

ROSEBURG PUBLIC SCHOOLS

1419 Northwest Valley View Drive
Roseburg, Oregon 97471
Regular Board Meeting

Vol 5 No. 3

December 12, 2018

Board Members:

Rodney Cotton
Joseph Garcia, Chair
Micki Hall
Rev. Howard Johnson
Rebecca Larson
Charles F. Lee
Steve Patterson, V. Chair

Administration:

Lee E. Paterson, 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, December 12, 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 and called the meeting to order at 6:00 p.m. and invited Director Steve Patterson to lead the Pledge of Allegiance.

ATTENDANCE: School Board and Cabinet members were all present.

REVIEW OF AGENDA: Superintendent, Lee E. Paterson, announced that in Item 4, Policy JECB: Admission for Non-Resident Students, had been postponed for further work. Discussion item No. 7, organizational chart and the assistant superintendent position, were also postponed. An additional resignation has been added to the Consent Agenda.

COMMUNICATIONS TO THE BOARD:

Chair Garcia and the superintendent have agreed that personnel items will now be included within the Consent Agenda.

STUDENT RECOGNITION:

Roseburg High School Principal, Jill Weber, presented a congratulatory letter and McDonald's gift card to RHS Senior, Tucker Jenkins, noting that he was unanimously selected by division leaders for excellence in academics, involvement and leadership in school and his character and connections with others. Tucker has achieved a perfect GPA while taking career and technical, honors, art and AP/CC courses while also participating in soccer, swimming, track and field and lacrosse. Favorite courses include math, social science and science, and have led him to consider a career in engineering. An example of his skill level was demonstrated with a rendition of the new sign that will soon be installed at the district office.

RHS foreign language instructor, Stephen Flesher, presented a congratulatory letter and McDonald's gift card to Fifth Grade Eastwood Elementary student, Julie Ojeda-Guzman, while reading Principal Thompson's letter to the family in Spanish. Finishing her work in a timely manner, Julie often helps younger students and assists as a "reading buddy". She enjoys music and choir and inspiring others to do the same. Julie exhibits a great sense of humor and possesses excellent communication skills. Her love of animals is drawing her interest in veterinary medicine and she is considering continuing her education at Umpqua Community College.

Fullerton IV Principal, Katrina Hanson, presented her congratulatory letter and McDonald's gift card to Fifth Grade student, Zoey Anderson. Always a dedicated learner, Zoey perseveres through difficulties and her willingness to try new things is contagious. She hopes to eventually attend OSU majoring in veterinary science as she enjoys math, PE and loves animals.

SPECIAL STAFF RECOGNITION: Eastwood Elementary Principal, Jennifer Thompson, was honored to present the coveted Crystal Apple Award to Learning Resource Center Special Education instructional assistant, Martha Weber. Assisting with reading and math groups, Martha can always be counted on to say, "I'll do whatever you need me to do." Compassionate and empathetic, Martha quickly identifies students needing extra support and builds positive relationships with the children. Fellow staff members enjoy working with Martha as much as she rejoices as students acquire new skills and progress in their academic careers.

STUDENT LEADERSHIP REPORT: RHS leadership students, Hannah Bryan, Marin Gray and Isabelle Hervey shared that students are busy preparing for Winter Week events such as Pajama Day, Festive Sock Day, Hat and Scarf Day, Red and Green Day and Ugly Sweater Day with the goal of bringing students together. Leadership students are striving to improve the school culture by starting with themselves. Students are being challenged to put others first when making team decisions. Students and staff members are saddened that highly-talented RHS Site Operator, Serge Queant, will be retiring and will miss his presence on campus. Many students are enjoying creative library and club activities. Winter sports are off to a great start, with the swim team attracting 70 members this year as well as a new coach. The boys' basketball team is currently undefeated, and the wrestlers are off to another great year after having won state titles in 10 of the past 12 years. The girls' basketball team and their new coach are working hard after close finishes in most of their games. Students spent time last weekend decorating the campus for the holidays. The process of electing new student leadership representatives is underway.

CONSENT AGENDA: Superintendent Paterson presented the Consent Agenda consisting of Minutes from November 14th, Gifts to the District and personnel transactions that included:

Resignations/Retirements:

- Joanne Couch, Teacher of English to Speakers of Other Languages for the Dept. of Teaching and Learning, will be retiring at the end of the school year after two years in the District;
- Kenneth Wong, a Melrose Elementary Fifth Grade Teacher, is resigning effective December 3, 2018;
- Patrick McGuire, who had accepted a Special Education position at Sunnyslope Elementary and was approved for hire, will not be taking the position due to personal reasons; and
- Rebecca Sherlock, Eastwood Elementary Third Grade Teacher, will be retiring at the conclusion of the 2018-19 school year.

Recommendations for Hire:

- Darlene Mecham, Language Arts Teacher at Fremont Middle School, a temporary position for 2018-2019; and

- Carolyn Jean Christensen, Fifth Grade Teacher at Melrose Elementary, a temporary position for 2018-2019.

Director Hall moved to approve the Consent Agenda. Director Patterson seconded, and the Motion passed unanimously.

M5-12 Approved the Consent Agenda

RECESS: Chairman Garcia called for a brief recess at 6:35 p.m. to allow students and families to depart. The meeting was reconvened at 6:38 p.m.

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

PRESENTATION OF THE 2017-18 AUDITED FINANCIAL STATEMENTS: Chief Operations Officer, Cheryl Northam, introduced Mark Damon, a Partner, and Valen Herd, Associate, from KDP Certified Public Accountants, LLP. The auditors presented the 2017-18 audited financial report. The firm has provided auditing services for the District for several years. The auditors reported that no significant deficits or material weaknesses were discovered, and the District was in compliance with all governmental auditing standards. In accordance with federal mandate, the Title 1 program was also selected for auditing this year as the District's federal program. Again, the auditing team found no instances of non-compliance.

Director Johnson congratulated Ms. Northam and her staff for keeping the District in compliance and recalled that in a prior year, KPD had been selected to have our District's audit reviewed as part of their firm's peer review. Mr. Damon stated his opinion that the District's financial position is trending well and is well managed.

The audit team shared their appreciation for attending the Board Meeting and hearing first-hand the good work being done on behalf of Roseburg students. Chair Garcia and Superintendent Paterson both added their appreciation to the Business Operations staff for a job well done.

ODOT PRESENTATION OF PLANNED PUBLIC WORKS EXIT 124 AND BELLOWS STREET: ODOT representatives Stephanie Bentea, Ben Ebner and Linda Henderson were present to provide insight and answer questions regarding the upcoming I-5 Exit 124 signal upgrade project and Bellows Street realignment. An illustration was shared reflecting the areas adjacent to the freeway that will be impacted by the projects. The existing signals are dysfunctional and will be replaced to gain efficiency and safety at the intersection. ADA rated pedestrian ramps will be installed and a turn lane will be added. An analysis determined that the safest way to proceed with this construction would be to close southbound freeway ramps periodically during the period of June 14th through September 1, 2019 for 14 days. Closures will not occur during the Fourth of July holiday, Graffiti Weekend and during the Douglas County Fair.

Ideally, Bellows Street will be closed during periods when the southbound ramps are closed, and the approximate 25 affected residents would access their property through the RHS parking lot. It is anticipated that work will be completed outside of the school year.

ODOT is proposing to acquire a small area near the high school entry to allow for curb line adjustments and potential installation of new sensors. They also recommend the speed limit be reduced to 25 mph to slow traffic due to the difficulty in seeing pedestrians.

Mr. Ebner shared that the appraisal for the potential purchase has been submitted to the District. Chief Operations Officer, Cheryl Northam, indicated that a recommendation will be included for Board consideration on the January 9, 2019 agenda for Board consideration.

CONSIDER CANDIDATE FOR BUDGET COMMITTEE AND REAPPOINT EXISTING MEMBERS:

Budget Committee Candidate, Larissa Hoskin was introduced and shared her interest in learning more about the District and aspiration to bring her perspective to the Committee after her daughter challenged her to become more involved. She reflected that our youth need encouragement and inspiration, with caring people around them. She shared her belief that parents can make a difference and she appreciated the Board providing her this opportunity.

The Board of Education members cast their votes via ballot to unanimously appoint the newest member of the Budget Committee, Larissa Hoskin.

Director Patterson moved to reappoint both Leah Hamilton and Tom Nelson to the District Budget Committee. Director Lee seconded, and the Motion passed unanimously.

M5-13 Appointed Larissa Hoskin to the District Budget Committee and reappointed members Leah Hamilton and Tom Nelson.

POLICY ING: ANIMALS IN DISTRICT FACILITIES, for Second Reading and Adoption: Student Services Director, Richard Burton, shared that this revision clarifies policy regarding comfort vs. service animals who assist individuals with hearing/vision/seizure/health issues. Only service animals are allowed.

Director Hall moved to approve Policy ING: Animals in District Facilities for Second Reading and Adoption as proposed. Director Larson seconded, and the Motion passed unanimously.

M5-14 Approved Policy ING: Animals in District Facilities, for Second Reading and Adoption

POLICY CHCA: APPROVAL OF HANDBOOKS AND DIRECTIVES, for First Reading. Superintendent Paterson shared that this revised policy is to bring our policy in line with current practice. This would accommodate minor changes being made in response to periodic updates that need to be made to keep this handbook up to date. The Superintendent would inform the Board of changes that could result in systemic changes.

Director Steve Patterson moved to adopt, at First Reading, Policy CHCA: Approval of Handbooks and Directives. Director Cotton seconded, and the Motion passed unanimously.

M5-15 Approved and Adopted Policy CHCA: Approval of Handbooks and Directives

POLICY JECB: ADMISSION OF NON-RESIDENT STUDENTS, for First Reading: As he had announced earlier, Superintendent Paterson explained that this policy needed further revision prior to bringing to the Board for action.

PROFESSIONAL LEARNING COMMUNITY (PLC) DISCUSSION: Superintendent Paterson explained that during the November Board Work Session, it was suggested that the District process of PLCs be introduced at the Board level. This learning activity will be scheduled for each Board Meeting to model for the District that we are a learning community.

Human Resources Director, Robert Freeman, reflected that 18 years earlier, both he and Principal Weber were in a classroom aspiring to become administrators, and the professor asked the students what they believed was the most important skill an administrator should have. His answer is unchanged, and he pointed out the wonderful teachers in the audience, stating that the hiring of teachers is our most challenging job. Mr. Freeman introduced HR Specialist, Tracy Powell, who he asked to be present. Tracy does an outstanding job working behind the scenes to keep the licensed hiring process running smoothly and is an excellent resource for questions.

When posting a licensed position, administration considers the budget process and student forecasts and projections of class load limits. Consideration is also given to notifications from individuals who plan to retire. Our District utilizes Talent Ed and School Springs international platforms. Both of those result in widespread outreach, and last year many of our hires were from out of state applicants. Once positions are determined, the posting and hiring process begins. The Board participated in brainstorming the three most important characteristics in hiring a teacher. Empathy, collaboration, mission and purpose, energy, confidence and ability to relate to and care about children were all suggestions.

Applications are managed with screening and interviewing processes to narrow candidates followed by reference checks. Mrs. Powell assures that candidates are properly endorsed through TSPC as well as Cris checks. The State of Oregon also maintains a database of teachers with prior employment issues. Successful candidates are offered contracts through the HR Department and once they accept, the Board then considers the hiring recommendations. Our objective is for students to be safe at school with teachers who demonstrate a passion for education.

Once teachers are hired, it is essential that they receive proper supports. Those include New Teacher Orientation and mentoring opportunities for first and second year teachers. The District's evaluation process has been updated to ensure that teachers are growing and promotes dialogue between teacher forums. Statistics are indicating that these elements are proving to be successful over the past five years. Director Larson commended Mr. Freeman for taking on the difficult task of dismissing teachers due to performance, sharing the importance of not letting personal attachments be in front of our students' best interests.

Director Johnson inquired about how teachers adjust to relocating to Roseburg, and Mr. Freeman shared that ideally, they are somehow tied to Douglas County instead of just accepting the first job offered to them.

Director Hall expressed concern of not knowing if a candidate likes kids, and Principal Weber shared her success with eliciting that trait from interviewees. Observing a candidate teach a lesson is also very enlightening. Mr. Freeman commented that hearing the candidate express their reason for entering education can be quite powerful.

SUPERINTENDENT'S REPORT: Superintendent Paterson acknowledge the Boards' efforts to develop new and positive ways of working together and shared his appreciation for that work. He continues to receive encouraging comments from community members regarding the Board and our operations.

The Board plans to meet again with OSBA Board Development Specialist, Renee Sessler, on January 7th to begin work on Mission/Vision and then joining with the Cabinet and school principals in continuing the work already begun on roles and responsibilities.

Chief Operations Officer, Cheryl Northam, presented the most recent Financial Report.

The Superintendent has toured the DLC classrooms at Fremont Middle School, Melrose and Sunnyslope Elementary Schools with Robert Freeman, Rick Burton and Deborah Thiessen. They observed teachers who are very capable in their extraordinarily challenging efforts to assure students are properly educated safely to the highest degree possible. The District has applied pre-emptive measures in response to difficult behaviors. The mental health therapists contracted through Compass are making a difference.

Mr. Paterson has reached out to some of our local first responders to encourage police and firefighters to be a presence and develop healthy relationships with our schools by having lunch with students as often as possible. Sheriff Hanlin, our food service provider, Sodexo, and homeless and Indian Education liaison, Juliana Marez, are all enthusiastic about this endeavor.

Fullerton IV Elementary is once again hosting a fine dining opportunity for some of their students and families to aid in learning manners, and there is a candlelight luncheon scheduled at Melrose Elementary to celebrate the holiday.

A District team will be attending a national school violence, multi-casualty training in the spring. Our schools are working on reunification plans for students/families and teachers are maintaining contact information for every child in case of an evacuation.

RHS Assistant Principal, Adam Blue, will be leading a pilot program at the high school for the RAVE communication tool that facilitates alerts in the case of disaster. Surveillance cameras are being installed in early January as reported previously. Administrative staff have been meeting with local responders to have crisis plans reviewed for compatibility with their protocols and to identify areas of vulnerability.

The annual ESD Service Plan is expected to be received in February 2019.

COMMITTEE REPORTS: The Board heard a report on the November 21st Building & Sites Committee Meeting as well as the December 7th Administration and Personnel Committee Meeting.

REPORTS BY BOARD OF DIRECTORS: Director Hall thanked Mr. Emerson for meeting with her to share information from the Teaching and Learning Department; thanked Mr. Freeman for maintaining such a positive attitude; suggested that Ms. Northam should have been a teacher due to her skill in explaining budgetary issues; and thanked Superintendent Paterson for his communications. She also appreciates other board members and reflected that Chairman Garcia was one of her former students.

Director Larson encouraged administration to improve emergency communications with parents in the event of a natural or other disaster so that parents understand what steps would be taken. Superintendent Paterson assured her that Cheryl Northam and Tracy Grauf have taken the lead on this process and we will educate the community as plans are established.

Director Cotton noted media reports concerning the Portland and Klamath Union districts and predicted that there will be ongoing difficulty in obtaining contractor services for seismic projects.

Director Johnson wished everyone a Merry Christmas and encouraged us to remember that Jesus is the reason for the season. Happy New Year!

Director Steve Paterson congratulated Cheryl and her staff for another successful audit year and for successfully navigating unexpected changes throughout the year.

Chair Garcia echoed earlier sentiments and reflected that he is looking forward to a positive new year.

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

ADJOURNMENT: With no further business before the Board, Chairman Garcia adjourned the meeting at 8:30 p.m.

Lee E. Paterson, Superintendent

LEP/jlk

Next Meeting: The January 9th 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.