

# ROSEBURG PUBLIC SCHOOLS

## *Regular Board Meeting and Executive Session*

Vol. 3 No. 18

March 14, 2018

### **BOARD MEMBERS:**

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

### **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, March 14, 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 Hucrest student, Olivia Stephens, to lead in the Pledge of Allegiance.

**ATTENDANCE:** Board members and cabinet members were in attendance, with the exception of Director Paul Meyer, and Joe Garcia, who were excused. News Review sports reporter Sanna Godfrey was present.

**REVIEW OF AGENDA:** Superintendent Washburn indicated that a recommendation for hire was added within the Consent Agenda, and Item 8. Addition of Therapeutic Learning Classroom (TLC) at Winchester have been added to the agenda. The Building & Sites Committee report is postponed until the next meeting as Committee Chairman Joe Garcia is not present. The Crystal Apple Award presentation has been postponed to the next regular board meeting as the recipient is out of town.

### **COMMUNICATIONS TO THE BOARD:**

Dr. Washburn announced three licensed resignations:

- Katherine Falk, Winchester Elementary Teacher, after three years in the District, is resigning after a one-year Leave of Absence to pursue a career outside of education;
- Vern Thompson, CDS Specialist at Eastwood Elementary, will be retiring at the conclusion of the 2017-18 school year, after 27 years in the District; and
- Marlo O'Connor, Green Elementary Second Grade Teacher, is resigning at the end of the 2017-18 school year, after four years in the District in order to remain home with family.

Administrative resignations include the following:

- Scott Greenhow, Assistant Principal at Joseph Lane Middle School, is resigning his administrative position effective June 30, 2018, after ten years in the District; and
- Kris Kelso, Administrative Coordinator, is resigning her administrative position effective June 30, 2018, after 12 years in the District.

**STUDENT RECOGNITION:** Certificates of achievement and gift certificates from McDonald’s were presented to the following deserving students:

Olivia Stephens, a Fifth Grade Student at Hucrest Elementary School, was introduced by Principal Doug Freeman, who proudly shared that Oliva is the embodiment of all the qualities of a great community member. She maintains rigorous academic goals including a desire to become a better writer. Olivia possesses the ability to validate others’ feelings in her peer interactions, and is dedicated, loyal and loving. She takes on difficult challenges in both math and reading. Principal Freeman stated that “Hucrest Pride” goes out to Olivia Stephens.

Josiah Buster, a Roseburg High School Senior, was introduced by Principal Weber, who was congratulated for succeeding academically in his full and rigorous course selections. Josiah has enrolled in nearly every band course offered, as well as participating in swimming, track, Cross Country, Battle of the Books, FCCLA and National Honor Society. Enjoying class discussions, he hopes to major in education and would like to become a teacher. Instructors appreciate his inquisitive intelligence, tenacity, leadership skills and conscientiousness. A talented performer in the Jazz and Wind Ensembles, Josiah possesses all the attributes of RHS Indian PRIDE.

**RHS STUDENT LEADERSHIP REPORT:** RHS Student Leadership students Mikayla Sanguins and Adelynn Yuma presented current student activities. Andrew Grafiada was not able to attend. Spring sports practices are in full swing and competitions are underway. The Unified Team placed 4th at State, and the Robotics Team achieved “Gold” level and placed 5th. The Lookingglass Block Run/Walk was again successful this year. Adelynn reminded the audience that the annual Mr. RHS competition will be held April 13th and Prom will be held April 28th. Director Freeman shared that the video of the RHS students’ enthusiastic send-off of the Unified team as they departed for the state competition was fantastic.

**Recess:** At 6:20 p.m. there was a brief recess while family members and friends of the students and staff member being honored departed for the evening. The meeting resumed at 6:21 p.m.

**CONSENT AGENDA:** The first portion of the Consent Agenda included Minutes from the February 28, 2018 Board meeting and Gifts to the District.

Director Patterson moved to approve the Minutes and Gifts to the District as presented. Director Endicott seconded and the Motion passed unanimously.

M3-111 Approved the Minutes and Gifts to the District portion of the Consent Agenda
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**Hires/Leave of Absence Request:**

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

Licensed:

- Nancy Jo Vogel, Special Education Teacher at Fremont Middle School, a temporary position for 2017-18.

Administrative:

- Scott Greenhow, Second Grade Teacher at Green Elementary School, Contract Status; and
- Kris Kelso, Fullerton IV Elementary Teacher, Contract Status, effective August 2018.

Leave of Absence:

- Felice Parson, Special Education Teacher at Fir Grove Elementary, has requested a one-year Leave Absence for the 2018-19 school year for rest and recuperation and professional development. This request falls under the provisions of Article VII C4.

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

M3-112 Approved the Recommendations for Hire and Leave of Absence Request portion of the Consent Agenda
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**PUBLIC PARTICIPATION:** With no audience members wishing to address the Board, the business portion of the meeting continued.

**BID APPROVAL REQUEST FOR WIRELESS ACCESS POINTS:**

Teaching and Learning Director, Robert Emerson, introduced Technology Coordinator, Gary McFarlane, to present the request to purchase wireless access points.

Gary McFarlane shared that a request for proposals for 150 Cisco wireless access points to support network infrastructure was published February 13, 2018. Mr. McFarlane explained that this is an opportunity to enhance our network infrastructure, noting that a robust network is needed to support the iPads and Chrome Books utilized for instruction. The Purchasing and Technology Departments are requesting that Total Communications, Inc., be awarded the bid, subject to E-Rate funding, to purchase wireless access points in the amount of \$108,057.00, with an after e-Rate cost of approximately \$21,611.40. The E-Rate program has existed for approximately 18 years and is administrated through the FCC through universal services fund. The District receives an 80% discount if we are granted funding.

Director Endicott moved to approve the Request to award the wireless access points bid to Total Communications, as recommended by our Purchasing and Technology Departments. Director Patterson seconded. Director Endicott asked how many Chrome Books would be accommodated by the purchase, and Mr. McFarlane indicated that each access point can accommodate 30 Chrome Books. Additional access points can be added as necessary as larger numbers can impact the network speed. We are moving closer to the goal of having one access point in every classroom, while other points exist in hallways or other gathering spaces. Older models are replaced as needed. We are well positioned at the elementary and middle schools, but could use more at the high school campus. The system is compatible with our equipment and is seamless to the users. Director Patterson inquired if our staff members install the equipment and pull cables. Mr. McFarlane noted that Technology works with the Physical Plant staff, or contracts with outside entities if necessary. A “guest” network is segregated from our main network. With discussion concluded, the Motion passed unanimously.

M3-113 Approved the Recommendations to award wireless access points bid to Total Communications, subject to E-Rate funding.
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**POLICY CM: COMPLIANCE AND REPORTING ON STANDARDS, for First Reading:**

Teaching & Learning Director, Robert Emerson, presented Policy CM: Compliance and Reporting on Standards for First Reading. Mr. Emerson commented that the language has remained unchanged since 1997. Reporting is in reference to our annual Division 22 Standards that are presented annually to the Board and reported to the Oregon Department of Education. There are no substantive changes to the policy.

Director Endicott moved to approve Policy CM: Compliance and Reporting on Standards for First Reading. Director Patterson seconded and the Motion passed unanimously.

M3-114 Approved Policy CM: Compliance and Reporting on Standards, for First Reading

**POLICY IKF: GRADUATION REQUIREMENTS, for First Reading:**

Teaching & Learning Director, Robert Emerson, presented Policy IKF: Graduation Requirements, for First Reading. Mr. Emerson shared that reflected changes pertain to students who may eventually qualify for a modified diploma. As early as Grade 5, parents are to be informed about that particular track, typically involving special education.

Director Endicott moved to approve Policy IKF: Graduation Requirements, for First Reading. Director Patterson seconded. Mr. Burton explained that this requirement can also pertain to students who have experienced significant breaks in their enrollment due to frequent moves or adjudication, or other situations that prevented them from attending school regularly and the Motion passed unanimously.

M3-115 Approved Policy IKF: Graduation Requirements, for First Reading

**POLICY IGDJ: INTERSCHOLASTIC ATHLETICS, for First Reading:**

Human Resources Director, Robert Freeman, presented Policy IGDJ: Interscholastic Athletics, for First Reading, indicating that this revision is essentially a complete rewrite of the policy last revised in 1997. The high school administration and athletic department have vetted the document. Director Endicott noted that OSBA worked with OSAA on the new language, and Mr. Freeman shared that the high school made their edits to reflect their practices as well.

Director Endicott moved to approve Policy IGDJ: Interscholastic Athletics, for First Reading. Director Patterson seconded for purpose of discussion. Director Johnson asked if home school or charter school students pay athletic fees, and Principal Weber stated that all students pay the same fees. Chairman Lee asked if home schooled students play District sports, and Mr. Freeman responded that they are allowed to participate. Mr. Lee noted that he felt the prior policy language was perhaps more aspirational.

The Motion passed with Chairman Lee voting No.

M3-116 Approved Policy IGDJ: Interscholastic Athletics, for First Reading

**POLICY GDA: INSTRUCTIONAL ASSISTANTS, for First Reading:**

Human Resources Director, Robert Freeman, presented Policy GDA: Instructional Assistants, for First Reading. This policy was last revised in 2011, and Mr. Freeman explained that the changes of terminology from “educational” to “instructional” matches current practice in our District. Outdated language referencing the “No Child Left Behind Act” of 2001 has also been deleted.

Director Endicott moved to approve Policy GDA: Instructional Assistants, for First Reading. Director Patterson seconded and the Motion passed unanimously.

M3-117 Approved Policy GDA: Instructional Assistants, for First Reading

**POLICY GBH/JECAC: STAFF/STUDENT/PARENT RELATIONS, for First Reading:**

Superintendent Washburn presented Policy GBH/JECAC: Staff/Student/Parent Relations, for First Reading. This policy had not been revised since 1997.

Director Patterson moved to approve Policy GBH/JECAC: Staff/Student/Parent Relations, for First Reading. Director Endicott seconded for discussion. Chairman Lee suggested that “with written consent of custodial parent” be inserted into the language. He also was concerned that the term “parental plan” could be interpreted by some as the parenting time attached to a divorce decree. Director Johnson shared his opinion that the District should not be the executor of court orders. The requested language will be added to the policy for the Second Reading. The Motion passed unanimously.

M3-118 Approved Policy GBH/JECAC: Staff/Student/Parent Relations, for First Reading

**POLICY IGAC: TEACHING ABOUT RELIGION, for First Reading:**

Superintendent Washburn presented Policy IGAC: Teaching about Religion, for First Reading. This policy had not been revised since 1997. Pursuant to the 2017 Kennedy v. Bremerton School District ruling, the last sentence in the policy is suggested to districts.

Director Patterson moved to approve Policy IGAC: Teaching about Religion, for First Reading. Director Endicott seconded for discussion. Chairman Lee indicated that this is a result of the lengthy opinion written by former Senator Gordon Smith’s brother. The Motion passed unanimously.

M3-119 Approved Policy IGAC: Teaching About Religion, for First Reading

**ADDITION OF THERAPEUTIC LEARNING CLASSROOM (TLC) AT WINCHESTER ELEMENTARY SCHOOL:**

Dr. Washburn referenced the memo on Page 27 of the Board Packet, sharing that we had approached the Douglas ESD regarding an additional TLC. Currently, two of our students are bused to the program at South

Umpqua and it is difficult getting students into programs housed at Sutherlin and South Umpqua. Each site accommodates ten students.

The ESD is willing to add an additional classroom if we are willing to supply the required space. The same rules would apply as the Fir Grove classroom, i.e., you may not exclude outside district students. This additional space would allow us to meet mental health needs of some of our students. Dr. Washburn explained that this is basically an expansion of the day-treatment program for grades K-8. Director Endicott commented that we could utilize another classroom in the Green area. Mr. Burton explained that services are basically tiered, with intensive emotional and behavior supports provided in the TAP room; the next tier is the TLC; and the last step is residential treatment, an intensive site apart from the environment that may be causing some of the student behaviors. The students in the TLC program are between steps 3 and 4.

Chairman Lee inquired if this program serves children with cognitive issues, and Mr. Burton responded that the TLC is one step below a residential treatment center, providing mental health services with an educational component. The classrooms each include a teacher, HQ therapist, two Skills Trainers, and an Instructional Assistant. Parental engagement is a requirement for admission into the program.

#### **ENROLLMENT AND ATTENDANCE REPORT:**

Dr. Washburn reflected that student enrollment has dropped slightly below 6,000 at 5,976. Last year at this time we were at 5,909. We are beginning to see increasing enrollment at the elementary level. Chairman Lee pointed out the “bubbles” in K and 1 and grades 2-3. Fifth grade is our largest group of students.

#### **REPORTS BY CABINET MEMBERS:**

**Human Resources Director, Robert Freeman,** reported that the department has been feverishly busy. This week they are preparing for the kick-off of the Job Fair season, starting at Southern Oregon University. Staff will be present at the University of Oregon on March 23<sup>rd</sup>. Western Oregon University follows on April 2<sup>nd</sup>, and the following day we will be in Portland for the largest event.

Our insurance liability carrier (PACE) invited staff to participate in a policy review, with the reward of a worthwhile policy discount. Staff will also be attending an upcoming PACE workshop in Medford.

The annual Employee Recognition ceremony will take place on April 26<sup>th</sup>. This is an opportunity to celebrate our most valuable resource, our employees. Staff will be recognized for five-year increments of employment with the District, and it's a very positive event that Board members are encouraged to attend.

The next day, April 27<sup>th</sup>, the licensed bargaining group will meet with District representatives, and Directors Lee and Endicott are invited to participate as members of the Bargaining Committee. Mr. Freeman expressed optimism that the preliminary work being done will allow us to move efficiently through the bargaining process with our licensed group.

**Student Services Director, Richard Burton,** reported that a team of four individuals from ODE were on site for a procedural compliance review of Special Education files. The group toured the ACES and Rose programs and were enthusiastic at what they observed. That team spent considerable time reviewing our District as a whole and assessing how we manage paperwork in support of our students.

**SUPERINTENDENT’S REPORT:** Superintendent Washburn shared that he enjoyed the opportunity to judge at the Future Chef event last week, noting that it’s a great program and one of his most enjoyable activities. Mrs. Washburn joined in when Denny Austin has to decline due to pressing family health issues. He also spent a day judging the Douglas County Distinguished Young Women annual competition, commenting that the contestants were all incredible young women. It was an opportunity to ask them questions about fixing schools from their perspectives. They made it clear that expanding mental health services is a huge issue in our county.

Dr. Washburn introduced audience member, Bonnie Dauterman, the most recent addition to the District’s Budget Committee, and thanked her for her willingness to serve.

We are looking forward to a visit in April from Steven Amstutz, from the Institute for Research and Reform (IRRE) who will be sharing District data that will be rolled out to the building principals.

The Superintendent publicly acknowledged Winchester teachers, Meghan Pirtle and Ann Carey, for lending their tremendous expert assistance during the recent transition at the school.

Dr. Washburn and Robert Emerson presented a Schoolzilla update, sharing that the data is tied to Synergy. Principals are able to utilize the data for their individual schools. As an example, Green and Fullerton IV Elementary Schools are leading the way in improving chronic absenteeism.

The Board was able to view data on student suspension rates, reflecting success with the in-house suspension program. The course failure data will need additional work as the program is tracking failure in all classes, not just the core classes. Mr. Emerson explained that once we confirm accurate course failure numbers from the system, it will be easier for staff to identify students.

Dibbles data at the elementary level was shared, with principals able to monitor data in real time. Winchester Elementary i-Ready assessment data showed encouraging improvement. Student attendance data was also reviewed, with work remaining to be done with a current rate of 92.5 percent compared to our goal of 95%.

The plan is to have data available on a quarterly basis.

#### **INDIVIDUAL DIRECTOR’S REPORTS:**

Chairman Lee shared that he greatly enjoyed the recent “Battle of the Books” that took place at RHS last Saturday.

#### **PUBLIC PARTICIPATION:**

Local resident, Mr. Ron Calkins, CPA, PO Box 1345, Roseburg, Oregon, shared that he attended the previous Board Meeting as part of his son’s Boy Scout community activity. Mr. Calkins inquired if the District is tracking teacher attendance. Dr. Washburn responded that we have the same goal for teachers as we have for the students and do report on that periodically. Our teachers tend to exceed their goal, with the exception of when they are pulled from classrooms for professional development.

**ADJOURNMENT:** With no further business before the Board, Chairman Lee adjourned the meeting at 7:30 p.m.

**EXECUTIVE SESSION:** At 7:40 p.m., the Board Chairman entered into Executive Session pursuant to ORS 192.660(2)(i) to discuss the Superintendent's evaluation. News Review Sports Reporter, Sanna Godfrey, remained in the room.

**ADJOURNMENT:** With the discussion concluded, Board Chairman Lee adjourned the Executive Session, and reconvened the regular session for purposes of adjournment at 8:30 p.m.

**Gerry C. Washburn, Superintendent**

GCW/jlk

**NEXT MEETING:** The April 11<sup>th</sup> 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.