

ROSEBURG PUBLIC SCHOOLS

Eastwood Elementary School
2550 SE Waldon Avenue
Roseburg, Oregon 97470
Board Meeting

Vol 3 No. 24

May 23, 2018

Board Members:

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

Administration:

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

REGULAR SESSION

TIME/PLACE: A meeting of the Douglas County School District No. 4 Board of Directors was held on Wednesday, May 23, 2018, at the Library of Eastwood Elementary School, located at 2550 SE Waldon Avenue, Roseburg, Oregon.

CALL TO ORDER: Board Chairman, Charles Lee, welcomed attendees and called the meeting to order at 6:00 p.m. and lead the Pledge of Allegiance.

ATTENDANCE: Board members were in attendance, with Director Garcia attending via telephone.

REVIEW OF AGENDA: Superintendent Washburn announced that due to recent technology issues, review of minutes will be delayed to a future meeting. The Financial Report postponed from the May 9th meeting will be included in the Cabinet Member Reports.

COMMUNICATIONS TO THE BOARD: Dr. Washburn shared the followed licensed resignations:

- Ryan Chandler, CDS at Fullerton IV Elementary School, after five years in the District; and
- Shelby Shaw, Special Education Teacher at Fremont Middle School, after less than one year with the District to accept a position with the Glide School District.

WELCOME TO EASTWOOD ELEMENTARY SCHOOL: Principal Nicki Opp shared that the Eastwood Fifth Grade students are busy with Camp Eastwood this week. Board members were invited to attend tonight's BBQ in the outdoor dining hall where they enjoyed the Student of the Month presentation to Kirra Farrer. Mrs. Opp announced that immediately after Spring Break, a very creative new Master Schedule was implemented that effectively streamlined schedules for the highest needs students and alleviated the "pressure cooker" atmosphere. The 440-member student body is now actively involved in activities during recess, such as four-square, hockey, kick ball, etc. Student referrals have been reduced dramatically to only one, so the new schedule is having fabulous results. Students especially enjoy having recess with their siblings and many of them have thanked Principal Opp for this welcome change in their school day.

STUDENT RECOGNITION: Certificates of achievement, letters of acknowledgement and certificates from McDonald's were presented to the following students:

- Kirra Farrer, Fifth Grade Student at Eastwood Elementary, was recognized during the Camp Eastwood BBQ, for her selflessness, volunteerism and academic dedication. Kirra aspires to one day become a veterinarian;
- Max Johnson, Fifth Grade Student at Fir Grove Elementary, in recognition of his enthusiasm for learning and compassion and support of his fellow students;
- Conner Dryden, Fifth Grade Student at Winchester Elementary, in honor of being a strong role model for others while incorporating humor into the classroom.

The presentation for Melrose Fifth Grade Student, Hannah Newman, was postponed as the family was unable to attend.

STAFF RECOGNITION: Two staff members were presented with the Crystal Apple Award:

- Judy Kulluson, Eastwood Elementary Associate Librarian for the last 28 years, was honored for creating a library space where all students feel welcome and connected. Judy hosts book fairs, participates on the Battle of the Books Committee, films and records morning PBIS announcements and has served as President of the OSEA, representing classified employees.
- Stefanie Arents, Instructional Assistant at Winchester Elementary, was honored for being an invaluable member of the Winchester team, challenging students to be the best they can possibly be. Stefanie is currently working toward her teaching credential.

STUDENT LEADERSHIP REPORT: RHS leadership students John Sajo and Ally Woodring shared the most happenings at the high school. Marinda Carlyle was excused due to a playoff game. Most of the sports teams enjoyed exceptional seasons and earned a trip to playoffs. Student elections have concluded, with Ally Woodring and Merhawi Stephen Lake to serve as co-presidents next year. Final band and choir concerts are scheduled next week, along with the PRIDE activity on the field next Wednesday. A Homegoing Assembly for the entire student body takes place this Friday, a final opportunity to bid farewell to the 2018 graduating class. Senior Sunset activities will be held on June 5th. Graduation will be held on the field on Saturday, June 9th, with Grad Night to follow later that evening.

CONSENT AGENDA: Superintendent Washburn submitted the most recent listing of Gifts to the District for consideration. Dr. Washburn thanked the Roseburg Rotary Club and the First Presbyterian Church for the sizeable donations for Chrome Books and food security bags for the homeless. Human Resources Director, Robert Freeman, shared the following five licensed staff recommendations for hire:

- Megan Driver, Child Development Specialist at Green Elementary;
- Amanda Haga, Fullerton IV Elementary Teacher;
- Evan Hendry, Social Studies Teacher at Fremont Middle School;
- Ryan Jephson, CDS at Eastwood Elementary School; and
- Daron Knight, Language Arts and Social Studies Teacher at Fremont Middle School.

Director Endicott moved to approve the Gifts to the District and hiring recommendations. Director Cotton seconded and the Motion passed unanimously.

M3-145 Approved Gifts to the District and Hiring Recommendations
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Recess: At 6:40 p.m. there was a brief recess while members of the audience departed. The meeting resumed at 6:43 p.m.

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

PROPOSED CONTRACT AGREEMENT WITH THE ROSEBURG EDUCATION ASSOCIATION (REA): Chairman Lee as representative of the District bargaining team, presented the proposed contract agreement for licensed staff with the Roseburg Education Association, noting that it was the best bargaining experience he has had, with positive communication to find something best for kids that worked for everyone. Human Resources Director, Robert Freeman, echoed those comments, sharing that the bargaining team worked collaboratively, listening and working together. He thanked Union representatives Jennifer Thompson and Camron Pope for their efforts during negotiations. Mr. Freeman explained that the tentative agreement contains language changes throughout and is effective for a three-year contract life. Financial implications include a restructuring of the salary schedule in year one, a 2% COLA in years 2 and 3; a \$50 increase in monthly insurance contribution in year one, \$65 in year two, and \$80 in year three. Elementary teachers will have 275 in prep minutes with the stipulation that the District counts 30-minute blocks as prep compared to the previous 40-minute block. Next year, staff will be frozen at the step they are on.

Director Patterson moved to approve the three-year contract with the Roseburg Education Association as recommended by the District. Director Endicott seconded. Director Garcia thanked everyone who participated in the bargaining process and expressed appreciation for the three-year agreement. The Motion passed by majority with Director Garcia abstaining due to a conflict of interest.

M3-146 Approved proposed contract with the Roseburg Education Association

POLICY JEA: COMPULSORY ATTENDANCE, for Second Reading and Adoption: Teaching and Learning Director, Robert Emerson, presented Policy JEA, noting that the requested language changes from “his/her” back to “their” has been incorporated.

Director Endicott moved to approve Policy JEA: Compulsory Attendance, for Second Reading and Adoption. Director Cotton seconded. The Motion passed unanimously.

M3-147 Approved Policy JEA: Compulsory Attendance, for Second Reading and Adoption

POLICY LBE: PUBLIC CHARTER SCHOOLS, for Second Reading and Adoption: Teaching and Learning Director, Robert Emerson, explained that the revisions reflect the replacement of NCLB language with ESSA.

Director Endicott moved to approve Policy LBE: Public Charter Schools, for Second Reading and Adoption. Director Patterson seconded, and the Motion passed unanimously.

M3-148 Approved Policy LBE: Public Charter Schools, for Second Reading and

ADMINISTRATIVE AND KINDERGARTEN CHANGES: Teaching & Learning Director, Robert Emerson, prepared an overview of the administrative and kindergarten program changes pursuant to questions put forth by members of the Board.

Kindergarten Redesign

Mr. Emerson invited Early Learning Coach, Tatum Stedman, to update the Board on the kindergarten redesign that she has been heavily involved with. Ms. Stedman shared that we are currently in year three of a full year kindergarten program. The committee then led by Jill Weber, had recommended that increased instructional hours were needed for this student population. Over time, the additional hours of IA support for the program has in some cases been re-directed. District student-readiness assessments show that children are showing up less and less prepared to attend school, with an age development range of 3-8. Teachers are expected to meet these children where their needs are.

The redesign committee has recommended the addition of a six-hour IA position for each kindergarten classroom. The additional six-hour IA can help meet those needs. Tatum commented that when comparing classroom caps and additional support staff, she would opt for the additional support.

Ms. Stedman emphasized that if these kindergarten students' needs are not met early, they tend to "blow out" in First and Second grade. A group of staff visited a school in Bend, Oregon, to observe kindergarten classrooms where the "academic hose" has been turned down, and a growth mindset curriculum addresses the social and emotional side of brain development. Children learn to make choices and there is purposeful play time, with time allowed to talk about making mistakes and learning from those mistakes. The new changes that were implemented at Eastwood have been impressive and it feels good to be in those classrooms. Teachers enjoy coming to work when children feel successful.

Director Meyer inquired how many classrooms would receive the added support, and Dr. Washburn shared that we currently plan for 19 classrooms, with the possibility of going to 21. Director Cotton noted that he really appreciated the information and believes this is absolutely the right thing to do. Mr. Cotton also asked if the budget allows for increased staffing if enrollment supports the need, and Dr. Washburn indicated that Ms. Northam has dedicated funds for that purpose. Chairman Lee expressed the belief that the youngest students need the most supports and he was pleased when kindergarten increased to full day instruction. Unfortunately, the increased challenges of the students coming in have led to many different strategies being tried. This administration's decision to place dedicated IAs in kindergarten may or may not work, but we will see if putting the additional emphasis on social skills and behavioral development improves the program.

Director Garcia (via phone) expressed frustration with the IA reduction and suggested duties could have been reorganized. Chairman Lee responded that the reduction was to Title 1 classrooms and some Special Education, and Dr. Washburn clarified that IAs were not designated to kindergarten previously. The Superintendent met with Eastwood Principal, Nicki Opp, in December and she gathered together a group to discuss kindergarten structure related to student behavior issues. Tatum had learned about the program in Bend at an Early Learning Conference, and a group of teachers and principals visited the site and were excited about what they observed. Teachers were interested in piloting the Bend program. Dr. Washburn also explained that in his former district, when classroom size went over 15 you were allocated IA support. Roseburg was not similarly structured. During this spring's "Perfect World" meeting with principals, they saw a need for the kindergarten IAs and it was included in the 2018-19 budget. The process was collaborative, well-vetted and it is exciting to see what it will look like going forward.

Mr. Emerson reflected that our previous program structure may have been creating the behavior problems in these students.

Teaching and Learning Transition

Mr. Emerson shared three documents, two job descriptions and an email he distributed following a Board Administration and Personnel Committee Meeting held March 19th during which time the Teaching and Learning Department restructure and Instructional Leadership Coordinator, TOSA positions and change of Alternative Education Coordinator Position to Principal Position at Rose were all reviewed.

In summary, Mr. Emerson shared that the department structure is changing to focus more on supporting and growing principals as a means of improving teaching and learning within the schools rather than at a district level. Research by John Hattie and the University of Washington indicates that the building leaders are the ones who make a difference at the school with the support from district office. We currently have three instructional coaches who go into classrooms. This approach is not effective without adding more coaches, and if we did so, it would not deal with helping building leaders grow.

Additionally, the research from IRRE reflected that our teachers love the feedback from their principals, believe it is quality and received in a timely manner, but the principals can't get into the classrooms often enough. Principals have difficulty getting out of their offices.

Structure

The Instructional Leadership Coordinator's sole responsibility will be to support principals. The Program and Student Management TOSAs (Teachers on Special Assignment) will be prepared to free up the principals' time so they can in turn get into the classrooms. The TOSAs will take on administrative responsibilities, including low-level discipline, that will look different at each school. These individuals will be skilled educators who can help their peers through instructional coaching.

Director Cotton shared his observation that TOSAs work well and other districts are ahead of us with this model. Mr. Emerson responded that the McMinnville School District have TOSAs in every building. Our TOSAs will be entirely new positions to be funded out of Title funds, just as the instructional coaches have been. Funding limits us to one TOSA shared by two schools.

Mr. Emerson shared that in conversations with principals, the schools will develop the capacity to innovate based upon the skills in their individual buildings. The TOSAs will develop teams that will develop expertise, such as Tatum is our resident expert on Early Learning. The goal is to develop expertise within the buildings as opposed to being dependent upon district office. These experts will provide specialized training for all schools, not just their assigned schools.

The structure is based upon the work we have done in our Collaboration Grant, which is all about developing teacher leaders. The middle school team will fund a full time TOSA out of grant and Title funds due to the need for that position in those locations. Our challenge will be to help our principals and TOSAs collaborate and share what they are doing, much like PLC's build on the strengths of the individuals.

Chairman Lee confirmed that there will be a total of 6 TOSAs, four split among the elementary schools and two for the middle schools. The interview team will include the directors from Teaching and Learning, Human Resources and building principals. These positions will replace the instructional coach positions.

Director Garcia shared his concern about administrative duties and not providing full time TOSAs at each site as other districts are doing. Director Emerson responded that the Instructional Leadership Coordinator will help principals build individuals systems that will benefit their specific school. An analysis will be done at each school with the team and Coordinator recognizing that each school has different operations. As an example, Principal Opp changed the school master schedule to address student issues, and her idea may have value at other sites. Mr. Garcia stated that TOSAs may be a “quick fix” as opposed to a more holistic approach. It would be beneficial to have Cabinet meet with administrators to discuss challenges and needed supports. Mr. Emerson shared that this idea is an outgrowth of a system put into place this year where members of the instructional team addressed needs at buildings. That didn’t work as everyone had their own responsibilities and had difficulty getting out to buildings. That is why the Instructional Leadership Coordinator is needed, as that person won’t be weighted down with bureaucratic demands and can focus on specific needs at the buildings. Two years ago, we tried to have Larry Rich spend time rotating through every school for a few hours each week. That model did not work.

Mr. Emerson explained his belief that a “top-down” system doesn’t work, and he advocated for a system of distributed leadership where you rely on leaders in the buildings and District Office supports them, knowing that it will look different at each school. We can’t keep doing one size fits all. It would be beneficial to have a TOSA in every building.

Director Cotton clarified that the Coordinator position reports to Mr. Emerson. Chairman Lee pointed out that if you met with all principals, you would get different feedback on what was needed at their schools. The principals will know how best to utilize this resource. Director Patterson inquired if feedback had been positive, and Mr. Emerson responded that they see it as a positive and are thinking about the challenges in their buildings and the approach to be taken. The principals recognize that the teachers need them in their classrooms.

Director Meyer summarized that if we believe that the goal is to support the teachers and the generalized perception is that the coaching structure is not helpful, directing those resources to the buildings to help them be more successful, then we should try this. Mr. Emerson explained that the coaches were helpful, there were just too few of them. Director Meyer responded that perception drives a lot of behavior. Director Patterson thanked Mr. Emerson for the information.

Alternative Education Changes

Student Services Director, Rick Burton, reflected that in 2015-16, the Board and administration were looking to develop a sustainable alternative education program as students were going to on-line school or enrolling in Phoenix Charter School. We ended up contracting with Pearson for on-line and the current Rose ACES position has evolved and grown over time. The GED program is difficult to manage from central office, so Randal Olsen was asked to support that program that includes some of our highest needs students along with intra-district transfers.

Dr. Washburn invited Randal Olsen to address the Board directly. Mr. Olsen explained that his focus has included how to stop the hemorrhaging of 40% of kids opting for non-supported on-line options. In the “Perfect World” discussions in the spring, he became overwhelmed with the enormity of the tasks before him, such as the 777 students at that time needing instructional direction, with not enough time available to make recruitment calls. Nearly 200 students were lost to other on-line programs this year. He submitted his resignation – and now apologizes for that decision. He had to make a steadfast decision to get healthy and could not do that when he was meeting with families on evenings and weekends completing tasks that had evolved really into two positions. Some of the student frustration had begun in kindergarten and had years to fester. Building those respectful relationships takes a lot of time.

The challenges ahead include growing the program at Rose as the needs are not diminishing. Mr. Olsen continues to believe in the on-line system, but we need to do more. The site needs someone administratively to grow the program from a therapeutic to academic focus. The relationship with Compass/ADAPT is growing as well, but we currently lack a therapist on site. Randal's vision is an alternative learning environment with therapeutic supports. The kids need encouragement and support. The site deserves a principal and the staff are working hard.

Chairman Lee thanked Mr. Olsen for his clarification and Director Patterson inquired if the addition of a TOSA was enough support for the site, and Randal indicated that it was. Director Cotton shared that his concern had been that administrative tasks from central office would be transferred to Rose, but apparently the TOSA will be assisting. Mr. Burton shared that the responsibilities for the shelter had been assumed by his office once the responsibilities at Rose became too overwhelming. He has also taken on personnel evaluations. There have been long discussions between Randal, Rick and Jill Weber regarding capacity at Rose regarding students who are candidates for Rose due to the Early Warning System. The addition of a science teacher and TOSA will provide the ability to absorb 20-30 kids.

When the program was redesigned with a principal and TOSA, Randal believed supports would be in place and he was excited about applying. Chairman Lee clarified that the on-line recruitment focus would fall to the TOSA. Director Garcia stated that his concerns over this position were not directed at Mr. Olsen and he appreciated him being present tonight to answer questions. His concern is about the plan and supports that are needed to make the program successful.

ROSE SCHOOL PRINCIPAL AND INSTRUCTIONAL LEADERSHIP COORDINATOR: With the program and departmental restructuring discussion concluded, Human Resources Director, Robert Freeman presented the following administrative hiring recommendations:

- Randal Olsen, Principal of Rose School; and
- Michelle Knee, Instructional Leadership Coordinator.

Director Cotton moved to approve administrative personnel recommendations and Director Endicott seconded. The Motion passed unanimously.

M3-149 Approved administrative hiring recommendations of Randal Olsen, Principal of Rose School and Michelle Knee, Instructional Leadership Coordinator

CABINET MEMBER REPORTS: Chief Operations Officer, Cheryl Northam, presented the monthly financial report. Human Resources Director, Robert Freeman, announced that interviews for the Jo Lane Middle School Principal are scheduled tomorrow and the applicant pool was very rich. We will move on to the assistant principal position once a principal has been selected. Hopefully, by July 13th he will have recommendations for those positions.

Student Services Director, Richard Burton, shared that Phoenix School has expressed interest in taking over the comp ed services for students housed at Creekside (females) and Fowler House (males). Phoenix staff are communicating with Aric Fromdahl and Rob Solerno from the County in working out details of providing services

including Fast Track, Women in Trades, Night School, etc. The District doesn't see the need to continue participating in those programs if the County believes that can be serviced by our charter sponsored site. The next step would be to establish an MOU. Students would earn the right to attend courses at Phoenix through behavior and conduct, or they could receive comp ed at the actual facility. Most of these students are not local, but rather come from throughout the state. The Fowler House program provides services through age 21. Mr. Burton stated that Phoenix is doing good things with kids and he has been impressed with the services they are providing. They need to be commended for their efforts and the challenges they are willing to take.

SUPERINTENDENT'S REPORT: Dr. Washburn invited Technology Coordinator, Gary McFarlane, to share an update of the ransomware situation. On May 5th the district servers were hit with ransomware. Systems were shut down in attempts to mitigate the damage. Contact was made with law enforcement, FBI, ESD, tech support and the insurance company. Once notified, PACE contracted with a cyber security firm, Navigant. We are proceeding on three tracks: 1) Recovery of systems and returning to normal operations; 2) Investigating what happened and how; and 3) Increasing tech security. Infinite Visions is on-line, and bills and staff can be paid. The e-mail system is working but is not the same as previous as it is cloud hosted Office 365. Mr. McFarlane stated that staff are to be commended on making accommodations and meeting the challenges. E-mail distribution lists and room calendar system will need to be reconstructed. Navigant reported that the attack seems to have come from a remote desktop. The District's student information system was not at risk as it is hosted off-site after moving to Synergy.

COMMITTEE REPORTS: Director Johnson presented the minutes of the May 16th Building and Sites Committee Meeting, and since there were no questions forthcoming, submitted them for the record and thanked Janet for the notetaking.

INDIVIDUAL REPORTS BY DIRECTORS: Director Garcia inquired about a meeting in the near future and Chairman Lee responded that he wasn't sure that was necessary. Director Patterson thanked staff for relating the information. Director Cotton thanked staff as well, sharing that he found it very helpful. Director Johnson indicated that he had nothing to report that would benefit kids.

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

ADJOURNMENT: With no further business, Chairman Lee adjourned the regular meeting at 9:00 p.m.

Gerry C. Washburn, Ed.D., Superintendent

Next Meeting: The June 13th School Board Meeting will be held at 6:00 p.m. in the Administrative Office Board Room, located at 1419 NW Valley View Drive, Roseburg, Oregon.