

ROSEBURG PUBLIC SCHOOLS

Regular Board Meeting

Vol. 3 No. 3

August 23, 2017

BOARD MEMBERS:

Rodney Cotton	X
Daniel Endicott	X
Joseph Garcia	Excused
Rev. Howard Johnson	Excused
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

MINUTES OF THE REGULAR BOARD MEETING

TIME/PLACE: A meeting of the Douglas County School District No. 4 Board of Directors was held on Wednesday, August 23, 2017, at 6:00 p.m. in the administrative office Board Room at 1419 NW Valley View Drive, Roseburg, Oregon.

CALL TO ORDER: Board Chairman, Charles Lee, welcomed attendees and called the meeting to order at 6:00 p.m. District patron, Owen Dykema, led in the Pledge of Allegiance.

ATTENDANCE: Directors Garcia, Johnson and Patterson were excused for the evening. All other Board members and cabinet members were in attendance. No media representatives were present. The superintendent reminded the Board that with three board members excused, any voting would have to be unanimous.

REVIEW OF AGENDA: Superintendent Washburn announced changes to the agenda including Item 4, instruction time MOU with the REA; Item 5, recommendation for approval of COLA, insurance cap and opt-out amount for administrators, managers, supervisors and confidential staff; and Item 6, Policy JECAD: Custodial/Non-Custodial Parent – District Relations for Second First Reading.

COMMUNICATIONS TO THE BOARD: Superintendent Washburn announced receiving resignations from the following licensed staff:

- Lyn Fienhold is unable to relocate from Hawaii at this time and is therefore unable to accept the Fourth Grade position at Winchester;
- Kirstie Hellenthal is unable to accept the Elementary PE position due to family commitments;
- Jeff Lee, Technology Teacher at Fremont Middle School, has submitted his resignation after three years in the District in order to pursue an education career with the Department of Defense in Cuba;
- Typhani Lee, is unable to accept the Kindergarten Teacher position at Green Elementary as she will also be relocating out of the country; and
- William “Joe” Martin, English Teacher at Roseburg High School, has submitted his resignation after 14 years in the District to accept a teaching position in the Salem area.

CONSENT AGENDA: The Consent Agenda this evening included Minutes from the August 9, 2017 Board meeting, along with personnel transactions.

Director of Human Resources, Robert Freeman, presented employment recommendations as follows:

- Jessica Farias, Kindergarten Teacher at Hucrest Elementary School; and
- Gretchen Lake, Elementary Physical Education Teacher.

Director Endicott moved to approve the minutes of August 9th. Director Cotton seconded and the Motion passed unanimously.

M3-21 Approved Minutes from the August 9 th Board Meeting
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Director Endicott then moved to approve the recommendations for hire as presented by Mr. Freeman. Director Cotton seconded and the Motion passed unanimously.

M3-22 Approved the recommendations for hire as presented
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PUBLIC PARTICIPATION: There was no one wishing to address the Board.

ATTENDANCE UPDATE: Teaching and Learning Coordinator, Kristina Kelso, presented an update of district attendance activities, focusing on the “Strive for Five” initiative, intended to encourage students not to exceed five absences per school year. Kris joins other district staff in reaching out to our community partners such as the United Way to send a consistent message to all students in the County. Kris has investigated how Attendance Works.com has been used by a school district in Grand Rapids, Michigan. They undertook the “Strive for Five” campaign and involved the community by utilizing banners, posters and stickers on coffee cups to promote awareness of their attendance problems.

Mrs. Kelso reminded the audience that students who fail to meet Third Grade reading standards are four times as likely to drop out of high school and eight times more likely to be incarcerated. Studies show that for every dollar invested, we receive \$1.57 in return, proving that not only is that initiative the right thing to do, it is also the smart thing.

Five of our schools have achieved a decrease in chronic non-attendance this past year. Unfortunately, 20-25% of our students are chronically absent. Mrs. Kelso noted that this year staff are committed to determining the reasons for absences, such as birthdays and vacations, transportation, etc. Many parents don’t realize that even one day per month adds up, particularly at the elementary level when the educational foundation is being formed. Attending school regularly has a direct impact on academic achievement and sets up positive behaviors for life. Missing more than five days of school per year puts a student at risk.

Strategies include attendance challenges by grade level, yard signs, parental engagement, making parents feel welcome at schools, and encouragement stickers that urge students to be on time and ready to learn. Kris shared that it really does “take a village” to help children reach their full potential. The Roseburg City Council will be considering a Proclamation next week in support of Attendance Awareness Month.

Director Cotton shared that McDonalds would be happy to participate in the ¼ page stuffers for meals, and they are also providing incentives for their student workers to be successful in school. Both Sutherlin and Winston school districts are involved in attendance initiatives. Mr. Cotton pointed out that

some students are put in a position to have to choose between working to support their families and attending school and completing their education. Director Endicott suggested using district vehicles and student transportation buses for advertising the attendance message.

RESOLUTION 17-18-10: ATTENDANCE AWARENESS MONTH: In support of “Strive for Five” Superintendent Washburn presented Resolution 17-18-10: designating the month of September 2017 as Attendance Awareness Month. Dr. Washburn shared that perfect attendance is difficult to achieve, but a goal of fewer than five absences has the potential for a greater number of students to be successful in their goal. The City of Roseburg is supporting our attendance efforts and is partnering with the District in bringing attention to this huge problem.

Director Endicott moved to approve Resolution 17-18-10 designating September as Attendance Awareness Month. Director Meyer seconded and the Motion passed unanimously.

M3-23 Adopted Resolution 17-18-10 designating September 2017 as Attendance Awareness Month

POLICY JG/JGD/JGE: DISCIPLINE – SUSPENSION/EXPULSION: Superintendent Washburn noted that this policy reading was postponed from the prior meeting and he has been working with Legal Counsel, Dan Clark, prior to bringing the policy back for Second First Reading. Student handbooks have been distributed for 2017-2018. Chair Lee suggested bringing the policy back for Second Reading and Adoption in September when more Board members are present.

Director Endicott moved to approve Policy JG/JGD/JGE: Discipline – Suspension/Expulsion for Second First Reading. Director Cotton seconded and the Motion passed unanimously.

M3-24 Approved Policy JG/JGD/JGE: Discipline – Suspension/Expulsion for Second First Reading

MEMORANDUM OF UNDERSTANDING BETWEEN THE DISTRICT AND THE ROSEBURG EDUCATION ASSOCIATION (REA) SPECIFIC TO INSTRUCTIONAL HOURS: Human Resources Director, Robert Freeman explained that this MOU does not change the CBA, as the 26.5 hours of daily instructional time was bargained in 2015 and this is an effort to maintain consistency among all buildings.

Director Meyer moved to approve the instructional time Memorandum of Understanding between the District and the Roseburg Education Association for our licensed staff effective through the 2015-2018 collective bargaining agreement. Director Endicott seconded and the Motion passed unanimously.

M3-25 Approved MOU between the District and REA concerning instructional time effective through the 2015-2018 Collective Bargaining Agreement.

RECOMMENDATION FOR COLA, INSURANCE CAP AND OPT-OUT AMOUNTS FOR ADMINISTRATORS, MANAGERS, SUPERVISORS AND CONFIDENTIAL STAFF: Human Resources Director, Robert Freeman, and the superintendent shared the recommendation to approve the same 2% COLA, \$50 addition to the insurance cap and \$25 increase to opt-out amount as was approved for licensed staff, retroactive to July 1, 2017 for our administrative and confidential staff members. Dr. Washburn excluded his position from the recommendation.

Director Endicott moved to approve the increases to COLA, insurance cap and opt out amounts as noted above (identical to that approved for licensed staff) as presented. Director Meyer seconded and the Motion passed unanimously.

M3-26 Approved recommendation for COLA, insurance cap and opt-out amounts for administrators, managers, supervisors and confidential staff for 2017-2018

RECOMMENDATION FOR COLA, INSURANCE CAP AND OPT-OUT AMOUNTS FOR SUPERINTENDENT WASHBURN: Board Chair, Charles Lee, suggested that the identical recommendation as noted above also be considered for the superintendent.

Director Cotton moved to approve identical COLA, insurance cap and opt-out amounts as approved above for the superintendent, Gerry C. Washburn. Director Cotton alerted the Board that he would like to have a discussion in the near future regarding the Superintendent's compensation. Director Endicott requested that the other administrator on separate contract, the Chief Operations Officer, not be overlooked and should receive the same benefits. Dr. Washburn assured him that the contracts will be consistent. He also explained that due to the scope of duties (24-hours in cases of emergency) for our Facilities Manager, his classification has been moved from Level II to III effective July 1, 2017.

Director Endicott seconded and the Motion passed unanimously.

M3-27 Approved recommendation for COLA, insurance cap and opt-out amounts for the Superintendent and Chief Operations Officer, identical to above-noted agreement for administrators and confidential staff.

POLICY JECAD: CUSTODIAL/NON-CUSTODIAL PARENT – DISTRICT RELATIONS, FOR SECOND FIRST READING: Superintendent Washburn noted that the Board requested that this policy be returned for Second First Reading this month pursuant to concerns for CASA and non-biological parents who do not have rights.

For purpose of discussion, Director Cotton moved to approve Policy JECAD: Custodial/Non-Custodial Parent-District Relations, for Second First Reading. Chair Lee shared that foster children can suffer from poor attendance. Problems occur when parents have a child out of wedlock and then separate, the non-custodial parent loses rights until a court order is in place. Principal Weber stated that it's difficult for the schools when parents bring in conflicting paperwork.

Director Endicott seconded and the Motion to approve for Second First Reading passed unanimously.

M3-28	Approved	Policy	JECAD:
Custodial/Non-Custodial	Parent	–	District
Relations, for Second First Reading			

REPORTS BY CABINET MEMBERS:

Human Resources Director, Robert Freeman, shared some background for the reduction in instructional assistants. At the start of 2016-17, Cabinet began discussing our instructional model, and the lack of a formula in assigning support staff to buildings. In researching best methods of allocating resources and looking at the instructional model and services for eligible students, the team also looked at Sped caseloads at each building and considered a formula based on population for general education. Labor management was included in discussion of allocating resources and HR stopped posting vacancies as regular positions and filled in with subs or temporary positions in anticipation of potential layoffs. Thirty six staff members received notice they would be on a layoff and recall list. Of those remaining, many were reallocated with some assigned to different buildings. Many were rehired into different classifications, either IA II or IA I. Today there are 13 remaining on the list as every effort was made to reduce the human impact of this change.

Teaching and Learning Director, Robert Emerson, has submitted grant applications for PE. We expect to hear on Friday if those efforts are successful. This would result in the hiring of two more PE teachers to attain the same delivery model as the Music program.

Student Services Director, Richard Burton, shared that he has been meeting with Compass mental health providers in efforts to increase supports, and possibly open a classroom with DART (day and residential treatment) in the future. Mr. Burton expressed his appreciation for the Douglas ESD assigning an autism specialist full-time to work with our District. This is a huge step in providing more support for this student population. We are also exploring updating new technology diagnostics with our school psychologists by utilizing iPads to engage children.

Mr. Burton also thanked Facilities Manager, Tracy Grauf, and Chief Operations Officer, Cheryl Northam, for their efforts in assuring that sites and services are in place to serve our students with highest needs.

Phoenix Charter School has a new principal, Brandy Osborne, and we look forward to working with her.

SUPERINTENDENT’S REPORT: Superintendent Washburn will be meeting with the Oregon Executive Counsel of Superintendents on Friday as part of his involvement with that organization. He is preparing for the “Welcome Back” gathering next Monday that will include a powerful presentation by one of our students. The Board is invited to attend that event at the Rose Theater. A representative from SAIF will be presenting on slips and falls and how employees can take care of themselves. A Conscious Discipline presentation is also on the agenda.

Administrators met with our transportation company, First Student, today. Principal Weber presented on students in poverty and Principal Freeman presented on not taking negative behavior personally. PBIS was presented by Sam Moore, and all the information was well received by the attendees. Facilities Manager, Tracy Grauf, is interested in a similar presentation for his custodial staff, as everyone needs to better understand their role in understanding children and their behaviors.

The 2017-18 school year begins on Tuesday, September 5th. We are receiving more out of district transfer requests than is usual for this time of year.

INDIVIDUAL DIRECTOR'S REPORTS: Director Meyer asked for clarification of how many instructional positions remain unfilled. Mr. Freeman shared that there are approximately three teaching positions and potentially two more if the PE grant is successful.

Director Cotton commented that he is hearing very positive comments from teachers about the expansion of Music and PE this year.

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

ADJOURNMENT: With no further business before the Board, Chairman Lee adjourned the regular meeting at 7:00 p.m.

Gerry C. Washburn, Superintendent

GCW/jlk

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