

Douglas County School District #15
Board of Directors
Regular Meeting Minutes
July 13, 2020

The District Board of Directors of Douglas County School District #15 convened in a virtual meeting via Google Meet at 6:00 p.m. on Monday, July 13, 2020

The following individuals were present:

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

Staff/Patrons: Diane Swingley, Cheryl Silva, Joanne Gordon, Boo Hooker, Travis Fuller, Cathy Knapp, James Ellis, Rob McCallum and Nayelle Dewey

Business Manager: Corrie Peachey-Briggs

Superintendent: Steve Woods

Board Secretary: Lisa Hemphill

1) **Call to Order and Welcome:** T. Michaels called the meeting to order at 6:02pm

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

3) **Approval of the Agenda:**

Motion: To approve the agenda as presented with the following additions:

Line 1) Consent Agenda Items - there are two item (a) listed - change second one titled Accept the Resignation of Sandy Smith, SPED Teacher, effective August 15, 2020 to item (b) and re-number the rest of the items accordingly.

Line 9) Information Items, add item h) May 2020 Policy Update First Read;

Line 10) Action Items add item d) Approve Grant Application;

Line 11) Announcements, item e), sub item i) Review Superintendent/Executive Director Evaluation Workbook, add sub items (1) 2020-21 Version and sub item (2) 2019-20 Version.

Move: L. Kruzic **Second:** R. Fuller

Voting in Favor: T. Michaels, D. Stone, L. Kruzic, R. Fuller, M. Doolittle and J. Boling

No Vote (Technical Difficulties) L. Stufflebeam

MOTION PASSES

4) **Election of 2020-21 Board Officers:** S. Woods showed a picture of T. Michaels holding his certificate of appreciation for serving as board chair. He also took the opportunity to publicly thank Troy.

a) Chair:

b) Vice-Chair

There was lengthy discussion regarding availability to fulfill the positions, conflicts with work schedules and training and qualifications to fill the position.

Motion: T. Michaels nominated R. Fuller to serve as Chair of the board and L. Kruzic as Vice-Chair

Second: L. Stufflebeam

Voting in Favor: T. Michaels, D. Stone, L. Kruzic, R. Fuller, M. Doolittle, Laura Stufflebeam and J. Boling

MOTION PASSES

It was agreed that T. Michaels Would continue to run the meeting since he had prepared for it.

5) **Charter Board Meeting Report:** Diane Swingley, Charter Board President, gave the report from the July 8 Charter Board meeting.

6) **Public Input:** There was no public input.

7) **Consent Agenda Items**

- a) Approval of minutes
 - i) Regular Board Meeting - June 8
 - ii) Budget Hearing - June 8
- b) Accept the resignation of Sandy Smith, SPED Teacher, effective August 15, 2020
- c) Approval of the following designations for the 2020-21 school year
 - i) Appoint Chief Executive Officer: Mr. Steve Woods
 - ii) Appoint Business Manager: Corrie Peachey-Briggs
 - iii) Appoint Custodians of Funds/Signatures: Steve Woods, Lisa Hemphill, Corrie Peachey-Briggs
 - 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: 6:00 pm 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, Diane Swingley, Chelsie Hopkins, Leah Giles, Joe Stever, Joann Gordon, and Chris Rusch
 - (3) Ad hoc committees as needed may be formed
 - xiv) Appoint Charter Board Liaison - Position 10: Laura Stufflebeam - term would expire June 30, 2023

Motion: D. Stone moved to approve the Consent Agenda items as listed.

Second: L. Stufflebeam

Voting in Favor: *T. Michaels, D. Stone, L. Kruzic, M. Doolittle and J. Boling*

No Vote (Technical Difficulties) *R. Fuller*

MOTION PASSES

8) **Monthly Financial Summary, Overview, Capital Improvement Fund, Voucher Report:** Corrie Peachey-Briggs, Business Manager went over the financials with the following highlight:

- district is in good shape financially
- may be fluctuations after the audit
- audit is scheduled for the week of September 20
- Voucher Report Q&A
 - Batch 1207: Gift Cards - Ford Family Grant -distributed to families
 - Batch 1213 - Edgenuity - an online curriculum program that enhances the school's class offerings and utilizes a live teacher and video teaching. This program is also used for credit recovery.

9) Information Items

- a) Enrollment Update: Due to COVID 19, there was not a change in enrollment.
- b) Facility Update : S. Woods gave the following update:
 - Library is close to being finished. Librarians were at school today getting things organized.
 - Science Room
 - Waiting for adapters to hook up water.
 - Lab portion of the classroom is in progress.
 - Need to purchase desks.
 - Maintenance Shop to Classroom Project:
 - Waiting for the engineer to give final stamp
 - Discussion regarding the impact of not completing before school starts
 - Classroom space
 - Discussion regarding the increase in cost
 - Estimated \$37,000 - \$39,000
 - Possibility of grant covering a portion of the cost
- c) Plan to begin campus workouts, OSAA and Title IX Updates: S. Woods and J. Ellis gave the update with the following highlights:
 - Plan to open campus according to OSAA guidelines
 - Phase II Protocols are sport specific
 - Each coach will have a copy of the protocols
 - Workouts will be outdoors
 - Will start this week
 - Practice is voluntary, not mandatory
 - Social, emotional and physical health
 - Waivers will be completed before practice begins
 - Title IX: District must be in compliance by August 14, 2020S.
 - District needs to identify a Title IX Coordinator, Investigator, Decision Maker and Appeals Officer
 - District must identify 3 types of sexual harassment and how it's reported
 - Identify the difference between Oregon law (mandatory reporter) and Title IX.
- d) Reflect on District Board Goals from 2019-20 school year: There was some discussion regarding the Charter Board and the District Board meeting and discussing the common goals for the 2020.21 school year. The goals will be an item for the August board agenda.
- e) Proposed Superintendent Goals for the 2020-21 school year: S. Woods went over the proposed goals; there was no discussion.
- f) COVID-19 Updates - Flexible Resilience: S. Woods stressed the importance of creating a flexible and resilient approach to teaching that is effective and not impacted by circumstantial change.
 - i) Executive Order 20-29 - Legislative Update: All special funds M98, SIA have been put on hold until after the second special session.
 - ii) Next Major update - expected July 21
 - iii) Micro updates from OSAA, ODE, OHA will continue
 - iv) Operational Reopening Blueprint: S. Woods explained that this is a template to guide everything and it is a working document and will always be in progress. Approval is not needed by ODE, OHA or the board. The plan will be presented to the boards and posted on the website. S. Woods asked for board input.
 - v) District Facility Changes and Use - waiver
 - vi) Possible adjustments to faculty assignments: There was lengthy discussion regarding opening campus, virtual learning, internet issues for students and use of flash drives, tracking student progress, absenteeism, SPED endorsements for some teachers, hiring a math teacher scheduling options, cohorts, response and plan for COVID cases, block

scheduling, teaching assignments, bargaining agreements, safety, contact tracing and schedule changes to adjust to teachers being online and in the classroom.

- g) Previously adopted Board Operating Agreement - Reflect & revise for August adoption: There was no discussion.
- h) May 2020 Policy Updates: First Read for the following policy updates:
GBL Personnel Records, GBLA Disclosure of Information, GBN/JBA Sexual Harassment, GBN/JA-AR Sexual Harassment Complaint Procedure, IGBAH-AR Special Education-Evaluation and Eligibility Procedures, JBA/GBN Sexual Harassment, JBA/GBN-AR Sexual Harassment Complaint Procedure and JHH Student Suicide Prevention.
T. Michaels, M. Doolittle and L. Stufflebeam asked for hard copies of the policies.

10) Action Items

- a) Approve Superintendent Goals for the 2020-21 school year: There was discussion regarding measurability of goals and the Charter Boards approval at July 8 meeting. S. Woods There was some discussion regarding measurability of goals

Discussion: S. Woods displayed the document and stated he was happy to expand on any of the goals if needed. Some discussion on if they were measurable. The Charter Board approved these at their July 8 meeting. COVID stuff will be

Motion: L. Kruzid moved to approve the Superintendent Goals for the 2020-21 school year.

Second: LS

Voting in Favor: *T. Michaels, D. Stone, L. Kruzic, R. Fuller, M. Doolittle, Laura Stufflebeam and J. Boling*

MOTION PASSES

- b) Approve Application Cost (approximate \$200 per teacher) for SPED endorsement
There was discussion regarding cost, anticipation of needing to endorse three teachers, requirements for endorsement and the immediate need for endorsement due to resignation of SPED teacher and COVID.

Motion: M. Doolittle moved to approve the Application Cost for SPED endorsement (approximate \$200 per teacher)

Second: LS

Voting in Favor: *T. Michaels, D. Stone, L. Kruzic, R. Fuller, M. Doolittle, Laura Stufflebeam and J. Boling*

MOTION PASSES

- c) Approve additional funding for room renovation
There was some discussion regarding the need to find alternate meeting places for classes that were scheduled to be in the new classrooms.

Motion: D. Stone moved to approve additional funding for Maintenance to Classroom renovation up to \$39,000.

Second: LS

Voting in Favor: *T. Michaels, D. Stone, L. Kruzic, R. Fuller, M. Doolittle, Laura Stufflebeam and J. Boling*

MOTION PASSES

- d) Approve Lilja Family Grant Application from FFA

Motion: L. Kruzic moved to approve the Lilja Family Grant Application from the FFA chapter.

Second: LS

Voting in Favor: *T. Michaels, D. Stone, L. Kruzic, R. Fuller, M. Doolittle, Laura Stufflebeam and J. Boling*

MOTION PASSES

11) Announcements

- a) Projected 2020-21 School Calendar - ODE may interject possible changes
- b) Monday, August 17 - Faculty report
- c) Thursday, August 20, 2-8 pm - Family Conference- Meet and Greet - Open House
- d) Monday, August 24 - Students First Day of School
- e) Arrange to have Combined Boards meeting to:
 - i) Review Superintendent/Executive Director Evaluation Workbook 2020-2021
 - (1) 2020-2021 version
 - (2) 2019-2020 version
 - ii) Establish Superintendent/Executive Director Goals for 2020-2021 School Year

There was some discussion regarding the possibility of dates needing to be changed due to state mandates and possible online classes instead of on-campus. There was also discussion regarding a joint meeting to go over Board Goals and the Operating Agreement.

12) Public Input: T. Michaels opened public input to anyone on the call. Boo Hooker congratulated Rex and Lance on their election to Chair and Vice Chair.

13) Adjournment:

Motion: L. Kruzic moved to adjourn the meeting at 8:25pm.

Move: LK **Second:** DS

Voting in Favor: *T. Michaels, D. Stone, L. Kruzic, R. Fuller, M. Doolittle, Laura Stufflebeam and J.*

Boling

MOTION PASSES

Dated this July 16, 2020

Respectfully Submitted by:

Lisa Hemphill, Board Secretary