

On April 13, 2026, the Central Linn Policy Committee convened at approximately 5:21 p.m. in the Central Linn Elementary Conference Room and via Zoom.

1.0 ATTENDANCE

Members Present: Jason Curtis, Levi Farris, Mandy Brady, Stacey Winter

Others Present: Rob Hess, Dena Crowell, Celeste Van Cleave, Kim Tyskiewicz

2.0 APPROVE MINUTES

2.1 Director Farris made a motion to approve the March Policy Committee Minutes. Chair Curtis second the motion. Motion passed 2-0. Director Farris-Yea, Chair Curtis-Yea

3.0 POLICY FOR DISCUSSION

3.1 **DJ and DJ-AR, District Purchasing:** The committee reviewed DJ and DJ-AR and agreed to use GSA per diem rates as a “not to exceed” standard for meals and reimbursements, include embedded web links in policies for easy reference, and noted that federal grants require strict adherence to GSA rates. Ms. Van Cleave stated GSA rates have been used at Central Linn for several years and are considered consistent and reasonable for budgeting and reimbursements. These policy updates will be presented at the next board meeting.

3.2/3.3 **DJC and DJC-AR:** These policies were discussed together following OSBA’s recommendation to delete DJCA in favor of updates to DJC. The committee reviewed the revised DJC policy, which consolidates previous policies and expands procurement guidance, but agreed it does not sufficiently address personal service contracts. Members emphasized the importance of retaining detailed language from prior policies regarding personal service contracts, including definitions, eligibility, distinctions from employment, and PERS and IRS considerations.

The committee agreed to move forward with the proposed updates to DJC and DJC-AR while retaining DJCA. They also recommended revising DJCA-AR by lowering the threshold from \$250,000 to \$150,000 to align with small and intermediate procurement limits, thereby preserving clear guidance on personal service contracts. Additionally, they discussed adding language to DJC (section 7) directing readers to “refer to Policy DJCA” for personal service contracts.

3.4 **Other Policies to Consider:** The committee reviewed a KL complaint policy flowchart, which was developed to improve clarity and understanding of the complaint process. They also discussed increasing board awareness of complaints and agreed to add a sentence stating that the Board will be notified whenever a formal complaint is filed (Step 1), without including details.

The committee also reached consensus that district property will not be rented or loaned for off-campus use. This discussion followed a facility use request to borrow chairs, which is not currently addressed in Policy KG. For requests from local city organizations, the committee recommended using an Intergovernmental Agreement (IGA) where appropriate.

4.0 ADJOURN

The meeting adjourned at approximately 6:22 p.m.

Dena Crowell, Board Secretary

Jason Curtis, Board Chair

Date Approved