

ROSEBURG PUBLIC SCHOOLS  
Roseburg, Oregon

Vol 6, No 8a	Regular Board Meeting	February 12, 2014
<b>BOARD MEMBERS:</b>	<b>ADMINISTRATION:</b>	
Rodney D Cotton	Dr. Larry C. Parsons, Superintendent	X
Daniel Endicott	David W Hanson, Assistant Superintendent / HR	X
Joseph Garcia	Cheryl Northam, Chief Operations Officer	X
Charles F Lee	Matt Brausam, Director of Student Services	X
Paul E Meyer	Dawne Huckaby, Director of Teaching & Learning	X
Steve Patterson		
Stacy Stiefel	<b>RHS Student Representative:</b>	X
	Chelsea Luiz	

**MINUTES OF THE BOARD OF DIRECTORS:**

**TIME, PLACE:** A regular meeting of the Douglas County School District No 4 Board of Directors was held on Wednesday, February 12, 2014, at 7:00 p.m. in the administration Office Board Room located at 1419 NW Valley View Drive.

**ATTENDANCE:** The following School Board members were present: Rodney D Cotton, Daniel Endicott (7:04 p.m.), Joseph Garcia, Charles F Lee, Paul E Meyer, Steve Patterson and Stacy Stiefel. The following administrators were present: Larry C Parsons, David W Hanson, Cheryl Northam, Matt Brausam and Dawne Huckaby.

Representatives present from the News Media included Kyle Bailey, Brooke Communications.

**CALL TO ORDER:** Chair Patterson called the meeting to order at 7:00 p.m. and asked Director Stiefel to lead in the pledge to the flag.

Chair Patterson, with a saddened heart, offered thoughts and prayers to the family of Kevin Collins, Athletic Trainer at Roseburg High School, who recently lost his battle with cancer.

**REVIEW OF AGENDA:** Superintendent Parsons asked that Item 7 be moved forward on the agenda to allow Mr. Lasher to leave when his presentation was completed. Chair Patterson moved this item to number 1.

**STUDENT RECOGNITION:** Chair Patterson announced that three schools have chosen students to be recognized by the School Board for a variety of achievements. School Board members Paul Meyer, Joseph Garcia and Charles Lee assisted in presenting Certificates of Achievement to the following students: Haylee Schulze - Melrose Elementary; Kalista Huckins - Winchester Elementary and Laney Mahlberg - Fir Grove Elementary.

**SPECIAL RECOGNITION:** Chair Patterson presented RHS Student Representative, Chelsey Luiz, with a bouquet of flowers and congratulatory card to acknowledge her recent designation of Future First Citizen Award. He shared with the students present in the audience that Chelsey is an amazing role model to aspire to. Chelsey thanked everyone for their kind words and the flowers, stating that she was very humbled and grateful.

Chair Patterson briefly adjourned the meeting at 7:20 p.m. to allow parents and relatives of students being recognized to leave to celebrate their award. The meeting reconvened at 7:24 p.m.

**COMMUNICATIONS TO THE BOARD:** Superintendent Parsons reported the resignation for the purpose of retirement of Ken Fazio, Step Up teacher at Roseburg High School after 26 years, along with Mary Fazio, 2<sup>nd</sup> grade teacher at Eastwood Elementary, after 23 years of teaching.

**CONSENT AGENDA:** *The Consent Agenda consisted of minutes from the January 22, 2014 Regular Meeting; Gifts to the District; Declaration of Surplus Property; and a Personnel Transaction consisting of a recommendation to employ Kristin Schriener, who will be filling the DLC teaching position, just after receiving her license this week.*

*It was moved by Director Cotton and seconded by Director Garcia to approve the Consent Agenda as presented. Motion passed unanimously.*

M6-90 - Approve Consent Agenda

**PUBLIC PARTICIPATION:** *Mr. Michael Ayers, a registered voter residing in the Green District, addressed the School Board regarding the denial of his request to volunteer in the athletic department. He expressed his concern that administration had not gotten back to him about the reasons for their decision and asked the School Board for a response. Chair Patterson recommended that he schedule a meeting with one of the administrators to talk about it as a board meeting is not the appropriate place to discuss it. Mr. Ayers also asked what was done with the documentation that showed that an administrator violated School Board policies and State Statutes. Chair Patterson stated that it would not be addressed in a Board meeting.*

*Shelby Shaw, 739 W Wharton St, Roseburg, Oregon, parent of a Fir Grove Elementary student, as well as an in-home daycare provider, presented her concern for the safety of students on and off campus with regard to traffic safety along Harvard Avenue with vehicles exceeding the speed limit, running traffic lights. She reported that there have been two accidents in one year in front of the school, both times causing damage to the school fence. Ms. Shaw shared some suggestions and her plans to contact the City of Roseburg to make them aware of the problem.*

*Director Cotton commented that it would be appropriate for the school district to send an informative letter home to parents.*

*Fir Grove Elementary Principal, Lisa Dickover, expressed her appreciation to the District for arranging for the swift repairs to the school fence.*

**RESOLUTION 13-14-10 ESD 2014-15 LOCAL SERVICE PLAN:** *Mr. Michael Lasher, Interim Superintendent for the Douglas Education Service District, referred to the Local Service Plan packet sharing that each year the ESD goes through a process to query the constituent districts and find out what services they would like to be provided, adding that the mission of the ESD is to serve all of Douglas County. He mentioned a few of the services that are intended to be added this coming school year: Behavioral Support, Nursing Services, Instructional Technology and Communications with at least two of the items added following conversations with Superintendent Parsons who felt those services would really benefit Roseburg Schools.*

*Director Endicott asked what would Communications involve, such as pamphlets or email? Mr. Lasher explained that it would include news releases, developing news letters to go home, working with a political action committee to pursue a bond levy, crisis communications, etc.*

*Director Stiefel asked if Nursing Services would go out to different schools? Mr. Lasher agreed that it would and shared that the ESD is working with the Mercy Foundation to double the amount of nursing in the county.*

*Director Stiefel asked if these services would be afforded by Menu B, and Mr. Lasher responded that these were services that the ESD was hoping to provide for all districts without having to touch Menu B funds.*

It was moved by Director Garcia and seconded by Director Lee to adopt Resolution 13-14-10 ESD 2014-15 Local Service Plan. Motion passed unanimously.

M6-91 - Adopt Resolution 13-14-10 - ESD 2014-15 Local Service Plan.

**HB 3681: OPEN ENROLLMENT LAW:** Superintendent Parsons shared that last year the district was required to acknowledge what we intended to do about open enrollment laws. This year there is an additional law, HB 2747, that also requires districts to set the number of students it will release per the mutual interdistrict transfer. Rick Stucky, Policy Specialist with Oregon School Boards Association, was able to develop language to allow the district to meet both requirements with one approval.

M6-92 - Approve existing HB 3681 with additional HB 2747 language: Open Enrollment Law practice.

It was moved by Director Cotton and seconded by Director Stiefel to approve existing HB 3681 with additional HB 2747 language: Open Enrollment Law practice. Motion passed unanimously.

**POLICY BBB: BOARD ELECTIONS (SECOND READING/ADOPTION):** Superintendent Parsons presented Policy BBB: Board Elections, for second reading and adoption.

M6-93 - Adopt Policy BBB: Board Elections

It was moved by Director Lee and seconded by Director Garcia to adopt Policy BBB, Board Elections. Motion passed unanimously.

**POLICY BBFA: BOARD MEMBER ETHICS AND CONFLICTS OF INTEREST (SECOND READING/ADOPTION):** Superintendent Parsons presented Policy BBFA: Board Member Ethics and Conflicts of Interest, for second reading and adoption.

M6-94 - Adopt Policy BBFA: Board Member Ethics and Conflicts of Interest

It was moved by Director Endicott and seconded by Director Cotton to adopt Policy BBFA: Board Member Ethics and Conflicts of Interest. Motion passed unanimously.

**POLICY GBC: STAFF ETHICS (SECOND READING/ADOPTION):** Superintendent Parsons presented Policy GBC: Staff Ethics with additions and corrections to the existing policy for second reading and adoption.

M6-95 - Adopt Policy GBC: Staff Ethics

It was moved by Director Cotton and seconded by Director Garcia to adopt Policy GBC: Staff Ethics. Motion passed unanimously.

**POLICY IGBAJ: SPECIAL EDUCATION - FREE APPROPRIATE PUBLIC EDUCATION (FAPE) (FIRST READING):**

Director Matt Brausam reported that Policy IGBAJ: Special Education - Free Appropriate Public Education (FAPE) reflects some changes in responsibilities within Charter Schools, regardless of district.

Director Garcia asked if this would apply to Phoenix School, and Mr. Brausam indicated that it would.

M6-96 - Approve Policy IGBAJ: Special Education - Free Appropriate Public Education (FAPE) - 1<sup>st</sup> Reading

It was moved by Director Cotton and seconded by Director Endicott to approve the first reading of Policy IGBAJ: Special Education - Free Appropriate Public Education (FAPE). Motion passed unanimously.

**POLICY JGAB: USE OF RESTRAINT AND SECLUSION (FIRST READING):**

Legislation passed to change the use of restraint and seclusion which would ban prone, face down, restraint or mechanical restraint. The State of Oregon has made it mandatory to annually report all incidents of restraint and

seclusion, documenting time and happenings, and notification of parents to both the public and Oregon Department of Education.

Director Lee stated that he understands the restraint and seclusion rules when talking about behavioral management of students, but asked if this would apply in an emergency situation where a student would slug, grab or slam another student onto their face on the ground to which the answer was yes, but would need to be documented.

Director Garcia stated that we track internally and asked if there was any indication of a spike in the last few years. Mr. Brausam shared that the report tracking is in its second year, so we will be able to do a better job of tracking as we go forward.

It was moved by Director Lee and seconded by Director Stiefel to approve the first reading of Policy JGAB: Use of Restraint and Seclusion. Motion passed unanimously.

M6-97 - Approve Policy  
JGAB: Use of Restraint and  
Seclusion

**2013 ANNUAL FINANCIAL REPORT:** Chief Operations Officer, Cheryl Northam, shared that the 2013 Annual Financial Report was presented to the Finance Committee last week and referred to Director Stiefel to share his summary. He shared that the auditors audited the financial statements and they expressed an unmodified opinion, stating that it is as good as it gets. Their review did not note any significant deficiencies or instances of non-compliance. Because the school district receives federal funds greater than \$500,000.00, it is subject to what is called Circular A133 audit, and during the review there were no significant deficiencies or material weaknesses.

He noted that the financial statements are no longer the comprehensive annual financial report that used to be done. Outside auditors are physically preparing these financial statements, at no additional charge. The auditor noted that the district's general fund balance, showing over \$3,000,000.00 includes in that amount \$800,000.00 that is part of the 2014-15 revenues. The reason that we have it early is because we did not deduct the federal forest fees in 2012-13 from the regular funding and now they need to be paid. Auditors suggest at a very minimum, to have between 5-8% in general fund, but really recommends to have 10-12% of general fund as a front balance at the end of the year.

There was also discussion about the enrollment report and the need to schedule a work session to discuss the upcoming budget process and the needs involved with the high school gymnasium roof.

It was moved by Director Lee and seconded by Director Cotton to accept the 2013 Annual Financial Report. Motion passed unanimously.

M6-98 - Approve 2013 Annual  
Financial Report

**ALL DAY KINDERGARTEN:** Superintendent Parsons shared a handout with the Board that addressed the projected start-up costs for All-Day Kindergarten for the Fall of 2015.

Director Garcia referenced the part of the handout that explained the impact to the State School Fund when all-day kindergarten begins state-wide in 2015, and asked, "If the pot is the same, does the state just pay more out of the pot?" Cheryl said yes, that adding all-day kindergarten would involve adding .5 ADM, which would take more money from the fund by spreading the same pot of money thinner state-wide. She said if the legislature does not increase the funds and we are pulling more out of it, it would surely reduce the amount Roseburg Public Schools would be getting for all our students.

Director Garcia agreed that it would have to reduce our revenue, and asked how much money the State School Fund would need to be increased so districts would not lose revenue? Dawne Huckaby replied that she is a part of the COSA Executive Board which meets tomorrow and preliminary predictions are that all-day kindergarten might cost as much as \$212 million to be fully funded. She further stated it might be 2017 before the request to increase the State School Fund to compensate for the addition of all-day kindergarten would go to the legislature for action. Director Garcia expressed some skepticism about that happening, and asked what our current estimate is of how much money Roseburg Public Schools might lose.

Director Garcia, unclear about increased revenue, posed the question if the "pot" is the same, does the state just pay more out of the "pot"? Cheryl Northam replied yes, that adding all day kindergarten involves adding .5 ADM, using more ADM from the pot, spreading the same pot of money thinner. So if the legislature does not increase the funds and we are pulling a little more out of it, then it could reduce the amount that we are getting across all of our students. Director Garcia commented that it would have to reduce and questioned that they would have to put a lot in the pot? Dawne Huckaby replied that she is a part of the COSA Executive Board, meeting tomorrow and All-Day Kindergarten is something that they are working on with an estimate of \$212,000,000.00 to be fully funded. It would be what they would take to the legislature in 2017 to adopt. Director Garcia said that he didn't see how it would be possible and asked if we would lose money.

Cheryl Northam explained that if all districts in the state went to all-day kindergarten, we might lose \$200-230.00 per student, per ADM, which translates to \$1,200,000.00.

Director Lee commented that we would have 4% more kindergarten students, but if the legislature doesn't increase funding, the amount of funding per student would be lower which would dilute the services to students.

Director Stiefel commented that if we don't do something with this, and everywhere else it becomes the norm, it will put Roseburg School District at a disadvantage for attracting students.

It was moved by Director Cotton and seconded by Director Garcia to approve All- Day Kindergarten in the fall of 2015 as long as the state provides full ADM funding for each kindergarten student. Motion passed unanimously.

M6-99 - Approve All Day  
Kindergarten

**RHS STUDENT REPRESENTATIVE REPORT:** Chelsey Luiz, Roseburg High School Student Representative, reported that the Jazz & Wind Ensemble attended and accompanied at Saxophobia. Seniors went to Southern Oregon for Honors Band February 1<sup>st</sup>, Band Bingo Night was on the 6<sup>th</sup> and 1<sup>st</sup> Festival is coming up March 3<sup>rd</sup> at OSU.

Boys basketball played Grants Pass last night with a loss and will play at S. Medford on Friday. Girls basketball played at Grants Pass, winning by 2 and will play S. Medford tomorrow at home. The swim team competes at districts this weekend, Friday and Saturday with great potential to finish in 1<sup>st</sup> place. Wrestling district meets are at home this weekend starting Friday.

Orange Card processing will run from February 25-27, 2014. Try-outs for the Arts Assembly exposed many outstanding talents. The Music Video deadline is approaching to allow for Arts Assembly entry. The Arts Assembly will be held February 28, 2014.

The Library is hosting a Book Fair Fiesta next week, allowing students to create their own READ poster.

Applications are now available for Mr. RHS. Leadership is planning a pep rally, working on a social media plan for school advertisement and making plans for Prom, which will take place in April. Today students had home room, a Lockdown Drill and took a survey to help Leadership Students and Administrators in their efforts to get a bike rack built at the high school.

Chelsey thanked the Board again for the flowers, saying that it was very unexpected, but she was very grateful.

**SUPERINTENDENT'S REPORT:** Superintendent Parsons shared that Oregon K-12 enrollment is at an all time high with 567,098 students enrolled in public education last fall. This is an increase of 3,384 students, or 0.6%, over 2012-13 enrollment. Over half of Oregon students qualify for free or reduced lunches. Of Oregon's 197 school districts, 55% saw an increase in enrollment since last year, 42% saw a decrease.

Dr. Parsons reminded Board members that February 17<sup>th</sup> is a make-up day for all students.

**ENROLLMENT REPORT:** The School Board reviewed the enrollment report for January 31, 2014.

**INDIVIDUAL REPORTS BY DIRECTORS:** Chair Patterson complimented the Roseburg High School Band on their outstanding performance at the Saxophobia Concert. He shared that at least two of the saxophones used were from only 10-12 made. On BINGO Night, the band raised nearly \$3,000.00 and the Logger's Fundraiser raised \$1,500.00. The band has been invited back to repeat the fundraiser in March as it was so successful. He also noted that he won a 43" television in the raffle.

**BOARD COMMITTEE REPORTS: BUILDINGS AND SITES:** Director Garcia reported that the committee met on February 10, 2014, and shared that Dennis Randolph, Physical Plant Manager, is requesting quotes for a longer-term repair for the RHS gymnasium roof. It was repaired three years ago, with the hope for five year usage, but is in need of a new beam. It has only a minimal snow load capacity, making it necessary to consider roof replacement.

*There have been several requests for use of the Rose Elementary School Building, with one request from HeadStart for possible use of the kitchen. There are also other users that would like to use the gym. It was discussed that we would like to stay consistent with district policy. There was also discussion regarding volunteers being representatives of the district present in the building during events or usage.*

**PUBLIC PARTICIPATION:** *Owen Dykema, 3264 W. Normandy, Roseburg, Oregon, addressed the board to let them know that as president of the local group, "Voice of School Families", the purpose has been to improve participation of parents and families at the local level. Having put together a plan of action , but not gaining enough support, they have dissolved the organization. He thanked the Board for their participation and willingness to hear their concerns.*

**ADJOURNMENT:** *There being no further business, the meeting adjourned at 8:43 p.m.*

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*Larry C. Parsons, Clerk*

*Attachment: Resolution 13-14-10: Douglas Education Service District  
2014-2015 Local Service Plan*

DOUGLAS COUNTY SCHOOL DISTRICT NO 4  
Roseburg, Oregon

DOUGLAS EDUCATION SERVICE DISTRICT  
2014-15 LOCAL SERVICE PLAN RESOLUTION

RESOLUTION 13-14-10:

WHEREAS, Douglas Education Service District and its component school districts have collaboratively created a local service plan according to ORS 334.175;

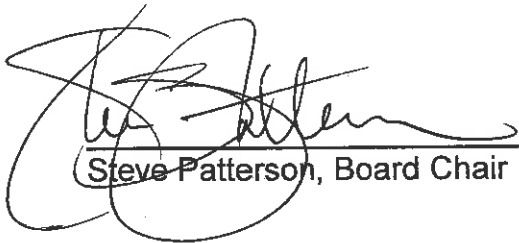
THEREFORE, BE IT RESOLVED, the Board of Directors of Roseburg Public Schools, Roseburg, Douglas County, Oregon, approves their 2014-15 Local Service Plan Resolution as presented.

School District Student Enrollment: 6083 (01/31/14)

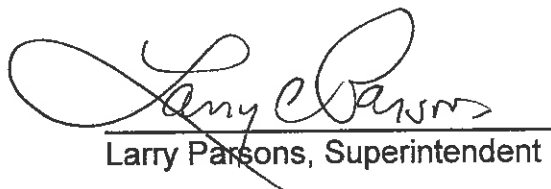
Date of adoption: February 12, 2014

Adopted this 12th day of February, 2014.

Attest:



Steve Patterson, Board Chair



Larry Parsons, Superintendent

Moved by:

Joseph Garcia

Seconded by:

Charles F. Lee