

ROSEBURG PUBLIC SCHOOLS
Roseburg, Oregon

Vol 6, No 11b	Regular Board Meeting	May 28, 2014
BOARD MEMBERS:	ADMINISTRATION:	
Rodney Cotton	Dr. Larry C. Parsons, Superintendent	X
Daniel Endicott	David Hanson, Assistant Superintendent / HR	X
Joseph Garcia	Cheryl Northam, Chief Operations Officer	X
Charles Lee	Matt Brausam, Director of Student Services	X
Paul Meyer	Dawne Huckaby, Director of Teaching & Learning	X
Steve Patterson		
Stacy Stiefel	RHS Student Representative:	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, May 28, 2014, at 7:00 p.m. in the Administration Office Board Room located at 1419 NW Valley View Drive.

ATTENDANCE: School Board members in attendance included Rodney Cotton, Daniel Endicott, Joseph Garcia, Charles Lee, Paul Meyer, Steve Patterson and Stacy Stiefel. Administrators in attendance included Larry Parsons, David Hanson, Cheryl Northam, Matthew Brausam and Dawne Huckaby.

There were no media representatives present.

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

REVIEW OF AGENDA: Superintendent Parsons noted that revisions this evening consisted of additional personnel transactions; proposed annual student fees for 2014-15; discussion regarding the RHS gymnasium roof; Synergy support options; departmental restructuring: Transportation and Purchasing; Classified vacation use and accrual change and a Memorandum of Understanding proposal between the District and OSEA regarding childcare providers.

STUDENT RECOGNITION: Dr. Parsons announced that we have one student to honor this evening for recognition by the School Board as Student of the Month. Chair Patterson presented 8th grade Joseph Lane Middle School student, Harrison Townsend, with a certificate of accomplishment and a gift card from McDonalds, noting that Harrison participates in concert band, student council, cross country, basketball, baseball, track and swimming. He is also a member of the National Junior Honor Society. Favorite classes include math and science and his eventual goal is to become a dentist.

SPECIAL STAFF RECOGNITION: Chair Patterson presented the Crystal Apple Award to RHS day site operator and groundskeeper, Serge Queant, who is also a French chef by training and profession. Serge is alert to campus safety concerns and is sure to greet students each day with a smile. Students are adopting the positive behaviors that Serge models every day, helping to maintain the beauty of the campus. RHS staff members shared that Serge is their best RHS ambassador.

STUDENT REPRESENTATIVE RECOGNITION: Chair Patterson also acknowledged our RHS Student Representative, Chelsey Luiz, for her consistency and dedication over this past school year, sharing that she stays very in tune with the student body, and the board appreciates her attention

to detail as she keeps us up to date with student activities at Roseburg High. A gift certificate and bouquet of flowers, along with a Certificate of Accomplishment were presented to Chelsey on behalf of the district administration and school board.

Chair Patterson briefly recessed the meeting at 7:15 p.m. to allow parents and relatives of the student being recognized to leave to celebrate his award. The meeting reconvened at 7:18 p.m.

COMMUNICATIONS TO THE BOARD: Dr. Parsons announced that we have received a letter of resignation from Breanne Dawson, second grade teacher at Sunnyslope Elementary after twelve years with the District. Breanne has accepted a position in another district. We received a resignation for the purpose of retirement from Mary Jane Hutchens, Fremont Middle School Teacher after 19 years of teaching. Mary Jane plans to work half-time in the 2014-15 school year under the working-retired program. Custodial/Transportation Supervisor, Jilene Webber, has announced her retirement effective December 19, 2014, after 14 years in our District and many years working in the Glide School District as well.

CONSENT AGENDA: The Consent Agenda consisted of Minutes from the May 14, 2014, Board Meeting and Personnel Transactions. Recommendations for employment include Kimberly Beedle, Science Teacher at Fremont; Jerry Foster, Art Teacher at Jo Lane; Camron Pope, 5th Grade Teacher at Eastwood; Marlo Rifembark, Green; Janet Smith, 6th Grade Teacher at Jo Lane and Tracy Grauf, Physical Plant Manager.

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

M6-138 - Approve Consent Agenda

PUBLIC PARTICIPATION: None at this time.

FREMONT TIME CAPSULE: Fremont Middle School Principal Keith Kronser introduced leadership students Brooklin Willets and Jessica Grubbs, who shared details about the 1984 time capsule recently located and retrieved. The students presented a list of contents and brought a few to share, such as the RHS curriculum guide from 1984, a floppy disk and newspaper from October 3, 1984. They shared that the biggest change between 1984 and 2014 was technology. The 2014-15 leadership class is hopeful of embarking on a similar project and we hope those future students will be as intrigued with the past as these students have been.

UCC/WOOLLEY CENTER 2014-15 ALTERNATIVE EDUCATION AGREEMENT: Student Services Director Matthew Brausam explained that this is our annual service provider agreement, noting that the only change from the prior year is the designation of a test score coordinator (item 6.2) further sharing that this is already being done and we are just formalizing the process. Director Garcia inquired how many GED programs are available to our students, and Mr. Brausam stated that UCC and our ACES program are the two options.

It was moved by Director Stiefel and seconded by Director Garcia to approve the 2014-2015 UCC Woolley Center Alternative Education Agreement. Motion passed unanimously.

M6-139 - Approve UCC Woolley Center 2014-2015 Alternative Education Agreement

DURHAM TRANSPORTATION CONTRACT EXTENSION FOR 2014-2015:

Chief Operations Officer Cheryl Northam explained that this is our annual renewal and will be the last year of the original contract. The contract will be out for bid in 2015. Durham has requested a 2.8% increase. The District spends approximately \$3.4 million per year on transportation services with approximately 70% reimbursed by the state.

It was moved by Director Cotton and seconded by Director Stiefel to approve the Durham Transportation Contract Extension for the 2014-15 school year. Motion passed unanimously.

M6-140 - Approve Durham Transportation Contract Extension for 2014-2015

MEAL PRICES - 2014-15:

Cheryl Northam indicated that this is the same information previously approved at the April 23rd meeting, and corrects the adult meal price from \$3.25 to \$3.75. The student meal prices remain unchanged.

It was moved by Director Endicott and seconded by Director Cotton to approve the proposed revised meal prices for the 2014-15 school year as presented. Motion passed unanimously.

M6-141 - Approve meal prices for the 2014-15 school year

STUDENT FEES FOR THE 2014-2015 SCHOOL YEAR :

Dr. Parsons noted that we propose student fees each school year, and there are very few requested changes for 2014-15. Director Stiefel noted the absence of the Ag-Mechanics fees, as the program is no longer offered. Director Garcia asked about the increase in the driver's education fee, and was informed that we now administer the driving test that was previously administered by the DMV. The program is self-supporting and we have added an additional session. Cheryl Northam also shared that driving simulators were donated by the Glendale School District and we have refurbished them and are utilizing them in the program.

It was moved by Director Meyer and seconded by Director Garcia to approve the proposed student fees for the 2014-15 school year as presented. Motion passed unanimously.

M6-142 - Approve student fees for 2014-15 school year

POLICY GAA: PERSONNEL: DEFINITIONS - SECOND READING AND ADOPTION: Assistant Superintendent/HR David Hanson commented that this proposed policy revision eliminates the word "permanent" to reflect current terminology.

It was moved by Director Cotton and seconded by Director Endicott to approve the second reading and adopt Policy GAA: Personnel: Definitions as presented. Motion passed unanimously.

M6-143 - Approve 2nd Reading and Adopt Policy GAA: Personnel: Definitions

RHS GYM ROOF DISCUSSION: Chief Operations Officer Cheryl Northam shared that district staff has consulted with ZCS Engineering. They are interested in pursuing a seismic rehabilitation grant with the district that would replace the high school gym roof and portions of the structure within. The Building and Sites Committee's recommendation is that we replace that roof, whether or not the grant submission is successful. We did repairs this year and are monitoring the structure. If we experience any kind of snow load, the building will be closed until snow is no longer present. ZCS can develop the seismic grant application, including all required preliminary plans and drawings. This gym has grant potential due to the historical significance of the structure, the routine community use, as well as the building's importance in emergency preparedness within our community.

The engineer's recommendation is to proceed with monthly elevation laser monitoring to detect any sign of movement within the structure. The grant window opens in July and closes in November with results anticipated in late December or early January. If we are successful in receiving the \$1.5 million grant, funds would become available after March, 2015 after bonds are sold. The building is solid and contains reinforcement not normally seen in this type of construction. ZCS staff state that the building would achieve a new interior appearance following the renovation. HVAC and lighting units would need replacement as the older units would not meet current code. The gym floor and lobby area replacement costs would not be covered by the grant. The board was in agreement with the administration and board committee recommendations to move forward with monitoring the building and directing ZCS Engineering to proceed with preparing the grant application.

EASTWOOD ELEMENTARY SCHOOL MODULAR DISCUSSION: Assistant Superintendent/HR David Hanson shared that this was discussed at length at the Building and Sites Committee Meeting, and invited Committee Chair Garcia to share his perspective. Mr. Garcia commented that we previously planned to install a modular at Eastwood to accommodate the all day kindergarten program effective in the fall of 2015. Due to an unexpected increase in the fifth grade student population, it is being proposed that we add the modular earlier than planned to accommodate an additional fifth grade class this fall. This would avoid having to provide "music on a cart" in the later part of the upcoming school year. Board members suggested that the Purchasing Manager get firm quotes for single and double-wide structures, both with and without restrooms. The Board also had discussion regarding possible school boundary changes, additional modulares, revisiting district caps and in-district transfers. Director Cotton suggested that it's wise to look at all options and asked for information on a possible lease rather than purchase option, along with costs for a four-plex. Even though we have 32 students at the school from out of the Eastwood School attendance area, those students are spread out across the K-5 continuum and do not impact the number of classes. Director Garcia expressed concern at the total number of students at the school, which is impacting the workload of the administrator and staff, as well as the school lunch program since there is not a separate gymnasium at the site. It was agreed to postpone the June 9th Building and Sites Committee Meeting to June 16th to allow time for staff to gather additional information.

SYNERGY SUPPORT OPTIONS: Gary McFarlane, Technology Coordinator, shared that our student information system, Synergy, has been supported by the Douglas ESD. The ESD has announced their intention to no longer provide support effective July 1, 2014. Gary has researched potential partners and presented his findings to Cabinet and the Administration and Personnel Committee on May 27th. After consulting with EduPoint (direct support), Clackamas ESD, Oregon Coast to Cascades (OC3) and Cascade Technology Alliance (CTA), the recommendation is to proceed in partnering with CTA for the 2014-15 school year, even though it comes with the highest cost. EduPoint is basically what we have done this year, and they do not have adequate staffing or expertise to support us. Clackamas ESD only offers hosting, not user support. OCS does not have full-time staff dedicated to user support. CTA is a collaboration of Portland area ESDs and has years of experience providing user support with 13.5 staff on board. This group came to Roseburg to meet with the technology staff and Ben Bentea from RHS. They were able to demonstrate a high level of expertise. As it is essential that Synergy operates a very high level, we recommend CTA. Cheryl Northam, Chief Financial Officer, added that at the time of the budget process for 2014-15, we were unaware that we would have to look elsewhere for user support, and this does come at a high cost. Cheryl therefore reluctantly recommends that the budgeted technical support position in the Technology Department for next year that was previously lost due to budget

cuts, not be filled as planned, and instead use the budgeted \$72,000 to help with this critical Synergy support need. Dr. Parsons noted that Douglas ESD does believe that they may be able to provide a portion of the total cost as well. Dr. Parsons further shared that the budgeted expense to replace the superintendent's vehicle could also be postponed. Gary explained that year to year hosting costs will not change, but we may have the potential to reduce support costs over time as our staff members gain expertise. The cost through CTA is based on student population, and they currently provide service to districts representing 165,000 students in Oregon.

Mr. McFarlane confirmed that local districts agreed to proceed with Synergy based on the promise from Douglas ESD that they would ramp up to meet the support needs of the area districts. Director Cotton suggested that the district send a stern letter to the ESD Superintendent with a copy to their board stating that districts went into this with the understanding they would receive help from the ESD and they have fallen far short with extremely little notice of their intention to withdraw. Director Lee disagreed, adding that CTA seems to have the critical mass necessary to find answers to our problems. Mr. McFarlane shared that they are able to address questions regarding fees, grades, class scheduling, etc. Director Endicott explained that organizations learn by going through an entire school year and various processes are completed. Director Cotton expressed his belief that Douglas ESD needs to pay attention to what they are supposed to be doing, emphasizing that they promised they would support us. Director Lee responded that the ESD has acknowledged they are not doing a good job and want to stop trying to provide user support.

Mr. McFarlane explained that our district needs time to make a transition from the ESD to another partner. Director Meyer concluded that our hope is that when school starts this fall, the system will work better than it does now.

It was moved by Director Endicott and seconded by Director Meyer to approve the request to partner with Cascade Technology Consortium (CTA) for Synergy Support for the 2014-15 school year. Motion Passed 4-3 with Directors Cotton, Garcia and Stiefel voting against.

M6-144 - Approve Recommendation to partner with Cascade Technology Alliance (CTA) for Synergy Support for 2014-15

DEPARTMENT RESTRUCTURING: TRANSPORTATION AND PURCHASING:

Cheryl Northam, Chief Operations Officer, referenced her memo on pages 29 and 30, outlining proposed departmental changes as discussed at the Administration and Personnel Committee Meeting on May 27th, sharing that her plan is to slowly migrate oversight of Custodial to the new Physical Plant Manager by mid-December, and student transportation to the Purchasing Manager by the start of school in August. This arrangement keeps administrative duties with those getting administrative wages. Cheryl explained that Durham Transportation handles our student transportation. The administrative portion of our Transportation Department involves working with parents and having knowledge of district policy and state transportation guidelines. The clerical staff works with the special education routes.

The Custodial Supervisor provides input to the school site administrators who visually observe the work of our custodial staff, providing direct supervision during the school day. Jil Webber, Custodial Supervisor, meets monthly with the building principals to see how things are going. The principals receive direct input from school staff members. Cheryl stated that this change can be made with the intention of being permanent, but intends to closely evaluate as we gradually make the transition.

It was moved by Director Cotton and seconded by Director Lee to approve the request to restructure the Transportation and Purchasing Departments as presented. Motion passed unanimously.

M6-145 - Approve Request to restructure the Transportation and Purchasing Departments

CLASSIFIED VACATION USE AND ACCRUAL CHANGE RECOMMENDATION:

Assistant Superintendent/HR David Hanson shared that currently new classified employees are not awarded vacation until July 1st of the following year. This year we piloted a change with Confidential staff whereby vacation was accrued monthly. New Confidential staff could accrue one day per month and would be allowed to use vacation after six months of employment. The district pays substantial sums when employees leave during the year as we are financially liable for unused vacation leave. Staff can normally roll five days of vacation forward into the new school year. Mr. Hanson shared that the proposal was presented at Labor Management and the Union is in favor of making this change.

It was moved by Director Meyer and seconded by Director Stiefel to approve the recommendation for classified staff vacation use and accrual as presented, effective July 1, 2014. Motion passed unanimously.

M6-146 - Approve recommendation to change classified staff vacation use and accrual effective July 1, 2014

PROPOSED MEMORANDUM OF UNDERSTANDING BETWEEN THE DISTRICT AND OSEA CHAPTER 21 ADJUSTING THE HOURLY WAGE OF THE CHILDCARE PROVIDER CLASSIFICATION:

David Hanson explained that this is a proposal for change until the district and union are scheduled to bargain again. Child care providers do not make as much as the instructional assistants, and this is making it very difficult to schedule substitutes for those positions. The proposed slight adjustment will make the rates similar and alleviate the substitute difficulty. At times we have had to fill substitute positions with licensed staff, and that is not cost effective. Our practice has been to place daycare substitutes at Step 2. This change will make Step One Instructional Assistant the same as Step Two Child Care.

It was moved by Director Garcia and seconded by Director Cotton to approve the proposed Memorandum of Understanding between the District and OSEA Chapter 21 adjusting the hourly wage of the childcare provider classification as presented. Motion passed unanimously.

M6-147 - Approve proposed MOU between the District and OSEA Chapter 21 adjusting the hourly wage of the childcare provider classification

RHS STUDENT REPRESENTATIVE REPORT:

Chelsey Luiz, Roseburg High School Student Representative, in her final board meeting as RHS student representative, shared that leadership students are planning the Home Going Assembly that will recap the year and include a farewell to the seniors. Seniors will be seated together on the floor so that all the school students can gather together. Leadership is again assuming responsibility for the Mother-Daughter Tea as they have better access to students than the parent groups. Birthday cards for students with birthdays occurring during the summer months are being prepared. Final preparations are being made for Grad Night and Graduation events, with practice scheduled next Friday. Choir performs Thursday night at 7:00 pm. Band performs Monday night and was recognized for placing 14th at state competition. Baccalaureate is at 7:00 pm next Wednesday at Redeemer's Church. Yearbooks have arrived and are being made available to students.

In sports, track and field athlete Gabby Kearney is ranked #1 in the state. Baseball season is over and many of our tennis athletes went to state. Clare Dittmore competed in golf at state. Softball plays tomorrow. Various clubs are wrapping up for the year. FFA held their annual banquet and FCCLA held inductions. Link Crew is welcoming new members. FCA, Interact and National Honor Society held their last meetings for the school year. Living History Day was successful with many Veterans attending and sharing their stories. Coach Steve Lander was recognized at the recent Century 21 Golden Apple Award Ceremony. RHS Valedictorians and Salutatorians are finalizing their speeches. Students are finishing up their final exams and have also set a Blood Drive record after donating 111 pints of blood.

SUPERINTENDENT'S REPORT:

Superintendent Parsons shared a photograph of the new sign being installed at Joseph Lane Middle School. This project was made possible by a Trust Management Services (TMS) grant. The concrete foundation of the new sign was created by our Maintenance team and they did a great job with the installation. Larry also reported that Green Elementary has received a \$1,000 grant from Wells Fargo. Our new Physical Plant Manager, Tracy Grauf, was in attendance and Cheryl Northam, CFO, introduced him to the Board. Dr. Parsons reminded the board members that the annual School Board picture is scheduled to be taken at 6:30 p.m. immediately prior to the next board meeting on June 18th.

INDIVIDUAL REPORTS BY DIRECTORS: None

BOARD COMMITTEE REPORTS:

BUILDING AND SITES: May 19, 2014: Committee Chair Garcia indicated that the information was fully discussed during earlier agenda items.

CURRICULUM AND INSTRUCTION: May 21, 2014: Committee Chair Charles Lee reported that following extensive review of available materials, the recommendation to the Board in June will be to purchase the newest version of materials that we currently use, Connected Mathematics Program 3 (CMP-3-2014 copyright) for grades 6-8. Professional development for staff will be provided due to the technology enhancements not previously available. Dawne Huckaby shared an update of the Smarter Balanced Field Test at the meeting and also stated that we informed the Douglas ESD in February that we would be printing elementary consumables in house over the summer since our high-speed copiers are capable of handling the additional volume, allowing us the opportunity to save on production costs.

PUBLIC PARTICIPATION: None

ADJOURNMENT: With no further business, the meeting was adjourned at 9:35 p.m.

Larry C. Parsons, Clerk