

HARNEY COUNTY SCHOOL DISTRICT NO. 3
BURNS, OREGON

SCHOOL BOARD WORK SESSION

BOARD APPROVED 8/11/2020

TUESDAY, June 30, 2020

6:00 pm

District Office (Lincoln Building); 3rd Floor

550 N. Court Ave.

Burns, OR 97720

Due to social distancing, the meeting will also be available online to the public:

Join Zoom Meeting: <https://zoom.us/j/93386101414>

<i>In Attendance</i>			
	OPEN, Chair	x	Rob Frank, Board Member
x	Nanci Norris, Vice Chair	x	Dan Winn, Board Member
x	Doug Gunderson, Board Member	x	Steven Quick, Superintendent
x	OPG Business Manager		

WELCOME/CALL TO ORDER

ROLL CALL

1. Determine a Quorum
2. Pledge of Allegiance

ACTION ITEMS

3. Designate and Open Account at Bank of Eastern Oregon as depository;

Rob Frank made a motion to approve to Designate and Open Account at Bank of Eastern Oregon as depository as presented, Doug Gunderson seconded; the motion passed unanimously.

4. Authorize facsimile signatures for Steve Quick and Cara Wilber for District checks with Bank of Eastern Oregon (ORS 328.445);

Doug Gunderson made a motion to Authorize facsimile signatures for Steve Quick and Cara Wilber for District checks with Bank of Eastern Oregon as presented, Rob Frank seconded; the motion passed unanimously.

DISCUSSIONS &/OR NEW BUSINESS

5. Superintendent Evaluation Procedure with Renee Sessler, OSBA

Board Members and Renee Sessler, OSBA Board Development Specialist discussed a plan for the 20-21 Superintendent Evaluation. The board decided on the following criteria to evaluate the Superintendent:

- OSBA/COSA Superintendent Evaluation Workbook Performance Standards

- A Targeted Feedback Survey (Part 4) will be included
- Goals (to be developed)
- Superintendent's job description

The board will use the following materials:

- OSBA/COSA Superintendent Evaluation Workbook Parts 1 - 5

The board will follow this timeline and process:

- In July/August – Establish superintendent goals (Part 2) for the 2020-2021 school year
- In November – Hold a “check-in” meeting with Superintendent Quick to offer support and feedback as needed
- In November – work with a consultant to develop and deploy Part 4 of the workbook, the Targeted Feedback Surveys
- In December – Superintendent Quick writes a self-evaluation (Part 3) on the standards and attaches artifacts to give evidence to his actions
- In December/early January – Each board member receives a copy of the Targeted Feedback Surveys report and a copy of the superintendent's self-evaluation for use in completing Part 1 Performance Standards ratings
- In January – The board chair collects and compiles the individual board members' ratings and comments and shares the compilation with all the members of the board.
- In January – The board meets in executive session with Superintendent Quick (unless Superintendent Quick requests a public meeting) to ask any clarifying questions before excusing Mr. Quick to allow the board members to come to consensus on the board's one-voice message regarding the superintendent's performance to date on the performance standards. The board then invites Mr. Quick back into the meeting to share directly with him the conclusions of the board.
- In March – Hold a “check-in” meeting with Superintendent Quick to offer support and feedback as needed
- In May/June – Superintendent Quick will write a self-evaluation (Part 3) on his progress toward the goals, and if needed an update on the performance standards, including any artifacts of evidence as needed
- In May/June - Each board member receives a copy of the superintendent's self-evaluation for use in completing Part 2 Goals (It was not determined if a Targeted Feedback Survey on the goals would be utilized.) The board chair collects and compiles the individual board members' ratings and comments and shares the compilation with all the members of the board.
- In June – The board meets in executive session with Superintendent Quick (unless Superintendent Quick requests a public meeting) to ask any clarifying questions before excusing Mr. Quick to allow the board members to come to consensus on the board's one-voice message regarding the superintendent's performance to date on the goals. The board then invites Mr. Quick back into the meeting to share directly with him the conclusions of the board.

- By the end of June – The board prepares a written evaluation summary (Part 5) for placement in Mr. Quick's personnel file and shares a copy with the public.

6. November Bond Discussion

Mr. Quick gave the board handouts with comments from each building's March meetings regarding the November Bond. The board decided to keep the original K-6 (Slater) and 7-12 (BHS) models. The board agreed to ask the architect for pricing information if the following was added to the facility plan:

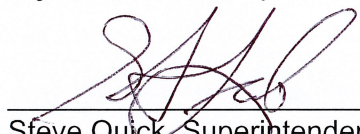
- Increasing the gym size at BHS.
- Connecting units 1 and 2 at Slater.
- Adding a staff room and staff bathroom at Slater.

The board would like to invite the architect to a Work Session on August 4th, 2020 at 6:00 pm to discuss the additional items and new pricing.

ADJOURNMENT

The meeting adjourned at 8:00 pm.

Attest:



Steve Quick, Superintendent



Brenda Graham, Executive Assistant