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*Commitment, Excellence, Community*

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## SCHOOL BOARD MEETING MINUTES

Monday, December 7, 2020; 7:00 p.m.

Stream live at <https://www.pleasanthill.k12.or.us/virtual-school-board-meetings>

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### 1.0 CALL TO ORDER

Board Chair Jeff Bernardo called the December 7, 2020 School Board Meeting to order at 7:00 p.m. Board members present were Vice Chair John Oldham, Curt Offenbacher, Stephen Hammond, and Wylde Cafferata. Also present were Superintendent Scott Linenberger, Elementary School Principal Devery Stoneberg, High School Principal Randy Fisher, Special Education Director Whitney Connolly, and Business Manager Sheri Longobardo

Jeff Bernardo read the Mission Statement.

### 2.0 ADDITIONS OR DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

### 3.0 APPROVAL OF MINUTES

#### 3.1 Approve November 16, 2020 Board Meeting Minutes (**Exhibit 2021.111**)

The board requested to change the sentence “Ms. Cafferata reiterated how important it is to listen to students and do the best they can to get student voices into the boardroom;” to “Ms. Cafferata reiterated how important it is to listen to students and do the best we can to get student voices into the boardroom.”

The Board approved the minutes as amended by consensus.

### 4.0 CONSENT AGENDA

#### 4.1 Policy Updates – Second Readings

4.101 ACB – All Students Belong, *Required* (**Exhibit 2021.112**)

4.102 ACB-AR – Bias Incident Complaint Procedure, *Required* (**Exhibit 2021.113**)

*Wylde Cafferata moved to approved Consent Agenda item 4.1, Policy Updates for ACB & ACB-AR. Curt Offenbacher seconded the motion. The motion passed unanimously.*

### 5.0 REPORTS & DISCUSSION ITEMS

#### 5.1 Principals’ Reports

##### 5.101 Student of the Month – Dakota Ervin

Principal Fisher and Assistant Principal Brandon Haberly presented a video acknowledging Student of the Month Dakota Ervin.

##### 5.102 Most Improved Student of the Month – David Cook

Principal Fisher congratulated David Cook for doing a fantastic job and working hard on his academics during the time of distance learning. Mr. Cook was unable to be present during the Zoom meeting presenting Students of the Month awards.

##### 5.103 PHHS Report – Randy (**Exhibit 2021.114**)

Principal Fisher presented the Board with an example of all conversations/contacts/communications with students in the 12<sup>th</sup> grade class. Each communication is recorded in the Student Success Team form. An example of this form was provided at the November 2, 2020 Board Meeting. The Student Success Team is in contact with students and families if the student appears to be struggling. PHHS has begun adding Limited In-Person Instruction (LIPI), allowing staff to schedule meetings with students face-to-face in addition to virtual meetings.

5.104 PHEs Report – Devery (**Exhibit 2021.115**)

Elementary School Principal Devery Stoneberg shared that the elementary school welcomed 72 students in 4<sup>th</sup> and 5<sup>th</sup> grades onto campus. Students and staff are all very excited to be back. Students will receive 50 minutes of supplementary reading, 50 minutes of math instruction and a ten-minute snack/social break between. Student grouping in classrooms are differentiated by the levels of instruction best suited to meet their needs.

Grades K-3 currently have 198 students on-site, and a total enrollment of 278 students. Cohort sizes are 14 students per classroom. Two second grade, two first grade, and two kindergarten classes are at maximum capacity for the morning on-campus session. The afternoon session has more availability because there are fewer bus riders. Grades 4 & 5 have 143 students distance learning only, and 72 students participating in LIPI, some arriving by bus for the afternoon cohorts. Grades K-3 do not arrive by bus for the afternoon cohorts. Total enrollment for K-5 is 421 students.

The Data Team meets by grade level every six weeks for data review (DIBELS), adapting education plans, and improving instruction. At the second Data Team meeting of the year 98% of the students being monitored (approximately 20% of all students) have shown improvement since the first Data Team meeting.

The elementary school held its first food drive during the week of November 16-21. Principal Stoneberg commended all who participated, and is grateful for the number of people who donated.

5.2 Superintendent Report

5.201 Enrollment Report (**Exhibit 2021.116**)

Superintendent Linenberger presented the board with the enrollment numbers for December. Enrollment has increased slightly in the last month.

5.202 Covid-19 Metrics Update (**Exhibit 2021.117**)

Total Covid-19 case counts are increasing in Lane County. The test positivity rates are still increasing as well. Pleasant Hill School District has not had any cases on campus, allowing the district to remain open.

Lane County has over 200 cases; putting districts in the “Red Zone” (see zone definitions on the PHSD website). Test positivity rates remain in the “Green Zone.” PHSD is to remain in the K-3 Exception, allowing on-campus instruction until January 4, 2021. If Lane County remains in the “Red Zone” for case counts after January 4, school districts would halt on-site learning under the K-3 Exception. These numbers, metrics, and guidelines may change prior to January 4, possibly extending the K-3 Exception. Superintendent Linenberger and the administrative team are discussing options for moving forward with either scenario. If the K-3 Exception were not extended, cohorts would be re-established to meet LIPI guidelines.

## 5.203 Policy Updates – First Readings

### Policies

- IJ – School Counseling Program, *Highly Recommended* (Exhibit 2021.118)
- IKFB – Graduation Exercises, *Optional* (Exhibit 2021.119)
- JB – Equal Educational Opportunity, *Required* (Exhibit 2021.120)
- JFCM – Threats of Violence, *Required* (Exhibit 2021.121)
- LBE - Public Charter Schools, *Highly Recommended* (Exhibit 2021.122)

### Administrative Rules

- GCBDA/GDBDA-AR (1) – Federal Family and Medical Leave/State Family Medical Leave, *Required* (Exhibit 2021.123)
- GCBDA/GDBDA-AR (2) – Request for Family and Medical Leave, *Required* (Exhibit 2021.124)
- GCBDA/GDBDA-AR(4) – Sample Designation Letter to Employee – FMLA/OFLA Leave, *Required* (Exhibit 2021.125)
- GCBDA/GDBDA-AR(1) – COVID-19 Related Leave, *Highly Recommended* (Exhibit 2021.126)
- LBE-AR – Public Charter Schools, *Highly Recommended* (Exhibit 2021.127)

Board Member Wylda Cafferata pointed out that all policies presented are currently adopted by the district, making the edits/comparisons easier to compare.

These policies will be posted on the PHSD website for public review until the next board meeting on January 4, 2021.

## 5.204 December 2020 Economic and Revenue Forecast

On December 3, 2020 Governor Brown released the proposed budget. During the current biennium K-12 funding for the State School Fund was set to receive \$9.2 billion. It is suggested to budget for \$9.1 billion. In past years, Pleasant Hill School District was fortunate to have enough funds in reserve to avoid having to make cuts in programs and/or staffing. This year school districts are guaranteed funding to sustain the currently adopted budget. In order to guarantee this funding, \$200 million will be transferred from the State's reserves (Education Stability Fund), leaving this reserve fund with \$650 million.

The Student Investment Account will be funded at \$778 million over two years (\$389 million per year). This amount was readjusted at the beginning of this year down to \$150 million per year, and was originally set for \$472 million per year.

Ballot Measure 98 (High School Graduation/College & Career Readiness) funding has been increased from \$303 million to \$315 million per year.

## 5.3 Board Report

### 5.301 Board Charge – Data Review (Exhibit 2021.128)

The Board discussed adjusting the data it receives throughout the year.

Board Member Wylda Cafferata requested monitoring the TAG student grades. This would be an averaged GPA report at the secondary level, and the excelling student reports from the DIBELS screening. This report would indicate whether these students are receiving proper assistance and maintaining their grades. Principal Fisher assured that all student grades are tracked regularly and students who appear to need assistance, TAG or otherwise, receive primary focus. Board member Curt Offenbacher would also be interested in seeing a comparison of all A-F grades between years. This would show

effects of current environment and enable the district to make note of the causes of these effects. Superintendent Linenberger assured the board that educators are adjusting their instruction methods to meet the abilities and needs of students during current circumstances.

Ms. Cafferata would also like to see a report of the number of students participating in LIPI for grades K-12. Stephen Hammond would also like to see how the district is ensuring students are participating in Distance Learning and LIPI. Vice Chair John Oldham pointed out that these numbers are typically reported within the Principals' reports at each meetings. These numbers should continue to be reported on by the principals, and/or in the monthly enrollment reports.

Ms. Cafferata also requested a report of the number of students transferring in and out of the district. If possible, report on their reasoning for requesting transfers as well.

Ms. Cafferata is interested in receiving a report on how many seniors are applying for scholarships, and encourage students to apply for as many as possible.

Ms. Cafferata would also appreciate a report on virtual board meeting attendance, numbers of staff participating in personal development, PHIP progress marker measurements, and anything else the administration team feels important and should be shared with the board.

Superintendent Linenberger clarified that when guidance from ODE is available, Sue Wilson, the ODE liaison for the district, will assist with dialing in the expectations for the Progress Markers. These expectations will be brought to the PHIP team for developing specific data to be monitored and presented.

Mr. Linenberger will begin tracking attendance/viewers for the virtual board meetings.

The board decided to review suggested data requests and intends to discuss the options further at the meeting on January 4, 2021.

#### 5.302 Superintendent Contract Review

The board would like to form a subcommittee of the board to review the Superintendent Contract. This subcommittee can be no more than two members. This subcommittee would review the current contract and suggest any updates to the board. Wylda Cafferata suggested Chair Bernardo and Vice Chair Oldham. John Oldham volunteered himself and suggested Wylda Cafferata as well. The subcommittee for Superintendent contract review will be John Oldham and Curt Offenbacher, chosen by consensus.

**6.0 PUBLIC FORUM** – PHSD posts the upcoming agenda on our website [www.pleasanthill.k12.or.us](http://www.pleasanthill.k12.or.us) the Friday before regularly scheduled Monday school board meetings. This will allow for public comment prior to the board meeting. Please click on the tab provided to share your comment(s) for the school board to consider at the upcoming meeting.

## **7.0 BOARD ACTION ITEMS**

### **8.0 FUTURE BOARD MEETINGS**

- Board Meeting – January 4, 2021; 7:00 p.m. – *Virtual Until Further Notice*
- Board Meeting – February 8, 2021; 7:00 p.m. – *Virtual Until Further Notice*

### **9.0 ANNOUNCEMENTS/OTHER**

The board was reminded that an executive session will be held at the next board meeting. The board will consider a 6:00 p.m. start time, and will notify the public of this change.

Superintendent Linenberger announced that as a trend, communities/districts are pushing for schools to be able to reopen and provide on-campus instruction; even in spite of increasing case numbers.

Vice Chair John Oldham commended all staff at PHSD for their work making sure the district is cleaned, welcoming, and willing to continue providing the best services to students as possible.

Stephen Hammond acknowledged that there is a lot of stress and taxation for all faculty. He hopes that anybody needing assistance feels they can reach out to the board.

Jeff Bernardo appreciates the administration team for their hard work and dedication to ensuring the district is prepared for any of the many scenarios that could play out.

## **10.0 ADJOURNMENT – 8:50 p.m.**