

# ROSEBURG PUBLIC SCHOOLS

## School Board Regular Meeting

### Via Zoom

1419 NW Valley View Drive  
Roseburg, Oregon

Vol 1 No. 24

April 8, 2020

#### Board Members:

Rodney Cotton   
Joseph Garcia, Chair   
Micki Hall   
Rev. Howard Johnson   
Rebecca Larson   
Charles F. Lee   
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 REGULAR 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, April 8, 2020 in the Administrative Office Board Room, located at 1419 NW Valley View Drive in Roseburg, Oregon, electronically via Zoom link.

**CALL TO ORDER / PLEDGE OF ALLEGIANCE:** Chairman Joe Garcia welcomed the attendees and called the Board Meeting to order. Superintendent Jared Cordon led the pledge of allegiance.

**ATTENDANCE:** All Board and Cabinet members were in attendance via Zoom. Superintendent Cordon and Teaching and Learning Director, Michelle Knee were present on site. Reporter Sanne Godfrey, was also in attendance via Zoom.

#### COMMUNICATIONS TO THE BOARD / REVIEW OF AGENDA

Superintendent Cordon reminded the Board that the student and staff recognition programs are now on hiatus until public meetings can be held with attendees. There were no changes to the published agenda.

Director Johnson was somewhat delayed as there was an issue with his login. He was able to join the meeting at approximately 6:10 p.m.

#### CONSENT AGENDA:

Superintendent Cordon presented the Consent Agenda consisting of Approval of the Consent Agenda, Minutes from the February March 11<sup>th</sup> and 25<sup>th</sup> School Board Meetings, and employment recommendations as follows:

- Jennah Cummings, a Turnaround Program Teacher at Fullerton IV Elementary School;
- Alex Lombardi, Second Grade Teacher at Green Elementary School;
- Karma Watters, School Counselor at Roseburg High School; and
- Jennifer Wooden, First Grade Teacher at Green Elementary School.

The Board received notices of resignation from the following licensed staff:

- Allison Albee, First Grade Teacher at Green Elementary;
- Kim Beedle, Science Teacher at Roseburg High School;
- Adam Finlayson, a Teaching and Learning Support Specialist at Sunnyslope Elementary;
- Eric Freeman, Teaching and Learning Support Specialist at Fremont Middle School;
- Sarah Hobert, a First Grade Teacher at Melrose Elementary; and
- Scott Moyer, a Math Teacher at RHS.

Director Micki Hall moved to approve the Consent Agenda as presented. Director Rodney Cotton seconded, and the Motion passed unanimously.

M1-93 Approved the Consent Agenda
-----------------------------------

**PUBLIC PARTICIPATION:** Chairman Garcia inquired if any patrons wished to address the Board, and there were none.

**CONSIDER APPOINTMENT OF BUDGET COMMITTEE MEMBER**

The Board had been provided with the request from Roseburg citizen, Mr. Bayley Adams, to be considered for the last remaining vacancy on the District Budget Committee. Director Micki Hall shared that Mr. Adams attended RHS and went on to obtain his bachelor’s degree in Finance from Oregon State University.

Director Micki Hall moved to appoint Mr. Bayley Adams to the Budget Committee. Director Charles Lee seconded, and the Motion passed unanimously.

M1-94 Approved appointment of Mr. Bayley Adams to the District Budget Committee
---

**APPROVAL OF NOTICE OF INTENT TO AWARD – CONSTRUCTION SERVICES**

Purchasing Manager, Denny Austin, recapped the request for proposal (RFP) process for Program and Construction Project Management Services No. 20-680, for capital improvement projects after successful passage of a bond measure May 19, 2020. Consulting services for all of the District’s 2020 Bond Project list including design, construction, regulatory compliance, community involvement, budget management, and permitting are to be provided by the successful firm.

After the posting on the Oregon Procurement Information Network (ORPIN), a pre-bid conference was held on March 2, 2020. Following closure as a result of COVID-19, bids were opened on April 1, 2020. The evaluation committee scored proposals using criteria provided in the published RFP. The top two firms were interviewed on Friday, April 3, 2020. The committee recommended that the Board consider awarding a contract for Program and Construction Management Services, subject to passage of the 2020 Bond, to Cornerstone Management Group, Inc.

Director Micki Hall moved to approve the Notice of Intent to Award a contract for Program and Construction Management Services, subject to passage of the 2020 Bond, to Cornerstone Management Group, Inc. Director Rodney Cotton seconded, and the Motion passed unanimously. All proposers will be notified of the Intent to Award, beginning the post-selection protest and response periods as provided in the RFP.

M1-95 Approved Notice of Intent to Award a contract for Program and Construction Services, subject to passage of the 2020 Bond, to Cornerstone Management Group, Inc.
---

Chairman Garcia expressed his appreciation for the interview process, and reflected that the top scoring firms, HMK and Cornerstone, both do good work based on their references. Director Micki Hall also noted that Cornerstone indicated their intention to use as many local contractors and workers as possible.

#### **PERS WORKING RETIRED – CLASSIFIED STAFF**

Human Resources Director, Robert Freeman, greeted the group via Zoom, stating that it was great to see everyone. He shared that we have four employee groups, administration, confidential, licensed and classified. The first three were previously approved to work back PERS retired. The classified group has asked to also be granted this opportunity. Mr. Freeman reminded the Board that our classified employees' annual contracts expire at the end of each school year.

Director Rodney Cotton moved to approve the Classified Employees Working Retired after PERS Retirement 2019-2020 School Year agreement. Director Rebecca Larson seconded, and the Motion passed unanimously.

M1-96 Approved PERS Working Retired Agreement with Classified staff for 2019-2020

#### **POLICY JEBA: ADMISSION TO KINDERGARTEN AND FIRST GRADE, for Second Reading and Adoption**

Teaching & Learning Director, Michelle Knee, shared revised Policy JEBA: Admission to Kindergarten and First Grade, for Second Reading and Adoption. The policy was approved for First Reading on March 11, 2020 following review by the Policy Committee. The proposal is to provide for initial screenings for early entry conducted by Teaching & Learning staff rather than our school psychologists.

Director Micki Hall moved to approve Policy JEBA: Admission to Kindergarten and First Grade for Second Reading and Adoption. Director Rebecca Larson seconded, and the Motion passed unanimously.

M1-97 Approved Policy JEBA: Admission to Kindergarten and First Grade, for Second Reading and Adoption

#### **POLICY JHFE: REPORTING OF SUSPECTED ABUSE OF A CHILD, for Second Reading and Adoption**

Human Resources Director, Robert Freeman, shared revised Policy JHFE: Reporting of Suspected Abuse of a Child, for Second Reading and Adoption. The policy was approved for First Reading on March 11, 2020 following review by the Policy Committee. The revisions are due to reporting requirement changes resulting from Senate Bill 155 and are recommended by attorneys at OSBA.

Director Charles Lee moved to approve policy JHFE: Reporting of Suspected Abuse of a Child, for Second Reading and Adoption. Director Micki Hall seconded, and the Motion passed unanimously.

M1-98 Approved Policy JHFE: Reporting of Suspected Abuse of a Child, for Second Reading and Adoption

#### **COMMITTEE REPORTS**

The Administration and Policy (A & P) Committee met briefly on April 6<sup>th</sup> to discuss Telehealth and the proposed agreement for the last remaining employee group, classified staff, to work PERS retired.

Committee Chairman, Joe Garcia, shared that while Board members remain interested in telemedicine, there are technical questions remaining pursuant to the RFQ that we lack the expertise to answer. Administration will contact districts who have implemented the program to obtain their feedback. The work back agreement for classified staff was acted upon earlier this evening.

## **SUPERINTENDENT'S REPORT**

Superintendent Cordon shared that the governor announced today that our schools will be closed through the end of the 2019-20 school year. The Board was informed that this Executive Order supersedes local policy and districts will not need to amend their policies to comply with the Order. Jared thanked RHS Principal, Jill Weber for doing a great job leading her staff through what this means for RHS, particularly the senior class. The governor also decided to maintain the required 24 credits for seniors, but students who were on track to graduate are to be awarded credit. We are awaiting further direction on what this will mean for grades 9-11 and our middle and elementary school students. There is a plan for distance learning, but the primary focus will remain on student care and connection.

Our childcare classroom rosters are getting closer to reaching full capacity. First responders and health care providers have expressed their gratitude for this service being made available. Director Charles Lee shared his observation of our school buses out delivering meals for families. Hot lunches are now being provided and we are averaging 4,000 meals per day.

Jared shared that we must plan well beyond this current closure and design a system that makes sense for the next school year to mitigate the learning loss. Students may need approximately 1.5 years of instruction throughout next year in order to catch up. Right now parents and staff are getting a sense of distance learning. We will be attempting to learn what works best for parents, students and staff.

The legislature has yet to announce a special session. There is concern about funding related to the CAT tax. Districts are encouraged to plan for potential incremental reductions in their budget planning for 2020-21. The state normally has approximately 2% of revenues held in reserve. Current reserves are closer to 14%.

There has been positive feedback regarding the new district website that is expected to help us communicate more effectively with parents. Jared expressed appreciation for the Board's interest in this endeavor and push to get this accomplished.

Director Rebecca Larson inquired about hazard pay for staff working during the closure. Jared explained that there is discussion at the federal and state level regarding hazard pay for individuals working on the front lines. Director Larson also shared her concerns specific to equity of access to online learning for all students. Jared assured the Board that there has been robust discussion between ODE and districts who are advocating that whatever decisions are made, that all districts be aligned to avoid potential inequities around admittance and financial scholarships. Discussions will be necessary with parents and students regarding what distance learning will look like if credit has already been awarded. Director Lee inquired how classified staff are involved with distance learning. Jared explained that there are guidelines from the Oregon Health Authority around people who are excluded from certain activities that could involve interaction with the public. We do have tasks available such as preparing and delivering meals, childcare, buses, cleaning buildings and maintenance. ODE has directed that the designing and delivery of distance learning be provided by licensed staff. Staff are trying to do a good job of keeping record of student contact hours to verify compliance with the executive orders. Director Johnson expressed concern with verifying that any tests are being completed by students. The

superintendent responded that the likelihood of distance learning requiring graded assessments for credit is extremely small. The District's concern is that kids can access school online.

### **INDIVIDUAL REPORTS BY DIRECTORS**

Director Howard Johnson confirmed that electronic meetings present a learning curve for participants, but he appreciates the effort required to accomplish this.

Director Rebecca Larson reported that she is in the unique position of being on the receiving end of the new direct instruction experience. With five children, they have had contact with over 20 teachers and admitted it can feel overwhelming. She also complimented staff and administrators for their concern that all kids have access and equity with distance learning. We recognize that some families are in crisis and family dynamics have changed. Students are very worried about their grades and trying to do their best. Understanding and compassion need to be our focus right now.

Director Charles Lee observed that each student, parent, teacher and administrator is doing their best to help kids learn as much as possible. He anticipates many strategies will be attempted, and he expressed confidence that the district will do what's needed to ensure that all students have access to needed resources.

Director Rodney Cotton expressed that this is a week of "home" and wished everyone a Happy Easter. He appreciates Superintendent Cordon acknowledging that next year students will need a year and a half of instruction to catch up. We know this will be tough on students and teachers, but things will get better.

Director Steve Patterson stated that he has been proud of the District and leadership for their responsiveness to daily challenges. We know that we will discover things that work and others that fail but agreed with Director Cotton that this situation will get better.

Chairman Joe Garcia encouraged everyone to be patient with each other, acknowledging that this is a complex situation requiring large systems decisions. He commended Superintendent Cordon for working essentially around the clock. Joe also announced that there is a bond measure coming up and encouraged everyone to get involved in whatever capacity possible. Jared and the PAC president, Alex Palm, were on Inside Douglas County today providing updated information about the benefits of the bond measure.

**PUBLIC PARTICIPATION:** Chairman Garcia asked if any patrons wished to address the Board. Reporter Sanne Godfrey expressed appreciation for the level of professionalism she has observed, and the efforts being made to keep communication flowing with the public and staff during this crazy time. People are taking the time to answer calls and emails and their very hard work is noticed and appreciated.

**ADJOURNMENT:** With all business before the Board completed, Chairman Garcia adjourned the meeting at 7:52 p.m.

**Jared P. Cordon, Superintendent**  
JPC/jlk

**Next Meeting(s):** April 22, 2020 at 6:00 p.m. in the Administrative Office Board Room, located at 1419 NW Valley View Drive in Roseburg Oregon.