

ROSEBURG PUBLIC SCHOOLS

Regular Board Meeting and Executive Session

Vol. 2 No. 21

June 14, 2017

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	Excused

ADMINISTRATION:

Gerry C. Washburn, Superintendent	X
Richard Burton, Director, Student Services	X
Robert Emerson, Director, Teaching & Learning	X
Robert Freeman, Director, Human Resources	X
Cheryl Northam, Chief Operations Officer	X

BUDGET HEARING Pursuant to ORS 294.453

Chairman Charles Lee brought the Budget Hearing to Order at 6:00 p.m. in the administrative office Board Room. All Cabinet members and Board members were present, with the exception of Director Patterson, who was excused. Media representation consisted of Mr. Kyle Bailey. District Legal Counsel, Dan Clark, was present.

Superintendent Washburn shared that the District is waiting for the Legislature to complete their funding process. The proposed budget document is the same as approved by our Budget Committee, and that is what we are recommending. Should we receive additional funding, we will bring that information back to the Board.

Chief Operations Officer, Cheryl Northam, shared information that was distributed earlier today to district employees in response to questions regarding certain aspects of the District's budget document:

- A question has been raised as to whether or not the district's debt service fund is an internal service fund, and as such, is not permitted to accumulate funds beyond what is required to pay that current year's debt service. The district treats the PERS debt service fund as a debt service fund and we are permitted to accumulate a balance for future debt payments. According to the Governmental Accounting Standards Board, the definition of a debt service fund is "Financial resources that are restricted, committed, or assigned to expenditure for principal and interest. Debt service funds should be used to report resources if legally mandated. Financial resources being accumulated for principal and interest maturing in future years should also be reported in debt service funds."
- Another inquiry questioned the amount that is being held for future debt payments in the PERS debt service fund. The payments from this debt service fund are increasing by over \$10.5 million dollars over the next 11 years. This amount is in addition to the amount of the 2016-17 debt payment of \$3,032,831. The estimated ending fund balance at the end of the 2017-18 year is \$5.8 million, not sufficient to address all increases in debt service payments.
- This increasing PERS debt service payment concern is compounded when we consider the most recent increases in the PERS employer rate. This payment is completely separate from our PERS bonded debt payments. The district's employer rate that we pay directly to PERS increased by an average of 4.5% for 2017-18, resulting in a \$1.2 million cost increase to the district. That increase will continue for the 2018-19 year. PERS rates are changed for the biennium, and we can say with certainty that the PERS employer rate will continue to increase at the same or greater rate for the next two biennia. If the employer rate grows at a similar pace to the 2017-18 increase, we will be paying \$2.4 million more in the 2019-21 biennium and an additional \$2.4 million more in the 2021-23 biennium. This \$4.8 million dollar increase

added to the \$10.5 million increase in the PERS debt payments indicates the district is facing over \$15 million in increased PERS payments over the next 11 years and that amount is in addition to what the district is already paying. To not plan for at least the debt service payments portion of these increases is not financially sound management.

Ms. Northam expressed her hope that this information answers to the Board's satisfaction some of the recent questions that have arisen.

Public Comment:

Mr. Brad Larsen, 1435 Cedarcrest Court South, Salem, Oregon, the Fiscal Services Director for OSEA, distributed a handout he prepared of charts containing information from various Oregon districts with regard to their PERS debt service funds, indicating that only districts with the information available on line were included in his data. He expressed concern of what he believes is a disproportionate amount of fund transfers to prepare for the Districts debt service obligation to PERS. His assertion is that the district is taking money from the classroom to put into debt service for some future date. Mr. Larsen thanked the Board for allowing him the time to provide his information and invited them to contact him with any questions.

ADJOURNMENT: With no other public participants wishing to speak, Chair Lee adjourned the Budget Hearing at 6:15 p.m.

There was a brief recess from 6:15 to 6:25 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 14, 2017, at 6:25 p.m. in the Board Room of the administrative offices located at 1419 NW Valley View Drive, Roseburg, Oregon.

ATTENDANCE: Board members present included Directors Cotton, Endicott, Garcia, Johnson, Lee, and Meyer. Director Patterson was excused. Dr. Washburn and Cabinet Members were all in attendance. Media representative, Kyle Bailey was present.

CALL TO ORDER: Board Chairman, Charles Lee, welcomed attendees and called the regular meeting to order at 6:25 p.m., and asked Director Garcia to lead in the Pledge of Allegiance.

REVIEW OF AGENDA: Superintendent Washburn stated that Item No. 5: Resolution 16-17-17, Budget Appropriation Transfers, has been added to the agenda.

COMMUNICATIONS TO THE BOARD: Superintendent Washburn shared the following licensed resignations:

- Christina Hall, Special Education Teacher at John C. Fremont Middle School, is resigning after one year in the District and will be moving to the Seattle area;
- Marti Hirtle, CDS at Green Elementary School, is resigning after 18 years in the District; following a leave of absence for 2016-2017;
- Nathan Irby, Band Teacher at Joseph Lane Middle School, is resigning after four years in the District and will be relocating to Salem, Oregon;
- Karami Miller, Third Grade Teacher at Fullerton IV Elementary School, is resigning after four years in the District to accept a position in Oakland, Oregon (her place of residence); and

- Jennifer Sweet, Fourth Grade Teacher at Fullerton IV Elementary School, is resigning after one year in the District and will be returning to Medford, Oregon.

CONSENT AGENDA: The Consent Agenda consisted of minutes from the May 24th Board Meeting, Gifts to the District, a Surplus listing and Recommendations for Employment.

Human Resources Director, Robert Freeman, presented recommendations for the following individuals for hire:

- Jody Cunningham, Fourth Grade Teacher at Fullerton IV Elementary School;
- Lisa Hanley, CTE – Woods Teacher at Roseburg High School;
- Dani Jardine, Fourth Grade Teacher at Eastwood Elementary School;
- Typhani Lee, Kindergarten Teacher at Green Elementary School;
- Randy Solansky, Music/Band Teacher at Joseph Lane Middle School;
- Kerby Thompson, Music Teacher;
- Sara Wells, Kindergarten Teacher; and
- Catherine Wilson, Counselor at Roseburg High School.

Mr. Freeman indicated that district staff are excited about the depth of the applicant pool this year. Chair Lee commented that one individual received their degree online, and Mr. Freeman confirmed that we assure through TSPC that the school is accredited and that Oregon recognizes the credits.

Director Endicott moved to approve the Consent Agenda as presented. Director Garcia seconded and the Motion passed unanimously.

M2-112 Approved the Consent Agenda

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

RESOLUTION 16-17-16 ADOPTING THE 2017-2018 BUDGET: Chief Operations Officer, Cheryl Northam, presented the Resolution, indicating that the proposed budget was based on \$7.8 billion in education funding from the state. This is the same budget that was approved by the District’s Budget Committee.

Director Endicott moved to approve the 2017-2018 Budget as presented. Director Endicott inquired for clarification if the state budget comes in at a much greater number, what could happen then? Ms. Northam responded that the Board has the option of increasing appropriations up to 10 percent of any one fund, or could opt for a supplemental budget process. If funding should increase by \$1M or more, the Board will discuss options. The Budget Committee will be invited to participate in any budget discussion. Funds cannot be spent until they are appropriated, and there is a process for that with legal notifications in the newspaper.

Director Johnson seconded and the Motion passed unanimously.

M2-113 Approved the 2017-2018 Budget

ROSEBURG HIGH SCHOOL BOOSTER CLUB / FOUNDATION PROPOSAL: RHS Booster Club members, Karen Goirigolzarri and Brian Prawitz shared their update on efforts of the RHS Booster Club to potentially transition to a foundation. In talking with Principal Weber and Superintendent Washburn earlier in the year, it was agreed that the transition was beyond the purview of the RHS Booster Club. Society has changed and traditional membership in booster clubs is dwindling. The goal is to broaden the support base of the current Booster Club, who currently fund \$5,000 in student scholarships and \$10,000 in classroom grants annually. While the name will change with the movement to a non-profit foundation, the group remains committed to scholarships, grants and larger projects.

Mr. Prawitz explained that the group began looking last year at high school foundations in Oregon, California and New Mexico and located potential by-laws. A local attorney with non-profit background has been assisting as well. The group plans to reach out to approximately 25 potential foundation board members consisting of alumni, community and local leaders with specific skill sets. Potential members will be provided with a letter outlining expectations such as ethics and job descriptions.

Chair Lee inquired if the foundation would be independent from the District, and that is accurate. Dr. Washburn inquired if the group foresees the foundation growing larger to benefit more than the high school, and Mrs. Goirigolzarri responded that they are unsure exactly what it will look like, and the new foundation members will facilitate those processes. A District wide foundation would require a great deal of effort. Chair Lee expressed hope that if this group is successful, it will inspire others. The Board thanked the presenters for their update.

DISCIPLINE POLICY JFC: STUDENT BEHAVIOR STANDARDS AND EXPECTATIONS: Superintendent Washburn commented that the Board has been talking about the significant issues schools are facing with drug-related offenses, etc. and the associated impact of current discipline policy on students to finish school. As part of the process, RHS Principal Weber and Legal Counsel, Dan Clark, have been working on a behavior expectations handbook, identifying items statutorily out of line or missing, rewriting pieces that needed to be addressed, and adding others. This document is the first review. In addition, we will want to add language for discipline policies that apply from bus stop to bus stop. This includes any and all activities from before a student boards the bus to when they disembark. Once a student engages in our system, they are subject to those behavior expectations. The goal is to have materials in place to include in student handbooks prior to the start of the 2017-18 school year.

Director Endicott made a Motion to approve the revised Policy JFC for First Reading. Director Johnson requested that the Second Reading materials include the completely revised copy, rather than the red-lined for ease of reading. Director Endicott inquired if more employees (IA's and drivers) will be involved since this is intended to be "bus stop to bus stop". Dr. Washburn responded that we spent this last year with the Bus Discipline Committee and they worked through it using the PBIS system to assure consistency among staff. Director Endicott noted that as we move to the in-school suspension model at the high school in trying to keep kids in school with the exception of extreme behaviors, will that model transition to the middle schools? Dr. Washburn responded affirmatively if funding is available. Chair Lee pointed out that we are not making changes to existing policies at this point, and Dr. Washburn added that we are still creating the school suspension model. Placement determinations must be in place for students to receive counseling and receive instruction and earn their way back to school. Chair Lee inquired about cyber-bullying behavior, and Dr. Washburn noted that this is addressed within other policies. Director Garcia seconded and the Motion passed unanimously.

M2-114 Approved Policy JFC: Student Behavior Standards and Expectations for First Reading

TECHNOLOGY PURCHASE FOR APPROVAL: Chief Operations Officer, Cheryl Northam, introduced Technology Coordinator, Gary McFarlane, who shared that this request is part of our regular process of replacing computers at the high school and is already included within the approved budget. The order would be placed in early July to allow tech staff to ready the equipment for the 2017-18 school year, with funding to come from the Technology Replacement Fund.

Director Garcia moved to approve the technology purchase as presented. Director Cotton asked when the last purchase for the high school occurred, and Mr. McFarlane indicated that it was 2010 when we last replaced teacher computers at RHS.

Director Endicott seconded and the Motion passed unanimously

M2-115 Approved Single Source Price Quote from Apple Computer in amount of \$64,186 to purchase 15 5-packs of MacBook Air computers and supporting adapters, etc. for the 2017-2018 school year

RESOLUTION 16-17-17: BUDGET APPROPRIATION TRANSFERS FOR 2016-2017: Chief Operations Officer, Cheryl Northam, presented Resolution 16-17-17, indicating that the proposed transfers relate to the current budget for this year. Oregon Budget Law allows moving funds from one type of Function to another. This year, free breakfast was instituted at several of our elementary schools. The program was wonderfully successful, but did result in higher than budgeted food costs. The District also purchased a rental property located behind RHS when the opportunity arose. These are typical for the types of resolutions normally done in the month of June.

Director Endicott moved to approve Resolution 16-17-17: Budget Appropriation Transfers as presented. Director Johnson seconded and the Motion passed unanimously.

M2-116 Approved Resolution 16-17-17 Budget Appropriation Transfers for 2016-2017

PRESCHOOL EARLY LEARNING REPORT: Early Learning Coach, Tatum Stedman, presented an update of our Preschool Early Learning Program. Teaching and Learning Coordinator, Kris Kelso, shared a video featuring findings from Dr. Heckman, illustrating the strong neuro-scientific evidence that determines later success of individuals. The early learning investment ages 0-4 does provide a background to success. Investing in people is at least as important as investing in our infrastructure of roads, structures, etc.

Tatum reviewed the Ready for K parent sessions, focusing on getting a child ready for education. PELI assessment data was used to identify areas to improve to close achievement gaps. High quality preschool instruction consists of a licensed teacher, a full time assistant, small class sizes and high quality instruction.

Kris explained the challenges families face who are overqualified for their student to attend Head Start, but are also unable to afford private preschool. Children need to be able to adjust socially and emotionally to succeed. The current need for pre-K instruction far exceeds our capacity to provide it. The District had 130 applicants for 34 available placements for the two hour per day program.

Our early learning teachers are provided with one collaboration day per month, and it is now a requirement that parents participate in the Ready for K classes. The Department of Education early learning guidelines now include social/emotional within core standards framework for teachers.

Tatum emphasized that our data proved that preschool is making a positive difference. We still have more work to do, but lack capacity. The District will continue working with UCAN Head Start and partner with the Central Learning Hub and Ford Family Foundation. The Ford Foundation has supported us in bringing in a facilitator to work with UCAN Head Start and develop ways to blend and braid with them. Head Start will be moving to Green when the morning class moves there next school year.

Staff feedback from home visits has been very impactful in increasing family engagement. Kris shared that Winston-Dillard has been helpful with that training to build relationships early. We hope to provide “Parent Cafes” next year to further that effort. Yoncalla has been quite successful in giving parents a voice and responding to the needs they express.

Tatum pointed out that children in our early learning programs come to Kindergarten ready to learn and don’t drain the few resources we have in our buildings. Studies indicate that young minds need great learning opportunities between the ages of 0-4.

ATTENDANCE AND ENROLLMENT REPORT:

Dr. Washburn presented current student enrollment, sharing that core enrollment is down 51 students from last year at this time. Overall enrollment with alternative education is down five. Factoring in the weighted average we are down 51 total. Our recovery efforts are clearly making a difference, and Dr. Washburn complimented the high school as placements have become much better. With enrollment numbers running ahead of projections, we are not currently faced with budgetary adjustments.

The Superintendent reviewed the employee absence report, noting that RHS numbers are impacted by district-required PD. Results do indicate that our Professional Learning Communities are accomplishing their goals.

CABINET MEMBER REPORTS:

STUDENT SERVICES DIRECTOR, RICHARD BURTON, noted that he met recently with Compass Mental Health Director, Matt Newey. Their organization is interested in re-engaging with the District in providing student mental health services. Mr. Burton expressed some concern with outside agencies developing visionary programs that result in financial obligations on the part of our District.

Currently, DHS is having difficulty finding foster care for children with mental health and learning needs. Douglas County has some of the highest foster care rates in the state. A potential solution is the now dormant Pitchford Boys Ranch, a facility on 20 acres that could potentially be utilized as a learning center.

Dr. Washburn pointed out that any program we are tasked with needs to “break even”. It has become apparent that the Juvenile Detention Center cost in excess of \$15,000 last year above funding levels. The vast majority of those students are coming in from out of our County.

Mr. Burton also met with ESD Superintendent Michael Lasher and Brian Hinson regarding autism services. In response to our concerns, the ESD is offering us more time next year for increased student supports.

The District has served approximately 150 homeless students this past school year. The number one factor in homelessness appears to be affordable housing within the city limits. If a family is evicted, they are unable to obtain replacement housing.

HUMAN RESOURCES DIRECTOR, ROBERT FREEMAN, shared that his department is focusing 100% on personnel at present, assuring that we are following processes with layoff and recall. The remainder of Mr. Freeman's report will be delivered in Executive Session.

SUPERINTENDENT'S REPORT: Dr. Washburn gave a shout out to the high school for data indicating that our students who attend community colleges have only 10% enrolled in remedial English classes. This speaks strongly that our students are prepared for college. However, 33% of students are significantly below the national and state averages in Math. Director Endicott requested data on the RHS ActiveEd Program.

The Superintendent informed that Board that Adroit Construction has notified us that they were unable to obtain bids from sub-contractors in order to begin the Green Seismic Rehabilitation Grant program this summer. They would like to delay until the summer of 2018. We have received an extension until November 2018 so the grant funding is not in jeopardy. However, the District is now reviewing the entire process and we are extremely disappointed not to be moving forward.

Preliminary standards based testing results were shared. RHS continues to perform well above the state average in Math. We continue to be concerned overall with elementary results; although there are areas in all schools and grade levels that are performing above the state average.

The Board was provided with the Educational Plan Executive Summary.

FINANCIAL REPORT: Chief Operations Officer, Cheryl Northam, presented the most current financial report on the last page of the Board Packet.

COMMITTEE REPORTS – BUILDING & SITES: Committee Chair, Joseph Garcia, reported on the May 17, 2017 Committee Meeting. The committee discussed the Stanton Street access point to pursue an alternate bus pick up and drop off point at Fremont Middle School. We are to wait until the HADCO 45-day neighborhood comment period concludes in August/September before any further work can be done on this request.

Director Garcia also reviewed the Eastwood Nature Trail erosion issue. He expressed frustration with the delay of the Green Seismic Rehabilitation project, as the committee had voiced concerns from the very beginning regarding the steel requirements, and were assured that it would not be an issue. He looks forward to an independent evaluation and discussion on how to move forward.

He also referred to the listing of summer projects which is self-explanatory.

INDIVIDUAL DIRECTOR'S REPORTS:

Director Garcia reported that he had a great time at the recent RHS graduation ceremony. He shared his amazement at how nervous our graduates are when they receive their diplomas. He reflected that it's such a cool moment to experience as a board member and to remember what we do and why we do it. He thanked

the staff from top to bottom, explaining that every year we go through a variety of processes in getting through the school year, teaching a lot of kids and doing great work.

Director Endicott also thanked teachers and staff, including office assistants, food service and confidential. As we enter the summer months, we all need to support the maintenance, custodial and IT staff who have a lot to accomplish in a short amount of time.

PUBLIC PARTICIPATION: Karlyn Hooten, instructional assistant, expressed curiosity of the logic of laying off IA's when she has heard concerns this evening regarding helping students be successful and the challenges of addressing behavior problems. Chair Lee responded that the District believes, with input from experts, that our instructional model could be more efficient with teachers dealing directly with students. Ms. Hooten shared her concern of students disrupting instruction or leaving the classroom. Superintendent Washburn responded that all staff will be provided with a fairly detailed education tomorrow. He also noted that the student behaviors she is concerned with are appropriate ways for IA's and schools to respond to behaviors. The problem occurs when IA's are teaching students as opposed to working in a support model. Dr. Washburn explained that his belief and research indicates that highly trained IA's can be very effective in supporting the instructional model. The District's current model won't support where we want to go. Our IA's need to be provided training in order to be highly effective, resulting in fewer but better trained staff. Ms. Hooten thanked the Superintendent and Chair for their insights.

ADJOURNMENT: With no further business, Chair Lee recessed the regular meeting at 8:16 p.m.

EXECUTIVE SESSION: Chair Lee brought an Executive Session to order at 8:23 p.m. pursuant to ORS 192.660(2)(d) to allow Human Resources Director, Robert Freeman, to provide an update on Classified negotiations; and ORS 192.660(2)(h) to allow Student Services Director, Richard Burton, an opportunity to provide an update on legal matters.

ADJOURNMENT: With discussion concluded, Chair Lee closed the Executive Session at 9:22 p.m. and reconvened into regular session. Meeting was then adjourned at 9:22 p.m.

Gerry C. Washburn, Ed.D.
Superintendent

GCW/jlk

NEXT MEETING: *The July 12, 2017, School Board meeting will be held in the administrative office Board Room located at 1419 Northwest Valley View Drive, Roseburg, Oregon.*