

ROSEBURG PUBLIC SCHOOLS

School Board Meeting and Executive Session Fullerton IV Elementary Library – 2560 W Bradford Drive Roseburg, Oregon 97471

Vol 1 No. 11

October 30, 2019

Board Members:

Rodney Cotton
Joseph Garcia, Chair
Micki Hall
Rev. Howard Johnson
Rebecca Larson 6:37 p.m.
Charles F. Lee 7:14 p.m.
Steve Patterson, V. Chair

Administration:

Jared P. Cordon, Superintendent
Richard Burton, Director of Student Services
Robert Freeman, Director of Human Resources
Michelle Knee, Director of Teaching & Learning
Cheryl Northam, Chief Operations Officer

SCHOOL BOARD MEETING

TIME/PLACE: A regular meeting of the Douglas County School District No. 4 Board of Directors was held at 6:00 p.m. on Wednesday, October 30, 2019, in the Fullerton IV Elementary School Library, located at 2560 W. Bradford Drive in Roseburg, Oregon.

CALL TO ORDER: Vice-Chairman Steve Patterson noted that Chairman Garcia would be delayed and then welcomed attendees, called the meeting to order and asked Human Resources Director, Robert Freeman to lead the Pledge of Allegiance.

ATTENDANCE: School Board and Cabinet members were present with Chairman Garcia arriving at 6:05 p.m. Reporter Sanne Godfrey was in attendance.

REVIEW OF AGENDA: Superintendent Cordon shared that there were no requested changes to the agenda.

COMMUNICATIONS TO THE BOARD: Superintendent Cordon reminded the Board of the Executive Session that will immediately follow tonight's regular meeting. He also thanked Board Director Micki Hall and Cabinet members Michelle Knee and Cheryl Northam for attending the OSBA Fall Regional Meeting. Director Charles Lee let us know that he will be delayed. Director Rebecca Larson will be delayed as she is returning from the RHS Cross Country meet.

WELCOME TO FULLERTON IV ELEMENTARY SCHOOL: Principal Katrina Hanson expressed appreciation to the School Board, Superintendent and Directors for helping to make Roseburg a great place to educate kids. Fullerton's teachers dedicate themselves to making learning fun and interesting, the support staff connects with kids, custodians assure a clean environment, and the nutrition services staff keep everyone fed while the office staff make sure everyone's needs met while somehow managing to keep a sense of humor.

STUDENT RECOGNITION: Fir Grove Elementary School Principal, Lisa Dickover, introduced Fifth Grade Outstanding Student, Marigold Brooks. A humble role model, Marigold was honored for her quiet leadership skills, kind and gentle heart and creative non-judgmental inclusiveness. Future goals may include Astronomy, but her teachers are confident that she will be successful in whatever path she chooses.

Fullerton IV Principal, Katrina Hanson, was proud to introduce Taylor Needles, Fourth Grade Student of the Month. Responsible by nature, Taylor is a conscientious learner who works effectively in leading her peers with a unique flair. Always smiling, she loves a challenge as evidenced by her musical endeavors.

Hucrest Elementary School Principal, Doug Freeman, introduced Fifth Grade Outstanding Student, Rebecca Abdulbashir. Demonstrating a growth mind-set, Rebecca attends to her music and schoolwork at the end of the day, taking both piano and violin lessons. The entire family is looking forward to obtaining US citizenship next year! An inspirational student, teachers are confident Rebecca will accomplish great things in her future.

STAFF RECOGNITION: Principal Katrina Hanson was honored to present the Crystal Apple Award to Office Manager, Stacie Jenkins, who is considered the “glue” that holds the school together. Stacie has served the school in the past as a parent volunteer, Booster Club Officer, and substitute librarian. Staff appreciate her organizational skills, while peers seek her support and guidance. “Sta-J’s” positive attitude is appreciated not only by her school family, but student families who benefit from her guidance and support.

RHS LEADERSHIP STUDENT UPDATE: Leadership students Chelsea Miller and Alema Norris reported on activities at RHS, sharing that Homecoming was a sell-out and seniors won the Powderpuff game. There was a great turnout for the Unified Partners Club Haunted House fundraiser. College Night is coming up along with Military Career Night on Nov. 5th. The Hope Squad will be helping students learn to become active listeners in responding to peers who may be struggling with issues such as depression and suicide. The RHS Marching Band will be performing at the Platinum Arrow performance on November 4th at 7:00 p.m. and again in the local Veterans Parade. FFA has a Rituals competition also on the 4th. Performances of the *Disney* musical “Freaky Friday” will take place November 14-16th from 7-9:00 p.m. The entire Girls’ Cross-Country Team qualified for state, along with Boys’ Team senior, Zack Traul. Congratulations to our student athletes!

CONSENT AGENDA: Chairman Garcia noted that best practice is for Boards to officially approve the Consent Agenda, and this has been added to the approval items. Superintendent Cordon presented the Consent Agenda now consisting of Approval of the Consent Agenda, Minutes from the October 14th School Board Work Session and the October 16th Regular Meeting, Gifts to the District and Surplus Items Listing. Director Micki Hall suggested adding a request that the Board direct the Superintendent to contract with OSBA to update District policies. Board members instead suggested adding that item to an upcoming Board Meeting.

Director Steve Patterson moved to approve the Consent Agenda as originally presented. Director Micki Hall seconded, and the Motion passed unanimously with Director Charles Lee not present.

M1-38 Approved the Consent Agenda

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

RECESS: Chairman Garcia called for a brief recess at 6:36 p.m. to allow students and families an opportunity to depart. The meeting was reconvened at 6:38 p.m.

PUBLIC UPDATE OF DISTRICT CONTINUOUS IMPROVEMENT PLAN (CIP) AS REQUIRED BY THE OREGON DEPARTMENT OF EDUCATION

Teaching and Learning Director, Michelle Knee, informed the Board that we are required to share the District’s 2019-2020 Continuous Improvement Plan with the Board prior to submitting it to the Oregon Department of

Education. Michelle noted that a Needs Assessment has been in process since January resulting in identification of the following priorities:

1. Growth in ELA for all students
2. Growth in Math for all students
3. Implementation of a PK-12 Instructional Framework
4. Development of Instructional and Leadership Capacity of all staff
5. Aligned social/emotional supports across levels

These goals include metrics throughout a three-year plan that will be progress monitored at a minimum of twice per year with adjustments being made going forward as needed.

Chairman Garcia thanked Michelle for presenting the 2019-2020 CIP Plan.

TELEPHONE SYSTEM UPGRADE

District Technology Coordinator, Gary McFarlane, shared his memorandum recommending that the District purchase upgrades for all schools and the District Office, noting that in 2012, Business Manager Lance Colley and Purchasing Supervisor, Denny Austin, proposed modernization of the telephone network installing VOIP and digital phones. No updates to the system have occurred since that time. The manufacturer, NEC, has informed us that the current software has reached the end of its serviceable life and will no longer be supported.

Director Micki Hall moved to approve the recommended telephone system upgrade through Black Box Network Services in the amount of \$66,425.93. Director Rebecca Larson seconded, and the Motion passed unanimously with Director Charles Lee not present.

M1-39 Approved upgrade of the telephone system through Black Box Network Services in the amount of \$66,425.93
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RESOLUTION 19-20-12: DESIGNATION OF AMERICAN EDUCATION WEEK – NOVEMBER 18-22, 2019

Superintendent Cordon presented annual Resolution 19-20-12, joining districts nation-wide in designating November 18-22, 2019 as American Education Week. Efforts will be made to honor staff members throughout that week.

Director Micki Hall moved to approve Resolution 19-20-12 designating November 18-22, 2019 as American Education Week. Director Steve Patterson seconded, and the Motion passed unanimously with Director Charles Lee not yet present.

M1-40 Approved Resolution 19-20-12 Designating the week of Nov. 18-22, 2019 as American Education Week
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CONSIDERATION OF POLICY LANGUAGE FOR NON-RESIDENT STUDENT TRANSFERS INTO ROSEBURG HIGH

Superintendent Cordon apologized for the delay in getting the proposed interdistrict transfer timeline for the remainder of 2019-2020 document to the Board for review, explaining that he has been working with legal counsel to refine language to allow for successful, purposeful student transitions. Noting that the process is not

about adult convenience, it is important to allow adequate time for counselors at the high school to process applications, review credits and meet with students/families to prepare students for the transition process. Jared proposed a pilot process for the remainder of this school year that transfers into RHS will only be granted at the beginning of the second semester.

The proposed timeline is as follows:

- December 2: Application window opens
- January 17: Application window closes and no further interdistrict applications will be accepted for the 2019-2020 school year
- January 21-24: Processing applications (coordinating with other districts on acceptance and release. Meeting with families, reviewing transcripts, enrolling students in correct classes). Notifications will be sent no later than January 22nd.
- January 27: Accepted students will begin the second semester.

This change does not affect hardship requests.

Director Micki Hall moved to approve the proposed interdistrict transfer timeline for the rest of the 2019-2020 school year for transfers into RHS as amended (*transfers into and out of revised to into*). Director Larson seconded and the Motion passed with Director Cotton voting “No” and Director Lee abstaining.

M1-41 Approved the proposed interdistrict transfer timeline as amended for the rest of the 2019-2020 school year for transfers into Roseburg High School
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PROFESSIONAL LEARNING COMMUNITY (PLC) – STATE REPORT CARDS

Teaching and Learning Director, Michelle Knee, led an exercise in obtaining information from the District’s state report card. Michelle explained that administration views three-year trend data in making instructional decisions.

STUDENT SUCCESS ACT (SSA) INFORMATION

Michelle Knee shared ODE’s 2019-2020 Year-at-a-Glance calendar, noting that the District has completed the community engagement requirement. The staff survey continues into November, with 160 responses received. The Continuous Improvement Plan shared earlier this evening will be submitted on Friday to be eligible for 100% of Title funds, well in advance of the December 6th deadline. The Student Investment Account (SIA) application window will be open March 2-April 15, 2020. Once applications are approved, districts will go back to their boards for approval of proposed grant agreements.

COMMITTEE REPORTS

ADMINISTRATION AND PERSONNEL (A & P) – Chairman Garcia confirmed that everyone had read the minutes from the October 16, 2019 A & P Committee Meeting with topics for discussion that included Working Retired, Staff Handbook and Employee Code of Conduct, and next steps for Extra-Curricular.

SUPERINTENDENT’S REPORT

Superintendent Cordon thanked the Board for their time spent in the Board Work Session focused on an Extra-Curricular discussion, assuring the Board that this will be a part of the upcoming 2020-21 budget process. It was

exciting to see that the Boys' Cross-Country team placed highest in overall GPA, with all fall sports achieving just under 3.5 GPA. The first bond measure polling is completed, and the analysis has begun. Mr. Cordon thanked Director Johnson for his input during the process. The District is moving forward with an agreement with Finalsite to update the District's website platform. The anticipated implementation date is March 1, 2020. The Board will receive the full 2018-2019 Financial Audit Report at the December Board Meeting. Jared invited Board members to sign up for the recent Wellness Challenge.

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

ADJOURNMENT: With no further business before the Board, Chairman Garcia recessed the Board Meeting at 8:14 p.m. to enter Executive Session.

**Executive Session
Pursuant to ORS 192.660(2)(i)
Board/Superintendent Check-in to Review Goals/Priorities in
Preparation for Superintendent Evaluation
In February 2020**

Chairman Garcia convened an Executive Session pursuant to ORS 192.660(2)(i) at 8:18 p.m.

The full Board met with Superintendent Cordon for a current review of goals and priorities in preparation for the evaluation scheduled for February 2020. There were no audience members present.

With discussion concluded, the Executive Session was recessed at 8:44 p.m.

ADJOURNMENT: Chairman Garcia reconvened the Regular Meeting and both meetings were adjourned at 8:44 p.m.

Jared P. Cordon, Superintendent
JPC/jlk