

ROSEBURG PUBLIC SCHOOLS

Regular Board Meeting & Executive Session

Vol. 3 No. 4

September 13, 2017

BOARD MEMBERS:

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

ADMINISTRATION:

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| 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, September 13, 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: Director Garcia was excused for the evening. All other Board members and cabinet members were in attendance. No media representatives were present.

REVIEW OF AGENDA: Superintendent Washburn announced changes to the agenda including the following:

- Item 3, Policy JD: Guidance Program for First Reading;
- Item 4, Policy JDA: Confidentiality in Counseling/Disclosure of Confidential Student Information, for First Reading;
- Item 5, Policy JDB: Persons "In Loco Parentis" for First Reading; and
- Item 6, Policy JDC: Parent-Appointed Guardians for Minor Students, for First Reading.

We also have one additional recommendation for hire, Mr. Jeffrey Fisher, Music Teacher at Fullerton IV Elementary for the Board's consideration.

COMMUNICATIONS TO THE BOARD: Superintendent Washburn announced that no resignations have been received from our licensed staff.

CONSENT AGENDA: The Consent Agenda this evening included Minutes from the August 23, 2017 Board meeting, along with personnel transactions.

Director Endicott moved to approve the minutes of August 23rd. Director Patterson seconded and the Motion passed unanimously.

M3-29 Approved Minutes from the
August 23rd Board Meeting

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

- Robert Coulson, Dropout Prevention Specialist, Roseburg High School
- Jeffrey Fisher, Fullerton IV Elementary Music Teacher (temporary position for 2017-2018);
- Brad Hirsch, PE Teacher at Eastwood Elementary School;
- Laura Jewell, Kindergarten Teacher at Green Elementary School;
- Brycson King, PE Teacher at Winchester Elementary School;
- Michelle Paul, Joseph Lane Middle School Counselor; and
- Karen Sinclair, Fifth Grade Teacher at Green Elementary School.

Mr. Freeman shared that hiring can be difficult at this time of year, and credited our administrators for their hard work in filling these positions. Retired Principal, Jeff Plummer, had agreed to assist with the music vacancy if needed, but a qualified applicant stepped forward. Chair Lee noted that some of these new staff members come to us with considerable teaching experience.

Director Patterson moved to approve the recommendations for hire as presented by Mr. Freeman. Director Endicott seconded and the Motion passed unanimously.

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| M3-30 Approved the recommendations for hire as presented |
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RHS Student Leadership Report:

Leadership students Scott Harvey, Jessica Grubbs and John Sajo gave updates on the first week of school, leadership activities, class assemblies and sporting events. Students are busy planning Homecoming activities taking place the week of October 2-6, 2017. Leadership students prepared a staff breakfast and developed a “PRIDE” video for a class assembly. Homeroom lessons are provided each Wednesday. The football team is looking promising, Volleyball is ranked 17th in the state, Boys Soccer has had very close losses and the Girls Soccer team is working hard to improve. The cheerleaders are working with a stunt coach, and the Band is off to a strong start and recently held their “Golden Arrow” dinner. There is considerable student involvement in the Bleacher “Bum Squad” in the student section at home games. Dr. Washburn noted that Scott has been spotted wearing a hard hat adorned with antlers singing “Sweet Caroline”.

PUBLIC PARTICIPATION: There was no one wishing to address the Board.

RECOGNITION OF CUSTOMER SERVICE AWARD RECEIVED BY FIRST STUDENT TRANSPORTATION:

First Student Transportation Location Manager, Kit Agee, was honored for receiving a customer service award at a national conference this summer in Texas. Kit shared that the local branch, one of 36 in Oregon and over 600+ nationally, also won an award for “Outstanding Operational Performance” based on 13 scorecard metrics, aligning the company’s process discipline philosophy. Ms. Agee explained that the award included the maintenance department and overall safety demonstrated by the Roseburg branch. Kit emphasized that everyone in the organization helped to achieve this success and the staff members enjoy a great partnership.

APPROVE POLICY JHCAA: SCHOOL BASED HEALTH CENTER, for Second Reading and Adoption:

Board Chair Lee proposed moving this agenda item up from Item 9 as there were audience members present for this action item, including Dr. Dannenhoffer and the nurse practitioner for the program.

Superintendent Washburn recalled that this policy to expand services was brought forth at the end of last year

after the county health center near the high school was closed down, resulting in students having to travel to the north Roseburg UCAN campus to access services. Bringing expanded services onto the RHS campus required a change in policy, and the Board asked the district to solicit public opinion prior to considering adoption of this policy. No members of the public attended the public informational meeting. Dr. Dannenhoffer confirmed that the School Based Health Center is the result of an effort to provide better services for the students at the school. Superintendent Washburn acknowledged that there had been some concern regarding services potentially provided to students other than those attending RHS. Students have other community options if they don't attend RHS. Students with needs with regard to pregnant and parenting are referred to outside agencies equipped to counsel on those issues.

Director Endicott moved to approve Policy JHCAA: School Based Health Center, for purposes of discussion. Director Patterson seconded. Superintendent Washburn explained that administration believes that this policy will meet the needs of an expanding student population lacking parental support. We are seeing kids basically raising themselves and the health center staff supports the needs of those students. Director Cotton expressed concern with contractual wording alluding to employees/spouses accessing services. Principal Weber assured him that the focus of the high school is not to have an open door policy and staff will keep students safe. The clinic will be open 7:30 -3:30 p.m. Monday – Friday with a registered nurse. A nurse practitioner will be on site on Tuesday and Thursday. Services will be expanded as needed. Chair Lee stated that he is pleased to have an organization of services made accessible to our students.

Motion passed with Director Meyer abstaining due to County funding and the contract being administered through his office at the County.

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| M3-31 Adopted Policy JHCAA: School Based Health Center for Second Reading and Adoption |
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APPROVE SERVICE PROVIDER AGREEMENT WITH UMPQUA COMMUNITY COLLEGE, effective July 1, 2017 through June 30, 2018.

Teaching and Learning Director, Robert Emerson, explained that this is the annual contract for GED and adult education services primarily through the Wooley Center. The document outlines how funding flows and the specific services to be provided, along with curriculum oversight. This contract is reviewed for renewal annually and there are no changes from the previous year.

Director Endicott moved to approve the Service Provider Agreement with Umpqua Community College for the 2017-18 school year. Director Johnson seconded.

Discussion: Director Endicott would like to see what a five-year goal of all services provided through Wooley/ACES and Rose Alternative School might look like with all parts working in synergy; i.e., where do we think we will be with Alt Ed in five years?

Motion passed with Director Meyer abstaining due to County funding and the contract being administered through his office at the County.

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| M3-32 Approved Service Provider Agreement with Umpqua Community College for GED and adult education services effective July 1, 2017-June 30, 2018 |
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**APPROVE POLICY JD: GUIDANCE PROGRAM, for First Reading, and
POLICY JDA: CONFIDENTIALITY IN COUNSELING/DISCLOSURE OF CONFIDENTIAL STUDENT INFORMATION, for
First Reading:**

Superintendent Washburn indicated that Policies JD and JDA are linked together for First Reading and are brought forward due to a couple of incidents over the past year regarding students threatening to harm themselves and staff/administrators/families needing information amid confidentiality concerns.

Legal Counsel, Dan Clark, has drafted policy to provide guidance over when to notify families and administrators while balancing building trust with students and assisting adults in protecting the child. Chair Lee commented that he is quite pleased with these policies as it provides guidance to the staff doing the work and the administrators overseeing that work.

Director Endicott moved to approve both Policy JD: Guidance Program and Policy JDA: Confidentiality in Counseling/Disclosure of Confidential Student Information, for First Reading. Director Patterson seconded and the Motion passed unanimously.

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| M3-33 Approved Policy JD: Guidance Program and Policy JDA: Confidentiality in Counseling/Disclosure of Confidential Student Information, for First Reading |
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APPROVE POLICY JDB: PERSONS “IN LOCO PARENTIS” for First Reading:

Dr. Washburn shared that this is our Legal Counsel, Dan Clark’s, response to Chairman Lee’s issue with our custodial/non-custodial parent policy. Another draft document, “Delegation of Parental/Guardian Powers” was shared with the Board related to parents assigning parental rights to other individuals. This relates to us working in a world where many students are not in a conventional family relationship and require someone else in their lives such as the court, step-parent, etc.

Director Patterson moved to approve Policy JDB: Persons in Loco Parentis” for First Reading. Director Endicott seconded. Director Johnson inquired why the signatures on the document do not require notarization, and Dr. Washburn will defer to Legal Counsel, Dan Clark, for a response. Motion passed unanimously.

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| M3-34 Approved Policy JDB: Persons “In Loco Parentis”, for First Reading |
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APPROVE POLICY JDC: PARENT-APPOINTED GUARDIANS FOR MINOR STUDENTS, for First Reading:

Superintendent Washburn shared that this is in response to the need for a uniform policy for families when they are going to be absent and others will need to exercise parental rights. There are parents who need to assign rights to someone other than a parent. Staff need clear guidance to be able to help adults do whatever is needed to help children.

Director Endicott moved to approve Policy JDC: Parent-Appointed Guardians for Minor Students, for First Reading. Director Patterson seconded. Director Endicott requested that it be determined if it is necessary to require the person to be a citizen. Dr. Washburn will contact our Legal Counsel, Dan Clark, for a response. Chair

Lee noted his appreciation for Mr. Clark to be writing policies for us during his recuperation. Motion passed unanimously.

M3-35 Approved Policy JDC: Parent-Appointed Guardians for Minor Students, for First Reading

APPROVE POLICY JECAD: CUSTODIAL/NON-CUSTODIAL PARENT – DISTRICT RELATIONS, For Second Reading and Adoption:

Superintendent Washburn noted that the Board approved this policy for Second First Reading at the previous meeting. Chair Lee requested that the word “sole” from the second paragraph be stricken as non-custodial parents have the right to consult with school staff. Director Johnson stated that the district needs to abide by court orders and take the emotions out of the situation.

Director Endicott moved to approve the amendment to Policy JECAD: Custodial/Non-Custodial Parent-District Relations, as noted above. Director Cotton seconded and the Motion passed with Director Johnson voting “No”.

M3-36 Approved amendment to Policy JECAD: Custodial/Non-Custodial Parent – District Relations.

Director Endicott moved to approve Policy JECAD: Custodial/Non-Custodial Parent-District Relations, as amended for Second Reading and Adoption. Director Cotton seconded and the Motion passed with Director Johnson again voting “No”.

M3-37 Approved amended Policy JECAD: Custodial/Non-Custodial Parent – District Relations for Second Reading and Adoption

APPROVE POLICY JG/JGD/JGE: DISCIPLINE-SUSPENSION/EXPULSION, for Second Reading and Adoption:

Superintendent Washburn noted that Legal Counsel, Dan Clark, is working on drafting separate policy providing direction to the Board for handling the actual expulsion appeal process.

Director Endicott moved to approve Policy JG/JGD/JGE: Discipline-Suspension/Expulsion, for Second Reading and Adoption. Director Patterson seconded and the Motion passed unanimously.

M3-38 Approved Policy JG/JGD/JGE: Discipline-Suspension/Expulsion, for Second Reading and Adoption

REPORTS BY CABINET MEMBERS:

Teaching and Learning Director, Robert Emerson, reported that the District has received the Mentor Grant that will allow mentoring for 25 first and second-year teachers. The plan is to train additional staff to be mentors. Established mentors will have the capability to mentor others. We also were informed this week that we have been awarded the Chalkboard Design Grant that allows us to continue the work we began during the pilot

program. The same team will be working together to begin work on designing the implementation grant. We are hopeful that our earlier work will enable us to apply for that grant in January or February rather than waiting until June. Staff are excited to continue that process.

Elementary teachers received training today on i-Ready assessments for both math and language arts. Teachers will have access to diagnostic data on where students are on domains of common core. This replaces MAPS and other assessments, and early results are exciting. Teachers will have the tools to address specific needs once the student takes the test. Trainers will be coming back to provide additional training.

Chief Operations Officer, Cheryl Northam, shared the most recent financial report. She also noted that employee insurance open enrollment will end on Friday. Human Resources staff have assisted in offering help to employees who have questions about specific plans or the open enrollment process itself.

With assistance from Purchasing Manager, Denny Austin, the engineering services RFP related to seismic projects for Fullerton IV, Hucrest and Melrose were posted this summer. The engineering RFP is the first step, and inquiries have been received from three firms. In order to apply for bond matching funds, we are required to obtain building assessments and a long-range facility plan for each building. A technical assistance grant from ODE will allow us to partner with Cooperative Strategies to begin the building assessment process.

Director Cotton expressed concern with regard to obtaining contractors for the seismic rehabilitation projects next year as many districts are also putting projects out for bid. The COO responded that the group can discuss this further during the Building & Sites Committee meeting on September 20th.

ENROLLMENT REPORT:

The superintendent shared that enrollment thus far has reached 6,013 students. We will have a clearer picture the week of the September 18th. So far, 224 students have transferred in, and 162 have transferred out. Director Cotton expressed concern about the jump in enrollment at Fremont Middle School, and Dr. Washburn responded that this is a boundary conversation to balance enrollment.

SUPERINTENDENT'S REPORT: Superintendent Washburn shared that he has been attending numerous events, and encouraged everyone to attend an RHS Volleyball game. The students attending in support of the teams demonstrate positive interactions that reflect well on the District and speaks volumes to the culture that Principal Weber is modeling at the high school. It's encouraging to see our students enjoying themselves.

INDIVIDUAL DIRECTOR'S REPORTS:

Director Cotton confirmed what Dr. Washburn has observed at the games, as his wife officiated a recent game and reported that RHS Volleyball games are entertaining. Principal Weber added that students are encouraged to become involved with school activities via Twitter.

PUBLIC PARTICIPATION: Jennifer Thompson, RHS Media Center, shared that as a parent of a third grade student, she can attest that the PBIS presentation to First Student bus drivers is working. She observed drivers at the Boys and Girls Club supporting our students by having something nice to say to each child as they exited the bus. This reflects positively on our PBIS trainings to all adults who are interacting with our students.

ADJOURNMENT: With no further business before the Board, Chairman Lee recessed the regular meeting at 7:25 p.m.

EXECUTIVE SESSION: The Board entered into an Executive Session at 7:30 p.m. pursuant to ORS 192.660(2)(i) to discuss the Superintendent Evaluation and ORS 192.660(2)(d) Negotiations.

ADJOURNMENT: The Executive Session concluded at 8:25 p.m. The Board reconvened into Regular Session and the meeting was adjourned.

Gerry C. Washburn, Superintendent

GCW/jlk

NEXT MEETING: The September 27th School Board meeting will be held in the Library of Melrose Elementary School, located at 2960 Melrose Road in Roseburg, Oregon.