrisburg Middle School Principal, reported that their first week of school went well. Open house had good attendance and feedback from parents. They are also focusing on rigor.
 - C. ELEMENTARY SCHOOL: Darrick Bruns, Harrisburg Elementary School Principal, reported that many of the elementary school teachers were in their classrooms about two weeks before the start of school, so that they could set up their classrooms. Darrick said that they have lost students due to moves, however, they have had new students come in every day. Teachers began their classes with the expectations for students, and they are working on refocusing as soon as they get back into the classroom. Inservice week visitation was well attended, especially by kinder families. Back to School Night is scheduled for the first week of October. He said that they are changing the name of the Curriculum Night to AVID Night.
8. **BUSINESS MANAGER'S REPORTS**
 - A. FINANCIAL REPORT: Business Manager Melanie Neece's financial report was included in the Board packets. She said that once the first back to school payroll is complete, encumbrances on the report will change. Appropriations are included in the report, so that we can track how we are

doing fiscally throughout the month.

- B. RESOLUTION #3: Melanie reported that when she was preparing for the audit, she found a fund balance that has been rolling forward for several years, and now that the 2000 bond is paid off, she is recommending that the Resolution be passed in order for her to close the account. Justin Thomas motioned, seconded by Wayne Swango, approved unanimously by the Board: approve Resolution #3 as presented.

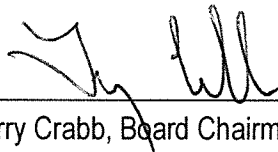
9. SUPERINTENDENT'S REPORT

- A. HEARING CONCERNING FINDINGS: The Findings of Fact and Conclusion of Law for the use of the Construction Manger General Contractor Method document was included in the Board packets. Board Chairman Terry Crabb opened the hearing at 6:42 p.m. There were no questions or comments. Terry Crabb closed the hearing.
- B. RESOLUTION #2: GRANTING EXEMPTION FROM COMPETITIVE BIDDING: Justin Thomas motioned, seconded by Josh Johnson, approved unanimously by the Board: approve Resolution #2 as presented.
- C. APPROVAL OF ARCHITECTS: Two architectural firms attended the pre-proposal meeting for the Landscape RFP, and one submitted a proposal. TRS Management found them to be highly qualified, so they went into negotiations with them on their proposed fee, \$74,500 which they felt was high, so they negotiated with Cameron McCarthy Architecture and they agreed on a \$54,000 fee. The Bond Committee accepted the proposal from Cameron McCarthy Landscape Architecture and Planning. Wayne Swango motioned, seconded by Justin Thomas, approved unanimously by the Board: approve Cameron McCarthy Landscape Architecture and Planning as the architect for the track project. Six architectural firms attended the pre-proposal meeting for the Feasibility Study RFP and three submitted proposals. The Bond Committee chose Glas Architects, LLC and went into bidding negotiations with them on Friday. The percentage of construction costs were calculated at 10.5% and they budgeted 11%, and Todd said that he felt that it is an appropriate fee which calculates to \$1,000,000 - \$50,000 less than what they budgeted. Justin Thomas motioned, seconded by Josh Johnson, and approved unanimously by the Board: approve Glas Architects, LLC as the architect for the feasibility study.
- D. BOND PROJECT UPDATE: Superintendent Starr said that a handout from PiperJaffray was included in the Board packets. He pointed out the fees involved to sell the bonds. He also pointed out a letter that TRS Project Management wrote to help solicit donations from local businesses to help with construction costs. Superintendent Starr then introduced Teague Teece, our Ag Teacher and FFA advisor. He said that she had a few students with her, and they have been working on a green house proposal. Teague said that they put together a proposal for a new green house and garden area. They would like to move them to the east side of the fabrication shop, and keep them together. She said that they would need fencing and security which aligns with the bond. Russell, an HHS student, said that if the green house and garden are moved, it would be visible to the community, and when people drive by, they will be able to see their work. One of the parents of a student in the program said that there are resources available through the state and Wilco that want to support SAE, or supervised agricultural experience programs. Teague explained how the program works in conjunction with FFA. Josh Johnson asked if they were concerned about the fab building blocking the sun from the garden. Teague said that they took that into consideration when they measured out the areas. Wayne asked if bond money could be used for the projects. Superintendent Starr said not for the greenhouse, but that they could for the fencing because it's part of the security that was written into the bond. The existing garden had 80 yards of loam donated, and Lochmead donated 60 yards of washed manure that may need to be moved if the storage building is going to be built where the garden is currently located. Wayne said that he understands that, but he wants to know where the money will come from for the project. Superintendent Starr said that we are on hold until we have the feasibility study complete. Bob said

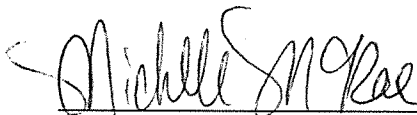
that they did not plan on that project. The final report on the feasibility study will be completed in December and construction is to begin in May. Bob confirmed with the Board that they wanted to have the warehouse completed first. Wayne asked if the storage shed would be \$800,000. Todd said it would with added scope in the new location. He said that several contractors were hesitant to give bids on the storage building because of steel prices. Jason Carothers asked about the transportation shed. Superintendent Starr explained that since transportation expenses are 70% reimbursable, the idea is to build a new transportation shed, and then use the current transportation area for storage.

- E. BUDGET COMMITTEE VACANCY: Superintendent Starr said that Jesse Kampfer is interested in becoming a Budget Committee Member. His letter of interest was included in the Board packets. Justin Thomas motioned, seconded by Josh Johnson, approved unanimously by the Board: approve Jesse Kampfer as a Budget Committee Member.
- F. CERTIFIED STAFF LEAVE REQUEST: Derek Brimmer, HMS Social Studies Teacher, has requested additional unpaid leave towards the end of the year. According to the certified bargaining agreement, the request needs to come before the Board. Superintendent Starr said that his concern is that instruction is consistent when he leaves. Justin Thomas motioned to approve the request for leave, seconded by Josh Johnson, and approved unanimously by the Board: approve the additional unpaid leave for Derek Brimmer.
- G. CELEBRATIONS: Superintendent Starr thanked Terry for kicking off the year at the all staff inservice. He also thanked Darrick Bruns and the rest of the Bond Committee for spending their Labor Day weekend looking over architectural proposals.
- H. BOARD COMMENTS: Wayne complimented the principals on their work on improving attendance. He also told Teague Teece that he appreciates her bringing her proposal before the Board.

10. **ADJOURN:** Terry Crabb adjourned the meeting at 7:30 p.m.



Terry Crabb, Board Chairman



Michele McRae, Recording Secretary

RESOLUTION #2

RESOLUTION GRANTING EXEMPTION FROM COMPETITIVE BIDDING, AUTHORIZING CONSTRUCTION OF HARRISBURG SCHOOL DISTRICT'S MULTIPLE FACILITY BOND PROJECTS BY THE CONSTRUCTION MANAGEMENT GENERAL CONTRACTOR METHOD AND AUTHORIZING SELECTION BY A REQUEST FOR PROPOSAL.

Whereas, the Board of Directors of the Harrisburg School District is the Local Contract Review Board for the District and in that capacity has authority to exempt certain contracts from competitive bidding requirements of 279C, and

Whereas, the Board has provided appropriate public notice and held a public meeting, to hear comment on utilizing the Construction Management General Contractor method exemption for the multiple bond facility projects; and

Whereas, the Board has determined that the multiple facility bond projects should be constructed using the Construction Management General Contractor method;

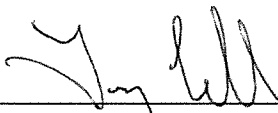
The Board finds as follows:

1. The Board adopts the specific "Findings of Fact" set forth above.
2. The "Findings" show that an exemption from competitive bidding for the project complies with the requirements of ORS 279C.335(2) and the Attorney General's Model Contract Rules 137-049-0630 (2) for exemption of the project from competitive bidding.

NOW, THEREFORE, the Board of Directors resolves as follows:

The contract for the construction of the Harrisburg School District's multiple facility bond projects by the Construction Management General Contractor method is exempted from competitive bidding, and the District may use the Construction Management General Contractor method, in which case, the Construction Management General Contractor shall be selected by a Request for Proposals method in accordance with the Attorney General's Model Contract Rules and the process described in the above findings.

The above resolution statement was approved and declared adopted at the Regular School Board Meeting on the 10th day of September, 2018.



Board Chairman



Superintendent