

**WISHRAM SCHOOL**  
**BOARD MINUTES**  
 November 20th, 2013

Meeting called to order at 5:01 P.M. by Chairman Clyde Rosa

<p><b>School Board Members in attendance:</b></p> <ul style="list-style-type: none"> <li>○ Detmar McCullough</li> <li>○ Jeri Ruefer-Hore</li> <li>○ Clyde Rosa</li> <li>○ Eugene Wilson</li> </ul>	<p><b>School District employees in attendance:</b></p> <ul style="list-style-type: none"> <li>○ Superintendent Duane Grams</li> <li>○ Business manager Andrea Smith</li> <li>○ Business manager intern Sarah Hathaway</li> <li>○ Assistant Principal Heather Gimlin</li> <li>○ Lead Teacher Brent Cameron until 5:50pm</li> <li>○ Lead Teacher Kristin Ringer until 5:50pm</li> <li>○ Athletic Director Tye Churchwell</li> </ul>
<p><b>Guests present:</b> <del>Charlie Hore</del> <sup>Charlie Hore</sup> - correction</p>	

The Pledge of Allegiance was led by Chairman Clyde Rosa.

Staff reports –

- Brent Cameron
  - Mrs. Barnhart performed MBA (Math-Based Assessment) testing.
  - ASB Burgerville fundraiser was held and another will be held on December 11th.
  - Senior class had Bingo fundraiser – good turnout.
  - Veteran’s day assembly went well.
  - Mr. Weaver had a WWI reenactment actor who talked to students about WWI.
  - 10/24-10/25 Weaver-Cameron went to a WAPHERD conference. “Brain Breaks” is a practice that was learned and has been implemented in class. Includes such things as taking a break by stretching etc.
  - NAV 101 senior class completed applications for FAFSA (Federal Student Aid)
  - Crawdad dissection going on in science class.
- Kristen Ringer reported:
  - Wednesday half days – TPEP (teacher evaluation) training
  - Seniors – Financial Aid – got their PIN numbers but need parents to fill out their portions of the apps.
  - Cultural Exchange – review of the schedule
  - Winter Program – ‘Old Fashioned Christmas’ 12/18/13 at 6pm (right after the Board meeting)
  - Staff gathering – WEA is supplementing the funding, planned for 12/19 from 5-9. Looking for caterer.
- Heather Gimlin:
  - Seniors are doing a Holiday Bizzare this weekend (11/23)
  - Seniors do SATs in January -- working on scheduling around basketball.

Wishram School  
Board Minutes  
November 20th 2013

- This Friday, Coach Ron Franklin will perform TPEP Training instead of H. Gimlin as she will be out of the district.
- School To Success plan has been submitted.
- Tye Churchwell
  - Reported donation of weight lifting equipment estimated to be worth approximately \$2000
  - Basketball practices have started.

Old Business:

- 2012-2013 Year-end close
  - A. Smith reviewed the actual spending verses budgeted.
  - Reviewed letter to TJ Kelly at OSPI.
  - Discussed the fact that there was an unexpected increase in Special Education students, which resulted in an unexpected increase in both revenue and expenditures.
  - Clyde Rosa inquired why it was not discovered until after the end of the year. Andrea confirmed that it is possible to check on this status before the end of the year, but the effects of such enrollment changes had not been seen in prior years.
  - Eugene Wilson inquired why it is not possible to predict this. Andrea explained that now that we know that changes in SPED students has a tremendous impact on the budget, it will need to be monitored and the budget impact reviewed.
  - D.Grams explained that Wishram has never had such a large number of SPED kids. Plus the overall number of students is higher. Enrollment changes that significantly affect the budget are difficult to predict.
  - Andrea re-stated that the Ending Fund Balance, revenues and expenditures were all higher than budgeted

***J.Ruefer-Hore motioned to accept the year end close.***

***Eugene Wilson seconded the motion and the motion passed.***

New Business:

- SURPLUS –
  - Vending Machine
    - Tye Churchwell reported that there is no room in the hallway and there is a limit of time when vending products can be made available considering the requirement to not compete with the breakfast, lunch, or after-school snack programs.
    - Clyde Rosa added that certain components of the machine have several hundred dollars in value.
    - D.Grams stated that it needs to be moved from its current location ASAP.
    - Discussed calling a local vendor supplier about selling.

Wishram School  
Board Minutes  
November 20th 2013

- The Board inquired who actually owns the unit. Andrea can determine this if needed.
- It was suggested that we contact private schools like Mosier and see if they want it for minimal fee.

***J. Ruefer-Hore motioned to approve surplus of listed equipment.***

***D. McCullough seconded the motion. Motion passed.***

- Charge Card Fees
  - The school's billing cycle is the same time every month; completed for review at the monthly board meeting then released for payment at the end of the month. Certain credit accounts bill on a shorter billing cycle causing us to get charged late fees every month; Shell, for example, blocks usage of cards because we are always late, plus they charge a late fee.
  - For an additional fuel option, it was suggested that we look at Pacific Pride.
  - It was suggested that we need to find out if it is legal for the school to carry a (non-debt) balance on the credit card. In other words overpay the bill in order to establish credit on the account to prevent the charges.
  - It was suggested that we need to find out what other schools are doing to deal with this.
  - The Board is willing to change a policy if needed make AP work.
- Other items of school business
  - Heather Gimlin – Reports that ESD has been searching for a permanent SPED teacher. Currently we have a long term sub. The candidate being considered is a retire-rehire; retired from Glenwood.
  - Business Manager Transition: A discussion was held regarding how it will be handled when the new Business Manager, S.Hathaway, needs occasional assistance/training from A.Smith after her resignation date. It was discussed that A. Smith may take some time off in December then be available for support of S.Hathaway in January and later. It was discussed that if S.Hathaway needs A.Smith's assistance, it should be allowed.
  - A discussion was held regarding ESD's mandate to downsize one staff member and that it is ESD's intent to terminate the last person hired for the SPED department regardless of whether the position is employed by ESD or WSD. The last person hired for the SPED department was Cassandra Lund. C.Lund has been the one-on-one para-professional assigned to a high-need first grade student. ESD will terminate her position as of 11/22/13.

Wishram School  
Board Minutes  
November 20th 2013

H.Gimlin said that because of the loss of our two Americorps volunteers this year, our reading group schedule and all of the other duties Cassandra Lund covers for us at this time, losing her right now would cause a hardship to our programming. C.Lund is also contracted to serve as the Yearbook Editor and the ASB Advisor.

She continued by saying that because each and every person that works here does so many different tasks every day, we could not effectively run many of our scheduled remediation programs without that person.

Therefore, J. Ruefer-Hore motioned to open a temporary paraprofessional position for the remainder of this school year in order to have time to prepare for the loss of one staff member. D. McCullough seconded the motion and it passed.

In the meantime, a more detailed procedure for Policy 5280 needs to be written.

**E. Wilson motioned that the district open a full-time classified position for the remainder of the 2013-14 school year. J.Ruefer-Hore – seconded the motion. Motion passed.**

September October 16, 2013 Board Meeting Minutes (KC, DM, JR, EW):  
**J.Ruefer-Hore motioned to approve minutes of the October 16th, 2013 meeting as presented. D. McCullough seconded the motion and it passed.**

**J.Ruefer-Hore motioned to approve the consent agenda in its entirety, D.McCullough seconded the motion and it passed as follows:**

General Fund A/P	29581-29623	\$25,498.05
Payroll	29562A-29569A	\$3119.38
Payroll vendors	29624-29642	\$27,961.96
Payroll transfer		\$105,115.96
	<b>TOTAL PAYROLL</b>	<b>\$161,695.35</b>
ASB	1832-1839	\$1,833.51
TRUST	38	\$ 168.00

**Policy Review**

**E.Wilson motioned to approve the second reading of following policies, J.Ruefer-Hore seconded the motion and it passed.**

**Second reading**

2000 TOC  
2190&P Highly Capable Programs  
2195 Academic Acceleration

Wishram School  
Board Minutes  
November 20th 2013


- 2410&P High School Graduation Requirements
- 2413 Equivalency Credit for Career and Technical Ed Courses
- 3240 Student conduct, Expectations and Reasonable Sanctions
- 3246P Use of Isolation, Restraint, Restraint Devices and Reasonable Force
- 2412 Automated External Defibrillators (AED)
- 3414P Infectious Diseases

**Adjourned to Executive Session.**

Executive Session - Planned for maximum of 40 Minutes and extended the meeting at 6:40 for an additional hour. START 5:58PM -END 7:20pm

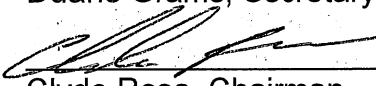
- Two personnel investigations
- Classified employee qualifications

Meeting resumed to regular session at 7:20 p.m. and adjourned with no further action taken.



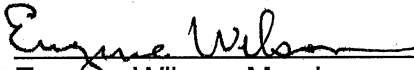
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Duane Grams, Secretary



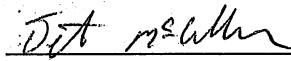
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Clyde Rosa, Chairman



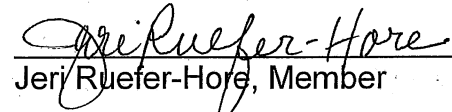
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Eugene Wilson, Member



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Detmar McCullough, Member



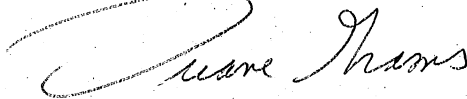
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Jeri Ruefer-Hore, Member

January 15, 2014

To Wishram school Board. It is with much thought, prayer, excitement, sorrow and sadness that I will not accept a contract for the 2014 – 2015 school year. I will finish out the 2013-2014 contract. I am leaving for personal and health reasons. The school board, staff, and community have been very supportive of me for the past 12 years. This has been an amazing experience for me and I am eternally grateful for having had the opportunity to be a part of the Wishram District Family.

Thank-you all,

A handwritten signature in cursive script that reads "Duane Grams". The signature is written in dark ink and is positioned below the typed name.

Duane Grams, Superintendent/Principal