

**DOUGLAS COUNTY SCHOOL DISTRICT #15**  
**BOARD OF DIRECTORS**  
**REGULAR SCHOOL BOARD MEETING**  
**MINUTES**  
**March 11, 2019**

The Board of Directors of Douglas County School District #15 convened in regular session at Days Creek School at 6:00 pm on March 11, 2019.

The following individuals were present:

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

Staff/Patrons: Melody Cornish, Boo Hooker, Joanne Gordon, Glenda Connor, Terri Woods and Diane Swingley  
Superintendent: Steve Woods

Business Manager: Racheal Aikens

Board Secretary: Lisa Hemphill

1) **Call to Order and Welcome:** T. Michaels called the meeting to order at 6:04pm.

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

3) **Approval of the Agenda:** R. Fuller moved, seconded by T. Fuller to approve the agenda.

**VOTING IN FAVOR: Troy Michaels, Travis Fuller, Dana Stone, Rex Fuller, Lance Kruzic, Laura Stufflebeam and Michael Doolittle**

4) **Charter Board Meeting Report:** Diane Swingley, Charter Board President, gave the Charter Board Report from the March 6, meeting.

5) **Public Input:** Joanne Gordon requested the agenda for the board meeting be put on the school website.

6) **Consent Agenda Items:** After some discussion regarding

- a) Approval of the minutes of the February 11 - Regular Board Meeting
- b) Approval of the minutes of the February 11 - Special Combined Boards Meeting
- c) Retirement of Parma Ferguson, effective June 30, 2019
- d) Post Retirement contract for Parma Ferguson for the 2019-2020 school year
- e) Retirement of Mike Keizer effective April 1, 2019
- f) Contract Renewals

D. Stone moved, seconded by L. Kruzic to approve the consent agenda items listed above.

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

7) **Monthly Financial and Voucher Report:** Racheal Aiken, Business Manager, went over the monthly financials. There was some discussion regarding interest income, quarterly invoices from the ESD, heating pellets, camera purchase and substitute teacher cost.

## 8) Information Items

- a) Fund Account: S. Woods gave the February, General Ledger Report for the Activity Fund.
- b) School Closure Impact: S. Woods reported that the district does not need to make up any days due to the inclement weather. He also publicly thanked D. Stone for his guidance of the Ski Club field trip during the freeway closure.
- c) Enrollment Update: S. Woods reported that there were 194 students enrolled.
- d) Staff Updates: S. Woods reported that in light of retirement and teaching assignments, adjustments are being made to cover all areas. He explained that his goal is to have at least two teachers per department and also have coverage when administration is out of the building. His motto is “three deep”.
- e) Observation/evaluation process: S. Woods explained that he doesn’t believe a one time 20 - 30 minute observation is fair. He has implemented, with staff input and buy in, a number of ways to observe including self assessment, peer observation and round table observation and a rubric for evaluations. He also reported that accountability has been a struggle.
- f) Summer Learning Institute and AP/Dual Credit: There was a lengthy discussion regarding the financial aspect of offering a stipend for teachers to complete their curriculum maps over the summer, including compliance with the Collective Bargaining Agreement, Measure 98 Funds, Title Money vs General Fund and voluntary vs mandatory participation. There was also discussion regarding the process of completing a curriculum map.
- g) SOCTE Center - Update, Proposed Application, Bell Schedule (lunch), Calendar, Budget, March: S. Woods and M. Cornish gave an update on the center. There was also lengthy discussion regarding recent student surveys and the financial breakdown and cost estimate of the SOCTE Center, including equitable sharing of cost on a per student basis instead of per district.
- h) Potential Change to Bell Schedule for 2019-20 SY: S. Woods went over a modified block schedule and the impact it could have on staff and electives offered.
- i) District Continuous Improvement Plan - Update: S. Woods reported the plan must be completed by August. He also encouraged everyone to vote for their top Mission Statement.
- j) Budget Planning Committee members needed - Calendar: There was some discussion regarding committee members appointment and the calendar.
- k) Digital Sign update - Final Design, Installation, Final Quote: S. Woods gave the update.
- l) Classified Employee Week Proclamation: This was moved to an Action Item.
- m) ZSpace to explore on your own: Computers were set up for board members to explore. S. Woods reported on the program and how it will enhance education.
- n) Rental Agreement: There was some discussion regarding updating the rental agreement, when to implement updates and possible rent increase, pets and utility caps.
- o) Board Policy Updates - First Read of policies: BBAA, ECACB, GBC-AR, GBDA(Repeal and New), GBEBA, GBH/JECAC, GBNA, GBNA-AR, GCBDC/GDBDC, IGDJ, IKF, IKF-AR, JEC, JECAC/GBH, JECB, JECB-AR(1) and (3), JECF, JECF-AR, JFCF (Version 1 and 2), JFCF-AR(Version 1 and 2) and LBE.
- p) Board Training: Dates were presented for joint board training by Steve Kelley of OSBA. The dates chosen are Thursday, April 25; Tuesday, May 21; Thursday, May 23 and Monday June 3. There was a discussed start time of 6pm.

## 9) Action Items

- a) Tree Limb - PACE Closing Report, and Response: After some discussion, L. Stufflebeam moved, seconded by R. Fuller to follow the recommendation by PACE as a no fault incident and not accept financial responsibility.

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

- b) Rental Agreement: After some discussion, M. Doolittle moved, seconded by D. Stone to table this item until next month when the board has more information regarding utilities and there was a decision for a walk through by L. Stufflebeam and T. Fuller with the superintendent or representative.

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

- c) Summer Institute Funding - Atlas incentives: L. Kruzic moved, seconded by T. Fuller to approve authorization of spending up to \$15,000 for Summer Institute Stipends to be used at R. Aiken and S. Woods discretion.

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

- d) FFA State Convention Field Trip Consent: After some discussion regarding chaperones and policy, T. Fuller moved, seconded by L. Kruzic to approve the FFA field trip scheduled for March 22-26 in Redmond.

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

- e) Football Camp Consent: L. Kruzic moved, seconded by M. Doolittle to approve the football field trip scheduled for July 15-18 in Coquille, Oregon.

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

- f) Classified Employee Week Proclamation: D. Stone moved, seconded by L. Stufflebeam to approve the resolution to proclaim March 4-8, 2019 as Classified Employee Appreciation Week.

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

## **10) Announcements**

- a) End of Q3 - April 4
- b) Spring Break - March 25-29
- c) March 4 – 8, Classified Employee Week Proclamation
- d) April 9 - Free Board Culture Webinar - 12:00 pm
- e) Thursday, April 11 from 2p – 8p: Parent Teacher Conferences
- f) Saturday, April 26 from 7:30p – 10:30p: Prom at Winston Community Center

- 11) **Public Input:** Boo Hooker recommended the board allow pets in the rental but state that they need to be contained when no one is home and owner must clean up after pets. She also recommended the renter be responsible for their own utilities.

## **EXECUTIVE SESSION**

L. Stufflebeam moved, seconded by L. Stufflebeam to move to Executive Session at 9:53pm.

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

Regular Session reconvened at 10:26pm.

**12) Action Item**

- a) Superintendent Evaluation: L. Stufflebeam moved, M. Doolittle seconded to approve the Interim Superintendent Evaluation.

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

**13) Adjournment:** T. Fuller moved, seconded by L. Stufflebeam to adjourn at 10:28pm.

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

Dated this April 1, 2019  
Respectfully Submitted by:

Lisa Hemphill  
Board Secretary