

**DOUGLAS COUNTY SCHOOL DISTRICT #15**  
**BOARD OF DIRECTORS**  
**REGULAR SCHOOL BOARD MEETING**  
**MINUTES**  
**September 10, 2018**

The Board of Directors of Douglas County School District #15 convened in regular session at Days Creek School at 6:00 pm on September 10, 2018.

The following individuals were present:

School Board Members: Troy Michaels, T. Fuller, Dana Stone, Rex Fuller, Lance Kruzic, Michael Doolittle and Laura Stufflebeam

Staff/Patrons: Boo Hooker, Glenda Connor, Danielle Hunt, Cathy Knapp, Joanne Gordon, Diane Swingley, David Hunt and Ron Dunn

Superintendent: Cathy Knapp

Business Services: Racheal Aiken

Board Secretary: Lisa Hemphill

1) **Call to Order and Welcome:** T. Michaels called the meeting to order at 6pm.

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

3) **Approval of the Agenda:** L. Stufflebeam moved, seconded by M. Doolittle to approve the agenda with the following correction: add June Policy Updates First Read to Line (8) Information, letter (I).

**VOTING IN FAVOR: Troy Michaels, T. Fuller, Rex Fuller, Michael Doolittle, Dana Stone, Lance Kruzic and Laura Stufflebeam** **MOTION PASSES**

4) **Charter Board Meeting Report:** Diane Swingley, Charter Board President, gave the report from the September 5, agenda.

5) **Public Input:** Boo Hooker requested that the board members enunciate better. Joanne Gordon informed every one of the Carl C. Hill Wayside Potluck at 5pm on Sunday, September 16, 2018.

6) **Consent Agenda Items**

- a. Approval of the minutes of the August 13 Regular Board Meeting
- b. Approval of the minutes for the August 19 and 21 Special Board meetings
- c. Approval of the monthly Cash Disbursement Report
- d. New Hires
  - Spanish & MS History - Holly Michaels
  - MS Football Coach - Jakob Berlinger
  - MS Volleyball coach - Micah Kruzic

D. Stone moved, seconded by M. Doolittle to approve the above listed consent agenda items.

**VOTING IN FAVOR: Troy Michaels, T. Fuller, Rex Fuller, Michael Doolittle, Dana Stone, Lance Kruzic and Laura Stufflebeam** **MOTION PASSES**

7) **Monthly Financial Report:** Racheal Aiken, Business Manager, gave the financial report.

8) **Information Items**

- a. Monthly Enrollment Update: Steve Woods reported there were 187 students enrolled.

- b. Fire, Earthquake and Lockdown drills completed. S. Woods reported that Fire and Earthquake drills were completed, but the lock-down drill was delayed to allow the elementary teachers to inform parents.
- c. Update on Formal Complaint: T. Michaels reported that he received a draft of the investigator's report, but because staff involved did not receive proper notice, it will be part of October's board meeting.
- d. Smarter Balanced Assessment Data: S. Woods gave the floor to Cathy Knapp. Cathy went over the results of the data and explained the goals that have been set in place for improving test scores.
- e. Modified Teacher Schedule and Bell Schedule: S. Woods explained that there were a few problems with overlapping classes in the schedule and the changes he made did not change start or end time for students.
- f. IT Update and Report: S. Woods went over the IT Director, Joe Augsburger's, report. The highlights of his report are:
  - All classrooms/offices have internet access; both wired and wireless networking in all locations.
  - There are 13 Meraki Wi-Fi access points distributed across campus
  - The district has approximately 160 workstations; 80% have Windows 10 and 20% have Windows 7
  - All classrooms have LCD projectors less than 3 years old.
  - Migration to Mealtime, cloud-based food services and accounting program
  - Creation of second server room under the Elementary wing.
  - Major equipment donations from the Douglas ESD, South Umpqua School District and Cascade Federal Credit Union
  - Deployment of ApplianceSys caching server
  - Increase in fiber capacity to 200mbps.
  - Replacement of Room 215 lab - 30 Win10 desktops
  - Replacement of Vo-Ag lab with 16 new workstations with lcd monitors
  - Migrated to Office 365 - cloud based office site with enhanced capabilities
  - Preliminary setup of Apple School Manager
  - Cow Creek Grant funded some equipment for use in video production
  - Added Elmo doc cameras to additional classrooms
  - Goals to continue to upgrade workstations and monitors - replacing 20% each year is a reasonable goal
  - Goal to improve staff implementation of technology
- g. GAFE - Google Apps for Education: S. Woods introduced the board to the benefits of using GAFE.
- h. Facility Project Update: S. Woods gave an update which included the following highlights:
  - Completed - bleachers, pony wall (gym), floors and painting, benches
  - In Progress - Weight room (ETA week of September 3), Counselors office
  - Sewer backup - measures were taken to fix.
- i. Community Access to Weight Room: S. Woods reported that there are plans to open the weight room to the public on Monday, Wednesday and Thursdays from 4:00pm to 5:30pm. The district is currently working with PACE insurance to draft a facility use liability release form for this purpose.
- j. Front lobby video display: S. Woods shared his idea of having a video display in the front lobby for information and recognition and another one in his office for teaching and learning.
- k. National Guard poster placement in gym: S. Woods showed the board the poster that will be placed in the gym per an agreement made with the National Guard.
- l. Board Policy Updates - June 2018 Policy Updates were distributed for first read. The policies in this update are: ECACB, GBC, GBC-AR, GBN/JBA, GBN/JBA-AR, GCBDC/GDBDC, GCBDC/GDBDC-AR, GCDA/GDDA, GCDA/GDDA-AR, IGBA, IGBA-AR, IGBAH, IGBAJ, IGBAJ-AR, IGBHE, IGBHE-AR(A), IICC, IKF, JBA/GBN, JBA/GBN-AR, JECA, JHCD/JHCDA-AR, JHGE-AR(1), JHFE-AR(2), JHFF, KI, KJ, KJ-AR and KN-AR(1).

**9) Action Items**

- a. Declare the vacancy for the Superintendent/Principal/Executive Director: M. Doolittle moved, seconded by L. Kruzic to approve the motion to declare a vacancy for the Superintendent/Principal/Executive Director effective July 1, 2019.

**VOTING IN FAVOR: Troy Michaels, T. Fuller, Rex Fuller, Michael Doolittle, Dana Stone, Lance Kruzic and Laura Stufflebeam** **MOTION PASSES**

- b. Determine the search agency for the permanent Superintendent/Principal/Executive Director: T. Fuller moved, seconded by L. Stufflebeam to hire OSBA/Next-Up Leadership as the permanent Superintendent/Principal/Executive Director search agency - this agency was also recommended by the Charter Board.

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- c. Adopt search calendar to choose Superintendent/Principal/Executive Director: D. Stone moved, seconded by M. Doolittle to adopt the proposed search calendar from Steve Kelley of OSBA.  
d. Discuss and adopt the evaluation standards and goals for the Interim Superintendent/Principal/Executive Director: M. Doolittle moved, seconded by L. Kruzic to adopt the OSBA Superintendent Evaluation Standard and the timeline for the evaluation, but to exclude the 360-degree survey.

**VOTING IN FAVOR: Troy Michaels, T. Fuller, Rex Fuller, Michael Doolittle, Dana Stone, Lance Kruzic and Laura Stufflebeam** **MOTION PASSES**

- e. Discuss and adopt timeline/process for Evaluation of the Interim Superintendent/Principal/Executive Director: This motion was included in the previous vote (see motion item d).  
f. CASE Implementation Grant- Corteva Agriscience: L. Kruzic moved, seconded by T. Fuller to approve Rob Bixby's request to apply for the Corteva CASE Implementation Grant in the amount of \$5000.

**VOTING IN FAVOR: Troy Michaels, T. Fuller, Rex Fuller, Michael Doolittle, Dana Stone, Lance Kruzic and Laura Stufflebeam** **MOTION PASSES**

- g. Chalkboard Grant - Cascade Community Credit Union: T. Fuller moved, seconded by L. Stufflebeam to approve Rob Bixby's request to apply for a \$500 Chalkboard Grant through Cascade Credit Union.

**VOTING IN FAVOR: Troy Michaels, T. Fuller, Rex Fuller, Michael Doolittle, Dana Stone, Lance Kruzic and Laura Stufflebeam** **MOTION PASSES**

- h. Playground basketball goal structure safety: D. Stone moved, seconded by T. Fuller for Superintendent, Steve Woods, to address the issue and take appropriate steps to improve the safety of the structure.

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**10) Announcements**

- a. September 8-10 FFA District Leadership Camp  
b. September 11 School Pictures  
c. September 15 Drive for Your School Fundraiser  
d. September 17 - 21 Homecoming Week  
e. October 2 FFA District Soils Contest  
f. October 2 OSBA Regional Meeting at UCC - dinner starts at 6:30pm  
g. October 3 Charter Board Meeting  
h. October 8 District Board Meeting  
i. October 15 FFA State Soils Contest

**11) Public Input:** There was no public input at this time.

**12) Adjournment:** L. Kruzic moved, seconded by R. Fuller to adjourn the meeting at 9:32pm.

**VOTING IN FAVOR: Troy Michaels, T. Fuller, Rex Fuller, Michael Doolittle, Dana Stone, Lance Kruzic and  
Laura Stufflebeam** ***MOTION PASSES***

Dated this October 2, 2018

Respectfully Submitted by:

Lisa Hemphill, Board Secretary