

**DOUGLAS COUNTY SCHOOL DISTRICT #15**  
**BOARD OF DIRECTORS**  
**REGULAR SCHOOL BOARD MEETING MINUTES**  
**December 11, 2023**

The Board of Directors of Douglas County School District #15 convened in regular session at 6:00 p.m. on Monday December 11th, 2023 in Room 215 at Days Creek Charter School.

The following individuals were present:

District Board Members: Valerie Anderson, Laura Stufflebeam, Rebekah Sawyer, Todd Vaughn, Charlie Sawyer and Charlie Pritchard.

Staff/Patrons: Lucky St.Clair, Kathy St.Clair, Frank St.Clair, Stever, Joanne Gordon, Jamee White, Rowen White, Bjorn Lawendal, Teresa Reed, Mary Harris, Nick Harris, Rachel Whelzel, Daniel Johnson, Joe Stever, Rob McCallum, Wendy White and Jesse Simmons.

Superintendent: Joe La Fountaine.

Business Manager: Claire Cotton

Assistant Business Manager: Leah Giles

Board Secretary: Dawna Connor

**1) Call to Order and Welcome:** V.Anderson called the meeting to order at 6:02 pm.

**2) Pledge of Allegiance:** The Pledge of Allegiance was recited.

**3) Approval of the Agenda:**

**Motion:** Todd Vaughn moved to approve the agenda.

**Second:** Rebekah Sawyer seconded the motion.

**Discussion:** There was no discussion

**Voting in Favor:** Valerie Anderson, Laura Stufflebeam, Rebekah Sawyer, Todd Vaughn, Charlie Sawyer and Charlie Pritchard.

**4) Charter Board Meeting Report:** Diane Swingley, Charter Board President

a) November 8, 2023, Charter Board Report

- i) Diane Swingley gave the Charter Board report. She let the board know that Joe was unable to attend because he was at a conference. Cathy Knapp gave the quarterly attendance report which was 92%. A few people had questions about how the state calculated this percentage. She let the board know of the upcoming community meeting on Jan 22nd. The charter board discussed their staff recognition plan and their science adoption. They tabled the discussion about changing meetings to Mondays to try and get more participants to be on the Charter board. They are looking for more members. They are working on their executive director evaluation in January and will be presenting this at the February board meeting. Diane let the board know that the charter board passed their charter board goal for this year and that is to reach out to the community and how they can be involved in the charter board work. She informed the board that the charter board is focusing on curriculum, the website, instruction and overall climate of the school. They are hoping to move the meetings because most staff members on the board prefer to have the meetings right after school. She thanked the board and everyone for their time.

## **5) Public Input:**

There was no public input.

## **6) Student of the Month Awards:**

- a) Elementary: Kathleen Stever - daughter of Joe and Angela Stever
  - i) Mrs. Reed presented to the board about why she chose Kathleen as student of the month.
- b) Middle School: Rowan White-Davis - son of Jamee Davis
  - i) Mrs. Whetzel presented to the board why she chose Rowan for student of the month
- c) High School: Natalie Harris - daughter of Nickolas and Mary Harris
  - i) Rob McCallum - presented to the board why Natalie was selected for student of the month.

## **7) Discussion Items:**

### **Discussion Items:**

- a) E- Sports Presentation - Mr. Daniel Johnson
  - i) Daniel presented to the board - Gave more insight into the gaming programs and why he chose them. There is a consent form and the parents are made aware of the rating of Teen for E Sports gaming program. Valorant is the game that the esports team plays. He did a survey about which game the kids would like to play and this was the main game the students wanted to play. Two platforms - one only has one option, there are other options to play but they need more gaming equipment. Showed how the game is played and what they use. Explained the spectrum of games. Teaching them teamwork, not giving up and positive attitude. Applying this in the real world. Positive environment. Practices are usually Mon - Thurs 3:30 - 5:30 and their games are on Weds at 5pm and end around 5:45pm.
  - ii) The board had a few questions for Daniel Johnson
    - (1) The kids that the esports program draws from are students who don't normally play traditional sports, then they also have the opportunity to do FFA and they would spend less time on screens. Daniel let the board know that this reaches kids who would not normally participate in any other program and that these kids really do need this outlet.
    - (2) Laura would like to explore other gaming options and does like the program but not necessarily the violence and what the message is portraying that the school is supporting this. Daniel explained that the school could invest in better gaming equipment that would allow them to play better games such as Nintendo 64. The board asked Daniel to bring them some quotes on how much that would cost.
    - (3) Todd wanted to know if the kids were able to participate with each other and strategize. He was wondering if this was highly addictive. Daniel explained that the kids are able to interact with each other and strategize to get better. He said that a lot of anything can become addictive.
    - (4) Valerie asked if the students are able to play the game at home. Daniel explained that some can and some can't due to the internet access and capability.
    - (5) Charlie asked about the document that is given to the parents. He was what some of the standards are. Daniel let the board know that there are three levels of standards. There are standards that he sets as a teacher, standards that the

esports program set for all of the schools and there are standards in the game itself. Charlie Pritchard wanted to know if and how the standards are upheld. Daniel let them know that the game will penalize a team/person if the standards are broken. The esports program also penalizes teams.

- b) Second Reading of BD/BDA - School Board Meetings-
  - i) Maintain current policy
- c) Second Reading of BDC - Executive Sessions
  - i) Adopt new policy - want to keep strikeout - Keep Red Language
  - ii) Want to always have the option of having executive session
- d) Second Reading of EFA - Local Wellness
  - i) Keep existing policy with change to #5 on p. 6-9
  - ii) "Every public school student in K-8 shall participate in physical education for the entire school year for at least 150 minutes during each school week, as calculated over the duration of a school year."
- e) Second Reading of GCBDA - Family Medical Leave
  - i) Adopting Version 2 AS IS
- f) Second Reading of GCBDA-AR - Family Medical Leave
  - i) Adopting Version 2 - Pg 5-11 use last bracket
    - (1) 5-11 (choose use last bracket language) "a period of 52 consecutive weeks beginning on the Sunday immediately preceding the date on which family leave commences"
- g) Second Reading of GCPC - Retirement of Staff
  - i) Do not adopt - keep current policy
- h) Second Reading of GCBDF (Version 2) - Paid Family Medical Leave Insurance
  - i) Version 2 - adopt as is written
- i) Second Reading of IGDG - Student Activity Funds
  - i) Maintain current policy
- j) Second Reading of IGDG-AR - Student Activity Funds
  - i) Maintain current policy
- k) Final Reading of: [IIABB](#) - Use of Feature Films/Videos
  - i) Remove R
  - ii) Days at 7
  - iii) Adopt the final updated version
- l) Second Reading of LBE - Public Charter Schools
  - i) Adopt new policy
  - ii) Keep bracket on pg 1
  - iii) Strike bracket on pg 2
  - iv) Keep "will" strike "will not" - pg 2
- m) Second Reading of LBEA - Resident Student Denial for Virtual Charter School Attendance
  - i) Keep existing policy

**Motion:** Rebekah Sawyer made a motion to move these to action items

**Second:** Laura Stufflebeam seconded the motion.

**Discussion:** There was no discussion

**Voting in Favor:** Valerie Anderson, Laura Stufflebeam, Rebekah Sawyer, Todd Vaughn, Charlie Sawyer and Charlie Pritchard

## 8) Interim Superintendent Report:

- a) BOLI Apprenticeship Program
  - i) Hired a company called Edvocation - We have been selected to work with trade jobs. Opportunity to look at other options. Students can be taught skills and help them in getting future jobs. Multiple opportunities for the future. Training in crafts. We are at the very forefront. Traveling to RFP and kids get first hand experience at the new plant in Riddle. Three teachers are getting trained. Elective credits and also get an apprenticeship certificate. Not a required class. Age requirement is 16. Our school insurance is covered.
- b) Seismic Upgrade update
  - i) Signed contract with WRK and will be here on Friday.
  - ii) Timeline - how can we line this is the awesome grant and bonds, ways to optimize all the money,
  - iii) WRK - work may be pushed back to summer 2025 - if we do summer 24 then the engineer work would be quick
  - iv) What does the board want to do?
- a) Property Search and County Records -
  - i) County was not much help but was able to get some information on where the things are
  - ii) Well has been filled in, no foundation and there should be septic. There is water, telephone and electric right
  - iii) Would the planning department let us put something there? Joe - Recommends using the building we have for preschool
- c) Oregon Law Conference
  - i) Took James Ellis
  - ii) There were some big changes in special education - C.Knapp takes care of our SPED program and does a great job.
- d) [The 2023-25 SIA Grant Agreement and budget](#)
  - i) We are getting funding from the state and need the board to review.
  - ii) Board reviewed the agreement and the budget
  - iii) This is how we are able to keep our classroom from being combined
- e) Superintendent Evaluation Timeline
  - i) Joe starts evaluation of the seven standards and gives to the charter board
- f) Designating a district Civil Rights Coordinator
  - i) Recommend to make that the superintendent - handling potential complaints.

## 9) Consent Agenda Items

- a) Approval of minutes
  - i) Regular Board Meeting -[November 13, 2023](#)
  - ii) Minutes of [November 27, 2023](#) work session

**Motion:** Rebekah Sawyer moved to approve the minutes from the regular board meeting and work session.

**Second:** Charlie Pritchard seconded the motion.

**Discussion:** There was no discussion

**Voting in Favor:** Valerie Anderson, Laura Stufflebeam, Rebekah Sawyer, Todd Vaughn, Charlie Sawyer and Charlie Pritchard

- b) Approval of Contracts
  - i) Approval of the WRK contract
  - ii) 2023-25 SIA Grant Agreement
  - iii) OSBA Brady Fund Grant

**Motion:** Laura Stufflebeam moved to approve the contracts listed under approval of contracts

**Second:** Rebekah Sawyer seconded the motion.

**Discussion:** There was no discussion

**Voting in Favor:** Valerie Anderson, Laura Stufflebeam, Rebekah Sawyer, Todd Vaughn, Charlie Sawyer and Charlie Pritchard

c) Approval of the following designations for the 2023-24 school year

- i) Uphold the decision of the Superintendent regarding an employee request for unpaid leave.

**Motion:** Laura Stufflebeam moved to table to the consent agenda item c until after the executive discussion

**Second:** Rebekah Sawyer seconded the motion.

**Discussion:** There was no discussion

**Voting in Favor:** Valerie Anderson, Laura Stufflebeam, Rebekah Sawyer, Todd Vaughn, Charlie Sawyer and Charlie Pritchard

d) Employment of licensed, classified, or coaching personnel

- i) Approved Josue Nieves MS Boys Basketball Coach
- ii) Approved David Brown assistant MS Boys Basketball Coach

**Motion:** Rebekah Sawyer moved to approve the consent agenda items under d

**Second:** Laura Stufflebeam seconded the motion.

**Discussion:** There was no discussion

**Voting in Favor:** Valerie Anderson, Laura Stufflebeam, Rebekah Sawyer, Todd Vaughn, Charlie Sawyer and Charlie Pritchard

e) District Surplus Designation

- There were no surplus items to approve

#### 10) Monthly [Financial Summary Report](#); [Revenue-Expenditure](#); [Voucher Report](#):

Claire Cotton, Business Manager

i) Received Audit -

- 1) Claire informed the board that in January we will meet with Steve (auditor) during the board meeting and he will give them a report on the audit.
- 2) Claire went over the basic documents of the audit report:
  - (a) Pg 1- 9 Management analysis
  - (b) Pg 16 - basic recap of all funds type
  - (c) Pg 49-50 - more detailed by fund
  - (d) Pg 56 - Supplemental funds
  - (e) Pg 59 - Long term debt - pay about \$1000 in interest a year
  - (f) Pg 60 - SEFA - Federal dollars and where they are spent
  - (g) Pg 68 - Auditor report - We are in compliance and there are no findings
- 3) Claire informed the board about a new Lease Crunch agreement - \$1200 - keeps us compliant and we need this for future audits.

- 4) Fund Balance - Claire gave the report on the balances for the funds balance
- 5) Revenue update receiving more money do to increase in state school funds
- 6) Voucher report questions: none
- b) Leah Giles, Assistant Business Manager
  - i) Proposed 2024-25 [Budget Calendar](#)
    - 1) Requirement that we adopt and the board was fine with adding a work session to February's meeting at 5pm. We will be inviting the budget committee to this work session.
  - ii) Form a new Budget Committee -
    - 1) One vacancy available - Valerie Anderson informed the board that she had reached out to a few people about this open position and she will hopefully hear back from one of them soon.
    - 2) Two that are up for renewal- We are in the process of getting in touch with them to see if they would like to renew their time on the budget committee.
    - 3) A question was asked about who was currently on the board. Leah gave them this information.

#### 11) Information Items:

- a) Notification of fence project to our neighbors  
Started removing some of the fence. It is coming along
- b) New Oven Issues and funding strategies
  - \* Moving forward with the electrical work for the kitchen. Need at least 3 bids
  - \* Giving Joe the ability to choose a bid and move forward with the work

**Motion:** Laura Stufflebeam moved to approve moving information item B to action items.

**Second:** Todd Vaughn seconded the motion.

**Discussion:** There was some discussion about how much they should allow.

**Voting in Favor:** Valerie Anderson, Laura Stufflebeam, Rebekah Sawyer, Todd Vaughn, Charlie Sawyer and Charlie Pritchard

**12) Executive Session:** Authorized by ORS 192.660 2. (a)  
192.660 Executive sessions permitted on certain matters; procedures; news media representatives' attendance; limits; advisory opinions

- a) Valerie Anderson read the ORS to the room

**Motion:** Rebekah Sawyer made a motion to go into executive session at 8:00pm

**Second:** Laura Stufflebeam seconded the motion.

**Discussion:** There was no discussion

**Voting in Favor:** Valerie Anderson, Laura Stufflebeam, Rebekah Sawyer, Todd Vaughn, Charlie Sawyer and Charlie Pritchard

\*Board came out of executive session at 8:22pm

#### Tabled Consent Agenda Items:

- c) Approval of the following designations for the 2023-24 school year
  - i) Uphold the decision of the Superintendent regarding an employee request for unpaid leave.



**Motion:** Laura Stufflebeam made a motion to not uphold the decision of the Superintendent regarding an employee request for unpaid leave.

**Second:** Charlie Pritchard seconded the motion.

**Discussion:** There was no discussion

**Voting in Favor:** Valerie Anderson, Laura Stufflebeam, Rebekah Sawyer, Todd Vaughn, Charlie Sawyer and Charlie Pritchard

### 13) Action Items

#### a) IIABB Policy

**Motion:** Laura Stufflebeam made a motion to approve IIABB Policy

**Second:** Charlie Pritchard seconded the motion.

**Discussion:** There was no discussion

**Voting in Favor:** Valerie Anderson, Laura Stufflebeam, Rebekah Sawyer, Todd Vaughn, Charlie Sawyer and Charlie Pritchard

#### b) Approve Budget Calendar

#### c) Approve Budget Committee

**Motion:** Laura Stufflebeam made a motion to approve both the budget calendar and committee

**Second:** Rebekah Sawyer seconded the motion.

**Discussion:** There was no discussion

**Voting in Favor:** Valerie Anderson, Laura Stufflebeam, Rebekah Sawyer, Todd Vaughn, Charlie Sawyer and Charlie Pritchard

#### d) Second Reading of BD/BDA - School Board Meetings

Second Reading of BDC - Executive Sessions

Second Reading of EFA - Local Wellness

Second Reading of GCBDA - Family Medical Leave

Second Reading of GCBDA-AR - Family Medical Leave

Second Reading of GCPC - Retirement of Staff

Second Reading of GCBDF (Version 2) - Paid Family Medical Leave Insurance

Second Reading of IGDG - Student Activity Funds

Second Reading of IGDG-AR - Student Activity Funds

Final Reading of: IIABB - Use of Feature Films/Videos

Second Reading of LBE - Public Charter Schools

Second Reading of LBEA - Resident Student Denial for Virtual Charter School Attendance

**Motion:** Todd Vaughn made a motion to approve all second readings with updated changes

**Second:** Charlie Sawyer seconded the motion.

**Discussion:** There was no discussion

**Voting in Favor:** Valerie Anderson, Laura Stufflebeam, Rebekah Sawyer, Todd Vaughn, Charlie Sawyer and Charlie Pritchard

#### e) New Oven Issues and funding strategies

**Motion:** Laura Stufflebeam made a motion to approve the superintendent to move forward with the process of getting bids and choosing one to perform the work.

**Second:** Rebekah Sawyer seconded the motion.

**Discussion:** There was no discussion

**Voting in Favor:** Valerie Anderson, Laura Stufflebeam, Rebekah Sawyer, Todd Vaughn, Charlie Sawyer and Charlie Pritchard

**14) Director Reports**

- a) There were no director reports

**15) Announcements**

- a) 12/13 Elementary Christmas Program 6pm
- b) 12/14 Christmas Bazaar Thursday, December 14
- c) 12/15 WRK work in gym

**16) Public Input**

- a) There was no public input

**17) Adjournment**

**Motion:** Laura Stufflebeam made a motion to adjourn the meeting at 8:30pm

**Second:** Rebekah Stufflebeam seconded the motion.

**Discussion:** There was no discussion

**Voting in Favor:** Valerie Anderson, Laura Stufflebeam, Rebekah Sawyer, Todd Vaughn, Charlie Sawyer and Charlie Pritchard

The meeting adjourned at 8:30 PM.

Dated this December 12, 2023  
Respectfully Submitted by:  
Leah Giles, Board Secretary

**The next regular monthly board meeting is scheduled for January 08, 2023**