

DOUGLAS COUNTY SCHOOL DISTRICT #15
BOARD OF DIRECTORS
REGULAR SCHOOL BOARD MEETING MINUTES
March 8, 2021

The Board of Directors of Douglas County School District #15 convened in regular session with an option to join virtually via Google Meet at 6:00 p.m. on March 8, 2021.

The following individuals were present:

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

Staff/Patrons: Bruce & Joanne Gordon (OL), Diane Swingley, Chesie Hopkins, Boo Hooker, Marty Amos, Elizabeth Hartzel and Terri Woods

Superintendent: Steve Woods

Business Mng.: Corrie Peachey-Briggs and Rachel Amos

Board Secretary: Lisa Hemphill

1) Call to Order and Welcome: R. Fuller called the meeting to order at 6:00pm

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

3) Approval of the Agenda:

MOTION: L. Kruzic moved to approve the agenda with the following additions: Line 8) Information Items - item c) COVID Updates, sub items v) Summer Learning Initiative and vi) Guidelines for fully vaccinated people; item l) Gate bids and plans and Line 9) Action Item line d) Gate Bid

SECOND: J. Boling

DISCUSSION: None

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

MOTION PASSES

4) Charter Board Meeting Report: Diane Swingley, Charter Board President, gave the report from the March 3, 2021 meeting.

5) Public Input: There was no public input.

6) Consent Agenda Items

a) Approval of minutes

i) Regular Board Meeting - February 8, 2021

b) Appoint School Legal Council: Garrett Hemann Roberson

c) Approve Classified Employee Appreciation Resolution

d) Resignation of Amanda Hohensee, Fifth Grade Teacher

e) Employment of licensed, classified, or coaching personnel

i) Sarah Hooper for the position of elementary teacher

ii) Karen White for the position of elementary teacher

Motion: L. Kruzic moved to approve the consent agenda items as listed above.

Second: L. Stufflebeam

Discussion: There was no discussion.

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

MOTION PASSES

7) Monthly Financial Summary, Overview, Capital Improvement Fund, Voucher Report: Corrie Peachey-Briggs, Business Manager, went over the report. There was some discussion regarding ending fund balance, plan needed for maintaining positions that are covered with grant monies, decrease in state school funds, decrease in enrollment, CARES act eventually going away, capital projects plans, reserves for PERS, fuel cost for transportation, chromebooks purchase and the final cost of the maintenance room to classroom conversion was actually \$122,000.

8) Information Items

- a) Enrollment Update: The current enrollment is 195 students.
- b) State Legislative and Economic Forecast - Summary: S. Woods reported on the March forecast and stated that the numbers are better than initially planned.
- c) COVID Updates:
 - i) Ready Schools, Safe Learners guidance, County Metrics, Dashboard, Metrics Table:
 - ii) COVID Scenario Planning - OSAA Guidance - School Metrics
 - iii) Sector Risk Level Chart
 - iv) Required Opt-in Options for onsite testing:
 - v) Summer Learning Initiative:
 - vi) Guidelines for fully vaccinated people:

S. Woods gave the COVID updates and there was lengthy discussion regarding the following: confusion regarding risk level, metric used that allows schools to be open and the metrics used for the public, OSAA guidance, athletics, financial support of out-door volleyball court located in Elkton, requirement of on-site testing and opt-in option, summer learning initiative, guidelines for fully vaccinated people, in-person learning, distance learning, cohorts, current hybrid schedule meets the parameters of the collective bargaining agreement, prep period for grades K-6, strategic focus of core subject while on the hybrid schedule, possibility of and problems with returning to a regular schedule, the online teacher responsibilities and the regular classroom teacher responsibilities for distance learners, equity for distance learners and the importance of distance learning and enrollment, \$250 million Summer Learning and Child Care Package for Kids and the CDC's guidelines for fully vaccinated people.
- d) District Ad - community PSA: S. Woods reported that the district took part in a combined public service announcement placed in the News Review regarding county school reopening.
- e) Response to Audit - Policy DJ and DJ-AR: S. Woods reported that the main point of the audit finding is that purchases were being done before a Purchase Order was in place. He used a flowchart to explain the process of getting a purchase order and showed where he felt there are areas of caution or communication breakdown in the process. There was some disagreement between R. Amos and S. Woods regarding the flow chart and the business services contract and there was lengthy discussion regarding building the budget, custodial of funds, the use of open purchase orders, checks and balances, generally accepted accounting principles and procedures, staff member budget items, purchase orders, lack of communication, unwillingness and/or inability of the business manager to be on campus or meet with superintendent on at least a bi-monthly basis, corrective action plan not being followed and the possibility of same finding next year. R. Amos stated the business office had exhausted their efforts and have seen little change and there will be a change with their contract with the district. There was also some discussion regarding the need for a plan for the corrective action.
- f) Policy DD - Current DD-AR Policy - Proposed DD and DD-AR Policy: S. Woods went over the proposed policy change. He explained that most schools do not have an AR to this policy because the procedures are in handbooks and not policy and district purchasing is also covered in Policy DJ. He also requested the superintendent be able to give approval for grants under \$25,000. There was some discussion about the changes being part of a stock policy and comparable to other districts.

- g) 2021-23 SIA Guidance and Projected Funding 2021-22 and 2022-23 : S. Woods reported that this is for information purposes only and not guaranteed because it is dependent on approval of the governor's budget.
- h) Update on TAP Grant - (RFP) results (copy of RFP): S. Woods reported that the district received a \$20,000 TAP grant for a district wide facility assessment that is due June 30, 2021 and a \$25,000 grant for the development of a long range facility plan that is due November 30, 2021. This is to evaluate the physical condition of the facilities and to develop a prioritized plan of recommendation to the board. A Request for Proposal (RFP) was sent out and a committee was formed that met and reviewed all of the packets sent in response to the RFP. After consideration, the committee is recommending the district go with Straightline Architecture. This is also an action item.
- i) Unsolicited offer for the front lot: S. Woods reported that someone made an unsolicited offer of \$20,000 to purchase the property that borders the school lane. There is no interest in selling at this time.
- j) Proposed 20-21 Budget Preparation Calendar for 2021-22: S. Woods presented the calendar and C.P. Briggs stated she would be working on the budget over spring break. The board requested the meeting time be changed to 6pm.
- k) Update on CBA for licensed and SB 580: S. Woods reported that there are very minor changes in the agreement. There is an increase of \$20 in insurance benefits, a cost of living increase and the salary schedule was increased to match other districts. He also reported that there was an added clause for providing a signing bonus for hard to get teachers in math, science and foreign language. S. Woods explained that this is fairly consistent with other districts and that we lost teachers to another district because of this last year. The full contract will be available next month. S. Woods also explained that one of the association's big pushes in SB 580 is making classroom size a bargaining issue and that COSA is fighting against the push.
- l) Gate bids and plan: S. Woods went over the bids from Pacific Northwest Fence Company and Quality Fence Company. C.P. Briggs requested that the proposals be made to the district and not Cedar Mill Construction. There was discussion regarding electric and conduit already in place, the ability of the shop class to fabricate the gate and a wider opening for the gate.

9) Action Items

- a) Approve proposed change to DD and DD-AR Policy

Motion: L. Kruzic moved to approve the changes to policies DD and DD-AR as proposed

Second: L. Stufflebeam

Discussion: There was no further discussion.

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

MOTION PASSES

- b) Approve company from TAP Grant RFP

Motion: D. Stone moved to approved Straightline Architecture as the company for the TAP grant RFP.

Second: M. Doolittle

Discussion: There was some discussion regarding what happens if Straightline Architecture turns down the work. S. Woods assured the board that he has fielded several phone calls regarding the RFP and this company and the others are all eager to start.

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

MOTION PASSES

- c) Approve 20-21 Budget Preparation Calendar for 2021-22

Motion: T. Michaels moved to approve the budget calendar as presented.

Second: L. Stufflebeam

Discussion: There was no discussion.

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

MOTION PASSES

- d) Approve Gate Bids:

Motion: D. Stone moved to approve the bid from Quality Fence

Second:

Motion dies due to lack of a second

Discussion: There was discussion regarding the possibility of the shop class fabricating the gate and enlarging the width of the opening.

Motion: T. Michaels moved to table the motion until next month to research options to expand the width of opening and the possibility of the fabrication of the gate being done by the Shop class.

Second: D. Stone

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

MOTION PASSES

10) Announcements

- a) March 10 at 3 p.m. DC FIT Ribbon Cutting Ceremony
- b) March 18 - End of Third Quarter
- c) March 22-25 - Spring Break
- d) April 8 - Family Conferences

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

EXECUTIVE SESSION

The school board will meet in an executive session to review and evaluate the employment-related performance of the chief executive officer. The executive session is held pursuant to ORS 192.660 (2)(i) 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 the executive session. At the end of the executive session, the Board will return to the open session.

Recess: R. Fuller recessed the meeting at 8:45 and started the Executive session at 8:59

Reconvene in Regular Session: The board reconvened at 10:43pm

12) Superintendent Contract: R. Fuller stated that the board agreed to extend the contract two years, which makes a 3 year contract. The housing and salary would stay the same.

****Laura Stufflebeam left 10:43pm**

13) Adjournment:

Motion: J Boling moved to adjourn the meeting at 10:45pm.

Second: M. Doolittle

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

MOTION PASSES

The next School Board Meeting is April 12, 2021

Dated this March 15, 2021

Respectfully Submitted by:

Lisa Hemphill, Board Secretary