

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 March 11th, 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 Clint Thompson.

Staff/Patrons: Joanne Gordon, Diane Swingley, Jonathan Geiger, James Ellis, Michael Doolittle, Rachel Doolittle, Thomas Doolittle, Patricia Doolittle, Isaiah Sprague, Paul Pena, Jenny Merrell, Jonathan Lopez, Megan Cook, Jeffrey Cook, Michael Sprague, Ryan Flerlage and Rob McCallum.

Superintendent: Joe La Fontaine

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.

3) **Approval of the Agenda:**

Motion: Rebekah moved to approve the agenda.

Second: Laura seconded the motion.

Discussion: There was no discussion.

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

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

Elementary: Noah Wortman-Cook, nominated by Jenny Merrell

Middle School: Thomas Doolittle, nominated by Jonathan Geiger

High School: Isaiah Sprague, nominated by Ryan Flerlage and Rob McCallum.

The students were given their awards and their nomination [letters](#) were read.

5) **Charter Board Meeting Report:** Joe LaFontaine

a) March 4 Meeting postponed until March 14th.

6) **Public Input:**

There was no public input.

7) **Discussion Items:**

a) Update [Policy IKC](#) - Class Rankings - The board received alternative languages in regards to the policy on which GPA is used to choose a valedictorian. Todd Vaughn believes the student with the highest GPA should be the valedictorian, Charlie Pritchard believes it should be the unweighted GPA that goes off the Days Creek general curriculum, not college courses. Rebekah Sawyer says that honor classes are also considered in the weighted GPA and those are part of the Days Creek curriculum. Rebekah believes that it will help those kids who want to do those harder classes and it shouldn't be counted against them. Valerie Anderson wants to table the discussion and add it to next month's agenda.

- Valerie asked for the agenda to be shared to all of the directors school email accounts.

[Proposed language changes to policy IKC](#)

b) Proposed Policy [DBDB](#) - Fund balance

Leah Giles explained the proposed policy to the board. Todd Vaughn asked if this is worthwhile for us? Leah said yes, or another option would be to move some funds to the general fund budget. Charlie Pritchard asked if this will earn money? Yes, it will earn bank interest. Claire Cotton notes this is like a savings account, to ensure there is always money left. Todd asks what Claire's recommendation is? She says we want to always have money maintained for protection in case of a low budget. Leah and Claire recommend 15%. Valerie Anderson asks if this money is ensured to be safe? Clint Thompson asks if moving it to other funds is a better option? Both options are good, it is up to the board to decide. Charlie asks if there are liabilities it can be used for? Claire says no, we have one small debt that is almost paid.

Motion: Todd Vaughn moves to move this to action item c.

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 Clint Thompson.

c) Pre-K planning and [cost projections](#)

Joe La Fountaine presents the cost projections to the board for a new pre-k facility. Joe will be going to Drain this wednesday to tour their pre-k facility and brainstorm with them. Charlie asks how many people would be interested in a pre-k program. Joe says he already has 8 interested community members. We can have up to 10 students per adult. Clint Thomopson asks if there are any income benefits? Joe notes there are several programs that we can look into for income to support this. Many schools start unfunded and then work into the best program for their school. Charlie Pritchard asks if we could potentially lose money? Joe notes we will have a cost to employ the staff, but he is looking into state reimbursement. Charlie Pritchard also asks if this would be a full day program. Joe notes that it is not decided yet. Valerie Anderson asks if we would provide transportation? Joe says no, the area will be fenced off and the students will not ride the buses with our k-12. Rebekah asks if we have a way of managing parent drop off and pick up? Joe says yes there is a good drive thru area with ADA accessibility. It will be staggered against other start and leave times. Todd Vaughn asks if it will have the same school year. Yes, says joe. Todd asks if Head Start would be a different cost? Joe is still looking into the details. Todd asks if we plan on opening this next year? Joe says that is possible. Rebekah states if there is a community need she does not see a downside. Clint asks if 2 more personnel is possible in the budget? Claire says that is highly likely, and preschool promise and head start pay salaries if we choose to use one of those programs.

Motion: Rebekah Sawyer moves to move this to action item d.

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 Clint Thompson.

d) Forming a PAC for a bond

Valerie spoke to Scott with Straightline, he is on board to help. He will provide a timeline to get this on the November ballot. Awesome application would be due July 15th. The board notes this November is the presidential election and they recommend putting this on the May 2025 ballot.

- Charlie sawyer arrived at 6:46

Rebekah asks if Scott has an opinion about the date this goes on the ballot. Valerie says she can ask him, he has offered to come out and visit us to check things out with no cost involved. Valerie asks Leah how a committee works, Leah says it has to have board members as well as community members.

Valeris asks if any board members are interested in being on the committee. Clint Thompson says he will.

Motion: Clint Thompson moves to move this to action item e.

Second: Rebekah Sawyer seconded the motion.

Discussion: There was no discussion.

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

8) Interim Superintendent Report:

a) CM/GC Findings in Fact and Public Comment

WRK will help us hire a contractor, so we can select the correct person for the job. Joe wants everyone to know this is in motion. Joe, Charlie and Todd will sit down with WRK and select a contractor. Does the board have any interest in checking on the work WRK is already doing? Yes, Clint would. Todd would like to keep Jim Anderson involved with this project for advice.

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

Joe presented the school calendar, the staff and the Jr. class previously voted on some dates and this calendar is the result.

9) Consent Agenda Items:

a) Approval of minutes

- i) Regular Board Meeting - [February 12, 2024](#)

Motion: Laura Stufflebeam moves to approve the minutes from February 12th.

Second: Todd Vaughn seconded the motion.

Discussion: There was no discussion.

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

- b) Approval of Contracts
 - i) Joleen Crume - MS Girls Basketball Assistant Coach
 - ii) Anna Rickards - Varsity Softball Coach
 - iii) Greg Rickards - Varsity Softball Asst. Coach
 - iv) David Hunt -Varsity Track Coach
 - v) Rob McCallum - Varsity Asst. Track Coach
 - vi) Travis Fuller - MS Track Coach
 - vii) Anthony Matchett- Varsity Asst. Baseball Coach
 - viii) Jonathan Lopez - MS Asst. Track Coach
 - ix) Shad Stufflebeam - Varsity Head Baseball Coach
 - x) ESD Interagency agreement for IT Services

Motion: Rebekah Sawyer moved to approve the contracts.

Second: Clint Thompson seconded the motion.

Discussion: There was no discussion.

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

- c) Approval of the following designations for the 2023-24 school year
 - i) [Ray Baise - Budget Committee](#)

Motion: Laura Stufflebeam moves to approve Ray Baise joining the budget committee.

Second: Rebekah Sawyer seconded the motion.

Discussion: There was no discussion.

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

- d) Employment of licensed, classified, or coaching personnel
 - i) Approve Superintendent Evaluation Summary

Motion: Rebekah Sawyer moved to approve the Superintendent Evaluation Summary.

Second: Clint Thompson seconded the motion.

Discussion: There was no discussion.

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

- e) District Surplus Designation - there was no surplus to designate.

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

- a) Claire Cotton, Business Manager
- b) Leah Giles, Assistant Business Manager

- c) [New purchasing guide](#) - Leah notes this is the procurement policy that changed Jan 1st. We are still waiting on the policy. That will be included in the next packet. In short, 3 quotes are no longer needed under \$10,000 if it is federal money and under \$25,000.00 if it is state money. Although we are no longer required to get the 3 quotes, Leah still recommends at least 2.

Financial summary report; Cafeteria audit - Leah talked about how the audit went financially, she says there was an increase in funding, we are now 97% funded. There has been a required \$.37 increase in the adult meal price. Lunch meal is currently \$4.35. She talked about the current price and how the new price is determined, proposing an increase to \$4.75. Leah notes there is a budget work session before the next board meeting at 5pm. Leah mentioned The [Board Stipend Policy](#) - OSBA informed us that they are postponing a decision until 2025. Leah updated the board on how appropriations are going halfway through the year. Claire gave the report on the ESD services and Charlie wanted to know how much the school was paying the ESD for their services. Clair says we currently purchase IT, HR, Nurse, SPED (SEECs), Voip, and State Reporting.

Revenue and expenditure report; Not much has changed, The only revenue increase is from interest earned. We are still below on salaries and benefits. All services provided are in the budget.

Voucher report; Rebekah Sawyer asks about the quote on page two. Why does it say quote? Leah is unsure, but that is not a quote, that is the payment for the check out service for the library. Laura Stufflebeam noticed 3 different transactions on the modular work done by Don Lichens. Joe notes that it was re-leveled with new footings and a sump pump with drainage was added to stabilize the building. The three payments were in his approved contract.

- Joe read his [declaration](#) to classified staff.

11) Information Items:

- a) [Enrollment Report](#)

We are down to 217 enrolled students.

12) Action Items:

- a) Approve 24-25 School Calendar

Motion: Todd Vaughn moved to approve the 24-25 school calendar.

Second: Charlie Pritchard seconded the motion.

Discussion: There was no discussion.

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

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

Jonathan Lopez states there are 13 students who would like to attend. 6 of them are freshmen, which is great, since last year there were no freshmen and only 1 the year before. There are 3 students from Riddle High School that are planning to attend. They will be staying in a hotel in Bend. The adults that will attend are himself and one chaperone from Riddle High School. There is a tour scheduled at a large cattle company with a fellow chapter from a 5a school. The trip is scheduled from the 20th to the 24th of March. He has included a

buffer in case of weather conditions. Todd asked if there is a debate program? Yes, the parli-pro competition was last week. His team will watch the state finals. Valerie asks how many going are girls vs boys? Jonathan says there are 7 males and 6 females with one male and one female chaperone. She is concerned about the hotel and keeping the kids safe. Jonathan says he has 6 rooms reserved.

Motion: Clint Thompson moved to approve the FFA Overnight Travel to the Oregon FFA State Convention March 20-24.

Second: Todd Vaughn seconded the motion.

Discussion: There was no discussion.

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

c) Proposed Policy [DBDB](#) - Fund balance

Motion: Rebekah Sawyer moved to approve the Proposed Policy DBDB.

Second: Todd Vaughn seconded the motion.

Discussion: There was no discussion.

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

d) Pre-K planning and [cost projections](#)

Motion: Rebekah Sawyer moved to approve the pre-k planning.

Second: Charlie Pritchard seconded the motion.

Discussion: There was no discussion.

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

e) Forming a PAC for a bond

Motion: Laura Stufflebeam moved to approve forming a PAC for a bond.

Second: Rebekah Sawyer seconded the motion.

Discussion: There was no discussion.

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

13) Director Reports:

Valerie has some papers written by some students. Joe notes the leadership class went to Brookdale and these letters are their reflections of the visit.

The board members read the [letters](#).

14) Announcements:

a) March 21 - End of Third Quarter

b) March 25-29 - Spring Break - No School

c) April 11 - Parent / Teacher Conferences

15) Public Input:

There was no public input.

16) Executive Session: Valerie read ORS 192.660 2.1

Motion: Rebekah Sawyer moved to enter into executive session.

Second: Laura Stufflebeam seconded the motion.

Discussion: There was no discussion.

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

The board went into executive session at 8:01 pm.

The board left executive session at 9:07 pm.

16) The Board added in superintendents' recommendations for teacher contracts 24/25 SY:

Motion: Laura moved to approve the superintendents' recommendations for teacher contracts for 24/25 SY

Second: Rebekah Sawyer seconded the motion.

Discussion: There was no discussion.

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

18) Adjournment:

Motion: Clint Thompson 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, Clint Thompson and Charlie Sawyer.

The meeting was adjourned at 9:08 p.m.

Dated this March 11, 2024
Respectfully Submitted by:
Dawna Connor, Board Secretary

The next regular monthly board meeting is scheduled for April 08, 2024