

ROSEBURG PUBLIC SCHOOLS  
Roseburg, Oregon

Vol 6, No 10c

Regular Board Meeting

April 23, 2014

**BOARD MEMBERS:**

Rodney Cotton X  
Daniel Endicott X  
Joseph Garcia Exc  
Charles Lee X  
Paul Meyer X  
Steve Patterson X  
Stacy Stiefel X

**ADMINISTRATION:**

Dr. Larry C. Parsons, Superintendent X  
David Hanson, Assistant Superintendent / HR X  
Cheryl Northam, Chief Operations Officer X  
Matt Brausam, Director of Student Services X  
Dawne Huckaby, Director of Teaching & Learning X  
**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, April 23, 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, Charles Lee, Paul Meyer, Steve Patterson and Stacy Stiefel. Director Garcia was excused. 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 Stiefel to lead in the pledge to the flag.

**REVIEW OF AGENDA:** Superintendent Parsons noted that revisions this evening consist of resignations and resignations for the purpose of retirement. We have a request for long-term association leave. These changes have been added to tonight's Consent Agenda. We will also have discussion regarding the proposed Head Start lease for a portion of the Rose School campus.

**STUDENT RECOGNITION:** Dr. Parsons announced that we have three students to honor this evening for recognition by the School Board for a variety of achievements. Director Meyer presented a letter and gift certificate to Abby Medak, a Fir Grove Elementary 5<sup>th</sup> grade student, sharing that Abby never makes excuses and always goes above and beyond and is a role model to fellow students. Director Lee presented a letter and gift certificate to MaryCate Moe, a Melrose Elementary 5<sup>th</sup> grade student, noting that her teachers share that she is diplomatic, delightful, organized and possesses a stellar work ethic. Director Endicott presented an award and gift certificate to Brayden Michael, a Winchester Elementary 5<sup>th</sup> grade student whose teachers share that he is academically gifted, arrives each day wearing a smile and is always eager to learn. Brayden has also earned a 1<sup>st</sup> degree black belt in Taekwondo.

**SPECIAL STAFF RECOGNITION:** Chair Patterson read a letter from the staff of Fullerton IV Elementary honoring Donna Moss for over 30 years of teaching, 18 at Roseburg Public Schools. Students refer to Mrs. Moss as "mom" and the staff agree that Donna is a dynamic teacher who has touched the hearts and minds of her students, their parents and the school staff.

Chair Patterson briefly adjourned the meeting at 7:23 p.m. to allow parents and relatives of students and staff being recognized to leave to celebrate their awards. The meeting reconvened at 7:25 p.m.

**COMMUNICATIONS TO THE BOARD:** Superintendent Parsons reported the resignation of Benjamin Dyck, Teacher at Hucrest Elementary following eight years of teaching; and Kimberly Mauer, Detention Center Teacher after two years in the District due to her upcoming marriage and subsequent move to Central Oregon. Resignations for the purpose of retirement have been received from Donna Moss (our Crystal Apple recipient this evening) after over 30 years of teaching, the last 18 in our District. Physical Plant Manager Dennis Randolph has submitted his resignation for the purpose of retirement.

**CONSENT AGENDA:** The Consent Agenda consisted of Minutes from the April 9, 2014, Board Meeting; Personnel Transactions included recommendations to employ Katherine "Tessa" Falk, Winchester Elementary; Diane Parker, Melrose Elementary; Kristin Schriener, Fir Grove Elementary; and Deborah Wilks, Green Elementary. It is also requested that Robert Sconce be granted an Employee Request for Long-Term Association Leave in order to serve as the new area consultant for the Oregon Education Association commencing August 1, 2014, and ending June 30, 2015.

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

M6-128 - Approve Consent Agenda

**PUBLIC PARTICIPATION:** None at this time.

**SCHOOL MASCOT BILL UPDATE:** Superintendent Parsons welcomed House District 17 Representative Sherrie Sprenger, who asked to speak to the Board regarding Senate Bill 1509, commonly referred to as "The Mascot Bill". Representative Sprenger had promised the Governor that she would visit districts who were affected by SB 1509. The Bill is now subject to Rule Making by the Dept. of Education. Rep. Sprenger and Senator Kruse each worked hard on the Bill, and hope to serve as members of the rule making committee that also includes local tribes. Although the tribes were not consulted prior to the Mascot Bill's introduction, Representative Sprenger encourages districts to build authentic relationships with their local tribal councils as a result of the passage of this bill. Rep. Sprenger acknowledged that Roseburg Schools has been proactive in building a relationship with the local tribe, as illustrated by the intentional basket weave pattern on the courtyard of our high school. The Board joined Roseburg High School Principal Goirigolzarri and Athletic Director Russ Bolin in thanking Representative Sprenger for the hard work she and Senator Kruse dedicated to this legislation.

**ROSE SCHOOL LEASE UPDATE:** Chief Operations Officer Cheryl Northam noted that Head Start representative Maureen Short was in attendance to be available to answer any questions the Board may have regarding Head Start's proposed use of the Rose School property. Ms. Northam presented a brief outline of the two-year proposal and requested permission from the Board to finalize the lease document and bring it back in May for the Board to take action. Ms. Short shared that Head Start has liability coverage in place and intends to continue to make needed repairs for items costing \$1,000 and under, up to a maximum of \$5,000 annually. Facility expenditures exceeding \$1,000 would be discussed with the District administration so that mutual decisions can be made. Maureen assured the Board that outside areas are being well maintained and remain available for neighborhood use. The proposed lease agreement amounts to \$65,500 annually, \$40,000 for rent and \$25,500 for utilities. Head Start and our district administration agree that

*maintaining a presence at that campus not only helps to monitor maintenance issues, but also helps to lessen the property's exposure to graffiti, transients and drug use. The proposed lease will not interfere with the District's intent to utilize other areas of the building. The Board asked that the lease agreement be finalized and presented for action by the Board at an upcoming meeting.*

**RESOLUTION 13-14-13: NATIONAL TEACHER APPRECIATION WEEK:** Superintendent Parsons presented Resolution 13-14-13, declaring the week of May 5-9, 2014, as National Teacher Appreciation Week. This Resolution recognizes the vital service performed by the teachers and educational staff as they educate students attending Roseburg Public Schools.

*It was moved by Director Stiefel and seconded by Director Lee to adopt Resolution 13-14-13: National Teacher Appreciation Week as presented. Motion passed unanimously.*

M6-129 - Adopt Resolution 13-14-13 declaring the week of May 5-9, 2014 as National Teacher Appreciation Week

**SCHOOL MEAL PRICES FOR 2014-15:** Chief Operations Officer Cheryl Northam explained that prices for student lunch meals is determined by a "Paid Lunch Equity" tool from the Oregon Department of Education. This ensures that the federal subsidy for free and reduced price meals is not subsidizing the paid-price meals. Based on the tool, we recommend raising the price for all student paid lunches by \$.05. Breakfast prices will remain the same. Pursuant to direction from the Board in 2013, adult lunch prices will increase by \$.25. The complete price list is attached.

*It was moved by Director Meyer and seconded by Director Cotton to approve School Meal Prices for the school year 2014-15. Motion passed unanimously.*

M6-130 - Approve School Meal Prices for 2014-2015

**CONTINUOUS IMPROVEMENT PLAN (CIP) GOALS ADOPTION:** Dawne Huckaby, Director of Teaching and Learning, noted that at the April 9<sup>th</sup> Board Meeting the 37 indicators provided by the Oregon Department of Education were narrowed down to 11. Dawne has proposed three final recommendations that could be more fully developed into an action plan. The three remaining items from the CIP Committee Recommendations by Category document included Technical & Adaptive Leadership 3.3, District/School Culture 1.4, and Teaching and Learning 5.8.

*The Board had discussion concerning what has been previously referred to as the "Road Map"; i.e., what do we want the District to look like in 5, 10, 15 and 20 years from now.*

*It was moved by Director Cotton and seconded by Director Stiefel to adopt the three items as presented for further development into an action plan. Motion passed unanimously.*

M6-131 - Continuous Improvement Plan (CIP) Goals Adoption - approve 3 recommendations for further development.

**RESOLUTION 13-14-12: 2014-15 ACHIEVEMENT COMPACT:** Dawne Huckaby explained that Oregon State statute requires local boards to act upon the upcoming year Achievement Compact targets by May 1<sup>st</sup>. The only piece of new information available currently is graduation data. The report is due to ODE on October 15, 2014. To satisfy the statutory requirement, we are proposing adoption of this Resolution to allow staff time in the early fall when student achievement data from 2013-14 is available and staff could then submit full recommendations for approval.

*It was moved by Director Cotton and seconded by Director Endicott to adopt Resolution 13-14-12: 2014-15 Achievement Compact as presented. Motion passed unanimously.*

M6-132 - Adopt Resolution  
13-14-12: Achievement  
Compact for 2014-2015

**POLICY GAA: PERSONNEL: DEFINITIONS (FIRST READING):** Asst. Superintendent/HR David Hanson explained that this policy has not been updated since 1997 and over the last 17 years several changes occurred in definitions and terminology related to personnel. The recommended changes remove the word "permanent" to reflect that we have "regular" and "contract" employees. This update will bring us up to date with current law and practices.

*It was moved by Director Endicott and seconded by Director Lee to approve Policy GAA: Personnel: Definitions for first reading. Motion passed unanimously.*

M6-133 - Approve Policy GAA:  
Personnel: Definitions for First  
Reading

**MEMORANDUM OF UNDERSTANDING (MOU) - CLASSIFIED EVALUATIONS:**  
David Hanson shared that over the past ten years we have been trying to make classified and licensed agreements more alike. This agreement allows administrators to evaluate classified employees on an every-other year basis, while maintaining the right to evaluate annually if improvements are needed. District administrators are encouraged to address issues as they arise, and not wait until spring. The classified union is supportive of this agreement and assisted administration with the development of this MOU.

*It was moved by Director Cotton and seconded by Director Meyer to approve the Memorandum of Understanding - Classified Evaluations as presented. Motion passed unanimously.*

M6-134 - Approve MOU:  
Classified Evaluations

**RHS STUDENT REPRESENTATIVE REPORT:**

Chelsey Luiz, Roseburg High School Representative, shared that spring sports are going well. Last minute preparations are being made for Prom, scheduled for April 26<sup>th</sup> at Pyrenees Vineyard. Outside areas at the vineyard are being tented to allow for planned activities in case of inclement weather and high school culinary students will be preparing the food. Three shuttle busses will be providing transportation between the venue and RHS campus throughout the evening. Directions to the site and etiquette expectations are included in the formal programs/tickets. Accreditation results and scores were received recently and scores were excellent. Freshman orientation and pre-registration for 2014-15 is scheduled Monday-Wednesday next week. The high school administrative assistants were honored for Administrative Professionals Day. Jazz band competed last Saturday and placed 3rd. Choir recently hosted a successful spaghetti fund-raiser. The annual Evening of Excellence will be held May 5<sup>th</sup> at Jacoby Auditorium. AP Testing begins May 5<sup>th</sup> and students will be taking the 3-5 hour long tests over a two week period. RHS FCCLA Advisor Sheri Carson was honored as Advisor of the Year at the State Conference. Drama will be presenting an "Improv Show" in the Rose Theater on May 13<sup>th</sup>. The June 8<sup>th</sup> RHS graduation ceremony date is rapidly approaching and the Valedictorians and Salutatorians have been meeting in preparation for graduation duties. Leadership is busy planning end of the year activities.

**SUPERINTENDENT'S REPORT:** Dr. Parsons noted that today our District is honoring Administrative Professionals Day. Middle school attendance reports from student-involved conferences at Jo Lane and parent-teacher conferences at Fremont were shared. The RHS band members continue to garner unsolicited compliments on their behavior as they attend various events. The pride they exhibit during performances and their positive behavior are commendable. RHS hosted a band festival recently and our wind ensemble was the highest scoring of all eight groups and qualifies for state competition. Our youngest musicians did exceptionally well and placed first in their division. We received correspondence from The Oregon State Police thanking the District for allowing an Active Shooter Response Training event on one of our campuses in efforts to train for emergency preparedness. FCCLA students attended the State Conference and members receiving awards included Ashley Vian, Josie Humbert, Joey Vanek, Mikayla Gilbert, Alison Wheeler, Aliya Bari, Melissa Bryson, Taylor Tate, Rebecca Mapes, Conner Yegge and Dillon Davison.

Cheryl Northam shared that Sodexo Nutrition Services Manager Kris Parker has decided to move to southern California and will be leaving the District at the end of this school year. Sodexo will begin recruitment efforts immediately to fill the position.

**FINANCIAL REPORT:** The School Board reviewed the most recent Financial Report.

**INDIVIDUAL REPORTS BY DIRECTORS:** Director Cotton noted participation level differences in the middle school conferences. Chair Patterson shared that the recent jazz band tour was a great experience for the kids. The festival in Pleasant Hill was much larger than he had anticipated, with a different band competing every 30 minutes. He also shared that he was honored to be a member of the parent panel for the RHS accreditation process and emphasized that the school did very well. RHS Principal Karen Goirigolzarri was asked to share her perspective of the process, and she explained that it has changed significantly and is now a national accreditation process. A large portion of work is done prior to the visitation team arriving, requiring self-reflection and both student and staff surveys. The lead evaluator was very impressed and shared that RHS is in the top 2% of Oregon schools, receiving a score of 318. The team visited classrooms asking questions of students and staff. The catering students prepared an impressive meal for the visitors. The team identified eleven promising practices at RHS, noting that normally they identify two. They were complimentary of their observations of teaching and learning, how clean the campus was and the collaborative culture observed in the staff. The Board voiced their congratulations to the Roseburg High School staff for a job well done.

**BOARD COMMITTEE REPORTS: Student Services:** Director Cotton shared his report on the Student Services Committee meeting held on April 16<sup>th</sup>. Mr. Cotton noted that Administrative Coordinator Brandy Olson gave an outstanding presentation updating the committee on alternative education programs in the District. The committee had discussion of the proposed

*Head Start and Rose School lease. Chair Patterson expressed concern over the number of kids opting for on-line programs over instruction provided in traditional classroom settings. Acknowledging budgetary cut-backs over the past few years, he suggested that administration consider a staff person to focus full time on these programs.*

**PUBLIC PARTICIPATION:** None

**ADJOURNMENT:** *With no further business, the meeting was adjourned at 8:52 p.m.*

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Larry C. Parsons, Clerk

Attachments:

- *Resolution 13-14-13: National Teacher Appreciation Week*
- *School Meal Prices for 2014-2015*
- *Memorandum of Understanding - Classified Evaluations*

DOUGLAS COUNTY SCHOOL DISTRICT NO 4  
ROSEBURG PUBLIC SCHOOLS  
Roseburg, Oregon

RESOLUTION 13-14-13

**NATIONAL TEACHER APPRECIATION WEEK**

**WHEREAS**, teachers mold future citizens through guidance and education; and

**WHEREAS**, teachers encounter students of widely differing backgrounds; and

**WHEREAS**, our country's future depends upon providing quality education to all students; and

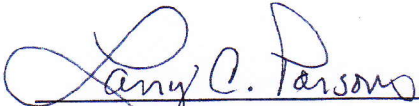
**WHEREAS**, teachers spend countless hours preparing lessons, evaluating progress, counseling and coaching students and performing community service; and

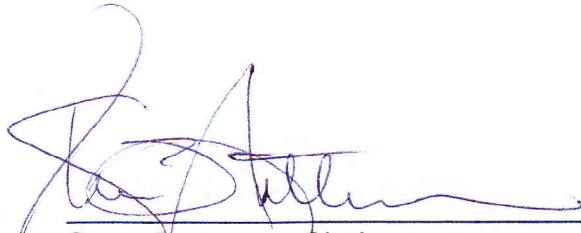
**WHEREAS**, our community recognizes and supports its teachers in educating the children of this community.

**NOW, THEREFORE, BE IT RESOLVED** that the Roseburg Public Schools Board of Directors proclaims May 5-9, 2014, to be Teacher Appreciation Week in this community; and

**BE IT FURTHER RESOLVED** that the Roseburg Public Schools Board of Directors strongly encourages all members of our community to join with it in personally expressing appreciation to our teachers for their dedication and devotion to their work.

**ATTEST:**

  
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Larry C. Parsons, Clerk

  
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Steve Patterson, Chair

Moved by: Stacy Stiefel

Seconded by: Charles Lee

April 23, 2014

13-14-13 res

Memorandum of Understanding  
Between Douglas County School District No. 4  
and  
Oregon School Employees Association Chapter 21

Whereas, the parties negotiated a 2012-2015 collective bargaining agreement.


The Douglas County School District #4 (District) and the Oregon School Employees Association Chapter 21 (Association) have reached a separate agreement on Article 10 - Evaluations and wish to reduce it to writing.

Article 10 - Evaluations

10.1 Probationary classified employees will be evaluated at least once during the first sixty (60) work days of employment. Based upon this evaluation and the approval of the Association, the Supervisor may extend the employee's probationary period up to an additional forty (40) work days from the end of the initial probationary period. Non-probationary classified employees will be evaluated at least one (1) time annually during their first three (3) years of continuous employment.

Employees with three (3) years of successful continuous employment will be evaluated one (1) time every two (2) years. At the discretion of the district, these employees may be evaluated more frequently. Employees who are struggling to meet job expectations shall be evaluated no less than every year regardless of their years of service.

The remainder of Article 10 remains unchanged. This Memorandum of Understanding takes effect April 24, 2014, and shall remain in effect until the referenced bargaining agreement is renegotiated.



For OSEA Chapter 21

4/23/14

Date



School Board Chair

4/23/14

Date