

**DOUGLAS COUNTY SCHOOL DISTRICT #15**  
**BOARD OF DIRECTORS**  
**REGULAR SCHOOL BOARD MEETING**  
**MINUTES**  
**October 14, 2019**

The Board of Directors of Douglas County School District #15 convened in regular session at Days Creek School at 6:00 pm on October 14, 2019.

The following individuals were present:

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

Staff/Patrons: Diane Swingley, Boo Hooker, Joanne Gordon, James Ellis, Tom Smith, Dianna Smith,  
Superintendent: Steve Woods

Business Services: Rachel Amos

Board Secretary: Lisa Hemphill

AD/Admin Grades 7-12: James Ellis

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:** J. Boling moved, seconded by D. Stone to approve the agenda.

***VOTING IN FAVOR: T. Michaels, D. Stone, R. Fuller, L. Stufflebeam, L. Kruzic, M. Doolittle and J. Boling***  
***MOTION PASSES***

4) **Charter Board Meeting Report:** Diane Swingley, Charter Board President: D. Swingley wasn't quite ready so the board took public input at this time. Tom Smith talked to the board regarding upgrades being planned for the Pinkerton property that borders the school. The family is planning on clearing out the brush and fencing it. He asked the board to consider financing half of the fencing cost. T. Michaels agreed to do some research and get back to Tom.

5) **Public Input:** D. Swingley gave the charter board report from the October 9, meeting at this time.

6) **Consent Agenda Items:**

- a) Approval of minutes - Regular Board Meeting - September 9, 2019: M. Doolittle moved, seconded by L. Stufflebeam to approve the consent agenda items listed above.

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7) **Monthly Financial Summary, Overview, Capital Improvement Fund, and Voucher Report:** Rachel Amos, Business Manager, went over the reports. The highlights were carryover, moving part of carryover to capital improvement fund, audit cost, dual enrollment class setup and student success grant, gym floor refinish cost, football uniform cost, International Dyslexia Conference and grant monies.

8) **Information Items:**

- a) **Enrollment Update:** S. Woods reported that there are 202 students enrolled.
- b) **Facility, Maintenance, Security Update:** Louis Calvert gave the update with the following highlights: Rental income and security deposit, bid to paint inside of rental, estimated cost of installing a heat pump in rental, flooring cost for rental, tree hazard report, HVAC Phase 1 completion and HVAC Phase 2

progress and installation issues, progress of selling the boiler, barn security, questionable people outside at night, installation of all security cameras and security cameras in the classroom..

- c) **Emergency Response Protocol - Digital Sign; Social/Website; Remind; Flash Alert; Q & A:** S. Woods gave an update and the following items were discussed: Emergency Response Protocol booklet, monthly emergency drills and October's planned Shake-out drill October 16 at 10:16, Flash Alert - the radio and TV announcements and Remind - our text message software.
- d) **Legislative Session Summary - 2019:** The summary of most recent legislative session was shared.
- e) **ODOT Safe Schools October Assessment Report and Timeline:** S. Woods went over the October Assessment Report and the Safe Routes To School timeline. He invited everyone to participate and informed the board that there would be a conference call tomorrow, October 15 at 1pm to discuss feedback.
- f) **School Vehicle Expense:** S. Woods asked the board to consider the possibility of purchasing a school vehicle for employee use instead of paying mileage.
- g) **Plan for CBA - Classified - CPI West Region:** S. Woods shared his plan to get started on the bargaining process sooner, rather than later. He showed the consumer price index and shared that he is hoping for a 2 - 3 year agreement and a more low key meeting process. There was some discussion regarding D. Stone and L. Kruzic as designated board representatives for the negotiation process.
- h) Interim progress on Superintendent goals and CIP: L. Kruzic publicly thanked everyone for their hard work and there was some discussion regarding both documents.

9) **Action Items:**

- a) **Approve five-cent increase for student lunches - proposed Elem \$2.50 & HS \$3.00 :** There was some discussion regarding when meal prices are generally increased. R. Amos informed the board that the tool is available in April. M. Doolittle moved, seconded by L. Stufflebeam to table the action item until the June 2020 meeting. This was done with the knowledge that there is a possibility that prices will need to be increased more than what is now being proposed.

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- b) **Approve Seismic sensor install:** S. Woods informed the board that the sensor will go in boiler room and seismic activity will be measured by U of O and shared with our teachers and students for learning activities. The only cost to the district will be the cost of electricity to power the device. U of O will service and maintain. L. Kruzic moved, seconded by J. Boling to approve the installation.

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***MOTION PASSES***

**Motion to add item C to line 9:** HVAC new contract - phase 2 D. Stone moved, seconded by L. Kruzic to add item c) New HVAC contract - Phase 2.

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***MOTION PASSES***

- c) **New HVAC Contract - Phase 2:** Due to installation issues, D. Stone moved, seconded by M. Doolittle to approve the new HVAC Phase 2 contract in the amount of \$64,566 with Addcox Heating. DS, MD

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***MOTION PASSES***

10) **Announcements:**

- a) Wednesday, October 16 – High School Test Day, PSAT & SAT, 9-12 grades
- b) Thursday, October 17 - at-a-glance school and district profiles released to the public
- c) Tuesday, October 22 - Days Creek Blood Drive
- d) Wednesday, October 23, 6 pm - Chapter FFA and parent meeting with BBQ

- e) Thursday, October 24 – Last Day of 1<sup>st</sup> Quarter
- f) Tuesday, October 29 - OSBA Regional Meeting, 6:30 pm at UCC
- g) Thursday, November 7 - Parent Conference/Early Release
- h) Tuesday, November 12 - OSBA Webinar - Board Collaborative Governance - 12:00 pm
- i) Wednesday, November 13 - Chapter FFA Greenhand Banquet
- j) November 28 - Thanksgiving Break - No School
- k) Friday, December 6 – Vo/Ag -FFA Advisory Board, 5:30 pm

**11) Public Input:** There were no formal documents turned in, but T. Michaels asked if there was any further input. There was none.

**T. Michaels called for a 5 minute recess 8:04pm**

**EXECUTIVE SESSION:** At 8:13 pm, L. Kruzic moved, seconded by M. Doolittle to convene in executive session at 8:13pm. The executive session is held pursuant to ORS 192.660 (2)(a) which allows the board to meet in executive session to consider the employment of a public officer, employee, staff member or individual agent. All members of the audience are asked to leave the room. No decision will be made in executive session. At the end of the executive session, the Board will return to open session.

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**THE BOARD RECONVENED AT 10:07pm**

**12) Action Item:**

- a) Contract Addendum: L. Kruzic moved seconded by D. Stone to take no action because a contract addendum is not needed at this time.

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**13) Adjournment:** After some discussion regarding Policy DFEA, J. Boling moved, seconded by M. Doolittle to adjourn the meeting at 10:16pm.

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***MOTION PASSES***

Dated this November 6, 2019  
Respectfully Submitted by:  
Lisa Hemphill  
Board Secretary