

ROSEBURG PUBLIC SCHOOLS

		<i>Regular Board Meeting</i>			
Vol. 3 No. 14				January 10, 2018	
BOARD MEMBERS:		ADMINISTRATION:			
Rodney Cotton	X	Gerry C. Washburn, Superintendent			X
Daniel Endicott	X	Richard Burton, Director, Student Services			X
Joseph Garcia	Excused	Robert Emerson, Director, Teaching & Learning			X
Rev. Howard Johnson	X	Robert Freeman, Director, Human Resources			X
Charles F. Lee	X	Cheryl Northam, Chief Operations Officer			X
Paul E. Meyer	X				
Steve Patterson	Excused				

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, January 10, 2018, at 6:00 p.m. in the Administrative Office Board Room located 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. and asked community member, Owen Dykema, to lead in the Pledge of Allegiance.

ATTENDANCE: Board members and cabinet members were in attendance, with the exception of Directors Garcia and Patterson, who were both excused. News Review sports reporter Sanna Godfrey was present.

REVIEW OF AGENDA: Superintendent Washburn noted that there were no changes to the agenda.

COMMUNICATIONS TO THE BOARD: Dr. Washburn announced three resignations:

- After a year and a half in the District, Crystal Reynolds, Sixth Grade Language Arts/Social Studies Teacher at Fremont Middle School;
- Winchester Principal, Melissa Locke-Warnicke, submitted her resignation after three years in the District in order to pursue opportunities outside the District; and
- Alternative Education Coordinator, Randal Olsen, has submitted his resignation effective June 30, 2018 with the intention of returning in the fall as a classroom teacher.

The Superintendent expressed his appreciation for the effort put in by Principal Locke on behalf of the District and wished her success in her future endeavors. Dr. Washburn also shared that in honor of the great work done so far for students, we are very excited to have Mr. Olsen remain in the District.

STUDENT RECOGNITION: Certificates of achievement and gift certificates from McDonalds were presented to the following deserving students:

Kohle Hadwen, Fifth Grade Student at Melrose Elementary, was introduced by Principal Rasmussen, who honored Kohle for making a profound difference at school as he strives to eventually become a Wildlife Biologist. Teachers report his exemplary attendance, focus, and accepting the challenge of doing his best work at all times. Compassionate, thoughtful and respectful, Kohle is greatly looking forward to moving on to join his sister at Fremont Middle School next year.

Hunter Fullerton, Seventh Grade Student at Joseph Lane Middle School, was introduced by Principal Bartlett, who shared that Hunter is a very hard working and engaged student who would eventually like to become an insurance broker like his father, or an accountant. Favorite sports include basketball, golf, baseball, biking, and enjoying movies and the outdoors. Teachers share that his Pioneer Spirit qualities make him a tremendous representative of the school.

RHS STUDENT LEADERSHIP REPORT: Leadership students Carolyn CUILTY, Brendan Ibarra and Garrett Zeimet reported on activities at the high school. Brendan gave a report of all the latest sports competitions. Carolyn announced that a motivational assembly has been scheduled for February 20th. Garrett shared that over the winter break, student leaders created positive notes of encouragement to welcome fellow students back to school after the holidays. Prior to the break, the school was decked out with illuminated paper snowflakes to create a festive atmosphere. The Annual RHS Arts Assembly will take place on February 8th with a “Roseburg Got Talent” theme, followed by a “T-Shirt” dance the following evening. In recognition of Board Appreciation Month, each Board member was presented with an individual card from the students thanking them for their service.

CONSENT AGENDA: The Consent Agenda this evening included Minutes from the December 13, 2017 Board meeting and Gifts to the District.

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

M3-78 Approved the Consent Agenda

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

Recess: At 6:18 p.m. there was a brief recess while members of the audience departed. The meeting resumed at 6:21 p.m.

GOVERNOR’S PROCLAMATION OF SCHOOL BOARD RECOGNITION MONTH:

Superintendent Washburn presented the Proclamation as published by Oregon’s Governor declaring the month of January as School Board Appreciation Month. Dr. Washburn reflected that our Board Members’ time and effort dedicated to the students in our District is critical in the work we do, and many of them have been doing so for a considerable length of time. Sodexo Food Service Director, Kyle Micken, had prepared a small token of appreciation in recognition of each member of the Board. Dr. Washburn stated that we join the community and staff in recognizing these hard-working individuals for their commitment to Roseburg Public Schools.

RE-APPOINTMENT OF BUDGET COMMITTEE MEMBERS:

Two of our Budget Committee members, John Markovich and Bernis Wagner, each had terms expiring on June 30, 2017. They have indicated their willingness to continue to serve on this essential committee.

Board members voted via ballot and Chairman Lee reported that both Mr. Markovich and Ms. Wagner had been unanimously re-elected to their positions on the District’s Budget Committee.

AWARD CONTRACT FOR CM/GC SERVICES TO VITUS CONSTRUCTION FOR SEISMIC REHABILITATION PROJECTS AT GREEN AND FULLERTON IV ELEMENTARY SCHOOLS:

Chief Operations Officer, Cheryl Northam, had provided her memorandum requesting that Board approve Vitus

Construction Company as CM/GC for the Green and Fullerton IV seismic rehabilitation projects. As the sole respondent to the December 2017 RFP, Vitus Construction representatives met with staff from ZCS Engineering, West Coast Construction and the District on January 5, 2018 to review project expectations and deadlines. Vitus has completed seismic projects in other districts including Curry County, Port Orford and Grants Pass. As outlined in the memorandum, it is expected that the Green project will be completed in the summer of 2018, and the completion date for the Fullerton IV project may extend into the summer of 2019.

Director Meyer moved to award CM/GC services for the seismic rehabilitation projects for both Green and Fullerton IV Elementary Schools to Vitus Construction. Director Cotton seconded. Superintendent Washburn confirmed that state-wide, other districts are experiencing difficulties in obtaining sub-contractors to complete these projects within requested time-frames and the state has been issuing extensions beyond the original two-year periods to allow sufficient time for projects to be completed. The Motion passed unanimously.

M3-79 Awarded the CM/GC contract for the seismic rehabilitation projects at both Green and Fullerton IV Elementary Schools to Vitus Construction Company
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POLICY IGBA: STUDENTS WITH DISABILITIES – CHILD IDENTIFICATION PROCEDURES, for First Reading:

Student Services Director, Richard Burton reported that this revised policy is brought forward with minor amendments with regard to our obligations to identify students with learning disabilities as early as possible. This includes private, public, home-school and charter school students. Evaluations are provided through Douglas ESD to determine if learning or physical disabilities exist that could impact educational outcomes.

Director Meyer moved to approve Policy IGBA: STUDENTS WITH DISABILITIES – CHILD IDENTIFICATION PROCEDURES, for First Reading. Director Cotton seconded. Director Meyer received clarification that the proposed changes pertain to students who graduate with modified diplomas being ineligible for post-secondary supports as of July 2017. The Motion passed unanimously.

M3-80 Approved Policy IGBA: STUDENTS WITH DISABILITIES – CHILD IDENTIFICATION PROCEDURES, for First Reading

COMMITTEE REPORT: FINANCE COMMITTEE MEETING OF DECEMBER 13, 2017:

The Finance Committee Chairperson, Paul Meyer, reported that Chief Operations Officer, Cheryl Northam, had provided copies of the annual Financial Report at the prior Board meeting. Directors Meyer and Cotton attended the December 13, 2017 Committee Meeting where the auditor presented the findings from the annual audit to the committee members. The District received a clean report with a minor ‘hiccup’ in the Special Revenue Fund – Community Service that related to the Food Service Program. Board members had no questions regarding the committee report or annual audit report.

APPROVE 2016-17 AUDITED FINANCIAL STATEMENT:

Chief Operations Officer, Cheryl Northam, presented the 2016-17 Audited Financial Statement prepared by the KDP auditing firm that Director Meyer had just referenced during his Finance Committee Report, and asked if there were any questions or concerns. There were none.

Director Endicott moved to approve the 2016-17 Audited Financial Statement as presented. Director Cotton

seconded and the Motion passed unanimously.

M3-81 Approved the 2016-17 Audited
Financial Statement

APPROVE 2018-2019 SCHOOL YEAR CALENDAR:

Human Resources Director, Robert Freeman, presented the proposed 2018-19 school year calendar, sharing that administration, teachers and union representatives participated in its development. Principal Weber confirmed that she has received positive feedback from families regarding moving the graduation ceremony to Saturday. Starting the school year after the Labor Day Holiday hopefully lessens absenteeism due to family vacation schedules. Dr. Washburn noted that area superintendents had discussed coordinating calendars across districts, but is very difficult considering the four-and five-day school schedules. Dr. Washburn indicated that November is the shortest instructional month, and he would like to find a solution to the problems this creates for some of our students.

Director Meyer moved to adopt the 2018-19 school year calendar. Director Endicott seconded and the Motion passed unanimously.

M3-82 Approved the 2018-2019 school
year calendar

STUDENT ENROLLMENT/ATTENDANCE:

Superintendent Washburn shared that student enrollment numbers dipped below 6,000 with numbers of students transferring both in and out of the district remaining nearly equal. The number of students in our alternative high school continues to grow. Alternative Education Coordinator, Randal Olsen, reports his projection of 52 students at the Rose site, a significant jump from where we started at the beginning of the year.

Chronic attendance numbers are not yet where we would like them to be, but the school principals and staff are working very hard to get their numbers as low as possible. Dr. Washburn confirmed for Director Cotton that the flu season is having a huge impact, with 127 students out on a single day at RHS. Director Cotton encouraged staff to continue efforts to engage our local business community in attendance efforts.

REPORTS BY CABINET MEMBERS:

Human Resources Director, Robert Freeman, reported that HR staff have been dealing with numerous personnel issues. The Winchester Principal vacancy has resulted in inquiries from Portland to Las Vegas in addition to in-house. Keith Kronser graciously accepted the invitation to act as Interim Principal while the District actively seeks a successor. Mr. Kronser is enjoying interacting with the kindergarten students and is very engaged with the Winchester parents. Mr. Freeman shared how fortunate our District is to have such talented retired administrators to assist us when needed.

The HR team continues to work on the Volunteer Handbook and are getting closer to bringing that document to the Board. Progress is not quite as far on the Employee Handbook.

Student Services Director, Richard Burton, presented the most current student numbers in Special Education. We have approximately eleven percent of students identified as either high or low incidence through Child Count. These include District students, students transferring in and others who are effectively homeless. Mr. Burton recapped the services currently provided through the Creek Side Shelter, Fowler House and

Touchstone/River Rock facilities. The vast majority of students receiving services at Fowler House, River Rock and Creek Side are from outside of our district attendance areas. Student Services Coordinator, Deborah Thiessen, has projected approximately ten additional students who will be in need of DLC placements next year. Douglas ESD staff do the evaluations used to determine occupational and physical therapy needs for these students. Last year approximately 300 evaluations were completed. Mr. Burton noted that student behaviors can be the biggest indicator of learning disabilities. There are huge efforts being made to help parents develop effective parenting skills as well.

SUPERINTENDENT'S REPORT: Superintendent Washburn reported that our Nutrition Services Lunch Box Express provided 270 meals to students over the holiday break. This continues to be a good program for students taking advantage of it. Participation is nearly non-existent the day after Christmas, and we plan to not schedule that day in future years. The service will be provided over Spring Break as well. Dr. Washburn expressed his appreciation for the valuable services provided by our food service provider, Sodexo, and the dedication of our local Food Service Director, Kyle Micken.

The Board was invited to attend the annual Phoenix Charter School review tomorrow from 2:45 to 4:30 p.m. at Phoenix School. The Superintendent, Mr. Emerson and Mr. Burton will be attending and a report will be provided to the Board in late January or early February.

Dr. Washburn has been invited to attend a Successful Communication Strategies Meeting arranged by Douglas County Commissioner, Tim Freeman, focusing on positive messages here in Douglas County.

Tasks remaining from the December Board Meeting include the staff evaluation summary that Mr. Freeman will share with the Board in February. Dr. Washburn is investigating Legal Counsel Agreements in other districts, as well as public relations staffing.

Director Cotton inquired if we plan to acknowledge the years of legal services provided to us by former Legal Counsel, Dan Clark. Dr. Washburn is intending to recognize Attorney Clark in early 2018 if we can arrange for him to visit Roseburg. Chairman Lee recalled that a review of processes for dealing with perceived conflicts is coming up, hopefully in February.

COMMITTEE REPORTS – Finance Committee (reported earlier)

INDIVIDUAL DIRECTOR'S REPORTS:

There were no individual reports.

PUBLIC PARTICIPATION: Mr. Owen Dykema, 1970 W. Harvard Blvd, Riverview Terrace #330, Roseburg, Oregon, shared that he had to abandon his effort to engage the local Kiwanis organization in his early childhood program to promote positive experiences for this fragile age group, but is scheduled to meet with Student Services Director, Rick Burton, later this week to discuss possible alternatives.

ADJOURNMENT: With no further business before the Board, Chairman Lee adjourned the meeting at 7:10 p.m.

Gerry C. Washburn, Superintendent

GCW/jlk

NEXT MEETING: The January 24th School Board Meeting will be held at 6:00 p.m. in the Media Center at Winchester Elementary School, 217 Pioneer Way in Winchester, Oregon.