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Commitment, Excellence, Community

**PLEASANT HILL SCHOOL DISTRICT NO. 1
SCHOOL BOARD MEETING MINUTES**

Monday, June 3, 2024; 7:00 p.m.; Pleasant Hill Community Center

1. CALL TO ORDER

Board Chair Stephen Hammond called the June 3, 2024 board meeting to order at 7:00 p.m. with the Pledge of Allegiance. Board members present were Vice Chair Drew Gottfried, Jennifer Woodland, John Oldham and Rusty Rexius. Others present were Superintendent Jim Crist, Business Manager Sheri Longobardo, Special Education Director Whitney Connolly, Middle/High School Principal Chris Reiersgaard, Middle School Assistant Principal Caleb Salmond and Board Secretary Kimberly Silbernagel.

Drew Gottfried read the mission statement.

2. CHANGES OR ADDITIONS TO THE AGENDA

There were no changes or additions to the agenda.

3. INTRODUCTIONS AND ATTENDANCE

Audience members present were Jessica and Peter Bahen.

4. PUBLIC FORUM

Jessica Bahen inquired about when inter-district transfers will be notified of acceptance status. Letters will be sent to families the week of June 3, 2024.

5. ACTION ITEMS

5.1 May 20, 2024 Board Meeting Minutes (Exhibit 2324.142)

Jennifer Woodland moved to approve 5.1 May 20, 2024 Board Meeting Minutes. Rusty Rexius seconded the motion. The motion passed 4-0. John Oldham abstained from voting.

5.2 Enrollment Report – May (Exhibit 2324.143)

Rusty Rexius moved to approve 5.2 Enrollment Report – May. Drew Gottfried seconded the motion. The motion passed unanimously.

5.3 Personnel Report (Exhibit 2324.144)

Drew Gottfried moved to approve 5.3 Personnel Report. Jennifer Woodland seconded the motion. The motion passed unanimously.

6. SUPERINTENDENT REPORT

6.1 2024-25 Board Meeting Schedule Review (Exhibit 2324.145)

Superintendent Crist reviewed the 2024-25 board meeting calendar with the board.

6.2 Facility Use Guidelines Update (Exhibit 2324.146)

Superintendent Crist presented the board with a draft document for facility use requests for gyms and fields. The example comes from Eugene 4J School District that they created with Kidsports. Mr. Crist met with representatives from Kidsports to work on the draft that was presented. The new requests would have guidelines the require coaches to complete the trainings that Pleasant Hill School District coaches complete so that they can operate under a Class 1, PHSD sponsored activities for students, parents and related organizations.

7. RECESS REGULAR MEETING – 7:26 p.m.

8. CONVENE BUDGET MEETING – 7:26 p.m.

9. RECONVENE REGULAR MEETING – 7:56 p.m.

10. BOARD COMMUNICATION

- Stephen Hammond reminded the board to turn in their self-evaluations to him by Monday, June 10.
- Rusty Rexius asked to receive the inter-district transfer process document.

11. OTHER BUSINESS

There was no other business.

12. NEXT MEETING

- Budget Committee Meeting (if needed) – June 10, 2024; 7:00 p.m.; Pleasant Hill Community Center
- Budget Hearing & Board Meeting – June 17, 2024; 7:00 p.m.; Pleasant Hill Community Center

13. ADJOURNMENT – 7:58 p.m.

Signed: _____ this _____ day of _____, 2024
Stephen Hammond, Board Chair



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BUDGET COMMITTEE MEETING MINUTES

Monday, June 3, 2024, 7:00 p.m.

Pleasant Hill School District

1.0 CALL TO ORDER

Budget Committee Chair Rich Driessnack called the June 3, 2024 budget committee meeting to order at 7:26 p.m. Budget Committee members present were Budget Committee Vice Chair Darrell Anthony, John Goldberg, Wesley Siburg, Stephen Hammond, Drew Gottfried, Jennifer Woodland, John Oldham and Rusty Rexius. Others present were Superintendent Jim Crist, Business Manager Sheri Longobardo, Special Education Director Whitney Connolly, Middle/High School Principal Chris Reiersgaard, Middle School Assistant Principal Caleb Salmond and Board Secretary Kimberly Silbernagel.

2.0 APPROVAL OF MINUTES

2.1 Approve May 20, 2024 Budget Committee Meeting Minutes (Exhibit 2324.147)

John Goldberg moved to approve 2.1 May 20, 2024 Budget Committee Meeting Minutes. Wesley Siburg seconded the motion. The motion passed 8-0. John Oldham abstained from voting.

3.0 PUBLIC INPUT

There was no public comment.

4.0 COMMITTEE DISCUSSION

The budget committee was given time to ask questions about the budget. Topics included the number of Full-Time Equivalent (FTE) employees and the dollar amounts in different accounts on the 2024-25 All Funds Requirements by Function, which compares the 2023-24 budget and 2024-25 proposed budget.

5.0 APPROVAL OF DOCUMENT

5.1 Approve 2024-25 Proposed Budget (Resolution 2324.148)

Rich Driessnack moved that the Budget Committee of the Pleasant Hill School District No. 1 approve the budget for the 2024-25 fiscal year in the amount of \$30,383,289 for all funds.

This represents

- a General Fund total of \$20,990,642,
- a Special Revenue Fund total of \$7,690,153, and
- a Debt Service Fund total of \$1,702,494.

Darrel Anthony seconded the motion. The motion passed unanimously.

Rich Driessnack moved that the Budget Committee approve property taxes for the 2024-25 fiscal year at the rate of \$4.6414 per \$1,000 of assessed value for the permanent rate tax levy, and in the amount of \$1,698,156 for the debt service levy. Wesley Siburg seconded the motion. The motion passed unanimously.

6.0 NEXT BUDGET COMMITTEE MEETINGS

- None

7.0 ADJOURNMENT – 7:55 p.m.

Signed: _____ this _____ day of _____, 2024
Stephen Hammond, Board Chair

Pleasant Hill School District Student Enrollment - Comparison 2022-23 to 2023-24



September		October		November		December		January	
23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23
997	1006	991	1002	980	995	1007	993	970	995

	September		October		November		December		January	
	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23
KG	60	76	61	75	60	74	61	74	60	75
1	76	78	77	76	76	77	78	76	75	78
2	80	71	80	70	81	69	82	70	79	71
3	72	83	72	82	72	82	73	80	74	81
4	85	81	85	81	82	82	84	83	81	83
5	78	71	78	71	77	69	79	69	74	67
6	73	76	72	75	72	72	72	72	72	71
7	70	57	69	57	71	57	74	57	70	58
8	66	83	67	83	67	84	69	84	66	82
9	80	82	81	82	80	82	80	82	78	83
10	80	84	79	85	77	85	80	85	77	85
11	82	101	80	101	78	99	84	98	78	98
12	95	63	90	64	87	63	91	63	86	63

February		March		April		May		June	
23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23
967	995	963	992	964	984	960	977	958	972

	February		March		April		May		June	
	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23	23-24	22-23
KG	59	76	60	76	59	76	58	75	58	75
1	75	78	75	78	75	77	75	77	75	77
2	79	71	79	71	79	71	78	71	78	70
3	73	81	74	79	74	79	74	78	74	79
4	80	83	80	83	81	84	80	84	79	82
5	75	68	74	68	75	67	75	67	74	67
6	72	71	72	71	72	71	72	70	72	70
7	71	58	69	58	68	58	68	57	68	57
8	67	81	66	80	66	80	65	79	65	78
9	78	83	78	82	77	80	77	80	77	80
10	75	86	75	84	76	82	76	82	76	81
11	77	96	77	96	78	95	78	93	78	92
12	86	63	84	66	84	64	84	64	84	64

Date: June 17, 2024
Resolution: 2324.152

Personnel Action

Relevant Data:

Each month the Board of Directors may be asked to approve personnel action involving licensed employees. If the Board of Directors would like to discuss any of these recommendations in executive session, in accordance with ORS 192.660(2)(f) Exempt Public Records, the employee should be identified by the number and it will be withdrawn pending further instruction from the Board.

Recommendation:

It is recommended that the Board of Directors approve the personnel action for licensed employees as reflected in this resolution and any addendum presented along with this resolution. Categories include:

- Licensed New Hire(s)
- Licensed Resignation (Retirement)

Submitted and Recommended By:

Jim Crist
Superintendent

NO	NAME OR EMPLOYEE ID	CURRENT STATUS	FTE	EFFECTIVE DATE	NOTES
NEW HIRES					
1	LAKEN CASAREZ	PROBATIONARY 1	1.0	6/13/2024	
2	MAKAYLA McCAULEY	PROBATIONARY 1	1.0	6/13/2024	
RESIGNATIONS					
1	101096	CONTRACT	1.0	6/30/2024	
RETIREMENTS					

**Pleasant Hill School District 2023-2024
Financial Report as of May 31, 2024**

Revenues:

- Current year tax collection is at 98.5% of budget. To date there has been \$3.479 million in current year tax revenue received. Prior year tax collection is at 45% of budget, or \$20,268.
- We have received our final 2023-24 SSF payment for a total of \$8,263,151.
- Our Interest on Investments is currently at \$594,826. Our Local Government Investment Pool (LGIP) is paying 5.2% and Banner Bank Money Market is paying 5.31%.

Expenditures:

- Salary expenditures are \$4,427,296 through May.
- Benefits are at \$2,607,365.
- The purchased services, supplies and capital outlay and other expenditures are currently at \$1,785,094.
- All inter-fund transfers have been made with the exception of \$30,000 set aside for Food Service. We do not anticipate needing to make this transfer.
- Our contingency/Beginning Fund Balance totals \$5,225,502 and our current ending fund balance is at \$10,200,450.

Submitted by: Sheri Longobardo, Business Manager

PLEASANT HILL SCHOOL DISTRICT #1
2023-24 GENERAL FUND REVENUES AND EXPENDITURES - MONTHLY ACTIVITY
June 5, 2024

	BUDGET	7/23	8/23	9/23	10/23	11/23	12/23	1/24	2/24	3/24	4/24	5/24	6/24	YTD TOTAL	BALANCE OVER / (UNDER) BUDGET
Resources															
Beginning Fund Balance	\$6,447,645													\$7,261,733	\$814,088
Current Year's Taxes	\$3,531,893	\$0	\$0	\$0	\$2,902	\$2,277,402	\$1,064,262	\$29,447	\$13,534	\$71,137	\$10,954	\$10,114	\$0	\$3,479,752	(52,141)
Prior Year's Taxes	45,000	\$0	\$0	\$0	\$1,252	\$6,973	\$3,070	\$2,624	\$1,456	\$851	\$2,413	\$1,630	0	\$20,268	(24,732)
Payment in Lieu Prop Tax	3,000	\$0	\$0	\$0	\$0	\$1,600	\$1,808	\$615	\$215	\$443	\$591	(\$101)	0	\$5,172	2,172
Penalties & Int on Taxes	5,000	\$0	\$0	\$0	\$512	\$1,311	\$759	\$0	\$0	\$0	\$0	\$1,778	0	\$4,360	(640)
Transportation Fees	5,000	\$0	\$0	\$1,861	\$182	\$338	\$150	\$546	\$748	\$0	\$1,768	\$0	0	\$5,594	594
Interest on Investments	150,500	\$36,963	\$42,361	\$42,428	\$44,978	\$45,183	\$63,210	\$64,459	\$62,428	\$65,505	\$64,560	\$62,752	0	\$594,826	444,326
Other Curricular Activity	86,000	\$5,375	\$11,780	\$4,790	\$14,972	\$6,930	\$18,341	\$1,300	\$5,840	\$6,660	(\$437)	\$1,470	0	\$77,021	(8,979)
Rentals	5,500	\$338	\$630	\$300	\$1,435	\$925	\$880	\$370	\$400	\$220	\$1,004	\$252	0	\$6,753	1,253
Miscellaneous	30,000	\$8,734	\$530	\$11,263	\$14,158	\$9,840	\$982	\$330	\$207	\$60	\$3,188	\$18,328	0	\$67,621	37,621
Fingerprint Rev	1,000	\$132	\$0	\$330	\$0	\$132	\$66	\$66	\$132	\$198	\$66	\$0	0	\$1,122	122
County / Intermediate	25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0	\$0	(25,000)
Lane ESD Stipends	10,000	\$0	\$0	\$2,199	\$0	\$697	\$3,040	\$0	\$554	(\$324)	\$560	\$903	0	\$7,628	(2,372)
State School Fund	8,223,523	\$1,442,448	\$720,791	\$720,791	\$720,791	\$720,791	\$720,791	\$720,880	\$720,880	\$720,880	\$597,065	\$457,043	0	\$8,263,151	39,628
Common School Fund	144,593	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$76,656	\$0	\$0	\$0	0	\$76,656	(67,937)
Small School Grant	55,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$85	\$62,728	0	\$62,813	7,813
High Cost Disability Grant	45,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$75,735	0	\$75,735	30,735
Interfund Transfers	1,000	0	0	0	0	0	0	0	0	0	0	0	0	\$0	(1,000)
Total Revenues	\$12,367,009	\$1,493,990	\$776,092	\$783,962	\$801,183	\$3,072,122	\$1,877,359	\$820,637	\$883,049	\$865,630	\$681,815	\$692,634	\$0	12,748,473	\$381,464
Total Resources	\$18,814,654													\$20,010,206	\$1,195,552
Expenditures															
Salaries	\$6,065,060	\$61,414	\$118,978	\$450,172	\$491,906	\$495,162	\$482,727	\$452,753	\$455,483	\$464,421	\$469,852	\$484,430	\$0	\$4,427,296	(\$1,637,764)
Associated Payroll Costs	3,815,467	\$35,857	\$66,772	\$273,650	\$286,862	\$285,797	\$284,987	\$265,550	\$268,440	\$276,400	\$275,957	\$287,093	0	2,607,365	(\$1,208,102)
Purchased Services	2,025,607	\$28,903	\$42,103	\$50,758	\$104,964	\$152,972	\$141,543	\$55,092	\$183,347	\$152,136	\$151,742	\$212,770	0	1,276,329	(\$749,278)
Supplies and Materials	467,218	\$14,455	\$6,599	\$38,920	\$23,013	\$27,716	\$14,961	\$15,887	\$103,763	\$38,005	\$40,938	\$23,837	0	348,092	(\$119,126)
Cap Outlay	3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0	\$0	(\$3,000)
Other Objects	192,800	\$17,567	\$4,901	\$124,243	\$2,859	\$3,526	\$1,933	\$1,326	\$1,729	\$1,497	\$445	\$646	0	160,673	(\$32,127)
Transfers	1,020,000	\$0	\$0	\$0	\$990,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0	\$990,000	(\$30,000)
Contingency/Beg Fund Bal	5,225,502	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0	\$0	(\$5,225,502)
Total Expenditures	\$18,814,654	\$158,196	\$239,353	\$937,743	\$1,899,603	\$965,173	\$926,150	\$790,607	\$1,012,763	\$932,458	\$938,934	\$1,008,775	\$0	\$9,809,756	(\$9,004,898)
Ending Fund Balance														\$10,200,450	\$10,200,450

Date: June 17, 2024

Exhibit: 2324.154

Board & Budget Meeting / Work Session Calendar

Relevant Data:

Attached meeting calendar very closely resembles the 2023-24 meeting calendar. This calendar includes three work session dates for the Portrait of a Graduate work that we intend to complete in the 2024-25 fiscal year. These dates still need to be confirmed with the agency that will be leading us through this work. There are 18 board business and reporting meetings that include the Board Charge meeting to be held on August 19, 2024. In addition, the budget committee orientation and committee meetings have been rolled over from the 2023-24 calendar.

Recommendation:

It is recommended that the Board of Directors approve the School Board meeting / Work Session calendar and Budget Committee meeting calendar as presented in the attached exhibit.

Submitted and Recommended By:

Jim Crist
Superintendent



Pleasant Hill School District No. 1 2024 - 2025

School Board / Work Session / Budget Meeting Calendar

Board & Budget Meetings – Start 7:00PM / CHARGE & Work Sessions Start 5:30PM

July 15, 2024	Board Meeting 6:00PM
August 19, 2024	Board CHARGE & Board Meeting
September 9, 2024	Board Meeting
September 23, 2024	Work Session (Portrait of a Graduate)
October 7, 2024	Board Meeting
October 21, 2024	Board Meeting
November 4, 2024	Board Meeting
November 18, 2024	Work Session (Portrait of a Graduate)
December 2, 2024	Board Meeting
December 16, 2024	Board Meeting
January 13, 2025	Board Meeting
February 3, 2025	Board Meeting
February 20, 2025	Work Session (Portrait of a Graduate)
March 3, 2025	Board Meeting
March 17, 2025	Board Meeting
April 7, 2025	Board Meeting
April 21, 2025	Board Meeting
May 5, 2025	Board Meeting (Budget Orientation)
May 19, 2025	Board Meeting & Budget Committee Meeting
June 2, 2025	Board Meeting & Budget Committee Meeting
June 9, 2025	Budget Committee Meeting (if needed)
June 16, 2023	Budget Hearing & Board Meeting (Adopt 2025-26 Budget Approve Resolutions)

RESOLUTION: 2324.155

JUNE 17, 2024

2024-2025 BUDGET RESOLUTIONS

RELEVANT DATA:

The District began collecting and disseminating budget information in January 2024 for budget parameters and estimates development for the 2024-2025 fiscal year. All information from District stakeholders, Oregon Department of Education and the Oregon State Legislative process was used to construct the proposed operating budget for the Pleasant Hill School District. Following months of preparation, the 2024-2025 proposed budget was delivered to the Budget Committee on May 20, 2024.

During its second Budget Committee meeting on June 3, 2024, the Pleasant Hill School District Budget Committee approved the proposed budget for the 2024-2025 without modification. There are no modifications from the approved budget to the adopted budget being proposed.

Sheri Longobardo will be available at the meeting for additional questions.

RECOMMENDATION:

It is recommended that the Board of Directors adopt the 2024-2025 Budget Resolution as presented on the attached sheet.

Submitted by:
Sheri Longobardo
Business Manager

Recommended by:
Jim Crist
Superintendent

Pleasant Hill Middle School Board Report June 17, 2024

Updates

May students of the month

Students of the Month - Natalie Kendall, Sienna Malekzadeh, Wyatt Williams
Most Improved Students of the Month - Blake Whitehurst, Peyton Rowe, Torin Sandusky
Citizens of the Month - Jude Brown, Max Driver, Ukiah Endicott

Incoming 6th Graders

A big thanks to Jolene Hill and Deedra Huff who began working with our WEBB (Where Every Billie Belongs) students as they prepare for incoming 6th graders, especially for 6th grader grade only day on Wednesday September 4th.

End of the year trip

A huge thank you to the Pleasant Hill Education Foundation for supporting our annual Middle School Coast Trip. It was great to take students to the South Jetty in Florence as well as Honeyman Park for the day. It was wonderful to celebrate the school year with all students as we continue to move towards the best practice of bolstering our students' intrinsic motivation.

OSAS

This year we had a 89% participation rate in OSAS testing. 85% at 6th grade, 90% at 7th grade and 93% at 8th grade.

Percentage of 6th Grade Students with D's or F's by Core Class

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May
ELA	13%	13%	9%	13%	25%	13%	4%	25%
Math	14%	12%	13%	11%	16%	20%	13%	12%
Science	8%	8%	14%	5%	16%	12%	9%	13%
Social Studies	5%	6%	9%	5%	12%	17%	6%	12%

Percentage of 7th Grade Students with D's or F's by Core Class

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May
ELA	20%	12%	15%	12%	16%	15%	6%	7%
Math	18%	23%	25%	20%	23%	20%	19%	25%
Science	11%	26%	23%	22%	22%	18%	16%	19%
Social Studies	20%	15%	15%	12%	16%	15%	6%	7%

Percentage of 8th Grade Students with D's or F's by Core Class

	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May
ELA	4%	26%	8%	7%	32%	24%	18%	20%
Math	26%	25%	26%	17%	26%	30%	31%	27%
Science	5%	14%	19%	17%	20%	15%	18%	21%
Social Studies	4%	2%	4%	8%	28%	21%	21%	21%

Attendance

Percentage of students with 90% attendance or better

	November	December	January	February	March	April	May
6th Grade	74%	79%	81%	70%	75%	75%	70%
7th Grade	76%	81%	82%	77%	80%	82%	86%
8th Grade	79%	74%	77%	71%	72%	72%	70%

Pleasant Hill High School Board Report June 17, 2024

Graduation

Graduation was June 7th. It was an excellent event. It's always nice to have graduation go off without major incidents. The band, choir, arch bearers, speakers, and all of the behind the scenes people helped make this an even more special occasion.

In total, all 89 seniors participated in the ceremony. 88 received their diploma on Friday night with one senior returning last week to complete work to pick his diploma up. The high school staff did an excellent job helping and supporting students in getting across the stage with their diploma.

Students of the Month

Senior - Lily Rodrigues

Junior - Abbie Landers

Sophomore - Addie Hyland

Freshman - Charlotte Newman

Most Improved

Senior - Cody Ruche

Junior - Connor Roman

Sophomore - Hunter Crabtree

Freshman - Gabriel Vanordstrand

OSAS

This year 36 out of 78 juniors participated in OSAS. 42 juniors opted out of the test.

Attendance:

	Regular Attenders February	Regular Attenders March	Regular Attenders April	Regular Attenders May	Average Daily Attendance February	Average Daily Attendance March	Average Daily Attendance April	Average Daily Attendance May
9th Grade	66%	71%	72%	70%	90%	90%	89.5%	89%
10th Grade	76%	76%	75%	75%	89%	89%	90.1%	89%
11th Grade	57%	57%	60%	60%	86%	85%	84%	86%
12th Grade	66%	70%	68%	63%	88%	86%	86%	85%

Failing Grades as of 6/11/2024 by core

Subject	9	10	11	12
ELA	2	8	10	0
Science	4	5	5	0
Math	6	8	15	1
Social Studies	6	0	12	0