

# ROSEBURG PUBLIC SCHOOLS

1419 NW Valley View Drive  
Roseburg, Oregon 97470  
Board Meeting

Vol 4 No. 4

August 8, 2018

## Board Members:

Rodney Cotton   
Joseph Garcia, Chair   
Micki Hall   
Rev. Howard Johnson   
Charles F. Lee   
Paul E. Meyer   
Steve Patterson, V. Chair

## Administration:

Robert L. Freeman, Interim 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 regular meeting of the Douglas County School District No. 4 Board of Directors was held on Wednesday, August 8, 2018, in the Administrative Office Board Room located at 1419 NW Valley View Drive, Roseburg, Oregon.

**CALL TO ORDER:** Board Chairman, Joe Garcia, welcomed attendees, apologized for the delay caused by the Executive Session, called the meeting to order at 7:10 p.m. and invited Board Director, Micki Hall, to lead the Pledge of Allegiance.

**ATTENDANCE:** School Board and Cabinet members were present. Superintendent Washburn was excused. Reporters Kyle Bailey, Janelle Polcyn and Sanne Godfrey were in attendance.

**REVIEW OF AGENDA:** Chair Garcia announced that the agenda was being adjusted and he was prepared to accept a Motion.

**AUTHORIZE LEGAL COUNSEL TO NEGOTIATE A SEPARATION AGREEMENT:** Director Cotton moved to authorize Legal Counsel to negotiate a separation agreement with the Superintendent including payment of severance pursuant to his contract and a release of all claims. Director Patterson seconded, and the Motion passed with Directors Cotton, Hall, Garcia and Patterson voting Yes, and Directors Johnson, Lee and Meyer voting No.

M4-19 Authorized Legal Counsel to  
Negotiate Separation Agreement

**APPOINT INTERIM SUPERINTENDENT:** Director Patterson moved to move the duties of Superintendent as Interim to Robert Freeman. Director Hall seconded, and the Motion passed with Directors Cotton, Hall, Garcia, Meyer and Patterson voting Yes, and Directors Johnson and Lee voting No.

M4-20 Approved moving the duties of  
Superintendent as Interim to Robert  
Freeman

**CONSENT AGENDA:** Chair Garcia invited Mr. Freeman to assume the Interim Superintendent duties and asked if he was prepared to present the Consent Agenda. Mr. Freeman confirmed that he was. Chair Garcia asked for a Motion to approve the Consent Agenda at least to the point of recommendations for hire. Director Lee moved to approve the hiring recommendations of Darin Lomica as Asst. Principal of Joseph Lane Middle School, and the others as recommended. Director Cotton seconded.

Interim Superintendent/Human Resources Director, Robert Freeman, presented the hiring recommendations including the following individuals:

Administrative: Darin Lomica – Assistant Principal at Joseph Lane Middle School

Licensed: Alexandra Harding, Science Teacher at Joseph Lane Middle School;  
Marie Felgentrager, District Librarian/Media Specialist at RHS;  
Erin Sieck, Third Grade Teacher at Eastwood Elementary;  
Megan Van Wesep Flannery, Special Education Teacher at Fremont Middle School;  
and Kenneth Wong, Fifth Grade Teacher at Melrose Elementary School.

The Motion passed unanimously.

M4-21	Approved the Consent agenda including Darin Lomica as Joseph Lane Asst. Principal and other hiring recommendations.
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**RESIGNATIONS:** Interim Superintendent/Human Resources Director, Robert Freeman, presented notices of resignations including the following individuals:

Tracy Culty – Math Teacher at Roseburg High School, has submitted her resignation to take a position with another district, and

Shirley Thomas, Special Education Teacher at Sunnyslope Elementary School, has submitted her resignation after three years in the District and will be relocating due to her husband’s employment.

Director Hall moved to accept the resignations as presented. Director Cotton seconded, and the Motion passed unanimously.

M4-22	Accepted licensed resignations
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**APPROVE ADMINISTRATIVE LEAVE:** Director Patterson moved to place the Superintendent on Administrative Leave while Legal Counsel negotiates separation terms. Director Hall seconded, and the Motion passed with Directors Cotton, Hall, Garcia and Patterson voting Yes, and Directors Johnson, Lee and Meyer voting No.

M4-23	Approved placing the Superintendent on Administrative Leave while Legal Counsel negotiates Separation Terms
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**PUBLIC PARTICIPATION:** Melissa Bowen, 1356 NW Troost, Roseburg, Oregon, addressed the Board stating that she represents a year around baseball combination rec/travel team that would like to utilize the Jo Lane Middle School field. Chair Garcia encouraged Ms. Bowen to contact the school principal with her request. Director Meyer added that we have facilities policy in place and the Building & Sites Committee could review if needed. Ms. Bowen indicated her intention to revisit the request at the August 22<sup>nd</sup> Board Meeting in case further input is needed.

**ORGANIZATION OF THE BOARD – PROPOSED SUB-COMMITTEE ASSIGNMENTS:** Chair Garcia presented his proposed sub-committee roster for 2018-2019. He noted one small change to better equalize the committees. The licensed employee bargaining committee will be adjusted to replace Director Hall with Director Meyer. Chair Garcia also noted his intention to schedule a future Work Session to discuss committee work and expectations from Cabinet and the Board.

Director Hall moved to accept the sub-committee assignments with the one modification. Director Cotton seconded, and the Motion passed unanimously.

M4-24	Approved Board Sub-Committee assignments for 2018-2019
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**MEMORANDUM OF UNDERSTANDING WITH ADAPT:** Student Services Director, Rick Burton, reported that the District has been working in partnership with Compass/Adapt regarding deployment of mental health specialists. The Board had directed that we look at various provider groups, and tonight Adapt CEO, Dr. Greg Brigham and Youth and Family Director, Bill Shobe were present to answer questions regarding the proposed MOU. Dr. Brigham explained that they plan to look for additional therapists and use existing staff through Compass at existing sites at this time. The MOU reflects a fair and equitable agreement to begin once school is in session. Four staff members will be starting the school year and the intention is to deploy a total of eight. While acknowledging the difficulty in finding therapists, Dr. Brigham noted that Adapt is fully staffed in youth and family services. Working with our schools and getting more services to students has been identified as an immediate priority. Adapt is committed to this collaboration and had provided services in a total of 13 schools last year. Mr. Burton added that schools are working to identify students so that services can be provided as early as the second week of school. Staff from both organizations plan to meet monthly to review utilization and claims, etc. Students age 14 and older may request mental health services without parental consent. The goal will be for therapists to be scheduled 55% of their billable hours, and staff and therapists will collaborate to assure that therapy does not occur at the expense of education. The District may incur an estimated \$32,000 - \$75,000 revenue shortfall if therapist schedules fail to meet the 55% capacity. Compass Behavioral Health Accounting Specialist, Brittney Cannon, will monitor hours and keep both organizations informed. This agreement allows for termination at either party's request with sixty days' notice. Chair Garcia invited Adapt staff to come to monthly board meetings to advise the Board of the progress of student mental health service deployment. Director Lee noted that for students already receiving services outside of school, it may be easier for families to access those services for their student at school to avoid transportation obstacles, etc. Director Patterson noted in the interest of full disclosure, that a relative has been hired as one of the therapists and he would abstain from voting if board members desired.

Director Hall moved to approve the Memorandum of Understanding between the District and Adapt for student mental health services. Director Patterson seconded, and the Motion passed unanimously.

M4-25 Approved Memorandum of Understand with Adapt for Student Mental Health Services effective with the 2018-19 school year

**POLICY IGBHE: EXPANDED OPTIONS, for Second Reading and Adoption:** Teaching and Learning Director, Robert Emerson, presented Policy IGBHE: Expanded Options, for Second Reading/Adoption. Mr. Emerson updated the Board that the waiver requested due to services already being offered at the high school, had been received. Director Meyer inquired about the referenced credit hour cap, and Mr. Emerson will endeavor to determine the answer to that question.

Director Lee moved to approve Policy IGBHE: Expanded Options, for Second Reading and Adoption. Director Cotton seconded, and the Motion passed with Director Johnson voting No.

M4-26 Approved Policy IGBHE: Expanded Options, for Second Reading and Adoption

**POLICY JECA: ADMISSION OF RESIDENT STUDENTS, for First Reading:** Teaching and Learning Director, Robert Emerson, also presented Policy JECA: Admission of Resident Students, for First Reading, sharing that the language revisions are due to updating the policy to match current law. Mr. Burton explained that this allows Districts to be paid when providing services to students who graduate with a modified diploma but still need transitional services through age 21. Director Lee pointed out the need for a modification in one of the paragraphs, and that will be done prior to the second reading.

Director Patterson moved to approve Policy JECA: Admission of Resident Students, for First Reading. Director Cotton seconded, and the Motion passed unanimously.

M4-27 Approved Policy JECA: Admission of Resident Students, for First Reading

**APPROVAL OF AUTO SHOP EQUIPMENT PURCHASE:** Purchasing Manager, Denny Austin, presented this proposed purchase request, noting that the District's cap for formal bid process is \$50,000. The procurement was chosen partly through the community partnership that the high school and CTE programs are developing with local automotive professionals. Hunter Engineering is the favored vendor. This company was awarded a contract in conjunction with Mohawk Resources, Ltd., in October 2017 through an Invitation to Bid conducted by NASPO Value Point, State of Washington, Master Agreement No. 05316 with Oregon Participating Addendum No. 7671; start date 10/27/2017 and expiration 2/10/2019. Mr. Austin also pointed out that the price agreement saved the CTE program over \$4,700. This bid award also includes the services of a company representative for installation and maintenance. Hunter Engineering provides a robust training program for not only professionals but also educational programs for high schools and community colleges, including videos, hand-outs and workbooks.

Director Patterson moved to approve the bid award in the amount of \$54,164.70 to Hunter Engineering for the purchase of tools and equipment for the CTE program. Director Cotton seconded. Director Hall sent kudos to the staff members at RHS who were involved with the restoration of the health and auto shop programs at the high school. The Motion passed unanimously.

M4-28 Approved bid award to Hunter Engineering for tools and equipment for the CTE program
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**RHS TURF PROJECT UPDATE:** With Facilities Manager, Tracy Grauf, out of town, Chief Operations Officer, Cheryl Northam updated the Board that the Cushtain installation for the RHS athletic field began yesterday. Depending on scheduling from Hellas, the goal is to be ready for the September 14<sup>th</sup> home game, dependent upon the status of the track resurfacing. Director Johnson inquired about the status of the August home game, and Principal Weber responded that the opposing team will host that game in Bend, and next year the two schools will trade home field again. Director Johnson also asked if ticketholders were receiving refunds due to the reduced number of home games, and Principal Weber assured him that checks were being processed.

**CABINET MEMBER REPORTS:**

**Student Services Director, Richard Burton,** announced that the River Rock Detention Center that had been closed due to concerns about overcrowding, will be reopening this fall. The facility will continue to accept students as directed by DHS, many of whom have been unable to find foster placements. The services will now be provided through Phoenix, along with services for Creekside and Fowler House.

Several sites in our county competed for a grant creating a parent initiative. This Early Works project represents \$57,000 of services, including \$35,000 from Portland State University to create parent initiative, parent alignment; it's a pre-school promise to bring kids and parents together more collectively. Working with Winchester Principal, Rick Snyder and Teacher Ann Carey, we had to do an authentication engagement initiative. We were one of five accepted to receive these services, which dovetail with Ms. Carey's K-1 work and will allow increased early work with preschool. This will be taking place at Winchester this fall under the direction of Teaching and Learning Director, Robert Emerson.

Mr. Burton is working with RHS Principal, Jill Weber, in risk assessment protocols. The District has experienced significant increases in the number of risk assessments coming into the District. The Mid-Valley assessment protocol should help eliminate some of the low-level assessments using a phase one interview process to catch issues at the lowest levels.

Mr. Burton also notified the Board that Narcan training will be provided at the secondary schools this fall in response to opiate addiction issues happening across the nation. ESD Nurse Barb Hofford will facilitate this training.

A third therapeutic learning center (TLC) will be opening in the fall at Winchester School. The classroom will be open to all county school students, not just Roseburg students.

Mr. Burton is also working with Randal Olsen on our online systems with regard to Odysseyware and Pearson.

After one more year, we will be transitioning to Grad Point.

**Human Resources Director, Robert Freeman**, announced that we have not had a staff handbook previously, and credited HR Specialist, Tracy Powell, for leading the way in creating a starting point for this project that will incorporate work with our District leaders. Mr. Freeman will bring back the finished product to the Board for review and approval once this collaboration has been completed.

Attorney Rebecca Jacobsen has been hired to work with building leaders on how to conduct investigations as was recommended by the Hungerford report.

Board members are invited to attend the upcoming New Teacher Orientation on August 23<sup>rd</sup>. Nutrition Services Director, Kyle Micken, and his staff will be providing breakfast for the event.

Mr. Freeman reminded the Board about the conversation regarding administrative compensation at the prior board meeting. He provided the Board with a COSA comparison of salaries and economic benefits in our district, other schools and ESDs. The comparison reflects salaries from the prior year, before the recent 3.4% increase. The COSA reports are divided into three categories, with our district being compared to like-size districts in the 4,000 ADM range.

**INDIVIDUAL REPORTS BY DIRECTORS:**

Director Hall reflected that she just returned from Indiana, where school already started. She plans to begin visiting each school beginning this August/September, hoping to visit with principals, teachers and staff in the hope that her positive feelings about the people in this District will be confirmed.

Director Johnson indicated that he had nothing to share that would benefit kids.

**PUBLIC PARTICIPATION:** No members of the audience wished to address the School Board.

**ADJOURNMENT:** With no further business, Chairman Garcia adjourned the meeting at 8:10 p.m.

**Robert F. Freeman, Interim Superintendent**

**Next Meeting:** The August 22nd 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.

RLF/jlk