

ROSEBURG PUBLIC SCHOOLS

Regular Board Meeting

Vol. 1 No. 2

August 12, 2015

BOARD MEMBERS:

Rodney Cotton	X
Daniel Endicott	X
Joseph Garcia	X
Charles F Lee	X
Paul E Meyer	X
Steve Patterson	X
Vacant Position	

ADMINISTRATION:

Gerry C. Washburn, Superintendent	X
David W Hanson, Assistant Superintendent/HR	X
Matthew Brausam, Director, Student Services	X
Dawne Huckaby, Director, Teaching & Learning	X
Cheryl Northam, Chief Operations Officer	X

MINUTES OF THE REGULAR BOARD MEETING

TIME/PLACE: A Regular Meeting of the Douglas County School District No. 4 Board of Directors was held on Wednesday, August 12, 2015, at 7:00 p.m. in the administrative office board room at 1419 NW Valley View Drive, Roseburg, Oregon.

CALL TO ORDER: Chair Cotton welcomed attendees and called the meeting to order promptly at 7:00 p.m., asking Chief Operations Officer Cheryl Northam to lead in the Pledge of Allegiance to the flag.

ATTENDANCE: All cabinet members and our six current board members were present, with Director Garcia arriving at approximately 7:15 p.m. Board member applicants Nancy Cook and Rev. Howard A. Johnson were both present as well.

REVIEW OF AGENDA: Superintendent Washburn announced that there were no additions to the agenda, and apologized that the HVAC system failed this afternoon resulting in no air conditioning this evening. Chair Cotton requested that the school board candidate interview portion of the meeting be postponed to later in the agenda to allow for Director Garcia to be present, as he is en-route.

COMMUNICATIONS TO THE BOARD: Superintendent Washburn shared that there were no licensed employee resignations to report.

CONSENT AGENDA: The Consent Agenda this evening consisted of Minutes from the July 15th regular Board Meeting and recommendations for employment, a Request for Leave of Absence and Gifts to the District.

Assistant Superintendent/HR David Hanson shared the following employment recommendations:

- Lacey Avery, Music Teacher at Melrose and Winchester Elementary Schools;
- Cynita Jones – Science Teacher at Roseburg High School;
- Katherine “Kate” Royce – Third Grade Teacher at Melrose Elementary; and
- Jonathan “Jon” Sharpe, ACES Teacher.

Mr. Hanson stated that the interview committee of Dawne Huckaby, Doug Freeman, Brandy Olson, Sara Wheeler, Dawn Parker and Cary Cermak-Rudolf have recommended the hire of Kristina “Kris” Kelso as the Administrative Coordinator for Teaching and Learning. This position was vacated when Jill Weber was selected as the new Roseburg High School Principal. Kris has a Bachelor of Science in Elementary Education as well as a Master of Education in Early Childhood Education. She completed her initial administrator licensure program at the University of Oregon. Kris brings 20 years of teaching experience and two years administrative experience to the position.

A classified staff member, Elaine Duarte, has requested up to a one-year unpaid leave of absence. A current list of Gifts to the District was the final item in the Consent Agenda.

Director Endicott moved to approve the Consent Agenda. Director Patterson seconded and the motion passed unanimously.

M1-17 Approved the Consent Agenda

PUBLIC PARTICIPATION: There were no audience members wishing to address the board.

SCHOOL BOARD SUB-COMMITTEE SELECTIONS: Chair Cotton referred to the list of School Board Standing Committee suggestions on Page 21 and asked fellow board members to review once again and to request any needed changes. Chair Cotton also requested that both Building and Sites and Finance committee meetings be scheduled for Wednesdays as Monday is difficult for him at the present time. After accepting a position in Eugene, Director Patterson will only be available for meetings on Wednesdays. Once Board Position 3 is filled, Chair Cotton will complete the final sub-committee roster.

DESIGNATION OF SUPERVISORY EMPLOYEES: Assistant Superintendent/HR David Hanson shared that the Collective Bargaining Law requires that public employers designate supervisory employees as “any individual having authority in the interest of the employer to hire, transfer, suspend, lay off, recall, promote, discharge, assign, reward or discipline other employees, or having responsibility to direct them, or to adjust their grievances, or effectively to recommend such action, if in connection therewith, the exercise of the authority is not of a merely routine or clerical nature, but requires the use of independent judgement.” Mr. Hanson referenced the list of supervisory employees on Page 22 of the board packet, noting that it includes the administrative changes this year.

Director Lee moved to approve the 2015-16 list of Designated Supervisory Employees. Director Patterson seconded and the motion passed unanimously.

M1-18 Approved Designation of Supervisory Employees for 2015-16

DESIGNATION OF CONFIDENTIAL EMPLOYEES: Mr. Hanson also explained that confidential employees are defined by the Collective Bargaining Law as “one who assists and acts in a confidential capacity to a person who formulates, determines and effectuates management policies in the area of collective bargaining.” Mr. Hanson referenced the list of confidential employees on Page 23 of the board packet. The position of HR Specialist is not a new position, but was recently vacated and the successful candidate for the position will be included in this list.

Director Patterson moved to approve the 2015-16 list of Designated Confidential Employees. Director Endicott seconded and the motion passed unanimously.

M1-19 Approved Designation of Confidential Employees for 2015-16

POLICY GBM: STAFF COMPLAINTS - for First Reading: Superintendent Washburn noted that this policy update was recommended by OSBA to add new language to the staff complaint policy related to disclosures by an employee of violation of state or federal law by the district, the Whistleblowing Law. Staff are recommending that the procedural portion of the policy be outlined and moved to an AR and the policy itself deal with the complaint.

Director Endicott made a motion to approve Policy GBM: Staff Complaints for first reading. Director Meyer seconded.

Discussion: Director Endicott inquired if this pertains to bargaining. He was informed that the district is working on that with licensed representatives and laying out a process for complaint procedures.

Following discussion, the motion passed unanimously.

M1-20 Approved Policy GBM: Staff Complaints for First Reading

SCHOOL BOARD CANDIDATE INTERVIEWS FOR POSITION NO. 3:

Following the resignation of Stacy Stiefel, the vacated position was advertised in The News Review and on the school district web site. In response to the advertisement, two individuals submitted a letter of interest. Candidates for School Board Position No. 3 include Ms. Nancy Cook and Rev. Howard Johnson. The board conducted an interview with each candidate present prior to taking action to appoint a board member. Both candidates spoke eloquently of their interest in participating in board activities through the June 30, 2017 term of office.

APPOINTMENT OF SCHOOL BOARD MEMBER (REPLACING STACY STIEFEL):

Following the interview process, Chair Cotton distributed ballots containing the names of the candidates. The Board held a vote by ballot to determine the nominee for Stacy Stiefel's vacated seat on the Board of Directors. Rev. Howard A. Johnson was elected as the newest member of our Board of Directors by a vote of 4-2.

M1-21 Appoint Rev. Howard A. Johnson to the School Board (replacing Stacy Stiefel)
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OATH OF OFFICE:

Superintendent Washburn administered the Oath of Office as required by ORS 332.005 to Rev. Johnson. Reverend Johnson was then seated on the Board of Directors to fill the seat vacated by board member Stacy Stiefel through June 30, 2017. As required by law, this seat on the Board of Directors will be on the ballot for general election in May 2017. Newly appointed Director Johnson stated that he believes it is an honor to be of service, and thanked the members of the board.

SUPERINTENDENT REPORT: Superintendent Washburn and members of the board welcomed Rev. Johnson.

Mr. Washburn reported that he and his wife Audrey staffed the Douglas County Partners for Student Success booth all four nights at the Douglas County Fair, armed with free books to distribute to children age 0-5 and school supplies for the older kids. The activity allowed them to meet a nice cross-section of the local community. He noted that Directors Meyer and Patterson both stopped by the booth. Audrey Washburn abruptly cut her two-week retirement short by accepting a position as a bus driver for Durham Transportation and is currently undergoing training. Mr. Washburn noted that marriage to him for 40 years has already qualified his wife for sainthood, but he is happy that she has found something to occupy her day.

Gerry will be assisting with a clothing giveaway at the Church of Christ this Friday night. On Saturday, he plans to present medals at the conclusion of the Boys and Girls Club Fun Run. Local emergency first responders have been invited to meet with district personnel on August 24th at the Public Safety Building to discuss safety preparedness. The superintendent has been asked to be interviewed for a segment of "Health Talk in Douglas County" on August 26th, followed by a radio segment on the 31st.

Mr. Washburn plans to contact local faith leaders to discuss how to partner to help our students. A meeting with Chamber of Commerce leaders is also scheduled later in the month.

Superintendent Washburn updated the board on projects including installation of gravel at the high school, potential window reinstallation proposed for the gym renovation, and a seismic grant opportunity at Green and Fullerton IV Elementary schools. He reported that gravel has been installed along the north side of the Vo-Tech building, making the building more useable and expanding the javelin area, as well as providing an area for students to stand when the field is wet. The district is considering replacing the windows in the RHS gym that were boarded up long ago. This would provide for additional natural light in the gym. It would make sense to do this during the renovation project if possible. Staff are also exploring opportunities to apply for seismic grant projects for both Fullerton IV and Green elementary schools, just as we did for the high school.

The Phoenix board is having a board/staff potluck on Wednesday, August 25th from noon to 1:00 p.m. followed by a board meeting. Both Student Services Director Rick Burton and Teaching and Learning Director Dawne Huckaby have accepted invitations to attend the board meeting.

In preparation for the start of the 2015-16 school year, Leadership Team and the elementary and secondary principals have met. Everyone is excited for the new all-day kindergarten program to begin and staff are looking forward to a great year.

Enrollment numbers were reviewed, with Mr. Washburn noting that we are currently ahead by nine students. However, once we account for digital charter schools, the numbers are actually down by 14. Seventy-four Roseburg students are enrolled in virtual charter schools, and 14 of those are new enrollees. These are all sixth grade students. Parents are transferring out of the smaller schools once the student reaches the age of enrolling in the larger environment schools. We are working on plans to spend time putting parents at ease about their kids entering middle school and creating a welcoming environment.

The Oregon School Boards Association is proposing the date of September 22nd for a Fall Regional Dinner Meeting at UCC. Chair Cotton is interested in attending, and any others wishing to attend should contact the superintendent's office.

DIRECTORS' REPORTS:

Director Lee shared that he noticed the new access road adjacent to the RHS Vo-Tech building and inquired if it had been engineered. Superintendent Washburn explained that a layer of material was put down to prevent

vegetation from growing up through the three different sizes of rock that has been installed. The surface should drain moisture and be easy to maintain, as well as being much cheaper than laying asphalt.

Director Patterson announced that the RHS band is holding car wash fundraisers at both branches of Cascade Community Federal Credit Union on Saturday. The credit union intends to donate upwards of \$5,000.00 to the band and this results in great community involvement.

Director Garcia shared that he met the new CEO of Cascade Community Credit Union, Mr. Robert “Bob” Dempsey, and noted that he is committed to investing more in the Roseburg Community. He has already doubled the budget to help with community projects and is eagerly offering support and other opportunities. Mr. Garcia commented that he also can’t wait for the school year to get started.

Director Endicott shared that he is looking forward to the early start of school this year and excited for the buses to start rolling. He welcomed our newest board member, Rev. Howard Johnson.

Director Meyer apologized to the superintendent for missing his first official board meeting, but he had previously committed to being out of town.

Newly appointed Director Howard A. Johnson thanked the board for allowing him to be a board member and participant. He added that God has a sense of humor. He reflected that upon his arrival in Roseburg in July of 1989, he was pulled over the following day and the officer’s observation was “welcome to Roseburg – we don’t have many black people here”. He noted that he and the officer have been good friends ever since, enhancing his belief that you can choose to be either a part of the problem or part of the solution. Rev. Johnson’s mother completed 9th grade, while his father finished 12th grade four times while pursuing his football career. Their siblings are all college graduates. He continued that he will reach age 75 next month and shared that he is here to help.

COMMITTEE REPORTS:

Building & Sites – July 20, 2015: Committee Chair Garcia reported that a Fir Grove parent is interested in having proper drainage fabric and rock installed around the school in the field area to increase usability. The principal is encouraged that if the project is viable, students could go outside more often to run and walk during the winter season.

There is a proposal to add an additional access point for buses approaching and leaving Fremont Middle School. There would be expense involved in the relocation of a power pole. District staff will work with Pacific Power to help identify cost estimates for the project. The goal is to provide the safest loading and unloading of students as possible.

Director Garcia shared that the district is considering the purchase of facility planning software that would assist staff in planning for and accurately reporting on facility projects throughout the district

Administration & Personnel – July 28, 2015: Director Meyer reported that the committee discussed contract language for retiree insurance once a retiree reaches Medicare eligibility age prior to his/her spouse. This language originated with the Early Retiree Program, which has sunset (no new participants are eligible). This is now resulting in insurance being provided to people who were never our employees. Both the district and union agree that this was never the intention of the contract language.

The committee also discussed moving Extra Duty Pay language from the Licensed employee contract to the Methods of Pay agreement, recognizing that some of our coaching staff are not licensed employees. This would not result in a substantive change.

The committee also reviewed the administrative and confidential Conditions of Employment. Confidential staff will now be evaluated every other year rather than every year. All new hires, regardless of classification, will continue to be evaluated throughout their probationary period.

PUBLIC PARTICIPATION: There were no audience members wishing to address the board.

EXECUTIVE SESSION

The Board convened into Executive Session at 8:35 p.m. under the provision of ORS 192.660 (2) (d) to discuss labor negotiations.

REGULAR SESSION

The Board reconvened into Regular Session at 9:08 p.m.

ADJOURNMENT: With no further business before the board, Chair Cotton adjourned the meeting at 9:08 p.m.

Gerry C. Washburn
Superintendent

GCW/jlk