

ROSEBURG PUBLIC SCHOOLS

School Board Meeting & Executive Session

Electronic Link Available

Administrative Office Board Room

1419 NW Valley View Drive

Roseburg, Oregon 97471

Vol 4 No. 1

July 13, 2022

Board Members:

Dr. Brandon Bishop

Rodney Cotton

Rev. Howard Johnson, Chair

Ann Krimetz

Rebecca Larson, Vice Chair

Charles F. Lee

Andrew Shirtcliff

Excused



Administration:

Jared P. Cordon, Superintendent

Robert Freeman, Director of Human Resources

Michelle Knee, Assistant Superintendent

Cheryl Northam, Director of Finance and Operations

Melissa Roberts, Director of Student Services



Zoom



REGULAR SESSION - SCHOOL BOARD MEETING

TIME/PLACE: A regular meeting of the Douglas County School District No. 4 Board of Directors was convened on Wednesday, July 13, 2022, in the administrative office Board Room located at 1419 NW Valley View Drive in Roseburg, Oregon, in person with an electronic link available and immediately followed by Executive Session.

CALL TO ORDER / PLEDGE OF ALLEGIANCE: Board Chair Rebecca Larson called the regular meeting to order at 6:00 p.m., and invited Director of Human Resources, Robert Freeman, to lead the Pledge of Allegiance.

ATTENDANCE: Board members were in attendance, with the exception of Director Bishop, who was excused. Superintendent Cordon and Cabinet members were present, with Asst. Superintendent Knee via Zoom link.

COMMUNICATIONS TO THE BOARD / REVIEW OF AGENDA

Superintendent Cordon welcomed everyone here in person, as well as those joining the meeting remotely. In reviewing the agenda, Jared noted that Item No. 5 now reflects “school board meeting calendar” rather than “school year calendar” to better describe the action being requested.

CONSENT AGENDA:

The Consent Agenda was presented, including approval of the Consent Agenda, Minutes from the June 8 Budget Hearing and regular meeting minutes; Policy Committee minutes from May 31 and June 30; a Surplus Items listing, Gifts to the District and personnel actions listed below:

Licensed Hiring Recommendations:

- Heather Gettys, Third Grade Teacher at Winchester Elementary School;
- Lindsey Rivenes – Howard, Language Arts Teacher at Fremont Middle School;
- Joseph O’Brien, Language Arts Teacher at RHS;
- Ashley Painter, Social Studies Teacher at RHS;
- Jessica Robinson, Mathematics Teacher at RHS; and
- Josie Sustaie, Language Arts Teacher at RHS.

Licensed Resignations:

- Stillman “Al” Foster, Language Arts Teacher at Fremont Middle School, resigning after 22 years in the District and will be relocating;
- Jessica Lee, Language Arts and Social Studies Teacher at Roseburg Virtual School, is resigning after four years in the District;
- Mareena Robbins, Fourth Grade Teacher at Winchester Elementary, is resigning after four years in the District and taking a position in another district;
- Larina Warnock, Business Teacher at RHS, resigning after seven years in the District and taking an administrative position in another district; and
- Angelica Mountainspring-Wood, who was approved at the May 11, 2022, Board Meeting, has declined the position at Roseburg High School.

Director Rodney Cotton moved to approve the Consent Agenda and Director Johnson seconded. The Motion passed unanimously.

M4-001 Approved the Consent Agenda

PUBLIC PARTICIPATION:

Chair Larson invited Public Participation, explaining that the 20 minutes allowed is limited to two-minutes per person, and participants would be advised when their allotted time was up. Camron Pope, previous union president for the licensed staff, expressed his appreciation for the Board in helping RPS to be a great place. The past four years were unprecedented, but progress was made, and he thanked the Board for their time, effort and communications. Human Resources Director, Robert Freeman, noted that he had worked with Camron during labor management, and he appreciated Camron for his efforts to make it a really respectful bargaining process. Mr. Freeman shared that many issues were resolved respectfully, and he expressed appreciation to Camron on behalf of the District, adding that it has been a pleasure working with him.

ELECTION OF 2022-2023 BOARD CHAIR

Current Board Chair, Rebecca Larson, opened the floor for nominations for the position of Board Chair for 2022-2023. Director Rod Cotton offered his thanks to Chair Larson for serving the past two years as Madam Chair, “Boss”, adding that the Board appreciates the wonderful job she has done.

Director Rodney Cotton then announced his nomination of Director Howard Johnson for Board Chair. There were no additional nominations. Director Charles Lee seconded, and the Motion passed unanimously.

M4-002 Elected Rev. Howard Johnson as Board Chair for the 2022-2023 school year

ELECTION OF 2022-2023 VICE CHAIR

Outgoing Chair Larson asked for nominations for Vice-Chair for 2022-2023. Director Rodney Cotton announced his nomination of Director Rebecca Larson for Board Vice-Chair, sharing his belief that she will be a tremendous help to Director Johnson for his first year as Chair. There were no additional nominations, and Director Lee noted that Director Bishop was very brave not to be here this evening. Director Ann Krimetz seconded, and the Motion passed unanimously.

M4-003 Elected Director Rebecca Larson as Vice-Chair for the 2022-2023 school year

Newly appointed Chair Johnson announced that it has been his honor to serve on this Board since 2015, and he looks forward to again working with Director Larson, as they have over the past two years. His intention is that Roseburg Public Schools serve as a shining example to other districts throughout the state.

2022-2023 ANNUAL OPERATING RESOLUTIONS NOS. 1-8

Each year, the Board considers annual resolutions required in designating and authorizing official capacities, services and officers to allow the Board and designated officials of the District to carry on the daily business of the school district as required by Oregon statutes. Chair Johnson explained that the Board may act on each resolution individually, or as a group at their discretion.

Director Rebecca Larson moved to adopt the eight annual resolutions as noted below with one Motion:

- Resolution 22-23-1: Designation of Clerk and Deputy Clerk and Bonding of Employees;
- Resolution 22-23-2: Designation of Custodian of Funds, the use of facsimile signature and Authorization for payment of obligations;
- Resolution 22-23-3 Designation of Auditor;
- Resolution 22-23-4 Designation of Depositories;
- Resolution 22-23-5 Designation of Attorney;
- Resolution 22-23-6 Designation of Election Official;
- Resolution 22-23-7 Designation of Budget Officer and Newspaper; and
- Resolution 22-23-8 Authority to Apply for Grants for the 2022-2023 School Year.

Director Rodney Cotton seconded, and the Motion passed unanimously. Director Cotton suggested that it may again be time to solicit bids for auditing firms. Finance and Accounting Director, Cheryl Northam responded that it is too late for this year’s auditing services but agreed that it is a good idea to solicit quotes for proposals. Director Cotton clarified that his suggestion does not mean that he is unhappy with the services provided. Legal service proposals were solicited when long-time district counsel Dan Clark retired. Jason Montgomery from the same firm assumed his role, which has since been assumed by Cadence Whiteley. Superintendent Cordon responded to Director Ann Krimetz that the News Review is the newspaper of record based on circulation numbers. Finance and Operations Director Cheryl Northam also explained to Director Krimetz that the resolution to apply for grants is our official authorization, and grants are presented to the Board when appropriating funds. Director Charles Lee pointed out that most grants are subject to restrictions.

M4-004 Adopted annual Resolutions 22-23-1 through 22-23-8
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SAFETY AND FACILITY UPDATES

Safety Coordinator, Ed Villarreal, introduced our newest security officer, John Poore, who previously worked at Joseph Lane Middle School and is doing a good job in his new role. Mr. Villarreal shared that the Board had tasked him with safety measures and mitigations due to current situations throughout our nation. The District’s Safety Team, consisting of Superintendent Cordon, Cheryl Northam, Tracy Grauf and Ed are meeting regularly. The District previously adopted the “I Love U Guys” program developed by parents of a Colorado student who lost their daughter. Our staff have practiced with the Standard Response Protocol “SRP” for years and fire and evacuation drills are conducted monthly. The program encompasses not only active aggressors, chemical spills, student or staff medical emergencies, evacuations, etc., in collaboration with law enforcement to keep students and staff safe. Instruction specific to different scenarios will be provided in August and will include situational awareness, knowing entry points and reinforcing that if you see something, say something. The goal is to give

staff awareness and confidence in reacting to unforeseen events. Law enforcement are being provided with access to our building to aid responding in the event of emergency.

Work is moving forward on fencing campuses, with wrought iron to be utilized at the front entrances to improve the appearance. Staff are also consulting with leaders in the areas of school vestibules to improve safety. Staff training is planned for when staff return from summer break, keeping in mind that children are our most precious assets and they and our staff deserve a safe learning environment.

REQUEST FOR APPROVAL TO PURCHASE FENCING MATERIALS FOR SIX ELEMENTARY SCHOOLS

Director of Finance and Operations, Cheryl Northam, had provided the Board with a memo outlining a request for approval to purchase fencing materials for projects at Eastwood, Fir Grove, Fullerton IV, Hucrest, Melrose and Winchester Elementary Schools following the Board’s direction to move ahead with safety and security measures. The combined cost for these six locations is anticipated to be approximately \$272,100. An addition of wrought iron fencing in lieu of chain link in front of the schools is expected to increase the cost.

Director Charles Lee moved to approve the purchase of fencing materials for the six elementary schools as proposed. Director Andrew Shirtcliff seconded, and the Motion passed unanimously.

M4-005 Approved purchase of fencing materials for six elementary schools

REVISE 2022-2023 BOARD MEETING CALENDAR

Director of Human Resources, Robert Freeman, presented the proposed revised 2022-23 School Board Meeting Calendar to allow the HR Department to meet state requirements to notify district licensed and administrative employees of renewal or non-renewal of contracts for the following year no later than March 15 of each year. We are requesting that the March 15, 2023, Board Meeting be moved to March 8, 2023, to allow for the required communications to staff.

Director Rebecca Larson moved to approve the revised School Board Meeting Scheduled as presented. Director Rodney Cotton seconded, and the Motion passed unanimously.

M4-006 Approved request to revise the 2022-2023 School Board Meeting Calendar

BOARD POLICIES SECTIONS C-G, FOR SECOND READING AND ADOPTION

The Board had previously approved Board Policies Sections for First Reading on June 8, 2022. With no questions received since that date, Chair Johnson called for a vote to accept for Second Reading and Adoption.

Director Rebecca Larson moved to approve Policy Sections C-G for Second Reading and Adoption. Director Charles Lee seconded, and the Motion passed unanimously.

M4-007 Approved Board Policy Sections C-G for Second Reading and Adoption

BOARD POLICIES SECTION “I”, FOR FIRST READING

The Policy Committee reviewed updates to Section “I” during meetings held with OSBA policy representative Rick Stuckey. Section “I” was subsequently recommended to be submitted for First Reading following deliberations at their June 30, 2022, committee meeting.

Director Charles Lee moved to approve Policy Section “I” for First Reading. Director Rodney Cotton seconded, and the Motion passed unanimously.

M4-008 Approved Board Policy Section “I” for First Reading

SUPERINTENDENT’S REPORT (copy attached)

Superintendent Cordon shared his appreciation for the Board collectively, and for newly elected Vice-Chair Larson for her work as Chair over the past two years, while Director Johnson served as Vice Chair. Their leadership provided a steady hand in guiding the work of the District and Board, resulting in increasing student achievement as well as supporting kids and their families as we moved through the pandemic.

Jared has been spending time at school sites, with opportunities offered including extended school year, summer learning and credit recovery, with over 1,000 students participating. This opened up great learning opportunities for kids, providing them with the ability to choose and learn in different ways. Today at Joseph Lane, kids were busy with physics and archery; and yesterday at Hucrest kids were learning coding and working with Bee-Bots. We appreciate the support of this Board. Jared also expressed appreciation for our staff, pointing out that several districts last year had the chance to offer summer learning, but didn’t have the staff support. It’s worth noting that RPS had teachers to teach, leaders to lead, bus drivers to drive, and nutrition staff to provide meals.

INDIVIDUAL REPORTS BY DIRECTORS

Director Rodney Cotton shared that it was a good discussion this evening and is hopeful that the \$16 M we identified will be sufficient with the economic outlook. However, this is a good start and needs to be done. He thanked everyone for the information provided and expressed congratulations to newly appointed Chair Johnson.

Director Ann Krimetz shared her experience at the OSBA conference last weekend in Bend. She spent time learning about family engagement and will forward information to the superintendent regarding a survey. She noted that visitors to schools need to feel welcome, even while we assure student safety. Another idea she shared was for community outreach at locations outside of schools. Director Krimetz was impressed with the conference presenters and was inspired with ways for us to improve.

Director Rebecca Larson had nothing of note to share.

Director Charles Lee shared his sorrow at the passing of a favorite 6th grade teacher, Mr. Case, who was successful in getting students excited about physical activity and sports. Thank you, Mr. Case, for providing kids with those positive experiences.

Director Andrew Shirtcliff echoed the sentiments expressed by Director Cotton. He expressed thanks to Mr. Ed Villarreal for moving quickly and for staff soliciting bids. He shared that the focus on safety with fencing and vestibules is the right decision at this time, and he thanked everyone involved.

Chair Howard Johnson thanked Director Larson for allowing him to learn from her leadership, adding that he is looking forward to a rewarding year in developing relationships to allow this district to succeed. He pointed out that he will need the support of all of his fellow Board members during this transition as we focus on our mission.

ADJOURNMENT: Regular business was concluded, and Chair Johnson requested a brief recess before entering Executive Session. The regular meeting was recessed at 6:55 p.m.

Executive Session

Pursuant to ORS 192.660(2)(d) and (i)

Chairman Johnson convened Executive Session pursuant to ORS 192.660(2)(d) and (i) at 7:05 p.m. Once discussion was concluded, the Executive Session was adjourned at 7:55 p.m.

Reconvene Regular Session: Chair Johnson reconvened the regular session at 7:55 p.m. and asked if there was a Motion to adopt the 2022-2023 Board / Superintendent Operating Agreement.

Director Rodney Cotton moved to adopt the 2022-2023 Board/Superintendent Operating Agreement. Director Charles Lee seconded, and the Motion passed unanimously.

M4-009 Adopted the Board/Superintendent Operating Agreement for 2022-2023

With that last formal action taken, Chair Johnson adjourned the regular meeting at 7:55 p.m.

Jared P. Cordon, Superintendent

JPC/jlk

Next Meeting: August 10, 2022, 6:00 p.m. Board Meeting in the Administrative Office Board Room, located at 1419 NW Valley View Drive, Roseburg, Oregon and accessible via Zoom.