

# ROSEBURG PUBLIC SCHOOLS

1419 Northwest Valley View Drive  
Roseburg, Oregon 97471  
**Regular Board Meeting and Executive Session**

Vol 5 No. 1

November 14, 2018

## Board Members:

Rodney Cotton	Excused
Joseph Garcia, Chair	<input type="checkbox"/>
Micki Hall	<input type="checkbox"/>
Rev. Howard Johnson	<input type="checkbox"/>
Rebecca Larson	<input type="checkbox"/>
Charles F. Lee	<input type="checkbox"/>
Steve Patterson, V. Chair	<input type="checkbox"/>

## Administration:

Lee E. Paterson, Superintendent	<input type="checkbox"/>
Richard Burton, Director of Student Services	<input type="checkbox"/>
Robert Emerson, Director of Teaching & Learning	<input type="checkbox"/>
Robert Freeman, Director of Human Resources	<input type="checkbox"/>
Cheryl Northam, Chief Operations Officer	<input type="checkbox"/>

## REGULAR SESSION

**TIME/PLACE:** A regular meeting of the Douglas County School District No. 4 Board of Directors was held on Wednesday, November 14, 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 our recently appointed Superintendent, Lee Paterson. to lead the Pledge of Allegiance.

**ATTENDANCE:** School Board and Cabinet members were present, with Director Cotton excused. Reporter Mike Henneke was in attendance.

**REVIEW OF AGENDA:** Superintendent, Lee E. Paterson, announced that a request for Leave of Absence had been added to the Consent Agenda, and Item No. 6 – School Based Health Center Services Agreement (updated) had been added to the agenda.

**COMMUNICATIONS TO THE BOARD:** Superintendent Paterson stated that there were no resignations to report this evening and confirmed that Director Cotton was excused.

**STUDENT RECOGNITION:** Fir Grove Elementary Principal, Lisa Dickover, presented a congratulatory letter and McDonald's gift card to Fifth Grade student, Alex Hill. Principal Dickover shared that Alex models the Falcon fundamentals and consistently follows through with expectations including homework, being a positive role model and eagerly volunteers. Always ready for a challenge, Alex arrives each day with a smile and positive attitude.

Fremont Middle School Principal, Ben Bentea, also presented a congratulatory letter and McDonald's gift card to Eighth Grade student, Amy Carpenter. Principal Bentea shared that Amy exemplifies Fremont's STAR core values and can always be trusted to do the right thing with a positive attitude that is contagious. With nearly perfect grades, Amy participates in Jazz and Concert Bands, Yearbook, Soccer, Basketball and Track and Field.

Joseph Lane Middle School Principal, Nicki Opp, presented a congratulatory letter and McDonald's gift card to Eighth Grade student, William Willis. William's favorite subject is math and is known for confronting and overcoming all obstacles. He greatly enjoys the outdoors, lifting weights and running. Teaches share that his future looks promising and Will may consider a career in the medical field, possibly dentistry, but also believes in the importance of taking time to enjoy life.

**SPECIAL STAFF RECOGNITION:** Fir Grove Elementary Principal, Lisa Dickover, was honored to present the coveted Crystal Apple Award to office assistant, Carole Whitehead. Carole wears numerous hats with tremendous grace and can reach the most challenging students. Principal Dickover noted that Carole is loved by all and students stop by each day just for a hug. Always anticipating what needs to be done, fellow staff members feel blessed and honored to work by her side.

**STUDENT LEADERSHIP REPORT:** RHS leadership students, Samie Bergmann, Marinda Carlyle and Allie Fetsch shared recent homecoming events and other student activities including lockdown and earthquake preparedness drills, college/career and military night. In excess of 800 students attended the Homecoming Dance. This was impressive as the band members were otherwise engaged and couldn't attend. The recent Open House and student conferences enjoyed increased attendance over last year. Planning will begin very soon for "Winter Week". The RHS FFA Vet Science Team performed well at Districts and a team will be traveling to the upcoming state competition in Redmond, Oregon.

**CONSENT AGENDA:** Superintendent Paterson presented the Consent Agenda consisting of Minutes from October 24<sup>th</sup>.

Human Resources Director, Robert Freeman, presented the following hiring recommendations:

- Patrick McGuire, Special Education Teacher at Sunnyslope Elementary School; and
- Shannon Ruiz, Fourth Grade Teacher at Melrose Elementary School.

Director Freeman also presented the following requests for Leave of Absence for consideration:

- Jodi Rynearson, Instructional Assistant at Fremont Middle School, is requesting a Leave of Absence beginning January through May 5, 2019 to complete her teaching degree
- Katherine Follmar, Autism Consultant for the Office of Student Services, has requested a waiver of required years of service to allow an unpaid Leave of Absence for family reasons from January 2019 through the remainder of the 2018-2019 school year.

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

M5-1 Approved the Consent Agenda
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**RECESS:** Chairman Garcia called for a brief recess at 6:28 p.m. to allow students and families to depart. The meeting was reconvened at 6:30 p.m.

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

**SEISMIC REHABILITATION PROJECTS:**

**GREEN ELEMENTARY SEISMIC PROJECT UPDATE:**

Chief Operations Officer, Cheryl Northam, introduced West Coast Construction Solutions Seismic Project Manager, Mike Jardine, who updated the Board that the Green Elementary Seismic project was expected to finish today. While digging in preparation for installation of the moment frames, crews did discover unsuitable soil conditions requiring engineering evaluations, followed by storm line obstructions. No maps had been available for conditions below the surface as the structures were constructed in the early 1950's. Mr. Jardine shared that the construction crews are working non-stop, and Vitus Construction President, Corey Vitus, has provided assurance the project will be completed by the 22<sup>nd</sup> and crews departing by the 26<sup>th</sup>. The company has not charged for the additional time and work required by these unforeseen issues. Superintendent Paterson thanked Mr. Jardine for the update, adding that he is aware of the extra effort by the crew and Mr. Jardine to get this project completed.

**HUCREST ELEMENTARY SEISMIC PROJECT:**

Mr. Jardine announced that the current design of the Hucrest Elementary project could result in a budget shortfall of approximately \$250,000. While portions could be engineered out, the result would not be as aesthetically pleasing since a good portion of existing windows will need to be removed to improve student safety. It is anticipated that the aged heating system may not withstand the needed removal and reinstallation process. The team expects to encounter asbestos at some point during the project. The gym roof is leaking but is not included in the scope of the seismic project. Flooring may also need replacing. The scope of the project might be better accomplished over the period of two summers, rather than trying to complete during the space of one school year. Director Northam shared that the \$1.5 million grant is insufficient to resolve all the issues.

The District has the option of committing to the original grant as well as committing to additional \$250,000 – \$700,000 in expense for HVAC/roofing and possibly flooring. This would need to be considered during upcoming budget discussions. The District would attempt to maximize energy credits through SB 1149 for HVAC and insulation. Another option would be to return the grant with the intention of reapplying for a new grant in the next biennium. The District is responsible for the approximately \$35,000 in engineering and project costs that have already been incurred. The newer grants are expected to be \$2.5 million and applications are due on Friday.

Director Johnson shared his preference of moving forward as quickly as possible and applying for grant funding for the gym separately. Chair Garcia noted his concern about the lack of process in identifying needs district wide and questioned anticipated costs for the upcoming Melrose Elementary project. Mr. Jardine responded that Melrose is limited to the gym/library/cafeteria and currently appears to be within budget constraints.

Director Hall moved to proceed with the Hucrest Seismic Rehabilitation project. Director Larson seconded, and the Motion passed by majority with Director Lee voting "No". Director Hall and Superintendent Paterson thanked Ms. Northam for her work in obtaining the grants for the District's seismic projects and Mr. Jardine for his project oversight.

M5-2    Approved moving forward with the Hucrest Seismic Rehabilitation Project
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**UPDATED RESOLUTIONS 18-19-1 THROUGH 18-19-8:** As a housekeeping issue in updating the already approved 2018-19 annual resolutions, Superintendent Paterson requested that the Board re-approve the following resolutions to reflect the change in administrative authority:

- Revised Resolution 18-19-1: Designation of Clerk and Deputy Clerk and Bonding of Employees;
- Revised Resolution 18-19-2: Designation of Custodian of Funds, the Use of Facsimile Signature and Authorization for Payment of Obligations;
- Revised Resolution 18-19-3: Designation of Auditor;
- Revised Resolution 18-19-4: Designation of Depositories;
- Revised Resolution 18-19-5: Designation of Attorney;
- Revised Resolution 18-19-6: Designation of Election Official;
- Revised Resolution 18-19-7: Designating the Budget Officer and Newspaper; and
- Revised Resolution 18-19-8: Authority to Apply for Grants for the 2018-2019 School Year

Director Hall moved to approve revised Resolutions 18-19-1 through 18-19-8 as presented. Director Larson seconded, and the Motion passed unanimously.

M5-3 Approved updated Resolutions

**TITLE 1 CHROMEBOOK PURCHASE:** Technology Coordinator, Gary McFarlane, explained that the District has made a concerted effort to continue to add tech devices for student use. This proposed purchase is in addition to the August purchase that was awarded to CTL Corporation at the same prices and specifications approved following an invitation to bid. This purchase is for 278 Chromebooks and licenses for the benefit of our Title 1 elementary schools. Our schools are working hard to expand technology for student use.

Director Patterson moved to approve the purchase for Chromebooks and licenses as proposed. Director Johnson inquired if training would be necessary to facilitate this deployment, and Mr. McFarlane responded that generally the students are far ahead of us when it comes to technology. Director Lee was informed that the technology is expected to have an approximate five-year lifespan. Director Hall seconded, and the Motion passed unanimously.

M5-4 Approved Chromebook and Console License purchase from CTL Corporation in the amount of \$61,160.00 for Eastwood, Fir Grove, Fullerton IV, Green, Sunnyslope and Winchester Elementary Schools

**POLICY ING: ANIMALS IN DISTRICT FACILITIES, for First Reading:** Student Services Director, Richard Burton, shared that the superintendent had discussed this policy at the committee level. This revision is recommended due a national issue with individuals bringing comfort and service animals into the schools. This policy designates the different between service and therapy/comfort and eliminates animal species not regulated by the state. The policy is also ADA and IDEA compliant. Service animals must be authorized by the District, trained to provide a service accurately, safely and adequately.

Director Larson moved to approve Policy ING: Animals in District Facilities for First Reading as proposed. Superintendent Paterson noted that this policy provides the District with needed guidance. Director Hall seconded, and the Motion passed unanimously.

M5-5 Approved Policy ING: Animals in District Facilities, for First Reading

**SECURITY CAMERA INSTALLATION:** Superintendent Paterson explained that this proposed expenditure is in response our Board’s high priority to install security cameras in our schools. Chief Operations Officer, Cheryl Northam, toured the middle schools with administrators and the District Safety Officer to evaluate how much it would cost to have the outdated systems replaced with recording systems and multi-directional digitally searchable cameras. Staff are requesting \$81,900 to begin the initial replacement and determine direction to fulfill the next level, which would increase the cost to \$111,000.

Chairman Garcia moved to approve an expenditure in the approximate amount of \$111,000 for security camera installation. Director Johnson indicated his support to have a fully-prepared system to avoid having to upgrade the system again in a few years. Director Larson indicated that this is a huge show of support to our administrators. Director Larson seconded, and the Motion passed unanimously.

M5-6 Approved expenditure for security camera upgrade in the middle schools in the approximate amount of \$111,000

On another safety note, Ms. Northam also informed the Board of a planned purchase under \$41,000 to replace the outdated and ineffective bell and clock system at Fullerton IV that may be controlled from central office.

**SCHOOL BASED HEALTH CENTER AGREEMENT:** Superintendent Paterson explained that this proposal is also coming to the Board from the committee level and is now reflective of school-based, not school health, centers. The agreement provides access for medical services to students who might not otherwise have the ability or resources to access health care. The agreement has been revised after input from the high school principal and Chairman Garcia and reflects changes advised by the District’s legal counsel. Director Hall stated for the record that her husband is a member of UCHC’s Board. Chairman Garcia also stated for the record that for philosophical reasons he would be voting “No”.

Director Patterson moved to approve the School-Based Health Center Services Agreement between Umpqua Community Health Center and the District. Director Hall seconded, and the Motion passed by majority with Chairman Garcia voting “No”.

M5-7 Approved the School-Based Health Center Agreement between Umpqua Community Health Center and the District

**OSBA RESOLUTIONS:** Superintendent Paterson shared that these resolutions are from the Oregon School Boards Association, with Districts requested to put before their Boards for action.

1. OSBA Board of Directors Position No. 9:

Director Hall moved to select Hank Perry as nominated by the Douglas ESD. Director Larson seconded, and the Motion passed unanimously.

M5-8 Support Hank Perry for OSBA Board of Directors Position No. 9

2. Adopt proposed 2019-20 OSBA Legislative Priorities and Policies:

Director Hall moved to adopt 2019-20 OSBA Legislative Priorities and Policies. Director Larson seconded, and the Motion passed by majority with Director Lee and Chairman Garcia each voting “No”.

M5-9 Adopted proposed 2019-20 OSBA Legislative Priorities and Policies

3. Amend OSBA Bylaws relating to Composition of the Board of Directors by adding a voting seat for a representative of the Oregon School Board Members of Color Caucus:

Director Hall moved to Amend OSBA Bylaws relating to composition of the Board of Directors by adding a voting seat for a representative of the Oregon School Board Members of Color Caucus. Director Larson seconded, and the Motion passed by majority with Directors Lee and Garcia each voting “No”. Director Johnson reflected that he has been a member of the OSBA Members of Color Caucus for three years.

M5-10 Amended Bylaws related to composition of Board of Directors

**SUPERINTENDENT’S REPORT:**

Superintendent Paterson expressed his appreciation for the Board’s willingness to consider OSBA resources to support us in the upcoming superintendent search and Board work sessions. He also thanked the Board for the opportunity to again be associated with the District by actively participating in a leadership role. He specifically thanked Chairman Garcia for his guidance and counsel, adding that he has observed significant innovations at the District that show great promise. Teaching and Learning Director, Robert Emerson, was acknowledged for his role in instituting Schoolzilla and Mosaic, both powerful tools for student data that can be used to drive progress and innovation in the District. Mr. Paterson expressed confidence in his Cabinet team members and thanked Janet for her assistance as well during the transition.

Mr. Paterson has enjoyed working with Director Hall on the new RHS Marketing Committee led by Principal Weber. He was able to share his insights during a recent “Inside Douglas County” media broadcast. The District is involved with preliminary discussions with Phoenix Charter School regarding student enrollment caps.

Board members will be invited to participate in upcoming Calendar Committee Meetings and were reminded of the November 26<sup>th</sup> Board Work Session that will take place in the Board Room.

**COMMITTEE REPORTS:** The Board heard a report on the Administration and Personnel Committee Meeting of October 31, 2018.

**REPORTS BY BOARD OF DIRECTORS:** Chairman Garcia thanked Board members for making the upcoming Work Session a priority. He also shared that he has received positive feedback from both internal and external sources of the selection of Superintendent Paterson.

**PUBLIC PARTICIPATION:** Eastwood Principal, Jennifer Thompson, shared a humorous story about the impact of Blue Zones on “popcorn” parties at the schools. The children participated in creating newspaper hats instead of using food as a reward.

**RECESS:** Chairman Garcia recessed the regular meeting at 8:30 p.m.

#### **EXECUTIVE SESSION:**

At 8:33 p.m., Chair Garcia brought an Executive Session to order pursuant to ORS 192.660(2)(h) to consult with legal counsel. Board members and Cabinet were present with the exception of Director Cotton, who was excused. Attorney Joel Hungerford attended via conference call. No media was present.

Discussion concluded at 9:03 p.m. and Chair Garcia recessed the meeting.

#### **RETURN TO REGULAR SESSION**

Chair Garcia reconvened the regular session at 9:03 p.m.

Director Hall moved to accept the agreement as negotiated by counsel which totals \$225,000 inclusive of monies contributed by both the school district and the district’s insurance carrier. Director Lee seconded, and the Motion passed unanimously.

M5-11 Accepted the agreement as negotiated by Counsel
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**PUBLIC PARTICIPATION:** There were no audience members remaining to address the Board.

**ADJOURNMENT:** With no further business before the Board, Chairman Garcia adjourned the meetings at 9:15 p.m.

**Lee E. Paterson, Superintendent**

LEP/jlk

**Next Meeting:** The December 12<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.