

**DOUGLAS COUNTY SCHOOL DISTRICT
#15 BOARD OF DIRECTORS REGULAR
SCHOOL BOARD MEETING MINUTES
December 9, 2019**

The Board of Directors of Douglas County School District #15 convened in regular session at Days Creek School at 6:00 pm on December 9, 2019.

The following individuals were present: School Board Members: Troy Michaels, Dana Stone, Rex Fuller, Lance Kruzic, John Boling and Laura Stufflebeam

Staff/Patrons: Boo Hooker, Joanne Gordon, Jeff Cooley and Louis Calvert

Superintendent: Steve Woods

Business Services: Rachel Amos and Corrie Peachy-Briggs

Board Secretary: Lisa Hemphill

1) **Call to Order and Welcome:** T. Michaels called the meeting to order at 6:01pm.

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

3) **Approval of the Agenda:** L. Kruzic moved, seconded by D. Stone to approve the agenda with the addition: Line of 9, item c: 360 Degree and item d: purchase of tractor

***Voting in Favor: T. Michaels, D. Stone, R. Fuller, L. Kruzic, J. Boling and L. Stufflebeam
Motion Passes***

4) **Auditor's Report - Neuner and Davidson:** Jeff Cooley gave the auditor's report for the 2018-19 school year. He stated the district was in a solid position with a healthy fund balance for a district of this size. A general fund ending fund balance of 10-20% is ideal, and Days Creek ended 2018-19 with a 41% balance. The 200 funds were over appropriation for the year, which there was a finding in the audit for Management Override for non-compliance of administrative expenses that do not fall within the district's policies or contracts.

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

6) **Consent Agenda Items:**

a) Approval of minutes: Policy Board Meetings - November 14 and November 18, 2019

b) Approval of minutes: Regular Board Meeting - November 11, 2019

J. Boling moved, seconded by L. Stufflebeam to approve the consent agenda items with the following corrections to the November 11, 2019 Regular Board Minutes: J. Boling abstained instead of voting in favor as recorded on Item c) Approve Payments for Teacher Emergency Certification Application Fee, under Line 9) Action Items.

***Voting in Favor: T. Michaels, D. Stone, R. Fuller, L. Kruzic, J. Boling and L. Stufflebeam
Motion Passes***

7) **Monthly Financial Summary, Overview, Capital Improvement Fund, and Voucher Report:** Rachel Amos, Business Manager clarified that the 2019-20 Budget was larger, so we do not have the 41% that was over the ending fund balance. This year the projection is 17%. The 2019.20 budget was increased to 4.3 million dollars an increase of about \$250,000. This will be discussed more next month and Rachel will provide a spreadsheet. There was some discussion about the Douglas County Basketball Association.

8) **Information Items:**

- a) Enrollment Update: S. Woods reported that there are 199 students enrolled.
- b) The Facility, Maintenance, and Security Update: Louis Calvert an update with the following highlights:
 - 1. Rental House: priming and flooring started and there was discussion regarding the HVAC system quotes.
 - 2. Tree Hazard Report: An updated quote was given to reflect the changes requested.
 - 3. Tractor Quote: Quotes were received for ABI Attachments, John Deere and Kubota. There was some discussion regarding safety for students regarding a live PTO.
 - 4. Security: The alarms in the greenhouse and barn are installed and working. There are three more security cameras to be installed.
 - 5. Projected Science Classroom Renovation: L. Calvert would like to start the renovation this summer.
 - 6. Major project list and man-hours expended in November were also given.
- c) ODOT Safe Routes To School Project, D. Swingley stated feedback is due December 13. S. Woods shared that the district was awarded a transportation grant from ODE for approximately \$10,600.
- d) 360-degree evaluation pilot program with OSBA: S. Woods reported that the pilot program was postponed until next year.
- e) Policy Update July 2019 - First Read: S. Woods shared that there are major legislative changes that are driving policy changes and many schools have a committee that goes through policies and recommends to the board. He also stated that the OSBA recommendation is that "if it's not required - don't adopt it".

9) **Action Items:**

- a) DFEA policy change: There was some discussion and general consensus was to contact the OSBA attorney to discuss possible ethics law violations regarding the recommended change. D. Stoned moved, seconded by L. Stufflebeam to table until the January meeting to allow S. Woods time to talk with OSBA attorney.

Voting in Favor: T. Michaels, D. Stone, R. Fuller, L. Kruzic, J. Boling and L. Stufflebeam Motion Passes

- b) Approve Audit: L. Stufflebeam moved, seconded by D. Stone to approve the 2018-19 audit as presented by Jeff Cooley.

**Voting in Favor: T. Michaels, D. Stone, R. Fuller, L. Kruzic, J. Boling and L. Stufflebeam
Motion Passes**

- c) Superintendent/Principal/Executive Director 360 Degree Evaluation: L. Kruzic moved, seconded by J. Boling to move forward with the 360 Degree Evaluation, if it can be conducted in a timely manner.

**Voting in Favor: T. Michaels, D. Stone, R. Fuller, L. Kruzic, J. Boling and L. Stufflebeam
Motion Passes**

- d) Approve Purchase of a Tractor: L. Kruzic moved, seconded by J. Boling to approve the appropriation of funds consistent with the budget and within the estimates already received to purchase a tractor for the district.

**Voting in Favor: T. Michaels, D. Stone, R. Fuller, L. Kruzic, J. Boling and L. Stufflebeam
Motion Passes**

10) **Announcements:**

- a) Thursday, December 12, 2:45-3:45 pm - Sara's Story Presentation - (Zonta International)
- b) Thursday, December 19 - Elementary Caroling at Forest Glen 8:30 am- 10:00 am
- c) December 20 - January 3 - Christmas Break
- d) Thursday, January 9 – Vo/Ag -FFA Advisory Board, 5:30 pm
- e) Charter Board Meeting, Wednesday December 11
- f) ODE/CTE grant = date needed

- 11) **Public Input:** There was no formal input, but T. Michaels asked for input. Joanne Gordon asked what the plans were for the rental house.

T. Michaels called for a 15 minute recess: 8:27pm - 8:42pm

EXECUTIVE SESSION

The school board will meet in executive session to consider the employment of a public officer, employee, staff member or individual agent. The executive session is held pursuant to ORS 192.660 (2)(a) which allows the board to meet in executive session for this purpose. 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.

L. Stufflebeam moved, seconded by L. Kruzic to go into Executive Session at 8:43pm.

**Voting in Favor: T. Michaels, D. Stone, R. Fuller, L. Kruzic, J. Boling and L. Stufflebeam
Motion Passes**

The board reconvened at 9:52pm.

- 12) **MOU for Superintendent Moving Expenses**: L. Kruzic moved, seconded by L. Stufflebeam to change the superintendent's reimbursement for moving expenses agreed on at the February 11, 2019 meeting, to a \$1500 moving allowance; no receipts required.

Voting in Favor: T. Michaels, D. Stone, R. Fuller, L. Kruzic, J. Boling and L. Stufflebeam Motion Passes

- 13) **Adjournment**: L. Stufflebeam moved, seconded by J. Boling to adjourn at 9:56pm

Voting in Favor: T. Michaels, D. Stone, R. Fuller, L. Kruzic, J. Boling and L. Stufflebeam Motion Passes

Dated this January 7, 2020
Respectfully Submitted by:
Lisa Hemphill, Board Secretary,

Next School Board Meeting is January 13, 2020