

ROSEBURG PUBLIC SCHOOLS
Roseburg, Oregon

Vol 7, No 2

Regular Board Meeting

August 13, 2014

BOARD MEMBERS:

Rodney Cotton	Excused
Daniel Endicott	<u>X</u>
Joseph Garcia	<u>X</u>
Charles Lee	<u>X</u>
Paul Meyer	<u>X</u>
Steve Patterson	<u>X</u>
Stacy Stiefel	<u>X</u>

ADMINISTRATION:

Dr. Larry C. Parsons, Superintendent	<u>X</u>
David Hanson, Assistant Superintendent / HR	<u>X</u>
Cheryl Northam, Chief Operations Officer	<u>X</u>
Matt Brausam, Director of Student Services	<u>X</u>
Dawne Huckaby, Dir. Teaching & Learning	<u>X</u>

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, August 13, 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 Daniel Endicott, Joseph Garcia, Charles Lee, Paul Meyer, Steve Patterson and Stacy Stiefel. Chair Cotton was excused. Administrators in attendance included Superintendent Larry Parsons, David Hanson, Cheryl Northam, Matthew Brausam and Dawne Huckaby.

CALL TO ORDER: Vice-Chair Lee called the meeting to order at 7:07 p.m.

REVIEW OF AGENDA: Superintendent Parsons noted that revisions to the agenda this evening consisted of the additional personnel transaction of Fawn Perry, Advanced Math Teacher at Roseburg High School.

COMMUNICATIONS TO THE BOARD: Superintendent Parsons announced that we have received a letter of resignation from Courtney List, Fifth Grade Teacher at Fullerton IV Elementary School. This resignation will be acknowledged by Dr. Parsons.

CONSENT AGENDA: The Consent Agenda consisted of minutes from the July 16, 2014, Work Session and Regular Board Meeting along with Personnel Transactions. Recommendations for employment included Jennifer Cotton, Kindergarten Teacher at Fir Grove Elementary; Janelle Hubbard, Fifth Grade Teacher at Hucrest Elementary; Caleb Salmond, Counselor at Jo Lane Middle School; Elise Sensabaugh, Kindergarten Teacher at Hucrest Elementary; Kevin South, Fifth Grade Teacher at Fullerton IV Elementary; Kathleen Walton, Youth Shelter Teacher; and Fawn Perry, Advanced Math Teacher at Roseburg High School.

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

M7-15- Approve Consent Agenda

PUBLIC PARTICIPATION: None at this time.

RECOMMENDATION FOR TECHNOLOGY: Chief Operations Officer Cheryl Northam introduced Technology Coordinator Gary McFarlane to present his recommendation for technology staffing needs for 2014-15. Under consideration is a request for a technology position previously lost in the budget. Mr. McFarlane prepared a memorandum detailing what duties would

be included in this proposed position. The recommendation to hire a help desk/assistant technician classified position was discussed at length. Mr. McFarlane shared that his hope for this position is to free up his time to allow him to focus on instructional technology. This help desk position would provide individual assistance with web sites, etc. This would be a step forward in enhancing our instruction tech support.

Mr. McFarlane also shared that Synergy training opportunities will be provided for staff later this month. We intend to continue to use a portion of early release time for technology training. Training will be provided by both District and CTA staff. Technology staff members also have the capability of utilizing remote access to assist staff members without needing to travel to the site. His staff has been able to provide good and timely support by doing more and more things remotely without people having to wait a long time to get something working. Gary also meets with Associate Librarians on a regular basis to provide training as these individuals provide front-line technical support to their buildings and are able to triage most issues.

Director Lee commented that it would make sense to have someone for Synergy and a help desk to be the point person/problem-solver for questions from all buildings, which would also build their experience level. The person would need to have good communication and technology skills. He added that he would like to see a job description prior to making a decision. Director Meyer indicated that rather than seeing a job description, he would like to hear why this position is more important than something else.

Director Garcia moved to approve the recommendation to add a help-desk/assistant technician to the Technology Department. Director Stiefel seconded the motion. Following discussion, the motion failed with three voting yes (Directors Garcia, Patterson and Stiefel), and three voting no (Directors Endicott, Lee and Meyer). Director Meyer asked Chief Financial Officer Cheryl Northam to bring the proposal back to the Board at a later date.

SCHOOL BOARD SUB-COMMITTEE SELECTIONS: Vice-Chair Lee referred to the proposed list of School Board Standing Committees for 2014-15 and requested that school board members share their input regarding committee preferences. Director Stiefel requested consideration of 4:00 p.m. meetings due to his 45 minute travel time. Board members accepted the proposed sub-committee list as presented.

DESIGNATION OF SUPERVISORY EMPLOYEES: Superintendent Parsons noted that both this item and the following item are subject to the Collective Bargaining Law, and we verify both supervisory and confidential employees annually. The list of designated 2014-15 supervisory employees was reviewed. Cheryl Northam and David Hanson suggested that Sodexo employee Kyle Micken be removed from the list as he is not a district employee.

It was moved by Director Endicott and seconded by Director Garcia to approve the list of supervisory employees for 2014-15 with the suggested change. Motion passed unanimously.

M7-16-Approve the revised list of supervisory employees for 2014-15

DESIGNATION OF CONFIDENTIAL EMPLOYEES: The list of confidential employees for 2014-15 was reviewed. It was moved by Director Patterson and seconded by Director Endicott to approve the list of confidential employees for 2014-15 as presented. Motion passed unanimously.

M7-17 - Approve the list of 2014-15 confidential employees

POLICY JFCG/JFCH/JFCI: USE OF TOBACCO, ALCOHOL OR DRUGS (FIRST READING): Superintendent Parsons shared that while reviewing the student handbook earlier this summer, it was discovered that the definition of tobacco in this policy was inconsistent with the definition in Policy GBK, which has a definition better reflecting the changing nature of tobacco and tobacco-like products. We are recommending amending this policy to include the definition of tobacco found in Policy GBK.

Following discussion, it was moved by Director Patterson and seconded by Director Stiefel to approve Policy JFCG/JFCH/JFCI: Use of Tobacco, Alcohol or Drugs for First Reading. Motion passed unanimously.

M7-18 - Approve Policy JFCG/JFCH/JFCI: Use of Tobacco, Alcohol or Drugs for First Reading

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

Student Services Director Matthew Brausam shared that the State Board of Education amended and clarified the standards for "seclusion rooms", and added requirements for reporting data about the use of physical restraints and seclusion in the district. Mr. Brausam noted that we do not have designated seclusion rooms within our district, but recommend updating our policy to reflect the new reporting requirements. Mr. Brausam further noted that information regarding seclusion and restraint are listed under public reports on the district web site.

It was moved by Director Patterson and seconded by Director Endicott to approve Policy JGAB: Use of Restraint and Seclusion for First Reading. Motion passed unanimously.

M7-19 - Approve Policy JGAB: Use of Restraint and Seclusion for First Reading

POLICY JHCB: IMMUNIZATION AND VISION SCREENING/EYE EXAMINATION (SECOND READING/ADOPTION): Superintendent Parsons explained that House Bill 3000 (2013) amended ORS 326.580 and 683.000. ORS 326.580 requires students 7 years of age or younger and who begin an education program, to submit certification of having received a vision screening or eye examination from a qualified individual. This impacts all kindergarten students, first grade students who didn't attend kindergarten, and those students who have not attended class in the district previously. Dr. Parsons has been working with the Lions Club to arrange for the required certified personnel to administer vision screenings for those students who do not have the necessary proof of examination. That organization is scheduled to be in our district providing these required examinations very early in January, 2015.

It was moved by Director Endicott and seconded by Director Stiefel to approve Policy JHCB: Immunization and Vision Screening/Eye Examination for Second Reading and Adoption. Motion passed unanimously.

M7-20- Approve Policy JHCB: Immunization and Vision Screening/Eye Examination for Second Reading and Adoption

POLICY IKAC: HIGH SCHOOL CLASSES/COURSES FOR PRE-HIGH SCHOOL STUDENTS (FIRST READING): Teaching and Learning Director Dawne Huckaby noted that our existing policy from 1997 references 22 credits for high school graduation. This is inaccurate and we are recommending the sentence be removed from policy. The recommended additions to the policy are included to ensure that credits students earn before high school reflect the rigor of high school course work. Dawne further explained that courses taken prior to grade 10 must be pre-approved.

It was moved by Director Patterson and seconded by Director Garcia to approve Policy IKAC: High School Classes/Courses for Pre-High School Students for First Reading. Motion passed unanimously.

M7-21- Approve Policy IKAC: High School Classes/ Courses for Pre-High School Students for First Reading

SUPERINTENDENT'S REPORT: Superintendent Parsons reminded the Board of the Work Session at 5:30 p.m. on August 27th to discuss online programs. Board members were also reminded of New Teacher Orientation on August 21st and the Classified Employee Breakfast on August 28th. We have 51 new teachers hired with five open positions remaining.

Student Services Director Matthew Brausam updated board members regarding upcoming Youth Shelter changes. Mr. Brausam met with Eric Fromdahl, program director, and learned that the old City Police Building downtown will be remodeled to expand the temporary Youth Shelter Program. The initial expansion will result in increasing the number of beds from 16 to 24. Since that facility is within our school district boundary, we are responsible for the education program for those students. The existing Shelter facility will continue to serve Touchstone students from the Detention Program. The county anticipates having the expansion completed in late December, 2014 or early January, 2015. The expansion will result in the district having to hire a teacher and possibly an instructional assistant. Our technology department is working on the technology requirements, which will be part of the start-up costs. Additional costs will be incurred for our Odysseyware licensing and wireless infrastructure.

Director Garcia was aware of the expansion plans, and agreed with Cheryl Northam that we will not see any reimbursement for costs incurred until the following school year. The youth will most likely be from other areas throughout the state as many counties have been closing their facilities.

Dr. Parsons announced that we will share information regarding work we are doing with attendance at the next board meeting. He provided handouts for the board, requesting that they review the materials prior to the meeting. Of particular significance is the data showing that students who miss 10 percent of kindergarten lag, on average, almost a year behind in reading by third grade and are unlikely to ever catch up. The cost of absenteeism is a chronic issue around the state as well as for our district. Superintendent Parsons expressed his appreciation that Teaching and Learning Administrative Coordinator Jill Weber has been willing to take this project on, along with ESD Communications Specialist DD Bixby.

Superintendent Parsons also shared his 2014-15 areas of interest and asked that board members share their thoughts once they have an opportunity to review the document. Board members were also provided with "Emerging Issues for Administrators" from the Hungerford Law Firm to share what is going on with new laws around education. An article, "Why Social Media Matters", was also shared. Dr. Parsons explained that the information provided regarding the different generations, "The Silent Generation", "The Baby Boom Generation", "Generation X (also known as the Gen Xers)", and "Generation Y" is enlightening and a good resource when talking with parents and others in the community.

INDIVIDUAL REPORTS BY DIRECTORS: The Directors joined the cabinet members in wishing Director Patterson a Happy Birthday.

PUBLIC PARTICIPATION: No audience members wished to address the board.

ADJOURNMENT: With no further business, the meeting was adjourned at 8:30 p.m.

Larry C. Parsons, Clerk