

ROSEBURG PUBLIC SCHOOLS

Budget Hearing and Regular Board Meeting

Vol. 1 No. 19

June 15, 2016

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
Cheryl Northam, Chief Operations Officer	X
Robert Emerson, Director, Teaching & Learning	X
Jeff Plummer, Interim Director, Teaching & Learning	X

MINUTES OF THE BUDGET HEARING – ORS 294.453

TIME/PLACE: A Budget Hearing for Douglas County School District No. 4 to discuss the 2016-17 Budget was held on Wednesday, June 15, 2016, at 6:00 p.m. in the administrative office Board Room at 1419 NW Valley View Drive, Roseburg, Oregon.

CALL TO ORDER: Board Chairman, Rodney Cotton, welcomed attendees and called the Budget Hearing to order at 6:00 p.m.

ATTENDANCE: All Board members and cabinet members were in attendance. No media representatives were present.

REVIEW OF AGENDA: Chair Cotton shared that the single agenda item was the Budget Hearing, pursuant to ORS 294.453. Chair Cotton introduced Chief Operations Officer, Cheryl Northam, and asked her to present the 2016-17 proposed budget, as adopted by the Budget Committee.

BUDGET HEARING: Ms. Northam shared that the Budget Committee approved the proposed 2016-2017 budget at their May 4, 2016 meeting. There have been no changes to that budget document. A Resolution to adopt that budget will be the first item of business at the Regular Board Meeting, immediately following this Hearing.

PUBLIC PARTICIPATION: Ms. Northam inquired if there were any questions regarding the proposed budget, and no audience members responded.

ADJOURNMENT: With no further business, Chair Cotton adjourned the Budget Hearing at 6:02 p.m.

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, June 15, 2016, at 6:05 p.m. in the administrative office Board Room at 1419 NW Valley View Drive, Roseburg, Oregon, immediately following the annual Budget Hearing.

CALL TO ORDER: Board Chairman, Rodney Cotton, welcomed attendees and called the regular meeting to order at 6:05 p.m., asking Teaching and Learning Director, Robert Emerson, to lead in the Pledge of Allegiance.

ATTENDANCE: All Board members and Cabinet members were present. No media representatives were in attendance.

REVIEW OF AGENDA: Superintendent Washburn noted that Item 5, has been updated from Bid Award to Contract Approval. Item No. 7 – Lead Testing Update, has been added to the agenda. Item No. 10, Policy IGAEB: Drug, Alcohol and Tobacco Prevention, Health Education has been postponed for Second Reading/Adoption. A new Item No. 10, Approved Recommended Student Fees for 2016-17 has been added.

COMMUNICATIONS TO THE BOARD: Superintendent Washburn announced receiving resignations from Megan Dilson, Agricultural Science Teacher at RHS after three years with the District; Jennifer Putnam, Fifth Grade Teacher at Winchester Elementary School after three years with the District; Ken Reeve, Woodshop and Science Teacher at RHS after two years with the District; Kelley Sommer, Third Grade Teacher at Eastwood Elementary School; and Erin Weber, Special Education Teacher at Green Elementary School after two years with the District.

Mr. Washburn shared that two additional recommendations for hire are included in the Consent Agenda, Carrie Stokes-Rudsell, and Melissa Houston.

CONSENT AGENDA: The Consent Agenda this evening included Minutes from the May 25th Board meeting; personnel transactions; and a current list of Gifts to the District. The Board considered employment recommendations that included:

- Melissa Houston, Special Education LRC Teacher at Winchester Elementary School;
- Lydia Knight, Advanced Math Teacher at Roseburg High School;
- Megan Lydon, Fourth Grade Teacher at Winchester Elementary School;
- Cara Morrow, Kindergarten Teacher at Fir Grove Elementary School;
- Carrie Stokes-Rudsell, Second Grade Teacher at Fullerton IV Elementary (temporary for 2016-17); and
- Amber Wickstrom, Special Education LRC Teacher at Roseburg High School

The superintendent also reported receiving a request for unpaid leave of absence for the 2016-17 school year from Fremont Middle School Special Education Teacher, Cassie Griggs.

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

M1-106 Approved the Consent Agenda

PUBLIC PARTICIPATION: Melrose Principal, Robert Freeman, announced the completion of the paved track, made possible through the generous donations from Liann W. Drechsel, DMD, PC; Black Pearl Paving & Excavation; the Josh Bidwell Foundation; and the Melrose PTAN organization. Mr. Freeman shared that the quality of the ¼ mile track construction was exceptional, even though it was discovered that the ground level differed by as much as four feet from one end to the other, increasing the graveling expense. The project cost \$34,667. The PTAN organization plans to keep funds set aside through fundraising for future maintenance of the track. Chair Cotton requested that administration prepare letters of appreciation to the project donors.

Mr. Bud Long, 1780 Ridgewater, Sutherlin, Oregon, presented a letter sharing concerns of parents and grandparents with the ODE transgender guidance letter, noting that concerned citizens are organizing a coalition to support local school boards from being “bullied” into implementing the recommendations, and instead guide confused young people in promoting healthy lifestyles.

Mr. Winn Azpeitia, (no address provided) a mental health therapist for 27 years, noted that the addition of transgender bathrooms tends to add confusion for adolescents and can increase the suicide rate for that population by 40% according to studies in Sweden. Mr. Azpeitia encouraged the Board to proceed thoughtfully to prevent additional stress for kids already dealing with trying to be adults and make adult decisions.

Nutrition Director, Kyle Micken, invited the audience to visit the District's free summer camp being held at Sunnyslope Elementary School from 9-11 a.m. The program is made possible through a grant received from ODE, and Kyle also thanked Cheryl Northam for her support in establishing this opportunity for kids. There were 85 children in attendance on the first day of camp, with kids through 12th grade welcome to attend. Kids from as far away as Winchester and Lookingglass are attending. Kyle is assisted by two counselors for the morning camp. Tomorrow is movie day, and on Friday fire fighters will be visiting as well. On Monday, an executive chef will be joining them.

RESOLUTION 15-16-16: TO ADOPT THE 2016-2017 BUDGET, MAKE APPROPRIATIONS AND LEVYING AD VALOREM TAXES: Chief Operations Officer, Cheryl Northam, presented the proposed 2016-2017 Budget document, in the amount of \$75,776,669 that was approved by Budget Committee on May 4, 2016.

Director Endicott moved to approve the proposed 2016-2017 Budget, Making Appropriations and Levying Ad Valorem Taxes. Director Garcia seconded and the Motion passed unanimously.

M1-107 Adopted the Budget, Making Appropriations and Levying Ad Valorem Taxes

INSTITUTE FOR RESEARCH AND REFORM IN EDUCATION – PRESENTATION: Superintendent Washburn shared it was his distinct pleasure to have Jeneen Hartley Sago and Anne Kubisch from the Ford Family Foundation present. The foundation is making it possible for IRRE to help us use student data to identify at-risk students before they enter the middle and high school so that an early warning system is in place to help students succeed.

IRRE representatives, Steven Amstutz and James Connell, PhD, shared the student and staff survey results from earlier this year. The anticipated outcome of the project is to find pathways for student and teacher success and strengthen student learning and teacher professional practices. The surveys were reviewed for perspectives of what is going on in the schools from both the students' and teachers' perspectives. Interim Teaching and Learning Director, Jeff Plummer, was acknowledged for his tremendous help on student academic outcomes.

Out of 4,318 students, 3,669 responded to the voluntary survey. IRRE staff visited 220 classrooms at the elementary, middle and high school levels. Staff spent 20 minutes intensively observing and talking to students. Mr. Amstutz shared that the data showed that 1 in 3 students are not engaged in the classroom. However, most students feel that school is important to their future. We are now challenged to change the experience students have in school to change academic outcomes while supporting educators to help do things differently and better by having conditions in place for success at the district level. Instructors indicated that when principals can get into the classroom to observe instruction and provide timely feedback, it is valuable to the instructors.

Our principals have been provided with survey results for their teachers and students. IRRE staff will meet with them tomorrow to work on their school data. It was explained that IRRE does not share comparative data for like districts, but rather can help districts to set realistic goals. They did encourage the district to begin having exit interviews for students leaving the district and do other focus groups to dig deeper.

With data available, the District can now determine where to focus priorities and areas of emphasis. Director Endicott thanked both IRRE and Ford Foundation for this work. Chair Cotton thanked the Foundation and shared that this is some of the most informative data he has ever received as a Board member. He shared his opinion that it's time to turn the teachers loose. He added that Superintendent Washburn's first year with the District has been impressive, anticipating that after his initial 18 months we should have goals in place.

Superintendent Washburn thanked the Ford Foundation and IRRE for their hard work. Ford Foundation representatives responded that Superintendent Washburn has demonstrated phenomenal energy and enthusiasm and has provided great leadership for the school district.

COPIER BID AWARD: Purchasing Supervisor, Denny Austin, shared that as the end of our lease with Pacific Office Automation was coming to an end, the district did an RFP on April 6, 2016. Six responses were received on nine copier brands with pricing for 36 and 48 and an intermediate lease period. The incumbent vendor scored the highest in evaluation average, equipment pricing and price per image. The best pricing was to remain with the Konica Minolta machines. The recommendation from the evaluation committee is to remain with Pacific Office Automation for a period of time to be determined by the business office for another fleet of Konica Minolta machines. Mr. Austin noted that a new version of those machines has been released in the past few days, with a small price difference. We will request a price comparison of the model 808 vs. the model 754 that were quoted.

Director Lee moved to approve the Copier Bid Award to Pacific Office Automation for Konica Minolta machines as proposed by the evaluation committee. Director Garcia seconded and discussion followed.

Director Johnson inquired if the same supplies could be used if the District opted for the Model 808, and they are exchangeable. With copier usage during the contract period having doubled, Mr. Austin also pointed out that the average price per image will decrease two hundredths of a cent, saving the district approximately \$3,000 for image costs. Current lease equipment costs of nearly \$5,000 per month exceed the proposed lease monthly lease expense of \$3,700 resulting in a monthly savings of \$1,300 over the term of a four year lease.

Director Garcia complimented Mr. Austin's work on the proposed lease agreement, noting that Denny is always anticipating potential questions and comes prepared to answer any questions the Board members might have.

With discussion concluded, the Motion passed unanimously.

M1-108 Approved Copier Bid Award to Pacific Office Automation for Konica Minolta machines

TECHNOLOGY REPLACEMENT PURCHASE IN EXCESS OF \$50,000.00: Technology Coordinator, Gary McFarlane, presented a request to purchase replacement computers for teachers at Eastwood, Hucrest, Sunnyslope, Fremont and Joseph Lane. This purchase will significantly improve the technology available to many teachers in the District and enhance their potential for using technology to positively impact student instruction. Mr. McFarlane worked hard to improve the education pricing proposal, getting an improved discount. Some of the computers slated for replacement are at least ten years old, creating difficulty for users in working with various browsers, data bases, etc. The proposed purchase is for the same model previously ordered for Melrose and Fir Grove, and Mr. McFarlane received positive feedback on the equipment from the teachers at those schools.

Director Lee moved to approve the purchase of computers in the amount of \$155,115.00 to Apple, Inc. Director Johnson seconded and the floor opened for discussion.

Director Endicott inquired if it would be advisable to select a lessor model or tablet, and Mr. McFarlane responded that the recommendation was based on the computer processing power required by the teachers, and an attempt for standardization to enable technology staff to support the equipment and teachers to be able to provide assistance to each other.

With discussion concluded, the Motion passed unanimously.

M1-109 Approved Technology Replacement Purchase to Apple, Inc. in the amount of \$155,115.00

TRANSPORTATION CONTRACT APPROVAL: Purchasing Supervisor, Denny Austin, shared that since completion of the student transportation RFP process, staff from First Student has been helping with the transition. The proposed contract with the Ohio-based corporation has been reviewed by Attorney Dan Clark and was updated with Oregon clauses, and is very similar to the contract we had with Durham Transportation over the past 17 years. ODE Pupil Transportation has not yet written rules for student tracking, so a student tracking system will not be pursued at this time. The fleet will be brand new and there will be a student activity vehicle with coach seating and overhead and underneath storage that will not be specific to athletics. This company utilizes a Zonar GPS system, the same as our prior carrier. Representatives from First Student thanked the Board for their confidence and shared their excitement to get started.

Director Endicott moved to approve the proposed transportation contract with First Student, Inc., for a five year period, with an option to extend for five additional one-year periods. Director Patterson seconded and the Motion passed unanimously.

M1-110 Approved Pupil Transportation Contract with First Student, Inc., effective July 1, 2016 through June 30, 2021, with an option to extend for five additional one-year periods

EASTWOOD MODULAR PURCHASE: Superintendent Washburn provided a memo and bid packet to the Board, due to student enrollment at Eastwood Elementary School increasing significantly. The student population reached 470 for a short period of time, and is presently at 463. There are three classes with 29 students, two classes with 28 and 4 with 27. These are the highest classroom sizes in the district. The building has exceeded its capacity to provide space for instructional program, resulting in the principal's office being used to accommodate space for individual reading groups.

We are recommending the purchase of a two-classroom modular to place adjacent to the one already in place. The new model actually costs less than a used modular. The \$99,000 bid includes delivery, with \$21,000 anticipated to put the building in place and associated site work. We propose using money set aside for emergency boiler repair in the hope that Fremont's boilers continue to hold up and we will also defer some maintenance projects. The bigger issue is boundaries. These modulares are able to be moved in the future.

Director Endicott moved to approve the purchase and installation of a modular classroom to be placed at Eastwood Elementary School, with projected costs estimated to be approximately \$120,000. Director Johnson seconded the Motion and the floor opened for discussion.

Director Garcia shared that this proposal was discussed at the Building & Sites Committee Meeting on June 8th. The group discussed school boundaries as well, and determined that it would take at least a year to do that job well. Eastwood needs the additional space now and the Board was aware that the facility space would be tight when we closed a school. At some point, sooner rather than later, we have to deal with boundaries as Fir Grove doesn't have adequate space either. Eastwood's challenge is that there is only one cafeteria/gymnasium combination building. It's a challenge getting students through lunch. We can't keep adding more children to that building without having to add other things.

With discussion concluded, the Motion passed unanimously.

M1-111 Approved purchase and installation of a classroom modular to be placed at Eastwood Elementary School

LEAD TESTING UPDATE: Superintendent Washburn shared that the lead levels in the water in Portland, Oregon has received great media attention. ODE has provided four directives for districts to mitigate and correct. The district had already been looking at this after the Flint, Michigan situation. When discussed at Building & Sites, the Board committee members advocated for work being done by an outside agency, and that is how we will proceed. The first rounds of samples will be at the sites hosting summer student activities. Fir Grove and Jo Lane are scheduled for June 14th, Sunnyslope on the 15th. RHS will have 44 samples taken. Umpqua Research Lab will provide us with results between July 1-8 and is giving the District a discounted rate.

The City of Roseburg water treatment has been testing throughout neighborhoods and they have yet to have any area test positive for lead in amounts sufficient to require mitigation. The district will notify the Board as we go forward and intends to publish the results in the newspaper. Costs for the project could be as much as \$25,000.

TRANSIENT DISCUSSION: Superintendent Washburn noted that following a previous Board discussion, we polled administrators at school sites. The response was that policy is to not have them on district property and to move them along, and there are no issues at this point in time. Facilities Manager, Tracy Grauf, indicated that we are considering installation of lighting in the area of the RHS trash collection bins. Jo Lane and Fremont Middle Schools had experienced issues in the past with people living on the hills/woods above the school sites.

Chair Cotton noted that the District needs to be aware that non-customers are using private dumpsters instead of paying fees at the landfill.

POLICY KGB: PUBLIC CONDUCT ON SCHOOL PROPERTY – for Second Reading and Adoption: Student Services Director, Rick Burton, presented Policy KGB: Public Conduct on School Property, for Second Reading and Adoption. The Board had approved the First Reading at the March 16, 2016 Board Meeting.

Director Patterson moved to approve Policy KGB: Public Conduct on School Property for Second Reading and Adoption. Director Garcia seconded and the floor opened for discussion.

Director Lee requested that the policy be amended by adding the word “marijuana” in No. 9.

Motion to amend the policy passed unanimously.

M1-112 Approved amendment of Policy KGB: Public Conduct on School Property

POLICY KGB: PUBLIC CONDUCT ON SCHOOL PROPERTY – for Second Reading and Adoption: Following approval of the Amended Policy above noted, Director Patterson moved to approve Policy KGB: Public Conduct on School Property AS AMENDED, for Second Reading and Adoption. Director Garcia seconded and the Motion passed unanimously.

M1-113 Approved Policy KGB: Public Conduct on School Property as amended for Second Reading and Adoption.

APPROVE 2016-2017 STUDENT FEES AS RECOMMENDED: Superintendent Washburn presented the recommended student fees for the 2016-17 school year as proposed by our school administrators following multiple meetings. Agreements have been made between buildings regarding what fees should be and instances where fees should be waived if students qualify for free and reduced lunch.

Director Patterson moved to approve the 2016-2017 Student Fees as Recommended. Director Johnson seconded and the Motion passed unanimously.

M1-114 Approved the 2016-2017 Student Fees as Recommended

SUPERINTENDENT’S REPORT: Superintendent Washburn shared his most recent enrollment report. Overall this year, we are down 146 students from last year, ending at 5,847 total enrollment, including our alternative programs. We are anticipating that enrollment will go up by approximately 87 kids at the start of 2016-17. RHS Principal, Jill Weber, and her staff have developed an early warning system that has identified 23 students who will be referred to Phoenix due to risk factors, with the objective of returning to our system in a year. Chronic non-attendance numbers continue to decline, but there remains much work to be done there. The information from the Institute for Research and Reform (IRRE) should be helpful in helping to identify kids earlier and determine issues affecting their attendance. It is important to teach kids and parents in the first year about the importance of being present at school as this becomes a key component for graduation.

Director Johnson noted that with 356 students graduating this June, we appear to be missing about 30 kids. RHS Principal, Jill Weber, explained that not all kids graduate on time. Those with credit deficiencies can finish up on Odysseyware during the summer, while others become fifth-year seniors. Mrs. Weber shared that this is why administration monitors both the fourth and fifth year cohort data. Director Garcia inquired if we are identifying students as early as 9th grade instead of 12th grade in order to provide needed interventions. Mrs. Weber responded that we are looking at students who failed the first semester, many of whom are unprepared to do independent work. “Freshmen On Track” is a huge goal for RHS next year.

Superintendent Washburn reported that staff met with the First Student operations team this week, and noted that they have been very responsive to the district. There are currently 63 applications received from Durham staff. Fifty-nine applicants were interviewed on the 13th. First Student would prefer to hire 12 additional drivers. Some office staff have already been hired, as well as mechanics and a shop manager. The company plans to begin operations at the old transportation site on Diamond Lake Boulevard. They believe that buses will be on site by August 15th. Both organizations feel good about the progress made so far, and First Student is prepared for the ESY program this summer.

We are working to fill 15 remaining vacancies in the District, with some more difficult to fill, such as Special Education and School Psychologist positions. The state has approached us with a grant proposal for the high school to participate in a trauma informed pilot program that essentially designs instructional program around adverse childhood experiences. Principal Jill Weber will consult with her administrative team to determine if there is sufficient interest to move forward, recognizing that this is an area we are already focusing on here in Roseburg. The application would need to be submitted by June 24th.

Superintendent Washburn reminded the Board of his planned vacation absence from the District from June 24th through July 10th.

FINANCIAL REPORT: Chief Operations Officer, Cheryl Northam, reviewed the most recent Financial Report for fiscal year 2015-2016.

INDIVIDUAL DIRECTOR’S REPORTS: Director Meyer shared that he recently returned from his first visit to Costa Rica, noting that since 1948, Costa Rica abolished the military and spends dollars on education and culture and its citizens have not had a single civil war.

Director Garcia shared his sorrow over the Orlando tragedy and sympathy for the families of the victims. He was able to attend the end of the year assembly at Hucrest Elementary where students received awards. He indicated how nice it was to see the younger students understanding the importance of attendance, even when circumstances don’t allow perfect attendance. Students are also demonstrating the importance of giving back and volunteering. Mr. Garcia also appreciates the district moving in a direction of understanding that every person who comes in contact with our buildings needs to be treated like they are the only person in the world at that moment. Visitors deserve to be escorted and shown the positive things happening in our schools.

Director Patterson noted his appreciation for the presentation by IRRE representatives tonight. The survey data is very interesting and we have some interesting meetings ahead of us.

Chair Cotton commented that the past two years of being the Board Chairman has not always been fun. The upcoming July meeting is the annual organizational meeting, and he is unable to attend. He expressed his hope

that Director Charles Lee would be elected the next Chairman, and also asked others who have not yet served to consider being either Chairman or Vice Chair.

COMMITTEE REPORTS: Director Garcia noted that the Building & Sites Committee topics were previously covered this evening, with the exception of the summer project update. He explained that Tracy Grauf provided a very detailed list and associated time frames. He shared his appreciation for Mr. Grauf's comprehensive report of 121 projects, acknowledging his dedicated efforts to save us a great deal of money. He further noted that the Facilities staff have expressed admiration for their department leader.

Mr. Garcia updated the Board that the Jo Lane Middle School floor replacement has been completed.

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 8:45 p.m.

Gerry C. Washburn, Superintendent

GCW/jlk

NEXT MEETING: The July 13th School Board meeting will be held at the administrative office Board Room.