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Commitment, Excellence, Community

**PLEASANT HILL SD #1
SCHOOL BOARD MEETING MINUTES**

Monday, September 13, 2021; 6:00 p.m.

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

Executive Session Per ORS 192.660(d).

1.0 CALL TO ORDER

Board Chair John Oldham called the September 13, 2021 Board Meeting to order at 6:15pm. Board members present were Chair John Oldham, Vice Chair Stephen Hammond, Wylda Cafferata, Drew Gottfried, and Rusty Rexius. Also present were Superintendent Scott Linenberger and Board Secretary Courtney Wilson. Joining the meeting via Zoom was OSBA Board Development Specialist Janet Avila-Medina.

Audience members present were parent and 4th/5th grade literacy intervention teacher Jessica Wolpe; parent and Title I reading teacher KayLynn Thomas; parent and 5th grade teacher Nicola Shaddon; 5th grade teacher Kaitlyn Michlanski, and parent Sally Wells.

2.0 ADDITIONS OR DELETIONS TO THE AGENDA

Board Member Drew Gottfried recommended moving Board Agenda Item 7.0, Public Comment, ahead of the OSBA Training.

3.0 ATTENDANCE AT PREVIOUS BOARD MEETING

There were 131 viewers of the August 23rd board meeting.

4.0 APPROVAL OF MINUTES

4.1 Approve August 23, 2021 Board Meeting Minutes (Exhibit 2021.11)

Stephen Hammond wanted to clarify that his reasoning for running for school board is not to exclusively “make changes,” but would like the minutes to reflect that he is eager to serve.

The minutes will now read “Mr. Hammond is eager to serve on the PHSD School Board, the district he graduated from and where his children currently attend school.”

The minutes were approved as amended.

5.0 CONSENT AGENDA

There were no Consent Agenda Items.

6.0 REPORTS & DISCUSSION ITEMS

6.1 Superintendent Report

6.101 Financial Update

Superintendent Linenberger reported that based on final projections for the just finished biennium, Oregon’s kicker law will return almost \$1.9 billion to individual taxpayers in 2022 when they file their 2021 taxes. The average kicker tax credit is projected to be \$850 per household in 2022. The corporate kicker grew to almost

\$847 million. Corporate kicker funds must be spent on K-12 education but will not result in an increase to the overall State School Fund appropriation of \$9.3 billion.

The state's reserve accounts (Education Stability Fund, Rainy Day Fund, and Cash Reserves) are currently projected to reach \$3.28 billion during the 2021-23 biennium. This is equivalent to 13.9% of the General Fund Budget. With the continued stability of the Corporate Activity Tax funding the Student Success Act, it is believed that Oregon is in a very strong position to weather even a significant economic downturn.

6.102 Transportation

School transportation had a rough start this year. The district contracts with First Student and currently runs seven routes. First Student has three new drivers working with Pleasant Hill as well as a new dispatcher. With these changes, Superintendent Linenberger is working with First Student's local Supervisor and Regional Manager in order to iron out routing and timing issues.

Superintendent Linenberger will update the board at the next meeting with the busing situation.

6.103 Monthly Enrollment Update (Exhibit 2021.12)

Current enrollment numbers are expected to fluctuate in the first months of the school year with changes to planned students and actual registered students. Building administrators have confirmed that the reported number (966) is accurate at this time.

6.104 Covid-19 Update

To date, Pleasant Hill has not had any reported cases on campus. Positive cases in which the student has not been on campus are not reported to parents. If there is close contact, families will be notified. If students have maintained three feet of distance and remained masked, they are not considered "close contact." The district communicates with Lane Public Health Authority regularly to ensure proper steps in contact tracing are taken and notifications are made correctly.

Parents are noticing symptoms and ensuring their students stay at home and get tested when appropriate.

The district has hired a new RN and she is learning the processes followed by the district in regards to Covid-19 and actions taken in each circumstance.

School districts are now required to track vaccinated persons as well as those requesting medical or religious exceptions. Logs are maintained in a confidential health file at the District Office. The deadline for submission of proof of vaccination or exception form is October 18, 2021.

Medical exceptions are to be corroborated by a document signed by a medical provider stating the individual has a physical or mental impairment that prevents the individual from receiving a Covid-19 vaccination. This exception must be submitted on an Oregon Health Authority form.

Religious exceptions are considered a sincerely held religious belief that prevents the individual from receiving a Covid-19 vaccination and must be submitted on an

Oregon Health Authority form. Superintendent Linenberger reviews the application and verifies with the individual that the district has reviewed the statement describing the way in which the vaccination requirement conflicts with the religious observance, practice, or belief of the individual.

Superintendent Linenberger will inquire about whether or not the board may be informed on how many staff or volunteers have applied for exception under OAR 333-019-1030.

If an employee is under an exception under OAR 333-019-1030 **COVID-19 Vaccination Requirements for Teachers and School Staff** – (5) schools that grant an exception to the vaccination requirement under section (4) of this rule must take **reasonable steps** to ensure that unvaccinated teachers, school staff, and volunteers are protected from contracting and spreading COVID-19.

The reasonable steps have been approved by LPHA:

- 1) Individual must mask upon entry of district facilities
- 2) Sign in on the “Reasonable Steps Health Log”
- 3) Check in with administrator or designee
- 4) Temperature check- individual temperature is to be no higher than 99.9 degrees F
- 5) Individual must answer NO to the following questions
 - Have you had a fever within the last 48 hours?
 - Do you have a cough?
 - Do you have a sore throat?
 - Are you having shortness of breath?
 - Have you been in close contact with anyone with COVID-19 in the last 72 hours?

PHSD has hosted one Vaccination Clinic through Lane Public Health Authority (on September 10, 2021. There will be two additional clinics: October 1st, and 22nd from 3:30-6pm at Pleasant Hill High School.

6.105 OSBA Training

OSBA Board Development Specialist Janet Avila-Medina conducted a second training with the school board to educate new and returning board members about the board’s governance role and its relationship with the Superintendent in order to avoid common pitfalls.

Ms. Avila-Medina reviewed the Board Operating Agreement that was developed at the August 23 board meeting.

After review, the board clarified the Communication section of the agreement. It will not have serial meetings or meet/communicate via social media, text, and email as a quorum. Clarification was made that any email correspondence from the public will be answered by the board with one voice.

With regards to Board Operations, it is important to clarify that if a board member is attending meetings, visiting schools, or attending school-related activities as a parent, they may not speak on behalf of the board. The board may appoint members to actively represent the board, participate in committees and report back as

requested. This information is detailed in policy BBAA, Individual Board Member's Authority and Responsibilities.

The board's goal to conduct an annual Superintendent Evaluation shall be further detailed within the Board-Superintendent Agreement.

Once these change requests have been made, Ms. Avila-Medina will send the final draft for review. It should be added to a board agenda for approval.

Board Operating Agreement and Board-Superintendent Agreement should be revisited regularly and adjusted as needed.

When completing a Superintendent evaluation, there are five parts to consider:

- 1) Superintendent Performance Standards
- 2) Superintendent Goals – Specific goals set by the Superintendent that support the district goals. These are different from school goals.
- 3) Evidence of Performance – Superintendent should produce artifacts that support his goals such as school/parent surveys. (Optional)
- 4) Feedback on Performance (Optional)
- 5) Evaluation Summary – This can be presented to the public in order to show how the Superintendent is being held accountable for their goals.

The board should also consider reviewing policy CBG, Evaluation of the Superintendent. The policy should describe processes and timelines with as much detail as possible.

OSBA recommends reviewing policies and contracts, approving standards/goals, approving evaluation process/timeline, and adopting specific evaluation tool or document.

Ms. Avila-Medina addressed common questions surrounding public comments at board meetings. There is no requirement for a board to take public comment at meetings. It is recommended to adopt a policy about public comments. The policy should include how the board addresses public comments, as well as the procedure for the public to submit comments. It is also recommended that the board does not respond to public comments unless correcting factual information or directing to public information such as the website. These recommendations will ensure the board has the ability to discuss a topic and respond as one voice.

If the board experiences public disruption at a meeting, the board chair should bring the meeting back to order. If this does not work, the board should go into recess and address the individual. If disruptions begin to be unsafe, contact law enforcement or security to ensure safety. If the board does recess, it may resume the meeting with online streaming only.

If the board has any questions or requests support in the future, contact information can be found on the OSBA website: OSBA.org.

7.0 PUBLIC FORUM – PHSD posts the upcoming agenda on our website 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.

Public comment was made thanking the board for being willing to meet in person and seeing what staff and students have been experiencing since returning to campus.

Ms. Wells shared that teachers have been amazing with easing anxiety students and parents may have regarding mask requirements and returning to in-person learning.

8.0 BOARD ACTION ITEMS

8.1 Personnel

8.101 Approve Hiring of Daniel Huynh, MS/HS Vocal Teacher (Exhibit 2021.13)

8.102 Approve Hiring of Alexa Devish, PHHS Advanced Math Teacher (Exhibit 2021.14)

Rusty Rexius moved to approve Action Item 8.1, Personnel, in its entirety. Drew Gottfried seconded the motion. The motion passed unanimously.

9.0 FUTURE BOARD MEETINGS

All meetings will be held in the Community Center unless circumstances require virtual meetings.

- Board Meeting – October 4, 2021; 7:00 p.m.
- Work Session/Board Meeting – October 18, 2021; 7:00 p.m.
- Board Meeting – November 1, 2021; 7:00 p.m.

10.0 ANNOUNCEMENTS/OTHER

Wylda Cafferata has renewed her teaching license.


The board recessed to Executive Session at 8:15 pm.

Executive Session

To conduct deliberations with persons designated by the governing body to carry on labor negotiations ORS 192.660(d).

The board returned to regular session at 8:34pm.

11.0 ADJOURNMENT – 8:34pm

Signed: , this 4 day of Oct, 2021.
John Oldham, Board Chair