

Pleasant Hill School District No. 1



June 2, 2025 Board Meeting

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Commitment, Excellence, Community

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

**Monday, May 19, 2025; 7:00 p.m.; Pleasant Hill Community Center
Executive Session ORS 192.660(2)(d)**

1. CALL TO ORDER

Board Chair Stephen Hammond called the May 19, 2025 board meeting to order at 7:02 p.m. with the Pledge of Allegiance. Board members present were Vice Chair Drew Gottfried and Jennifer Woodland. Others present were Superintendent Jim Crist, Business Manager Sheri Longobardo, Special Education Director Whitney Connolly, Elementary School Principal Brenna Fairchild, 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.

3. INTRODUCTIONS AND ATTENDANCE

Audience present was Laurie Monteith, Jessica Wolpe, Carrie Reinking, Mali Howell, Jason and Nicola Shaddon and Rachele Smythe. Budget Committee present was Rich Driessnack, John Goldberg, Wesley Siburg, Morgan Thomas and Madeline Carlton.

4. PUBLIC FORUM

There was no public comment.

5. PRESENTATIONS/RECOGNITION

There were no presentations/recognitions.

6. ACTION ITEMS

6.1 Consent Agenda

- 6.101 Approve May 5, 2025 Board Meeting Minutes (Exhibit 2425.235)
- 6.102 Accept Attendance Report – April (Exhibit 2425.236)
- 6.103 Accept Financial Report – April (Exhibit 2425.237)

Drew Gottfried moved to approve 6.1 Consent Agenda. Jennifer Woodland seconded the motion. The motion passed 3-0.

Hammond – Yes Gottfried – Yes Woodland – Yes

6.2 Approve Personnel Report (Resolution 2425.238)

Superintendent Crist read a statement introducing the new K-12 Instructional Coach, Stephanie Lovdokken.

Drew Gottfried moved to approve 6.2 Personnel Report. Stephen Hammond seconded the motion. The motion passed 3-0.

Hammond – Yes Gottfried – Yes Woodland – Yes

6.3 Approve 2025-26 Designation of District Officers, Clerks, Depositories and Contract Renewal Board (Resolution 2425.239 & Exhibit 2425.240)

Superintendent Crist reviewed the resolution and exhibit.

Drew Gottfried moved to approve 6.3 2025-26 Designation of District Officers, Clerks, Depositories and Contract Renewal Board. Jennifer Woodland seconded the motion. The motion passed 3-0.

Hammond – Yes Gottfried – Yes Woodland – Yes

6.4 Approve 2025-26 Property and Liability Insurance, Workers Compensation Insurance, Section 125 Benefits (Resolution 2425.241)

Superintendent Crist reviewed the resolution.

Drew Gottfried moved to approve 6.4 2025-26 Property and Liability Insurance, Workers Compensation Insurance, Section 125 Benefits. Jennifer Woodland seconded the motion. The motion passed 3-0.

Hammond – Yes Gottfried – Yes Woodland – Yes

6.5 Approve 2025-26 Designation of District Legal Counsel and Municipal Auditor (Resolution 2425.242)

Superintendent Crist reviewed the resolution.

Jennifer Woodland moved to approve 6.5 2025-26 Designation of District Legal Counsel and Municipal Auditor. Drew Gottfried seconded the motion. The motion passed 3-0.

Hammond – Yes Gottfried – Yes Woodland – Yes

6.6 Approve Seismic CM/GC (Resolution 2425.243)

Superintendent Crist reviewed the resolution.

Jennifer Woodland moved to approve 6.6 Seismic CM/GC. Drew Gottfried seconded the motion. The motion passed 3-0.

Hammond – Yes Gottfried – Yes Woodland – Yes

6.7 Approve Library RFP (Resolution 2425.244)

Superintendent Crist reviewed the resolution.

Drew Gottfried moved to approve 6.7 Library RFP. Jennifer Woodland seconded the motion. The motion passed 3-0.

Hammond – Yes Gottfried – Yes Woodland – Yes

6.8 Approve Class Special Procurement Summer Program Contract Award (**Resolution 2425.245**)

Superintendent Crist reviewed the resolution. Jennifer Woodland read a list of questions she had about the contract award and the answers to those questions that she was given.

Jennifer Woodland moved to approve 6.8 Class Special Procurement Summer Program Contract Award. Drew Gottfried seconded the motion. The motion passed 3-0.

Hammond – Yes Gottfried – Yes Woodland – Yes

7. RECESS – 7:34 p.m.

8. CONVENE BUDGET MEETING – 7:34 p.m.

9. RECONVENE REGULAR MEETING – 9:57 p.m.

10. BOARD COMMUNICATION

10.1 Board Event Calendar Review

Stephen Hammond attended the PTO and PHEF meetings.

Jennifer Woodland attended the elementary talent show.

11. OTHER BUSINESS

There was no other business.

12. RECESS REGULAR MEETING TO EXECUTIVE SESSION – 10:00 p.m.

12.1 Executive Session ORS 192.660(2)(d). To conduct deliberations with persons designated to carry on labor negotiations.

13. RECONVENE REGULAR MEETING – 10:19 p.m.

14. NEXT MEETING

- Board & Budget Meeting – June 2, 2025; 7:00 p.m.; Pleasant Hill Community Center

15. ADJOURNMENT – 10:19 p.m.

Signed: _____, this _____ day of _____, 2025
Stephen Hammond, Board Chair



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**PLEASANT HILL SCHOOL DISTRICT NO. 1
 BUDGET COMMITTEE MEETING MINUTES
 Monday, May 19, 2025; 7:00 p.m.; Pleasant Hill Community Center**

1. CALL TO ORDER

Board Chair Stephen Hammond called the May 19, 2025 budget committee meeting to order at 7:34 p.m. Budget committee members present were Morgan Thomas, Madeline Carlton, John Goldberg, Rich Driessnack, Wesley Siburg, Jennifer Woodland and Drew Gottfried. Others present were Superintendent Jim Crist, Business Manager Sheri Longobardo, Special Education Director Whitney Connolly, Elementary Principal Brenna Fairchild, Middle/High School Principal Chris Reiersgaard, Middle School Assistant Principal Caleb Salmond and Board Secretary Kimberly Silbernagel.

2. ELECTION OF OFFICERS

2.1 Chair

Rich Driessnack nominated John Goldberg for Budget Committee Chair. Wesley Siburg seconded the nomination. The nomination passed 8-0.

*Hammond – Yes Gottfried – Yes Woodland – Yes
 Thomas – Yes Carlton – Yes Driessnack – Yes Siburg – Yes Goldberg – Yes*

2.2 Vice Chair

Madeline Carlton nominated Rich Driessnack for Budget Committee Vice Chair. Morgan Thomas seconded the nomination. The nomination passed 8-0.

*Hammond – Yes Gottfried – Yes Woodland – Yes
 Thomas – Yes Carlton – Yes Driessnack – Yes Siburg – Yes Goldberg – Yes*

3. 2025-26 BUDGET MESSAGE

Superintendent Jim Crist read aloud the Budget Message. Refer to the 2025-26 Proposed Budget Document for the verbatim Budget Message.

4. BUDGET DOCUMENT OVERVIEW & PRESENTATION

Business Manager Sheri Longobardo presented a summary of the 2025-26 Proposed Budget Document to the committee.

Budget Chair John Goldberg moved to make Public Input to the next item on the agenda. Jennifer Woodland seconded the motion. The motion passed 8-0.

*Hammond – Yes Gottfried – Yes Woodland – Yes
 Thomas – Yes Carlton – Yes Driessnack – Yes Siburg – Yes Goldberg – Yes*

5. PUBLIC INPUT

- Laurie Monteith inquired about the school nutrition funding amount increase for next year. Business Manager Sheri Longobardo explained that funding from the federal government is unknown for next year so there is an increase in the budget in case the district’s costs increase.

6. BUDGET QUESTIONS AND/OR CLARIFICATIONS

- Madeline Carlton asked if the district knows what the funding levels from the federal government will be or if they are budgeting blindly. Sheri Longobardo explained that they are budgeting blind but they will not make transfers out of the general fund into the special fund accounts unless they need to.
- The budget committee discussed at length adding a 1.0 FTE to the budget for 2025-26 for a reading specialist.

7. APPROVAL OF DOCUMENT

Rich Driessnack moved that the Budget Committee of the Pleasant Hill School District No. 1 approve the budget for the 2025-26 fiscal year in the amount of \$33,615 ,282 for all funds. This represents a General Fund total of \$22,750,293, a Special Revenue Fund total of \$9,115,989, and a Debt Service Fund total of \$1,750,000. Wesley Siburg seconded the motion. The motion passed 8-0.

*Hammond – Yes Gottfried – Yes Woodland – Yes
 Thomas – Yes Carlton – Yes Driessnack – Yes Siburg – Yes Goldberg – Yes*

Rich Driessnack moved that the Budget Committee approve property taxes for the 2025-26 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 \$1,702,592 the debt service levy. Madeline Carlton seconded the motion. The motion passed 8-0.

*Hammond – Yes Gottfried – Yes Woodland – Yes
 Thomas – Yes Carlton – Yes Driessnack – Yes Siburg – Yes Goldberg – Yes*

John Goldberg proposed that district staff present a 1.0 FTE addition to the board when they review and adopt the budget and if the board deems needed and fit, to add the position to the budget. The budget committee gives the board the authority to make adjustments to the first two motions. Rich Driessnack seconded the motion. The motion passed 8-0.

*Hammond – Yes Gottfried – Yes Woodland – Yes
 Thomas – Yes Carlton – Yes Driessnack – Yes Siburg – Yes Goldberg – Yes*

8. BUDGET COMMITTEE MEETINGS (If Needed)

- June 2, 2025; 7:00 p.m., Pleasant Hill Community Center
- June 9, 2025; 7:00 p.m., Pleasant Hill Community Center
- June 16, 2025; 7:00 p.m., Pleasant Hill Community Center

9. ADJOURNMENT – 9:56 p.m.

Signed: _____ this _____ day of _____, 2025

Date: June 2, 2025
Resolution: 2425.248

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 Resignation(s)

Submitted and Recommended By:

Jim Crist
Superintendent

NO	NAME OR EMPLOYEE ID	CURRENT STATUS	FTE	EFFECTIVE DATE	NOTES
	NEW HIRES				
	RESIGNATIONS				
1	101914	PROBATIONARY 3	1.0	6/30/2025	
	RETIREMENTS				

District Educational Equity Advisory Committee
Membership Appointments

RELEVANT DATA:

As required by OAR 581-022-2307, “The school district board is responsible for appointing members from those proposed by the superintendent, and ensuring that membership is primarily representative of underserved student groups” (3c).

After conducting a thorough process involving broad community outreach to invite applications for membership on the DEC. Applications were screened by the leadership team to ensure broad representation. The below list of names are now being submitted to the Board for appointment to the District Equity Committee.

RECOMMENDATION:

It is recommended that the Board of Directors appoint the following individuals to the Pleasant Hill School District Educational Equity Advisory Committee:

Kayla Gottfried (2 Years)
Brandy Plummer (2 Years)
Erin Jean Wolff (2 Years)
Bailey Rolfe (2 Years)
Jolene Hill (2 Years)
Daphne Metcalf (2 Years)

Celina Ziolkowski (2 Years)
Lila Andrew (2 Years)
Morgan Thomas (2 Years)
Jessica Flood (2 Years)
Caitlin Olinger (1 Year)

SUBMITTED AND RECOMMENDED BY:

Jim Crist, Superintendent

Superintendent’s Report for Discussion

Topic: Budget Allocations and Staffing Options for Literacy Support

Date: June 2, 2025

At the Budget Committee meeting on May 19, 2025, a motion was passed requesting that the Board of Directors be given an opportunity to examine staffing options related to the cost and feasibility of adding a 1.0 FTE with the intention of hiring a licensed reading specialist. This discussion aligns with the District’s ongoing commitment to improving early literacy outcomes and providing targeted instructional support across all grade levels, particularly K–8.

Background:

The District’s current budget includes appropriations for several licensed positions, including a 1.0 FTE Speech Language Pathologist (SLP) and a 1.0 FTE School Psychologist. In light of our efforts to enhance our structured literacy programming and provide direct instructional support, three options are being presented for the Board’s consideration:

Option 1: Appropriate Additional Funds

- Allocate an additional **\$143,000** for salary and benefits to fund a 1.0 FTE licensed instructional position, designated to serve as a reading specialist.
- This would represent an increase to the overall staffing budget and would need to be reflected through the resolution adopting the budget for 2025-26.

Pros:

- Preserves all currently budgeted positions.
- Adds a dedicated literacy support role without reductions elsewhere.

Cons:

- Requires additional General Fund or other discretionary revenue.
- May affect ending fund balance or other contingencies depending on current projections.
- Uncertainty remains regarding Federal Title II and Title IV (approximately \$30,000) funding currently supporting key initiatives. If these funds are not received, the District may need to consider utilizing General Fund dollars to maintain these programs.

Option 2: Reallocate Existing Appropriations

- Utilize the existing appropriations currently allocated to a 1.0 FTE Speech Language Pathologist (SLP) to fund the 1.0 FTE reading specialist position.
- SLP services would continue under the District’s current contracted service model for the 2025–26 school year.
- This reallocation would be formalized through a board resolution reclassifying the function of these funds from support services to instruction.

Pros:

- Maintains a balanced budget without additional appropriations.
- Responds to board priorities by reallocating resources to direct instructional support.
- Provides a more stable and consistent model for literacy instruction.

Cons:

- Continues reliance on contracted SLP services for another year.
- May limit future flexibility depending on availability of contracted staff and student needs.

Option 3: Approve Budget as Presented

Please let me know if additional information is needed ahead of the next meeting.

Jim Crist
Superintendent
Pleasant Hill School District