

**DOUGLAS COUNTY SCHOOL DISTRICT #15**  
**BOARD OF DIRECTORS**  
**REGULAR SCHOOL BOARD MEETING MINUTES**  
**February 12, 2024**

The Board of Directors of Douglas County School District #15 convened for a regular session at 6:00 p.m. on Monday February 12th, 2024 in Room 215 at Days Creek Charter School.

The following individuals were present:

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

Staff/Patrons: Joanne Gordon, Jonathan Lopez, Anna Rickards, Brian Agee, Shari Ellis, Holly Hill

Superintendent: Joe La Fountaine

Business Manager: Claire Cotton

Assistant Business Manager: Leah Giles

Board Secretary: Dawna Connor

1) **Call to Order and Welcome** Valerie Anderson called the meeting to order at 6:01 p.m.

2) **Pledge of Allegiance** The pledge of allegiance was recited.

Valerie Anderson moves discussion item 7a (Zoom w/ auditor) to right before the charter board meeting report. It is now item 5.

3) **Approval of the Agenda:**

**Motion:** Laura Stufflebeam moved to approve the agenda.

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

**Discussion:** There was no discussion.

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

4) **Student of the Month Awards:**

**Elementary:** Raleigh Wiles - nominated by Shari Ellis

**Middle School:** Elysium Pickett - nominated by Jonathan Lopez

**High School:** Justin Osborne - nominated by Brian Agee

The students were given their awards and their nomination letters were read .

5) **2022-23 Audit Review (Zoom w/ auditor)**

Steve Tuchscherer from Umpqua Valley Financial says the audit went well, he did not have a lot to say, he notes this year our general fund has increased substantially, as have our other funds. Our district is in a good place financially. The board has no questions for the auditor. Joe La Fountaine says Leah and Claire do a great job for us.

6) **Charter Board Meeting Report:** Joe LaFountaine

a) [February 5, 2024, Charter Board Report](#)

Joe says they reviewed an application for a new member requesting to join the Charter Board. After some consideration, it was decided not to add her at this time. Joe showed the charter the curriculum maps and the staff progress on that. He mentioned that on the Friday prior, they continued to work on mapping. The staff worked on the reading curriculum. Most of the maps are progressing. The science mapping is evolving and moving forward. By laws were discussed, and they looked at adding a Fair Dismissal Act. The Charter decided to put together a team to look at website planning. Diane Swingley notes they received the first semester grade report from Cathy Knapp as well as the Dibels results. Joe states the student representatives gave a good report. Diane mentioned that the students in the Home Ec. class received food handlers cards. Joe added the charter will be delivering their executive director evaluations to the district board tonight.

**7) Public Input:**

There was no public input

**8) Discussion Items:**

a) Possible Bond for November

Valerie Anderson says this needs to be discussed to determine if the board wants to try again. Rebekah Sawyer would like to make sure the board has a say in the language of the bond so it will better suit the community. Joe La Fontaine is in agreement. Todd asked what area of the school will be addressed in the bond? Laura says a cafeteria and multipurpose room was discussed last time. Todd asked if they would bring in architects? Joe says we would use the same company as last time to help plan and organize, with community input as well. Charlie Pritchard says maybe last time the bond was too big, smaller might be better. Valerie states going smaller does not always mean lower cost. Charlie Sawyer says the cafeteria alone was around 5 million last time and costs have increased. Laura Stufflebeam says that placement was an issue for the community last time and better placement might help. Joanne Gordon asked if we can get ideas from a professional and do some brainstorming with the community before putting it on the bond? Valerie answered that we would use Straightline, the same company that was used last time. And Laura adds that we will have meetings with the community again as well. Joe suggests a work session with Straightline before the next meeting. Valerie will gather some information to share with the directors at the next meeting.

b) [Adoption of the ESD 2024 25 Service Plan](#)

Joe La Fontaine goes over the ESD plan that was given to the directors. He notes the board needs to vote on this plan. Joe notes that he supports the plan, as it is helpful to us. Charlie Sawyer asks what our portion is? Claire answers it is not broken down by dollar amount, but we are using a lot of the services such as IT. Claire notes  $\frac{2}{3}$  of the county needs to vote in favor for these services to continue.

c) [24-25 School Calendar](#)

Joe La Fontaine notes there are some changes to the 24-25 school year calendar, we are looking to start early or late with a first day of school date of August 19th or August 26 th ending the year on June 6th or June 13th. The second quarter can be moved a little later for a 2 week christmas break. Joe notes he surveyed the staff and wants the board to review and give their feedback before the final draft is made. Todd Vaughn asks if we can survey the students? Joe says he can do that before the next board meeting. It was decided to survey the Jr. class since they will be graduating that year.

**9) Interim Superintendent Report:**

a) Winter Formal

About 50 students were at the dance, and the kids all had a great time.

b) HB 2009 impact

The bill includes taxing businesses inside our city boundary. The county says Days Creek has no businesses in our enterprise zone, therefore this house bill has no impact on us.

c) ESD Comments on Pre-K designs at DCCS

Joe La Fountaine walked through the house with a representative from the ESD. They reported back that our current structure meets all standards for a pre-k facility, we may need to add another washing station. Joe is going to present a formal proposal for a pre-k program next month.

d) Policy IKC - [Class Rankings](#)

Joe says we need to discuss how we determine the valedictorian. Our current policy does not dictate what GPA is used for determination. We have a regular GPA and a weighted GPA. This year's valedictorian has a 4.349 GPA. We have another student with a 4.0 GPA who is not eligible for valedictorian due to not being in the district long enough. This could come up as an issue in the future. He would like to address this so it can be decided what GPA will determine the valedictorian next year. Joe asks the board to consider this for a policy update next year. Todd Vaughn notes this should be changed as soon as possible to insure no problems next year. Todd thinks using the standard GPA is the safe route. Rebekah Sawyer believes the weighted GPA should be the standard as those students are putting in the extra work taking college classes. Valerie Anderson asks if there can be 2 valedictorians? Joe says yes, there can be more than one. Shari Ellis notes that Dollars for Scholars uses the weighted GPA and she would like the board and Dollars for Scholars to be in agreement. Joe will add this to the agenda for the meeting next month.

e) Contract Negotiation update

Joe states we are down to 4 issues, 3 monetary and one language, we are almost ready for a decision. Everything is in the range that was given and going forward pretty smoothly.

f) [MOU](#) with Fire Department

Joe signed a memorandum of understanding with the local rural fire department that provides access to our river water pump and access for truck driving practice in our parking lot when students are not present.. The fire department was previously denied access, Joe does not agree with that. Charlie Sawyer asked if an egress was designated? Joe notes they will use the pump right behind the school and the fire department is considering adding a hydrant in place of the pump. They want to engage our students again, and teach them about EMT and fire suppression careers.

## 10) Consent Agenda Items

a) Approval of minutes

- i) Regular Board Meeting - [January 8, 2024](#)

b) Employment of licensed, classified, or coaching personnel

- i) HS Girls Basketball Contract - Matt Crume  
ii) Hire of Danna Rondeau - Special Ed. EA

**Motion:** Charlie Pritchard moved to approve the consent agenda items

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

**Discussion:** There was no discussion.

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

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

- a) Claire Cotton, Business Manager
- b) Leah Giles, Assistant Business Manager
- c) Set a Budget Committee meeting in April
- d) Budget Member still needed

Financial Summary Report; as of Jan 1st, under the procurement law, currently we need 3 bids if the cost is over \$10,000.00 that is being upped to \$25,000.00. The board can change this if they like to a higher number, not lower. She notes house bill 3031 is in regard to HVAC improvements. The government wants HVAC and co2 sensors to be 100% in compliance. This will be paid 100% after the need is assessed and determined. The contractor has to be certified. This bill is coming up in september. Leah says she looked into opening a "sweep account," per the bank, we cannot have a sweep account due to our funds being public.

Revenue and Expenditure Report; In the adopted budget we were hoping for \$30,000.00 in revenue. We have gotten about \$82,000.00 so far, which is a huge increase. Leah says there was a big increase in the state school fund as well. February is halfway through the payroll year. They are looking at appropriations for the rest of the 6 months and looking at moving funds according to need.

Voucher report; Rebekah asked about Lease Crunch, Leah responded that is how we track our subscriptions for the auditor. Valerie asks about the Chamber of Commerce Membership, Joe notes he has joined and attends the meetings. Valerie asks about the new games for esports. That is for the transition to non-violent games as the board requested. Valerie asks about Right Systems. Leah notes this is part of the ethernet upgrade. It has been reimbursed through a grant with the ESD. Valerie asks about the weight room equipment. Leah responded the purchases were in the budget. Valerie asks about the Farm to School conference fee, who is going? Dawna will go and she will be looking for ideas on how we can use the grant funds. The grant paid for the conference.

Leah adds we are still looking for a budget member. The board can still vote but another member will make it a full board.

## 12) Information Items

- a) [Enrollment Report](#)

The board entered into an executive session at 7:40 p.m.

## 13) Executive Session:

*Authorized by ORS 192.660 2.1 "To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing."*

The board returned to regular session at 8:47 p.m.

## 14) Action Items

- a) Accept the 22-23 Audit as reported

**Motion:** Laura Stufflebeam moved to approve the audit.

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

**Discussion:** There was no discussion.

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

b) Approve FFA Overnight Travel Request to the Oregon FFA State Convention March 20-24.

**Motion:** Laura Stufflebeam moved to table the overnight field trip.

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

**Discussion:** There was no discussion.

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

c) ESD Service Plan

**Motion:** Laura Stufflebeam moved to approve the ESD service plan.

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

**Discussion:** There was no discussion.

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

d) Approve Literacy Grant Application

**Motion:** Laura Stufflebeam moved to approve the literacy grant application.

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

**Discussion:** There was no discussion.

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

## 15) Director Reports

There were no additional reports.

## 16) Announcements

- a) February 12-15 - Pixie Week
- b) February 19 - President's Day - No School
- c) March 21 - End of Third Quarter
- d) March 25 - 29 - Spring Break - No School

## 17) Public Input

There was no public input.

## 18) Adjournment

**Motion:** Laura Stufflebeam moved to adjourn the meeting.

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

**Discussion:** There was no discussion.

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

The meeting was adjourned at 9:03 p.m.

Dated this February 12, 2024

Respectfully Submitted by:

Dawna Connor, Board Secretary

**The next regular monthly board meeting is scheduled for March 11, 2024**