

ROSEBURG PUBLIC SCHOOLS

School Board Regular Meeting

Via Zoom

1419 NW Valley View Drive
Roseburg, Oregon

Vol 2 No. 3

July 15, 2020

Board Members:

Rodney Cotton
Vacant Position
Micki Hall
Rev. Howard Johnson
Rebecca Larson
Charles F. Lee
Steve Patterson, Chair

Administration:

Jared P. Cordon, Superintendent
Richard Burton, Director of Student Services
Robert Freeman, Director of Human Resources
Michelle Knee, Assistant Superintendent
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, July 15, 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 Steve Patterson welcomed the attendees and called the Board Meeting to order, and led in 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 on site. Education reporter, Sanne Godfrey, was also in attendance via Zoom.

COMMUNICATIONS TO THE BOARD / REVIEW OF AGENDA

There were no changes to the agenda.

CONSENT AGENDA:

Superintendent Cordon presented the Consent Agenda consisting of Approval of the Consent Agenda, Minutes from the June 10th School Board Meeting, Gifts to the District and employment recommendations as follows:

- Dan Endicott, Sunnyslope Principal;
- Shannon Bloomer, Special Education LRC Teacher at RHS;
- Christine Bryan, Special Education LRC Teacher at Winchester;
- Gretchen Lake, P.E. Teacher at Hucrest Elementary;
- William Long, Fourth Grade Teacher at Sunnyslope;
- Jayme Malkowski, Second Grade Teacher at Green;
- E. Christine Mathews, Third Grade Teacher at Sunnyslope;
- Anthony Netz, Math Teacher at RHS;
- Blake Norton, Social Studies Teacher at Fremont;
- Marlo O'Connor, Kindergarten Teacher at Green;
- Emily Pennington, Math Teacher at RHS;

- Melissa Plummer, Fifth Grade Teacher at Eastwood;
- Joyce Russo, Science Teacher at Joseph Lane; and
- Craig Wiley, Science Teacher at RHS.

Notices of Resignations were received by the Board, including

- Catherine Follmar, Autism Consultant;
- Brad Hirsch, Elementary P.E. Teacher;
- Joe Polamalu, Counselor at Fremont Middle School; and
- Brian Groshong, Wellness Teacher at Joseph Lane Middle School, is retiring for PERS purposes after 33 years, and would like to work in the 2020-21 school year.

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

M2-1 Approved the Consent Agenda

PUBLIC PARTICIPATION: Phoenix Charter School Executive Director, Thomas McGregor, shared the following public statement:

“Good evening. As the Executive Director of the Phoenix School of Roseburg, I wish to make a statement celebrating the recently announced efforts towards an inclusive educational environment in which every kid and adult feels safe, is seen, is heard, and is respected in Roseburg Public Schools.

On behalf of all members of the Phoenix Charter School community, I offer our full cooperation and openness to engage in this important and vital work. Phoenix has a high level of commitment to providing a safe and inclusive environment for all individuals who enter our building and join our programming. We foster learning around growth, resilience, and seeing all members of a community as valued; regardless of their race, gender, ability, or orientation.

As a school on our journey to adopt the Sanctuary Model, a trauma-informed organizational change model developed by the Andrus Institute of New York, we intend to draw upon the model’s seven commitments of ‘nonviolence, emotional intelligence, social learning, democracy, open communication, social responsibility, and growth & change’ to help us and guide Phoenix towards our diversity, inclusion and equity goals.

To be absolutely clear, Phoenix echoes the district’s pledge to fight racism and discrimination. Phoenix also echoes the invitation extended to the greater community to join together in this effort, learn together in this effort, and build a better tomorrow together in this effort. To our core, Phoenix believes it’s always best to ‘journey to rise up’ together.

In moving forward, I also wish to remind us all of the Safe Oregon tool provided by the Oregon State Police. As we all ‘stay home’ and perhaps turn to digital spaces for our social needs during the COVID-19 crisis, please remember, SafeOregon.com gives kids, parents, schools and their communities a way to report safety threats or potential acts of violence. As the website states: “Together, we’ll empower each other to speak out and spark change.” I urge all members of the school community to learn more about SafeOregon.com and its role as a solution in keeping the school related community safe.

In closing, to all the members of the Roseburg Public Schools community, especially the Board of Directors and members of cabinet, I wish to conclude with a final kudos for their leadership, their vision, and their courage to strongly value inclusion and equitable practices even during these turbulent and trying times in our nation. Thank you for all that you do and your service to our great community.”

CONSIDER APPOINTMENT OF BOARD POSITION NO. 1

Chairman Patterson noted that the Board will consider the appointment of Board Position No. 1 vacated by former Chairman, Joe Garcia, and cautioned Zoom participants that only Board members are permitted to vote on the candidates, Dr. Nathan Hamm and Dr. Brandon Bishop. Chair Patterson thanked both candidates, indicating it was a pleasure speaking to them both during interviews earlier this week, and acknowledging the commitment needed to take on the responsibilities as a Board member of a school district.

Board members cast their votes, and Dr. Brandon Bishop emerged as the successful candidate with Directors Hall and Lee voting for Candidate Hamm. Superintendent Cordon subsequently swore in Dr. Bishop in order for him to assume his duties as a duly appointed member of the Roseburg Public Schools Board of Education.

M2-2 Appointed Dr. Brandon Bishop to serve in Board Position No. 1 effective immediately through June 30, 2021

Superintendent Cordon thanked Dr. Nathan Hamm for his interest in joining the school board. Chairman Patterson stated his appreciation for both candidates.

ORGANIZATION OF THE BOARD

Director Patterson opened the floor for nominations for the Board Chair and Vice-Chair positions for the 2020-2021 school year.

ELECTION OF BOARD CHAIR:

Director Cotton reflected that it has been a long time since this board was led by a madam chairman.

Director Cotton then stated that it was his honor to nominate Director Rebecca Larson as chairman of the Roseburg School Board for the 2020-21 school year. Director Micki Hall seconded, and the Motion passed by majority with Director Howard Johnson voting against.

M2-3 Elected Director Rebecca Larson as Board Chair for 2020-2021

ELECTION OF BOARD VICE-CHAIRMAN:

Director Cotton shared the importance of Chair Larson having a strong Vice Chair and made a Motion to nominate Director Steve Patterson as Vice Chair for 2020-21. Director Rebecca Larson seconded, and the Motion passed by majority with Director Howard Johnson voting against.

M2-4 Elected Director Steve Patterson as Vice-Chairman of the Board for 2020-2021

Vice Chair Patterson offered his services to facilitate tonight's meeting as this is the third board meeting this week.

SCHOOL BOARD SUB-COMMITTEE INPUT

Vice Chairman Patterson shared the previous year board subcommittee roster and asked fellow board members to communicate if they had any requests for the 2020-21 school year. Director Hall indicated her preference to continue her appointment to Building & Sites as she intends to remain active with the PAC in their work in preparation for a potential future bond. Director Howard Johnson shared his preference to eliminate subcommittees in favor of all work being presented to the full board to save time. Director Rod Cotton indicated his understanding of Director Johnson's suggestion, and explained that sub committees do not take action on any matters but he sees their value in condensing topics to manageable chunks when presented to the full board. Vice Chair Patterson indicated that this is a discussion item this evening and can be brought back as an action item at a future meeting if members are interested in changing our process.

RESOLUTION 20-21-1: DESIGNATION OF CLERK AND DEPUTY CLERK AND BONDING OF EMPLOYEES: Director Micki Hall moved to adopt Resolution 20-21-1 Designating Superintendent Jared Cordon as District Clerk and Chief Operations Officer Cheryl Northam as Deputy Clerk of the school district and that the Clerk be bonded for \$20,000; the Deputy Clerk be bonded for \$100,000; and a blanket bond to cover other employees in the amount of \$10,000. Director Rod Cotton seconded, and the Motion passed unanimously.

M2-5	Adopted	Resolution	20-21-1
Designating Superintendent Jared Cordon as District Clerk and Cheryl Northam as the Deputy Clerk, and Bonding of Employees			

RESOLUTION 20-21-2: DESIGNATION OF CUSTODIAN OF FUNDS, THE USE OF FACSIMILE SIGNATURE AND AUTHORIZATION FOR PAYMENT OF OBLIGATIONS: Director Charles Lee moved to adopt Resolution 19-20-2 designating Cheryl Northam as Custodian of Funds; the Use of Facsimile Signature and Authorization of Payment Obligations. Director Rod Cotton seconded, and the Motion passed unanimously.

M2-6	Adopted	Resolution	20-21-2
Designating Cheryl Northam as Custodian of Funds; Use of Facsimile Signature; and Authorization for Payment of Obligations			

RESOLUTION 20-21-3: DESIGNATION OF AUDITOR: Director Micki Hall moved to adopt Resolution 20-21-3 designating the firm of KDP, CPAs, LLP, as official auditors of the District. Director Rod Cotton seconded, and the Motion passed unanimously.

M2-7	Adopted	Resolution	20-21-3
Designating KDP, CPAs, LLP, as official auditors of the District			

RESOLUTION 20-21-4: DESIGNATION OF DEPOSITORIES: Director Rod Cotton moved to adopt Resolution 20-21-4 designating Bank of America, Wells Fargo, US Bank, Umpqua Bank and Cascade Community Federal Credit Union as depositories for 2020-2021; and further authorizing the Deputy Clerk to make deposits and other transactions in the District's accounts in the Oregon State Local Government Investment Pool. Director Micki Hall seconded, and the Motion passed unanimously.

M2-8	Adopted	Resolution	20-21-4
Designating Depositories for 2020-2021			

RESOLUTION 20-21-5: DESIGNATION OF ATTORNEY: Director Micki Hall moved to adopt Resolution 20-21-5 designating the firm of Dole Coalwell Attorneys as the attorneys for the school district for the 2020-2021 school year. Director Charles Lee seconded, and the Motion passed unanimously.

M2-9 Adopted Resolution 20-21-5
Designating the firm of Dole Coalwell
Attorneys as attorneys for the District for
the 2020-2021 school year

RESOLUTION 20-21-6: DESIGNATION OF ELECTION OFFICIAL: Director Micki Hall moved to adopt Resolution 20-21-6 designating Superintendent Jared Cordon as the election officer for the school district and giving him the authority and responsibility to affirm election results for 2020-2021. Director Charles Lee seconded, and the Motion passed unanimously.

M2-10 Adopted Resolution 20-21-6
Designating Superintendent Jared Cordon as
election officer for the District

RESOLUTION 20-21-7: DESIGNATION OF BUDGET OFFICER AND NEWSPAPER: Director Rebecca Larson moved to adopt Resolution 20-21-7 designating Cheryl Northam as Budget Officer and The News Review as the newspaper for official publications and notices. Director Charles Lee seconded, and the Motion passed unanimously.

M2-11 Adopted Resolution 20-21-7
Designating Cheryl Northam as Budget Officer
and The News Review as newspaper for
publications

RESOLUTION 20-21-8: AUTHORITY TO APPLY FOR GRANTS FOR THE 2020-2021 SCHOOL YEAR: Director Rod Cotton moved to adopt Resolution 20-21-8 authorizing Superintendent Cordon as the District's representative to apply for grant funds below \$25,000 that do not fund regular positions or obligate the District beyond the life of the grant. Director Micki Hall seconded, and the Motion passed unanimously.

M2-12 Adopted Resolution 20-21-8
Authorizing Superintendent Cordon to apply
for Grant Funds below \$25,000

APPROVAL OF MAINTENANCE / OTHER EXPENDITURES OVER \$50,000

Chief Operations Officer, Cheryl Northam had shared her request for approval of maintenance and other expenditures over \$50,000 in an email to the Board on July 15, 2020. The District's major maintenance fund will be utilized to complete the following summer maintenance projects:

- Polishing concrete floors in 17 classrooms at Green, Melrose, Rose, Sunnyslope and Joseph Lane Middle School;
- Asphalt and ADA ramp repairs at Eastwood and Fullerton IV Elementary Schools;
- Roof replacement at Eastwood and Rose; and three rental properties (to be paid from rental fund);
- Camera installations at Fir Grove, Hucrest, Melrose, Fremont and Joseph Lane;

- Asphalt repairs at Eastwood, Fullerton IV, Green, Green Annex, Hucrest, Rose, Sunnyslope, Winchester and Joseph Lane. Green Annex work to be funded by rental fund;
- Wireless clock intercommunication systems at Eastwood, Fir Grove and Hucrest Elementary Schools.

In addition, projects related to the safe opening of school are scheduled and will be paid from the Elementary and Secondary School Emergency Relief (ESSER) and the Student Investment Act (SIA) grant funds, including:

- Elementary and middle school student desks, replacing group tables to allow for required spacing;
- Purchase of Chromebooks to allow for 1:1 student to Chromebook ratio at RHS, with remaining devices to replace outdated or non-working units at remaining schools;
- Purchase of Canvas Learning Management (LMS) System and support for three years from SIA funds. An LMS streamlines all the digital tools and content for teachers and students and provides a more connected learning experience for students during in-person and remote learning.

Director Micki Hall moved to approve the maintenance / other expenditures over \$50,000 as proposed. Director Rebecca Larson seconded, and the Motion passed unanimously. Chair Larson expressed her appreciation to the District for our investment in the Canvas Learning Management System as she believes it is a great program for learning and engaging students in remote learning. Mrs. Larson stated that from both an educator and parent perspective, it's exciting to be moving in that direction.

M2-13 Approved maintenance and other expenditures over \$50,000

APPROVE COPIER BID:

Purchasing Supervisor, Denny Austin, reported the RFP 20-679 Copiers in a July 13th memo to the Board detailing the RFP, pre-bid conference, resulting addendum and results from the evaluation committee. The committee returned a recommendation to direct Purchasing to publish a Notice of Intent to Award (NOI) a contract for RFP 20-679 Copiers, to Pacific Office Automation, as the responsive and responsible apparent successful bidder. In addition, the committee recommends the Board instruct Purchasing to send notice to all bidders not selected to begin the five-day protest period as provided for in the RFP.

Director Charles Lee moved to direct Purchasing to publish a Notice of Intent to Award a contract for RFP 20-679 copiers to Pacific Office Automation and send notice to all bidders not selected to begin the five-day protest period as provided for in the RFP. Director Micki Hall seconded, and the Motion passed unanimously.

M2-14 Approved copier bid 20-679 to Pacific Office Automation, publish Notice of Intent to Award and send notice to all bidders not selected to begin the five-day protest period as provided for in the RFP

POLICY JHH: STUDENT SUICIDE PREVENTION, for First Reading

Human Resources Director, Robert Freeman, explained that this new policy has been reviewed by the District Policy Committee after being proposed by our Student Services Director, Rick Burton. Mr. Burton shared that Senate Bill 52 requires that districts create procedures for suicide prevention and explicit training for all staff involved with suicide prevention, and that Student Services Coordinator, Melissa Roberts, had been developing this policy in advance of recommendations from OSBA.

Director Charles Lee moved to approve policy JHH: Student Suicide Prevention, for First Reading with the removal of the bracketed language in the second paragraph. Director Micki Hall seconded, and the Motion passed unanimously.

M2-15 Approved Policy JHH: Student Suicide Prevention, for First Reading

UPDATE SUPERINTENDENT EMPLOYMENT CONTRACT

Superintendent Cordon shared his updated draft contract, noting that the salary will remain unchanged this year, and the language regarding working prior to the initial contract and provision for relocation have been removed as they no longer apply.

Director Micki Hall moved to approve the proposed contract effective July 1, 2020 through June 30, 2023, adding her appreciation for Mr. Cordon's willingness in not requesting a raise in recognition of these challenging economic times. She expressed hope that staff will appreciate that future increases will be compatible with certified and classified staff. Director Rebecca Larson seconded, and the Motion passed unanimously.

M2-16 Approved employment contract for Superintendent Cordon effective July 1, 2020 through June 30, 2023.

FUTURE BOND DISCUSSION

Superintendent Cordon shared his invitation to be thinking about a future work session related to a future bond discussion. Hopefully the Board can meet in early August. He encouraged Board members to communicate what information they would benefit from in preparation for that discussion.

2020-21 SCHOOL YEAR DRAFT REOPENING PLAN

Superintendent Cordon noted that the reopening plan being presented this evening was developed in conjunction with guidance from both the Oregon Health Authority and the Oregon Department of Education. In addition, this plan has also been guided by input from our staff, our parents, and our students. We are grateful for the opportunity to present this draft plan and believe strongly that all stakeholders must be invited into the conversation about how to and when to reopen our schools.

Returning to school is undoubtedly an important component for the healthy development and well-being of our children, and it is imperative that we design a plan that prioritizes the safety of our students, our staff, and our community. The decision-making on safely reopening our schools should be driven by public health and science, not by politics. The guidance from the Oregon Department of Education has been critical as they help navigate legislative policies and State Board of Education mandates. The Oregon Health Authority's involvement has been essential as our public health experts clearly need to take a lead role in helping advise, develop, and approve school reopening plans that prioritize safety.

There is much we do not yet understand about this virus, it's spread, and its short and long term impacts on the young and old and Mr. Cordon expressed that, although this plan meets the re-opening requirements of the Oregon Health Authority and the Oregon Department of Education, it is not possible for any school to guarantee

that each of our kids and staff will be safe in returning to school. There is, of course, always risk in the daily decisions that we make as individuals and families, but the potential impacts of this pandemic have weighed and continue to weigh heavily on his heart and mind and have caused many restless nights as he feels a deep responsibility to our kids, staff, and families. In addition to these concerns, Jared is also concerned about potential liability that could negatively impact our schools, and ultimately our children, that could result from a re-opening. Mr. Cordon has been vocal about his belief that schools who have developed and implemented a school reopening blueprint endorsed by the Oregon Dept. of Education and the Oregon Health Authority should have a measure of safe harbor protection from potentially frivolous lawsuits connected to the COVID pandemic.

The COVID pandemic has reminded the Superintendent of what he has long understood: that educators are invaluable in children's lives and that attending school in person offers children a wide array of health and educational benefits. As author Margaret Wheatley once said, "There is no power for change greater than a community discovering what it cares about". Mr. Cordon concluded with his belief in our kids and in our community and looks forward to a year of rediscovering and recommitting to what we care about.

Superintendent Cordon thanked Teaching and Learning Director, Michelle Knee for leading this work and collecting necessary data. Just over 1500 families and several hundred staff members responded to our survey and the plan was crafted based on what we heard from those individuals. He cautioned that this draft plan is subject to state guidance in early August that could radically shift the plan. He recalled having to develop seven plans as we responded to the closure.

Our initial draft plan outlines our strategy for returning students to in-classroom learning either full time or part time. Students in kindergarten through fifth grade will return to classroom learning five days a week. A wide array of safety precautions, such as student cohorting, visual screening for illnesses, social distancing measures and a strong emphasis on hygiene, will be implemented at elementary schools. A plan for a mix of on-site and remote learning has been drafted for secondary students, with similar safety precautions in place. The hybrid option at secondary allows for three days of remote learning that would shift to two days at the beginning of the year. Students would be taking a four-period day at middle and high school, a configuration that would complete a year of learning in one semester.

In addition, our families of K-12 students will have the option to choose full-time comprehensive remote learning with support from teachers. The district will be surveying families in coming weeks to gauge interest in this option.

We also recognize that we may not be able to return any students to classroom learning this fall. In the event that in-classroom learning is no longer an option, the district will provide full-time comprehensive remote learning to all of our students.

Districts are required to present reopening plans to their School Boards. Director Cotton shared that the plan is impressive and was assured that the LMS will ensure that staff are much better equipped this fall to support students. Director Micki Hall shared numerous concerns regarding reopening, and Michelle Knee explained that there is funding to pay for teachers to have additional time in August to receive additional professional development in the LMS. Superintendent Cordon added that a press release will be going out tomorrow.

Director Patterson noted that PACE, the liability insurance carrier for 195 out of 197 Oregon School Districts, has abandoned communicable disease coverage as of July 1, 2020 resulting in a significant impact to schools. Director Johnson encouraged the Board and administration to continue to ask questions in order to develop the best plans going forward. Director Patterson agreed 100 percent, and added his appreciation of the work of

Superintendent Cordon, administrators, leadership, teachers and parents in helping to build a solid framework for 2020-21.

COMMITTEE REPORT – POLICY – June 29, 2020

Human Resources Director, Robert Freeman, shared that the Policy Committee reviewed not only the policy considered tonight, JHH, but two others centered on sexual harassment, GBN and JBA that will be present on the next agenda to provide guidance on reporting and investigative procedures.

SUPERINTENDENT’S REPORT

Superintendent Cordon gave a warm welcome to our new Board member, Dr. Brandon Bishop.

At the direction of the Board, we have made changes to the student fee structure in an effort to ensure equitable and inclusive participation in student coursework, activities and athletic offerings. As previously mentioned, we will be using General Fund dollars to eliminate athletic participation fees for all school-sponsored athletics next school year. We will also be using a portion of SIA funds to eliminate most student fees in the 2020-21 school year. Updates will be provided at the next Board meeting.

The Superintendent also updated the Board of changes in his office in an effort to accelerate support for our students, staff and families next year. He has appointed Stephanie Taylor to serve as Administrative Assistant to the Superintendent, who will now join his Executive Assistant, Janet Kischel. Jared also announced his appointment of Teaching and Learning Director, Michelle Knee, as our Assistant Superintendent for the 2020-21 school year. Congratulations to each of them.

INDIVIDUAL REPORTS BY DIRECTORS

Director Steve Patterson welcomed Dr. Bishop to the Board and assured him that work on the Board is never routine or uninteresting. Steve also took a moment to thank former Chairman Joe Garcia for his many hours and years of work in doing his part to make the District what it is. He spent some time with him earlier this evening and wanted to publicly thank him again for his dedication.

Director Patterson also reminded everyone he was passing the torch to new Board Chair Rebecca Larson, and shared his appreciation for Superintendent Cordon.

PUBLIC PARTICIPATION: Director Patterson inquired if any of the 57 individuals on Zoom wished to address the Board. Eastwood teacher and union president, Camron Pope, extended congratulations to Superintendent Cordon for his first year and the renewal of his contract, noting that he has done well in these unprecedented times. Camron also thanked Cabinet and particularly Michelle Knee for her work on the reopening plan, noting that Cabinet has spent many sleepless nights developing the plan.

ADJOURNMENT: With all business before the Board concluded, Chair Larson adjourned the meeting at 7:52 p.m.

Jared P. Cordon, Superintendent

JPC/jlk

Next Meeting: August 12, 2020 at 6:00 p.m. in the Administrative Office Board Room, located at 1419 NW Valley View Drive in Roseburg Oregon via Zoom link.