

# ROSEBURG PUBLIC SCHOOLS

## Regular Board Meeting

Vol. 1 No. 3

August 26, 2015

### BOARD MEMBERS:

Rodney Cotton	X
Daniel Endicott	X
Joseph Garcia	X
Rev. Howard Johnson	X
Charles F. Lee	X
Paul E. Meyer	X
Steve Patterson	X

### ADMINISTRATION:

Gerry C. Washburn, Superintendent	X
David W Hanson, Assistant Superintendent/HR	X
Richard Burton, 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 26, 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 seven board members were present. There were no members of the media present.

**REVIEW OF AGENDA:** Superintendent Washburn announced that there were no additions to the agenda, and shared that the board room HVAC system has been repaired. We have added a surplus list to the Consent Agenda which was emailed in advance to the board.

**COMMUNICATIONS TO THE BOARD:** Superintendent Washburn shared that we have received two licensed employee resignations:

- Tobie Baertschiger, Sixth Grade Math and Science Teacher at Jo Lane Middle School, and
- John Conway – Science Teacher at Roseburg High School

**CONSENT AGENDA:** The Consent Agenda this evening consisted of Minutes from the August 12th regular Board Meeting and Executive Session, recommendations for employment, and a list of Surplus items.

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

- Johnathon Hatton – Third Grade Teacher at Hucrest Elementary School, and
- Steven Kiepert – Sixth Grade Math and Science Teacher at Jo Lane Middle School (temporary position for 2015-16)

Mr. Hanson stated that we have vacancies remaining including a Fifth-Grade teacher at Hucrest, a Science teacher at RHS and a School Psychologist position.

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

M1-22 Approved the Consent Agenda

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

**SCHOOL BOARD SUB-COMMITTEE SELECTIONS:** Chair Cotton shared the updated list of School Board Standing Sub-Committee appointments.

**RESOLUTION 15-16-9: DISTRACTION FREE DRIVING AWARENESS DAY:** Superintendent Washburn shared that the Executive Committee of the OSBA has recommended that school districts consider the designation of September 19, 2015 as Distraction Free Driving Awareness Day. Mr. Washburn shared his belief that this would be a good thing for our District to support. Director Lee commented that he recently observed a bicycle rider entering a roadway while using both hands to operate a cell phone. Mr. Lee noted that Oregon’s vehicle code requires bicyclists to obey the same codes as vehicle operators.

Director Patterson moved to adopt Resolution 15-16-9: Distraction Free Driving Awareness Day. Director Garcia seconded and the motion passed unanimously. Board Secretary Janet Kischel will forward the signed Resolution to OSBA as requested.

M1-23 Adopted Resolution 15-16-9: Designating September 19, 2015 as Distraction Free Driving Day
--

**RESOLUTION 15-16-10: ATTENDANCE AWARENESS MONTH:** Superintendent Washburn explained that he spoke with principals at their first Leadership Team Meeting this year and they were in favor of continuing our focus on attendance for 2015-16. The superintendent will coordinate with our Communications Specialist to identify dates to remind staff, students and the community of our efforts to improve student attendance.

Director Endicott moved to adopt Resolution 15-16-10: proclaiming September 2015 as “Attendance Awareness Month”. Director Patterson seconded and the motion passed unanimously.

M1-24 Adopted Resolution 15-16-10: Designating September 2015 as Attendance Awareness Month
---

**ROSEBURG PUBLIC SCHOOLS FOUNDATION:** Chief Operations Officer Cheryl Northam explained that Superintendent Washburn suggested that she research the possibility of establishing a foundation that could make it easier to apply for grants and receive contributions from patrons. Cheryl explained that a foundation would potentially be more attractive to donors who wish to support our schools. Her research findings were that a foundation would require the appointment of three foundation board members, articles of incorporation, designation of distribution of assets upon dissolution, an employer ID number and Department of Justice registration. Annual tax returns would also be required. Superintendent Washburn noted that his previous school district had a foundation which was a positive conduit for putting money into the schools. Projects included classroom renovations that the district maintenance crew oversaw.

Director Meyer inquired how this would differ from our various parent groups. Cheryl Northam explained that parent and booster clubs are focused on projects at their school sites, while this proposed entity would support classrooms throughout the district. Both UCC and the Los Alamos School District have been very helpful by providing their experience. Vice-Chair Lee commented that the Lake Oswego School District has a foundation and he would like to see documents from another district before deciding whether to proceed.

**POLICY AC: NONDISCRIMINATION for First Reading:** Assistant Superintendent/HR David Hanson noted that OSBA is recommending that school boards review and adopt their recommended changes for Policy AC: Nondiscrimination. Human Resources will review both our existing and newly proposed ARs and will bring a recommendation for adoption to a future meeting.

Director Patterson moved to approve Policy AC: Nondiscrimination for First Reading. Director Garcia seconded and the motion passed unanimously.

M1-25 Approved Policy AC:  
Nondiscrimination for First Reading

**POLICY GBM: STAFF COMPLAINTS – for Second Reading and Adoption:** Superintendent Washburn noted that recommended changes to this policy basically pull the procedural pieces out. Prior policy language regarding timelines and steps is recommended to then become the newly created AR for the updated policy.

Director Lee moved to adopt Policy GBM: Staff Complaints for Second Reading and Adoption. Director Garcia seconded and the motion passed unanimously.

M1-26 Approved Policy GBM: Staff  
Complaints – for Second Reading and  
Adoption

**CONTRACT RATIFICATION WITH ROSEBURG EDUCATION ASSOCIATION:** Assistant Superintendent/HR David Hanson provided copies of the proposed agreement with strikeout language, as well as the fully implemented contract. The union leadership and the District have reached an agreement. The licensed union members took a vote on Monday following the district-wide in-service event at RHS, voting 201 to 14 in favor of ratifying the contract. This contract is effective July 1, 2015 through June 30, 2018. Mr. Hanson commented that union leadership were very supportive in moving this agreement forward. Changes included an increase of \$25 to the insurance cap, a two percent wage increase and removal of spousal insurance language. Chair Cotton thanked Mr. Hanson and his team for getting this task completed prior to the beginning of school. Superintendent Washburn stated that if this agreement is approved, his recommendation would be that administration and confidential employees follow suit rather than waiting for classified negotiations to be completed. Director Meyer stated his preference to wait, and Director Garcia concurred. With Directors Cotton, Endicott, Patterson and Johnson in agreement with the superintendent’s recommendation, Chair Cotton indicated that there was consensus to proceed with a “me too” agreement for administration and confidential. Director Garcia requested that there be clarification provided for next year. Mr. Hanson thanked Director Lee for time spent during contract negotiations.

Director Patterson moved to approve the contract between Douglas County School District No. 4 and the Roseburg Education Association for the period of July 1, 2015- June 30, 2018. Director Meyer seconded and the motion passed unanimously.

M1-27 Approved Contract between the  
District and the Roseburg Education  
Association (REA) for the period of 2015-  
2018

**SUPERINTENDENT REPORT:** Superintendent Washburn and members of the board reviewed enrollment numbers. Mr. Hanson reviewed specific areas of concern related to high student numbers within specific classrooms, noting that enrollment will be closely monitored all year. Administration is recommending the addition of one temporary teacher position at Melrose Elementary and a .5 position at Fremont Middle School. It was also noted that there are 92 more students currently attending Fremont Middle School than at Joseph Lane Middle School.

The 2015-16 school year Kick-Off event at the Rose Theater on Monday and Classified Breakfast today at Jo Lane Middle School were enjoyed by the staff. The superintendent indicated that he cannot compliment Nutrition Director Kyle Micken enough for the terrific job that he and his staff do for us every day.

Approximately 35 of our instructional assistants participated in professional development today with Student Services Director Rick Burton. Gerry commended Mr. Burton and Brandy Olson for providing good PD for staff who will be working with kids. Teaching & Learning staff are also busy conducting trainings, and Business Office staff are assisting employees and retirees with benefits and open enrollment.

Gerry met with community first responder liaisons to discuss safety preparedness on Monday. This group is focused on utilizing common language throughout the district so that procedures may be consistent. Terminology needs to be the same at the elementary and secondary levels so that students understand what will happen in the case of an emergency. This will demonstrate to our parents that we are focused on student safety and will help them to be reunited with their children in the event of an evacuation.

Reporting that the RHS seismic rehabilitation project is proceeding extremely well, the superintendent expressed his appreciation for the work done by Physical Plant Manager Tracy Grauf, along with both his team and the assistance from Adroit Construction. RHS students have reported to Athletic Director Russ Bolin that they are very excited about their new temporary locker rooms and showers, and in fact like them much better than the old ones. The crews are to be commended for accomplishing so much with limited resources at their disposal. The roof is completely off the gym and the workers began the steel installation today.

Cabinet members will be out in the schools for the start of the new year to ensure that our principals and staff members know they are supported. The Washburns will be out of state next week, keeping a promise to attend their grandson's birthday.

Superintendent Washburn thanked the entire board and his administrative team for their kindness and support during the recent loss of his sister. He also expressed his confidence in the competence and professionalism of his cabinet and his appreciation of their abilities. Chair Cotton presented the superintendent with a card and flowers expressing condolences from the entire board.

**DIRECTORS' REPORTS:**

Director Endicott announced that the RHS Marching Ensemble will be showcasing their "Golden Arrow" performance next Friday on the RHS field. Directors Patterson and Endicott will be manning the grill at 6:00 p.m.

Director Garcia had procedural questions regarding in-district student transfers that will be researched. Superintendent Washburn shared that the goal is a clean and efficient transfer of student records.

Director Patterson expressed his disbelief that summer is over and school doors open next week. He reported hearing positive feedback from staff regarding the 2015-16 school year Kick-Off event and his regret at being unable to attend. Mr. Patterson stated that he continues to be impressed by the superintendent's work in the district so far. He also complimented the new RHS principal after hearing positive comments about recent registration activities. Jill Weber has proven herself to be accessible and present, and unafraid to let staff take the lead. Mr. Patterson expressed his excitement for the upcoming year.

Director Johnson thanked the board secretary for his impressive board orientation package. He reported seeing retired RHS Principal Karen Goirigolzarri at the post office and hearing about her excitement at his appointment to the board. He continues to believe it is an honor to be able to serve.

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

**ADJOURNMENT:** With no further business before the board, Chair Cotton adjourned the meeting at 7:58 p.m.

Gerry C. Washburn  
Superintendent

GCW/jlk

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

RESOLUTION 15-16-9

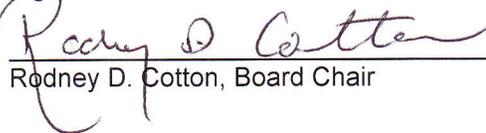
DISTRACTION FREE DRIVING AWARENESS DAY

- WHEREAS,** Oregon schools hold the health and safety of their students as a paramount concern; and
- WHEREAS,** Distracted driving occurs when drivers engage in activities that divert their attention from the road and their primary task of driving; and
- WHEREAS,** the National Highway Traffic Safety Administration, reports that each day more than nine people are killed and over 1,153 people are injured in crashes that are reported to involve a distracted driver in the U.S.;<sup>1</sup> and;
- WHEREAS,** Drivers under the age of 20 involved in fatal crashes made up the largest proportion of drivers who were reported as distracted at the time of the crash;<sup>2</sup> and
- WHEREAS,** Sixty-percent of Oregonians use a smartphone;<sup>3</sup> and
- WHEREAS,** Seventy-percent of Americans admit to using their smart phone while driving to text, check email, access social media, and use their photo and video tools;<sup>4</sup> and
- WHEREAS,** Seventy-seven percent of teens say that adults tell kids not to text while driving – yet adults do it themselves “all the time;”<sup>5</sup> and
- WHEREAS,** Sixty-two percent of teens feel that getting reminders from their own parents not to text and drive would be effective in getting them or their friends to stop texting and driving.<sup>6</sup>

**NOW, THEREFORE, BE IT RESOLVED** that the Douglas County School District No. 4 (Roseburg Public Schools) Board of Directors proclaims the day of September 19, 2015 to be ***Distraction Free Driving Awareness Day*** and encourages all parents and students to join in this observance.

Adopted this 26<sup>th</sup> day of August, 2015.

Signed:

  
Rodney D. Cotton, Board Chair

Attest:

  
Gerry C. Washburn, Clerk

Moved by: Steve Patterson

Seconded by: Joe Garcia

August 26, 2015

<sup>1</sup> [http://www.cdc.gov/motorvehiclesafety/distracted\\_driving/](http://www.cdc.gov/motorvehiclesafety/distracted_driving/)

<sup>2</sup> <http://www.distraction.govn/stats-research-laws/facts-and-statistics.html>

<sup>3</sup> <http://www.oregon.gov/Broadband/Documents/2014%20Oregon%20Broadband%20Adoption%20Survey%20Report%20Final.pdf>

<sup>4</sup> [http://about.att.com/story/smartphone\\_use\\_while\\_driving\\_grows\\_beyond\\_texting.html](http://about.att.com/story/smartphone_use_while_driving_grows_beyond_texting.html)

<sup>5</sup> <http://www.att.com/gen/press-room?pid=22834&cdvn=news&newsarticleid=34435&mapcode=>

<sup>6</sup> <http://www.att.com/gen/press-room?pid=22834&cdvn=news&newsarticleid=34435&mapcode=>

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

**ATTENDANCE AWARENESS MONTH**

**RESOLUTION 15-16-10:**

**WHEREAS,** good attendance is essential to student achievement and graduation, and we are committed to dedicating our resources and attention to reducing chronic absenteeism rates, with a focus starting as early as kindergarten;

**WHEREAS,** chronic absence - missing 10 percent or more of school for any reason including excused and unexcused absences, or just two or three days a month - is a proven predictor of academic trouble and dropout rates;

**WHEREAS,** improving attendance and reducing chronic absence takes commitment, collaboration and tailored approaches to particular challenges and strengths in each community;

**WHEREAS,** chronic absence predicts lower third-grade reading proficiency, course failure and eventual dropout, it weakens our communities and our local economy;

**WHEREAS,** the impact of chronic absence hits low-income students and children of color particularly hard if they don't have the resources to make up for lost time in the classroom and are more likely to face systemic barriers to getting to school - such as unreliable transportation, lack of access to health care, unstable or unaffordable housing;

**WHEREAS,** chronic absence exacerbates the achievement gap that separates low-income students from their peers, since students from low-income families are both more likely to be chronically absent and more likely to be affected academically by missing school. Absenteeism also undermines efforts to improve struggling schools, since it's hard to measure improvement in classroom instruction if students are not in class to benefit;

**WHEREAS,** schools and community partners can reach out more frequently to absent students to determine why they are missing school and what would help them attend more regularly;

**WHEREAS,** schools and districts must do more to track, calculate and share the data on how many students are chronically absent so that we can deliver the right interventions to the right students;

**WHEREAS**, all students - even those who show up regularly - are affected by chronic absence because teachers must spend time reviewing for students who missed lessons;

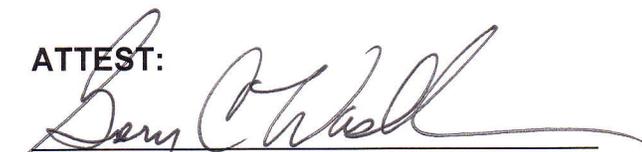
**WHEREAS**, chronic absence can be significantly reduced when schools, parents and communities work together to monitor and promote good attendance and address hurdles that keep children from getting to school;

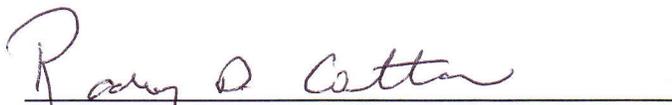
**NOW, THEREFORE**, we, the members of the Board of Directors of Douglas County School District No. 4, (Roseburg Public Schools) hereby proclaim that our schools will stand with the nation in recognizing September as "Attendance Awareness Month". We hereby commit to focusing on reducing chronic absenteeism to give all children an equitable opportunity to learn, grow and thrive academically, emotionally and socially.

Specifically, we will:

1. Make clear that improved student attendance is one of our school district's top priorities among all of our teachers and school leaders.
2. Use data to raise public awareness, establish targets and goals, track progress and assure accountability.
3. Engage parents and the community - including civic and elected leaders, local businesses, clergy members and nonprofit organizations - to help us spread the message that good attendance matters and help us come up with solutions to ensure all children are in school as much as possible.

**ATTEST:**

  
Gerry C. Washburn, Clerk

  
Rodney D. Cotton, Chair

Moved by: Daniel Endicott

Seconded by: Steve Patterson

August 26, 2015

15-16-10.res

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

**BOARD OF DIRECTORS**

**STANDING COMMITTEES**

Committee	2015-16 Committee Members
<b>Administration &amp; Personnel</b> <i>As Needed</i>	Rod Cotton, Chair Joe Garcia Paul Meyer Steve Patterson, Alternate
<b>Building &amp; Sites</b> <i>2<sup>nd</sup> Wednesday of the month @ 11:30 a.m.</i>	Joe Garcia, Chair Steve Patterson Rod Cotton Rev. Howard Johnson, Alternate
<b>Curriculum &amp; Instruction</b> <i>3<sup>rd</sup> Wednesday of Sept/Oct/Jan/Feb/April @ 4:00 p.m.</i>	Dan Endicott, Chair Charles Lee Paul Meyer Steve Patterson, Alternate
<b>Employee Bargaining (Classified)</b>	Joe Garcia, Chair Charles Lee Rod Cotton Rev. Howard Johnson, Alternate
<b>Employee Bargaining (Licensed)</b>	Charles Lee, Chair Dan Endicott Rod Cotton Rev. Howard Johnson, Alternate
<b>Finance</b> <i>Last week of month as needed</i>	Paul Meyer, Chair Joe Garcia Steve Patterson Rev. Howard Johnson, Alternate
<b>Student Services (formerly Alt Ed)</b> <i>1<sup>st</sup> Wednesday of Dec/March/May (alternates months with C&amp;I) @ 4:00 p.m.</i>	Dan Endicott, Chair Rod Cotton Charles Lee Rev. Howard Johnson, Alternate