

ROSEBURG PUBLIC SCHOOLS

School Board Meeting & Executive Session
Administrative Office Board Room
1419 NW Valley View Drive
Roseburg, Oregon 97471
Available via Zoom

Vol 5 No. 4

August 23, 2023

Board Members:

- Rodney D. Cotton, Chair
- Steve Hammerson
- Rev. Howard Johnson, V Chair
- Ann Krimetz
- Michael Leone
- Andrea Miner
- Andrew Shirtcliff

Administration:

- Jared P. Cordon, Superintendent
- Michelle Knee, Assistant Superintendent
- Cheryl Northam, Director of Finance and Operations
- Melissa Roberts, Director of Student Services
- Jill Weber, Director of Teaching and Learning

SCHOOL BOARD MEETING

TIME/PLACE: A meeting of the Douglas County School District No. 4 Board of Directors was convened on Wednesday, August 23, 2023, at 6:00 p.m. in the central office board room, 1419 NW Valley View Drive in Roseburg, Oregon, in person and available via Zoom link.

CALL TO ORDER / PLEDGE OF ALLEGIANCE: Board Chair, Rodney D. Cotton, called the regular meeting to order at 6:00 p.m. and invited Director Ann Krimetz to lead the Pledge of Allegiance. Chair Cotton also advised the audience that Board meetings are recorded for future viewing.

ATTENDANCE: Board members and Cabinet members attended in person, and no members of the media were present.

REVIEW OF AGENDA / COMMUNICATIONS TO THE BOARD

Superintendent Cordon welcomed everyone present in person, as well as those who were joining the meeting remotely. He further noted that since initial publication, the Consent Agenda now includes the latest recommendations for hire pursuant to the hard work by our HR team, including Asst. Superintendent Knee and building principals.

Chair Cotton announced that Director Ann Krimetz is celebrating a birthday today, along with our District Transportation Supervisor, Denny Austin, who will address the Board this evening during Item No. 3. He also invited anyone wishing to participate in Public Participation to complete a card.

CONSENT AGENDA:

The Consent Agenda was presented for consideration, including approval of the Consent Agenda, Minutes from the August 9 Board Meeting; Surplus Items listing and Gifts to the District, as well as Personnel actions including the recommendations for hire and acceptance of resignations as listed below:

Recommendations for Hire:

Licensed Staff:

- Department of Student Services
 - Alison Koenig, Special Education Teaching, Learning Resource Center (LRC)
- Department of Teaching and Learning
 - Marissa Fairbanks, English Language Development
- Fremont Middle School
 - Robbin Carollo, 6th Grade Language Arts and Social Studies Teacher (a temporary position)
 - Cassie May, Science Teacher
 - Louisa Sanchez, Science Teacher
- Fullerton IV Elementary School
 - Erin Duckworth, Music Teacher (Re-hire – a temporary position)
- Green Elementary School
 - Riane Allen, First Grade Teacher
- Joseph Lane Middle School
 - Kymm Maniscalco, Technology Teacher
- Roseburg High School
 - James Earley, Math Teacher (a temporary position)
- Roseburg Virtual School
 - Adriana Syrie, Special Education Teacher, Learning Resource Center (LRC)

LICENSED RESIGNATIONS (for PERS retirement)

- Theresa Lindstrom, Third Grade Teacher at Sunnyslope, has submitted a notice of retirement for PERS retirement purposes after 20 years in the District, and wishes to continue in her position for the 2023-2024 school year.

RESIGNATIONS

- Rhiana Pritchett, Science Teacher at Fremont Middle School, is resigning after ten years in the District to take a position in another district effective October 6, 2023 or once a suitable replacement is found, whichever occurs first; and
- Lori Smalley, Special Education Teacher at Green Elementary School, is resigning after seven years in the District to take a position in another district, effective August 14, 2023.

Chair Cotton requested that Purchasing Supervisor, Denny Austin, provide a brief overview of how Surplus Items are handled here at RPS. Mr. Austin explained that surplus is generated as a result of outdated technology, items that are broken, and items that are no longer relevant in the classroom. For example, 13 years ago we received overhead projectors subsequent to schools transitioning to projectors. Those projectors are now being surplus as teachers currently utilize live casting with television monitors in the classrooms. Surplus is categorized as Excess (no longer used, but still functional) or broken (often disposed of by recycling organizations).

Items still functional are disposed of via two online options, PublicSurplus.com and Gov.deals.com. Purchasing was able to recoup approximately \$52,000 last year that was returned to the General Fund. Some districts without sufficient funding receive items for a small fee or donated. Denny shared that through these avenues, public monies remain with the public trust.

Director Krimetz was informed that Physical Plant Managers utilize a ListServe to enable entities to bid on available items. For instance, an outdated batch of Chromebooks was recently dispatched to Chile, becoming a positive impact on global education. The Superintendent pointed out two 1983 vehicles being surplus after serving 40 years in the district.

Director Ann Krimetz moved to approve the Consent Agenda as presented. Director Andrea Miner seconded, and the Motion passed unanimously.

M5-23 Approved the Consent Agenda

PUBLIC PARTICIPATION: Asst. Superintendent Michelle Knee confirmed that there were no cards received from individuals wishing to address the Board, and no viewers on Zoom utilized the “raise your hand” feature.

CONSIDER APPROVAL OF DESIGNATION OF SUPERVISORY AND CONFIDENTIAL EMPLOYEES FOR 2023-2024

The Collective Bargaining Law requires public employers to designate supervisory employees and confidential employees. Pages 12-13 of the Board Packet list both supervisory and confidential employees for 2023-24.

Director Andrea Miner moved to approve the designation of supervisory and confidential employees as proposed. Director Michael Leone seconded, and the Motion passed unanimously.

M5-24 Approved supervisory and confidential employees for 2023-2024

CONSIDER APPROVAL OF BOARD COMMITTEE ASSIGNMENTS FOR THE 2023-2024 SCHOOL YEAR

Board Chair Cotton announced that no requests were made to change committee assignments for the 2023-2024 committee roster, and it was now ready for approval. Board members who have yet to share their preferences for meeting dates and times were encouraged to communicate those to Janet in the near future.

Director Steve Hammerson moved to approve the 2023-2024 board committee assignments. Director Michael Leone seconded, and the Motion passed unanimously.

M5-25 Approved committee roster for Board Committees for the 2023-2024 school year

PARENTVIEW VIA FIRST Student “WHERE’S THE BUS?” TOOL

Transportation Supervisor, Denny Austin, directed attendees’ attention to the posters on either side of the room illustrating the new Where’s the Bus? Tool being made available to families. Beginning on the first day of school, a unique district code will be created for families to access enabling them to opt in and view when their student’s bus has reached the “geofence” range they select for their bus stop. A QR code is available for parents to download the app to their smart phone.

The app, which is free to districts who request it, was piloted at three schools last year to help determine any areas needing to be addressed. Nearly 200 parents have already accessed the app and will be ready for activation with the district’s code on August 28th. Director Shirtcliff expressed security concerns regarding access that Mr. Austin will be following up on. Denny did point out that our bus routes are posted on the website for ease of access by parents. A link to the tool will be available on the district website.

Mr. Austin also pointed out that FIRST Student drivers work collaboratively with law enforcement by notifying RPD when they see something of concern during their routes. Chair Cotton thanked board members for their questions and shared that Mr. Austin has previously served on this board, and he continues to do a great job for the district in his capacity as Supervisor of Purchasing and Transportation. Happy Birthday, Denny!

DIRECTOR REPORTS

ASSISTANT SUPERINTENDENT / HR UPDATES

Strategic Plan: Assistant Superintendent, Michelle Knee, shared that the District’s Strategic Plan will be guiding our work with our new teachers and classified staff as well. Our goal is that all staff at RPS are familiar with the Strategic Plan that is intended to guide all of the decisions made in the District.

District Instructional Focus for 2023-2024

Michelle reported that priorities of Literacy, Math, Graduation w/ Care & Support (SEL) include focus areas of:

- High quality instruction
- Strengthening the Core
- Improving Outcomes for Students

The guiding structures/frameworks that Asst. Superintendent Knee and Teaching and Learning Director Dr. Jill Weber are using to lead this work include:

- Strategic Plan (care, instruction, support, and graduation with a plan)
- Instructional Framework (5D)
- Instructional Leadership Framework (4D)
 - This is the rubric that will be used with principals in guiding them to be better instructional leaders and supporting students and teachers in their buildings.
- CASEL Framework (social/emotional learning)

Integrated guidance is the District’s improvement plan. The guiding structures and framework should be known and visible. Michelle emphasized that all employees need to be familiar with our Strategic Plan, Instructional Focus and Integrated Guidance Outcomes.

School Improvement Plans / Board Presentations

The building principals have been meeting with Asst. Superintendent Knee and Teaching and Learning Director, Jill Weber to discuss expectations, school improvement plans and school goals.

Individual School Improvement Plans all include:

- 3 Goals
 - ELA/Literacy Goal
 - Math Goal
 - Building Identified Goal (attendance, care & connection, etc.)
- Instructional Framework Focus
- Strategies and Action Steps to compete each goal written as a Theory of Action
- Measures to identify if the plan is working
- Person / Team responsible to get the work done

Beginning this school year, our building principals will be presenting to the Board with:

- Demographics
- Data
- Goals
- How goals will be accomplished

HR Update

- We have hired 45 new licensed staff for 2023-24, 18 of whom are new to the profession and will be receiving assistance from District Mentors Sherri Good and Karla Heath.
 - On August 17, available Board members joined us for the New Teacher Orientation.
- Michelle shared that in 2022-23 we had 50 new licensed hires, 26 of whom were new to the profession.

- This year, we have 40 new classified staff hires and two new employee orientations will be provided on August 21 and August 24 to assure these new employees feel a part of our school community.
- We have one HR Specialist leaving to go to another district, and that position was posted yesterday. We will be working diligently to fill that vacancy and the current specialist will stay with us until September 15 to support that transition.

Director Andea Miner observed during New Teacher Orientation that it appeared that a lot of them were coming back from other districts, and this impressed her.

SUPERINTENDENT REPORT (slide deck follows)

Superintendent Cordon reiterated that we have really talented people in our organization. As has been communicated over the course of this year by Asst. Superintendent Knee, we really do believe in “we’ve got you”. We’ve created the conditions to really take off, much like in physics with a wing, if you build it right, it will lift. Jared thanked everyone involved, including school teams, principals and HR who made it possible to essentially be fully staffed before the start of school. In some areas of the country, districts have had to transition to four-day weeks due to staffing shortages.

It's amazing to have kids coming back. This is the best time of year! You understand the awesome responsibility when you see parents dropping off their most prized possession, their child, and our job is to make sure they get them back just a little better than when they were delivered to us. Board members were invited to participate with Cabinet members in getting out to see the schools in order to show our support and be a part of the experience.

Students are returning to safer and more secure schools thanks to the School Board’s vision of keeping safety as one of our key priorities. Jared thanked the school board members who were able to attend Monday’s All Staff kick-off, something we missed during the COVID years. Our Board Chair and Vice Chair both spoke about what was important to them, with Chair Cotton reflecting back on an elementary teacher, Dorothy Wilson who meant so much to him. Rev. Johnson talked about our Strategic Plan and leadership being student-focused and staff-focused as we begin a new school year.

We have four school vestibules under construction and unfortunately will be dealing with some disruptions as projects continue throughout the year. Phase II projects are currently out for bid, and we will be requesting approval for contracting services in September.

Last week was a good reminder of how hot it can get here, as well as the presence of smoke. Messaging has been communicated to all parents and patrons regarding our excessive heat plan. We have a heat illness prevention plan as well as responding to smoke if the air quality index is high. OSAA has restrictions for athletes when AQI reaches 151. We will continue to monitor for smoke and hope parents and staff appreciate that there is a plan before we see excessive heat or smoke.

Jared shared that of 3000 bills introduced, 700 had potential impacts on education. One hundred bills passed, and he provided a brief overview of a few house and senate bills including:

- ✓ HB 3198: Early Literacy Success Initiative
 - Intended to increase early literacy for children from birth to third grade
- ✓ SB 819: Abbreviated Days
 - The intent is that all students deserve the right to go to school for a full day. Jared

thanked Student Services Director, Melissa Roberts, and her staff for their early work in communicating with parents to assure care, support, instruction and graduation for students.

- ✓ SB 283: Educator Workforce Package
 - Calls for creation of statewide data system, job portal and education workforce surveys
 - Creates employee protections and workforce standards for SpEd staff
 - Review Task Force, long-term substitute clause, and fee waiver for license conversion to substitute
 - Crisis intervention training
 - Salary taskforce and differentiated pay flexibility for SpEd staff
 - Promotes registered apprenticeship programs
 - Protections for ESD superintendents; eliminates duplicate background checks for EI-ECSE staff
- ✓ HB 2753: School Board Member Stipend
 - Allows district boards to provide directors with monthly stipend and individual directors to decline to receive stipend

Director Ann Krimetz inquired how many students are on abbreviated day. Director Roberts responded that out of 786 students on IEP, seven are on abbreviated day IEPs, and staff continue to work to reduce that. The state requires us to be at 1.9% or fewer. Parents may approve abbreviated day if it is agreed to be in the best interest of the child.

Chair Cotton thanked Superintendent Cordon for the legislative update.

BOARD OF EDUCATION REPORTS

Chair Cotton reminded board members that this is their opportunity to share experiences and insights with their fellow board members and community.

Director Andrea Miner reported attending her first OSBA Conference with approximately 250 attendees. She felt it was a great opportunity to learn just how well our district is doing. She was able to network with other board members and is very excited to be a part of our board, which she believes is really going places. She brought back materials for the Board specific to parliamentary procedure, speaking guidelines and motions. She has read the book, *You Can Get in the Way: How you can become a roadblock to risk factors*, authored by the key note speaker, Dr. John Hodge, and reflected back that the speech dovetailed with our All Staff Welcome Back event earlier this month, both reinforcing the idea of the importance of one person in the lift of a child, regardless of their position in the organization. It really can be anyone who believes in the child, providing words of affirmation and hope for the future. It truly does make a difference. She reflects on that in her own life, understanding the importance of words spoken to a child, a grandchild, a neighbor, etc. She is grateful for this opportunity in her life to serve.

Director Steve Hammerson thanked Jared for attending the conference, noting the importance of having a cohesive unit. Core trainings on the first day highlighted how fortunate we are to have a strong district and superintendent, as many other districts don't. He shared that veteran board members and novices all went through COVID as a society, but school boards received a special dose of that experience. He explained that it's up to us to understand what we don't know, and be aware that there is a gap of knowledge. He learned that

while school districts are based on policies, it comes down to humans talking to other humans, and helping to direct people to the information to relieve the tension between the community and teachers. He expressed the desire to attend similar future opportunities.

Director Ann Krimetz shared her excitement of attending the new teacher orientation. She appreciated letting staff know that this board supports them in their critical role with our students. We are here to support them as they support their students. We hope they trust the board as we have confidence in them to do a good job.

Director Andrew Shirtcliff shared that on a personal level, he is very excited to get the kiddos back in school.

Director Michael Leone, after hearing fellow board members sharing their conference experience, is now wishing he had gone. Those that attended can expect to be invited out to coffee to hear more about their learnings. After having been a teacher for many years, he is now looking forward to meeting our principals and further getting acquainted with his colleagues on the board.

Vice-Chair Johnson noted that he had nothing to add that would benefit the students.

Chair Cotton added that he too enjoyed new employee orientation, confirming that we are getting some dynamite teachers. One of them comes to us from Sutherlin. She worked for him decades ago and met her future husband at one of our McDonald's. At the all-staff welcome back, he spoke with a librarian who also worked for him 40 years ago. It was a touching experience. He reminded the board that he looks forward to the opportunity to tour Fremont Middle School prior to the start of the upcoming September 13 board meeting.

RECESS REGULAR SESSION: With scheduled business before the Board concluded, Chair Cotton recessed the regular meeting at 7:25 p.m. He explained that the Board will meet in another room for Executive Session, but would return at the conclusion in case anyone wished to remain.

Executive Session

Pursuant to ORS 192.660(2)(f)

Chairman Cotton convened Executive Session pursuant to ORS 192.660(2)(i) at 7:35 p.m. All Board members were present, along with Superintendent Cordon. The Board was apprised of a communication from legal counsel.

RECESS EXECUTIVE SESSION: With discussion concluded, the Executive Session was recessed at 7:35 p.m.

RECONVENE REGULAR SESSION

The regular session was reconvened at 7:35 p.m.

ADJOURNMENT: With business before the Board concluded, Chair Cotton stated that the meetings were adjourned at 8:05 p.m.

Jared P. Cordon, Superintendent

JPC/jlk

Next Meeting: Board Meeting, September 13, 2023, at 6:00 p.m. in the library of Fremont Middle School, 850 W Keady Court, Roseburg, Oregon and available via Zoom.