

DOUGLAS COUNTY SCHOOL DISTRICT #15
BOARD OF DIRECTORS REGULAR
SCHOOL BOARD MEETING MINUTES
July 8, 2019

The Board of Directors of Douglas County School District #15 convened in regular session at Days Creek School at 6:00 pm on July 8, 2019.

The following individuals were present: School Board Members: Troy Michaels, Dana Stone, Rex Fuller, Laura Stufflebeam and John Boling Staff/Patrons: Diane Swingley, Boo Hooker, Joanne Gordon, Louis Calvert and Glenda Connor Superintendent: Steve Woods Business Services: Rachel Amos Board Secretary: Lisa Hemphill

1) Call to Order and Welcome: T. Michaels called the meeting to order at 6:06pm.

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

3) Approval of the Agenda: L. Stufflebeam moved, seconded by J. Boling to approve the agenda with the following additions and changes: Line 7) item d) sub item xiii add John Boling and change Michael to Michael, Addition of Line 9) item e) Proposed District Board Goals and Line 10) items j) Decide if District should cover application costs for new hires, k) Adopt Board Operating Agreement & Priority Areas and l) Increase adult meal prices. **VOTING IN FAVOR: T. Michaels, D. Stone, R. Fuller, L. Stufflebeam and J. Boling MOTION PASSES**

4) Election of 2019-20 Board Officers - oath of office: John Boling took his oath of office.

a) Chair: D. Stone nominated T. Michaels for board chair, seconded by J. Boling. No further nominees. **VOTING IN FAVOR: D. Stone, R. Fuller, L. Stufflebeam and J. Boling ABSTAIN: T. Michaels**

b) Vice Chair: L. Stufflebeam nominated D. Stone for vice chair, seconded by R. Fuller. No further nominees **VOTING IN FAVOR: T. Michaels, R. Fuller, L. Stufflebeam and J. Boling ABSTAIN: D. Stone MOTION PASSES**

5) Charter Board Meeting Report: D. Swingley, Charter president, gave the report from the July 3,

meeting. **6) Public Input:** Boo Hooker stated that she is on the Milo Fire Department auxiliary board and would

like to have the dates of the blood drives.

7) Consent Agenda Items

- a) Approval of minutes - Regular Board Meeting - June 10 b) Approval of minutes - OSBA Training Meeting - June 24 c) Employment of licensed, classified and coaching personnel
- i. Harold Johnson - Teacher Shop (.5) d) Approval of the following designations for the 2019-20 school year i. Appoint Chief Executive Officer: Mr. Steve Woods ii. Appoint Business Manager: Rachel Amos iii. Appoint Custodians of Funds/Signatures: Steve Woods, Lisa Hemphill, Rachel Amos iv. Appoint Budget Officer: Steve Woods
- v. Appoint School Legal Council: Mark Comstock vi. Appoint Official Auditor: Neuner, Davidson and Cooley vii. Appoint Bank of Record/Depository of School Funds: Umpqua Bank/Local Government Investment Pool viii. Appoint Insurance Agent of Record: Craig Zolezzi of Zolezzi Insurance
- ix. Appoint Federal and State Grant Official: Steve Woods
- x. Appoint Newspaper of Record: *The News Review* of Roseburg, OR xi. Confirm Regular Meetings and Work Sessions of the Board of Directors: 6p on the second Monday of the month at Days Creek Charter School xii. Schedule Budget Committee Meetings xiii. Appoint Standing Board Committees
- (1) Negotiations: (current members are Dana Stone and Lance Kruzic) (2) Budget Committee: Rex Fuller, Laura Stufflebeam, Lance Kruzic, Dana Stone, John Boling, Michael Doolittle, Troy Michaels, John Boling, Diane Swingley, Chelsie Hopkins, Leah Giles, Joe Stever, Joann Gordon, Glenda Connor and Chris Rusch (3) Ad hoc committees as needed may be formed xiv. Appoint Charter Board Liaison: Rex Fuller whose term expires June 30, 2022 S. Woods gave a brief description of Harold Johnson's qualifications. D. Stone moved, seconded by L. Stufflebeam to approve the above listed consent agenda items. ***VOTING IN FAVOR: T. Michaels, D. Stone, R. Fuller, L. Stufflebeam and J. Boling MOTION PASSES***

8) Monthly Financial and Voucher Report: R. Amos informed the board that she will be presenting the monthly financials in a new format starting August 1, the business office is working on grant reconciliations and the audit is scheduled for the week beginning August 26. There was also some discussion regarding the monthly vouchers, carry over, reserves, capital improvement and PERS.

2) Information Items

- a) Projected Enrollment: S. Woods reported that the district is expecting 187 students to enroll for the 2019-20 school year. b) Facility Update: L. Calvert gave the facility update with the following highlights: Rental contract, repairs and maintenance to rental house, gym painting and floor update, storage clean-out and rearrange and building cleaning and painting. c) Addcox Heating Center Update: L. Calvert reported that installation will begin July 15.

There was some discussion regarding the preserving the roofing warranty. d) ODOT - Safe Routes to School Project: S. Woods reported that the grant was approved and we are one out of 5 districts selected to receive the grant. e) Proposed District Board Goals - First Read: The following board goals were discussed:

#1. Review the alignment of the district's priorities (goals) and the strategic improvement plan. #2. Establish a comprehensive monitoring program to regularly review data/information to measure progress toward district priorities (goals) and modify support as needed.

9) Action Items:

a) Approve Superintendent/Executive Director Evaluation: D. Stone moved, seconded by J. Boling to approve the 2019-20 Superintendent/Executive Director Evaluation workbook. **VOTING IN FAVOR: T. Michaels, D. Stone, R. Fuller, L. Stufflebeam and J. Boling MOTION PASSES**

b) Elect Board Officers: This was done previously under Line 4. c) Approve Superintendent Goals for 2019-20 SY: There was some discussion regarding implementation of the following proposed superintendent goals for both the district and charter boards:

- Implement an accountability system that helps teachers adopt high-yield, research-based planning and instructional strategies designed to improve student learning and increase professional growth.
- Gather and review pertinent data germane to the District and Charter Continuous Improvement Plan (CIP) with key constituents at least three times during the school year.

● Propose solutions or make adjustments that would improve staffing productivity and efficiency. L. Stufflebeam moved, seconded by D. Stone to approve the Superintendent Goals for the 2019-20 school year. **VOTING IN FAVOR: T. Michaels, D. Stone, R. Fuller, L. Stufflebeam and J. Boling MOTION PASSES**

d) Approve Bid - Flooring: The attached documents were flipped, so the board started with the flooring. L. Calvert stated that he requested five different bids for flooring and only one contractor gave a bid. The flooring will be put in the gym lobby restrooms, Rooms 213 & 216, cafeteria, kitchen, hallway and basement. R. Fuller moved, seconded by D. Stone to accept Floors By Design Bid #007 in the amount of \$44,000 for the work described above. **VOTING IN FAVOR: T. Michaels, D. Stone, R. Fuller, L. Stufflebeam and J. Boling MOTION PASSES**

e) Approve Bid - Roofing: L. Calvert stated that only once again, only one company returned the bid for roofing the Vo-Ag Shop. R. Fuller moved, seconded by L. Stufflebeam to accept Winston Roofing Bid #0008 in the amount of \$22,250 for roofing the Vo-Ag Shop. **VOTING IN FAVOR: T. Michaels, D.**

Stone, R. Fuller, L. Stufflebeam and J. Boling MOTION PASSES

f) OSBA 360-Degree Evaluation pilot project offer: There was some discussion regarding district cost. L. Stufflebeam moved, seconded by J. Boling to participate in the OSBA 360-Degree Evaluation pilot project. ***VOTING IN FAVOR: T. Michaels, D. Stone, R. Fuller, L. Stufflebeam and J. Boling MOTION PASSES***

g) OSBA Goal Monitoring and Strategic Planning: D. Stone moved, seconded by L. Stufflebeam to approve the Agreement for Service with OSBA for Goal Monitoring and Strategic Planning services beginning on September 1, 2019. There was some discussion regarding cost and benefit to the district. ***VOTING IN FAVOR: T. Michaels, D. Stone, R. Fuller, L. Stufflebeam and J. Boling MOTION PASSES***

h) Approve School Calendar Adjustment: L. Stufflebeam moved, seconded by D. Stone to approve changing June 3, 2020 to a half day and to change the color of August 21 and 22, 2019 and June 5, 2020 to match the rest of the teacher-inservice days. ***VOTING IN FAVOR: T. Michaels, D. Stone, R. Fuller, L. Stufflebeam and J. Boling MOTION PASSES***

i) Approve 5-6th Grade Outdoor School: R. Fuller moved, seconded by J. Boling to approve the 5-6th Grade Outdoor School with Camp Fire Wilani, September 10 - 12, 2019. ***VOTING IN FAVOR: T. Michaels, D. Stone, R. Fuller, L. Stufflebeam and J. Boling MOTION PASSES***

j) Decide if District should cover application costs for new hires: After some discussion, the board chose not to change our standard practice of only paying for fingerprint and background checks of new hires. ***VOTING IN FAVOR: T. Michaels, D. Stone, R. Fuller, L. Stufflebeam and J. Boling MOTION PASSES***

k) Adopt Board Operating Agreement & Priority Areas: D. Stone moved, seconded by J. Boling to adopt the 2019-20 Superintendent - Board Operating Agreement. ***VOTING IN FAVOR: T. Michaels, D. Stone, R. Fuller, L. Stufflebeam and J. Boling MOTION PASSES***

l) Increase adult meal prices: J. Boling moved, seconded by L. Stufflebeam to increase the adult meal prices by \$0.25. ***VOTING IN FAVOR: T. Michaels, D. Stone, R. Fuller, L. Stufflebeam and J. Boling MOTION PASSES***

10) Announcements:

- a) Thursday, August 22, 6-8 pm - Back-to-School Bash
- b) Monday, August 19 - Faculty report
- c) Monday, August 26 - Students First Day of School

11) Public Input: None

12)Adjournment: R. Fuller moved, seconded by D. Stone to adjourn the meeting at 8:45pm
VOTING IN FAVOR: T. Michaels, D. Stone, R. Fuller, L. Stufflebeam and J. Boling MOTION
PASSES

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