

**MINUTES OF REGULAR SESSION OF GLADSTONE SCHOOL BOARD
SCHOOL DISTRICT #115, CLACKAMAS COUNTY
GLADSTONE, OREGON**

April 13, 2022 – Minutes

BOARD ATTENDANCE:

Steve Stewart, Chair
Stacie Moncrief, Vice Chair
Donna Diggs, Member
Tracey Grant, Member
Erik Richter, Member
Jeremy Shaw, Member
Ginger Zimtbaum, Member

Bob Stewart, Superintendent
Natalie Weninger, Board Secretary

The Regular Session meeting of the Gladstone School Board of Directors was held in person at Gladstone High School/Demonstration Room and via Zoom Webinar on Wednesday, April 13, 2022.

1. CALL MEETING TO ORDER

Board Chair Steve Stewart called the session to order at 6:37 PM.

a. Flag Salute

Board Chair Steve Stewart led the flag salute.

2. INFORMATION FROM STUDENT REPRESENTATIVE

Luke Roberts, Student Representative, reported on behalf of the Associated Student Body (ASB). Spring sports are off to a great start. Spirit Week was fantastic. The theme was Disney. Each day consisted of lunch time games, assemblies and dress up days. After two years off they were blown away about how the school came together. Classes cheered each other on during lunch time games. The closing assembly included the traditional air bands. Outdoor school is the buzz around school. ASB is hosting a blood drive and preparing to do a self-audit to help next year's ASB continue with Gladstone pride and traditions. The Board thanked him for his reports and several members commented on the freshman involvement with Spirit Week. Many students at GHS had never experienced Spirit Week and they are happy to see kids be able to experience high school the way it should be. The Board thanked him for the report.

3. PUBLIC PARTICIPATION

No public comments were received.

4. DISCUSSION REPORTS

a. Masks Optional Transition Update

On March 9, 2022, the Board approved following the state's recommendation for face coverings, making masks optional effective March 11, 2022, at 11:59 PM. They heard from district administrators regarding the transition in the schools from masks being mandatory to masks becoming optional.

Sarah Dunkin, Principal/Director at Gladstone Center for Children and Families (GCCF) reported things are going well. What was heard from the board regarding respect to the choices made regarding masks has happened. In retrospect, she would have taken students outside the school day prior and had a conversation about what it is going to be like. The whole experience for them to see each other without masks was energetic. After the first day things settle to normal energy levels and has been going well since.

Mike Clutter, Principal at John Wetten Elementary (JWE) reported things are going well. The first day was a shock and one of pure joy. Smiles were great to see. The staff did talk to students on the school day prior about the expectations and what it's going to be like. There has been respect for choices. At first about a third of students and staff continued wearing masks. Now it about 95% without masks. The energy is different and going well.

Heather Bailey, Principal at Kraxberger Middle School (WLK) reported the staff conducted lessons about negative interactions which made everyone feel better. The students and staff who have chosen to continue wearing a mask have not been hassled. For some students it was a bit of a shock to see faces and what peers looked like below the eyes. There is a situation where a student at first took the mask off. However now needs to wear it to feel secure. The student is not alone about insecurities and counselors are assisting with individual situations. Kraxberger was able to have assemblies for the first time since returning to in-person learning. Normalizing school has brought a lot of joy to everyone.

Becca Shook, Vice Principal at Gladstone High School reported some students were nervous. At first one out of six students wore a mask. As the days progressed fewer were wearing masks. Many students would see their teacher's entire face for the first time. Teachers reported having to relearn faces without masks. ASB's decision to move Spirit Week to later in the year, hoping the mask restrictions would lessen was a good decision. The week helped normalize things and brought less stress to the attention of mask wearing. Spirit Week brought so much joy. Students were bringing down the house in the gym; it was a fun week for all.

The Board asked if there was any parent feedback to the principals. Principals did not hear from parents. It has been a smooth transition. The Board thanked them for their great reports.

5. ACTION ITEMS

a. Approve Staff Appreciation Week

Board Chair Steve Stewart read the resolution draft declaring the week of May 2 through May 6, 2022 Staff Appreciation week in Gladstone School District.

The Board consensus was that Gladstone School District does a great job appreciating all staff during this week. Nationally specific groups are recognized. Combining into one week makes it a super celebration.

Erik Richter moved first and Ginger Zimtbaum seconded approval of the following resolution:

WHEREAS, Gladstone School District Staff mold future citizens through guidance and education; and

WHEREAS, Gladstone School District Staff encounter students of widely differing backgrounds; and

WHEREAS, our country's future depends upon providing quality education to all students; and

WHEREAS, Gladstone School District Staff spend countless hours preparing lessons, evaluating progress, counseling and coaching students and performing community service; and

WHEREAS, our community recognizes and supports the Gladstone School District Staff in educating the children of this community.

NOW, THEREFORE, BE IT RESOLVED that the Gladstone School District Board of Directors proclaims May 2 through May 6, 2022 to be Staff Appreciation Week; and

(22-29) BE IT FURTHER RESOLVED that the Gladstone School District Board of Directors strongly encourages all members of our community to join with it in personally expressing appreciation to our staff for their dedication and devotion to their work.

(22-29) Motion passed unanimously 7-0.

- b. Approve Asian American & Pacific Islander Heritage Month
Board Chair Steve Stewart read the resolution draft declaring the month of May 2022 as Asian American & Pacific Islander Heritage month in Gladstone School District.

Tracey Grant moved first and Donna Diggs seconded approval of the following resolution:

WHEREAS, the Gladstone School District is deeply dedicated to equity and inclusion;

WHEREAS, the 2022 Asian American & Pacific Islander Heritage theme continues with "Renew and Rebuild: Our Communities and Beyond," and

WHEREAS, the month of May is the time that we, as a nation, recognize and celebrate the contributions of Asian Americans and Pacific Islanders to our society and collective history; and

WHEREAS: the vibrant history and diverse cultures of Oregon's Asian Americans and Pacific Islanders are here to be honored as a central part of our State's story and shared across all Oregon communities;

(22-30) NOW, THEREFORE, BE IT RESOLVED that the Gladstone School District hereby proclaims the Month of May 2022 Asian American and Pacific Islander Heritage Month in the Gladstone School District.

(22-30) Motion passed unanimously 7-0.

c. Approve Minutes

Erik Richter moved first and Jeremy Shaw seconded approval of the following resolution:

(22-31) BE IT RESOLVED, that the minutes of the following School Board meeting be and hereby are approved:

March 2, 2022 – Work Session Minutes
March 9, 2022 – Regular Session Minutes

(22-31) Motion passed unanimously 7-0.

d. Approve Third Party Auditors

The district received one response to the RFP for Audit Services. On April 5, the audit selection committee consisting of Jeremy Shaw, Steve Stewart, Rachel Lopez Hopper and Bob Stewart met and interviewed Pauly, Rogers and Co., P.C. regarding their RFP submission for Audit Services. Included in the board packet is the RFP, Addenda 1 and 2 as well as the proposal from Pauly, Rogers and Co., P.C. Jeremy Shaw and Steve Stewart reported and made a recommendation to award the contract to Pauly, Rogers and Co., P.C.

There was a brief discussion about the services promised such as year round support, ability to be available for other types of audits and systems for secure electronic document sharing.

Erik Richter moved first and Jeremy Shaw seconded approval of the following resolution:

BE IT RESOLVED, that the Gladstone School District Board of Directors select Pauly Rogers and Co., P.C., to serve as the district third-party auditors beginning with the 2021-22 fiscal year, and

(22-32) THEREFORE, approve the district to negotiate and execute the contract for services based upon the proposal response to the RFP, from Pauly Rogers and Co., P.C., presented in the April 13, 2022, Superintendent's report.

(22-32) Motion passed unanimously 7-0.

e. Approve Spending Authorization – JWE and WLK Roof

Authorize the expenditure of \$278, 000 for roof projects at Kraxberger Middle School and John Wetten Elementary School and authorizing the Superintendent or designee to prepare and sign the necessary contracts to complete the projects.

The particular sections of roof identified as in need of immediate replacement, were last replaced in approximately 1995. In March 2017, an assessment of the roofs for each building in Gladstone School District was conducted. A recommended timeline for replacement, repair, and preventative maintenance was identified for each section of roof.

Gladstone utilized the co-operative purchasing process to select Garland/DBS, Inc. to supply materials and facilitate the installation of the roof. Garland/DBS, Inc. on behalf of Gladstone School District administered a competitive bid process for the restoration work.

A bid walk was advertised and completed on December 16, 2021, at Kraxberger Middle School, with All American Roofing & Building, LLC, LP Metal Works LLC, Arrow Roofing & Sheet Metal, Inc., and Northern Pacific Roofing & Construction participating. Following the required bid walk, three bids were received, with LP Metal Works, LLC declining to bid, and proposals ranged from \$146,967 to \$154,659. The bid award is proposed for All American Roofing & Building, LLC, at a cost of \$146,967 to complete the project. Garland/DBS, Inc. will provide a warranty for the materials and work for 20 years.

A bid walk was advertised and completed December 16, 2021, at John Wetten Elementary School, with All American Roofing & Building, LLC, LP Metal Works LLC, and Arrow Roofing & Sheet Metal, Inc., participating. Following the required bid walk, two bids were received, with LP Metal Works, LLC, declining to bid, and proposals ranged from \$94,728 to \$149,723.

The bid award is proposed for All American Roofing & Building, LLC, at a cost of \$94,728 to complete the project. Garland/DBS, Inc. will provide a warranty for the materials and work for 30 years.

A 15% project contingency authorization was proposed and included in the requested authorization amount to cover any additional issues that arise once the current roof is removed and the situation is assessed.

2021-22 Roofing Projects	Column1
Kraxberger Middle School	\$ 146,967.00
John Wetten Elementary School	\$ 94,728.00
15% Project Contingency	\$ 36,305.00
Estimated Project Total	\$ 278,000.00

Ryan Johnson, Director of Facilities and Technology and Rachel Lopez Hopper were available to answer questions. There was a brief discussion regarding the life expectancy of the roofs and whether these projects were in the budget. The roof sections were identified as needing repair. Do to the expenditure amount approval by the Board is required.

Jeremy Shaw moved first and Stacie Moncrief seconded approval of the following resolution:

BE IT RESOLVED, that the Gladstone School District Board of Directors authorize the expenditure of up to \$278,000 for roof projects at Kraxberger Middle School and John Wetten Elementary School, and

(22-33) THEREFORE, authorize the Superintendent or designee to prepare and sign the necessary contracts to complete the projects.

(22-33) Motion passed unanimously 7-0.

f. Approve Request for Administrator Resignation/Release from Contract

On March 15, 2022, Charlie Mikulsky, Assistant Principal at Kraxberger Middle School, submitted a letter of resignation effective June 30, 2022. It is recommended the Board accept the resignation and release him from contract effective June 30, 2022.

Tracey Grant moved first and Erik Richter seconded approval of the following resolution:

(22-34) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the resignation of assistant principal, Charlie Mikulsky and releases him from contract effective June 30, 2022.

(22-34) Motion passed unanimously 7-0.

g. Approve Request for License Resignation/Release from Contracts

The following licensed staff have submitted letters of resignation effective June 16, 2022:

Samuel Reeves	Science Teacher (GHS)
Matthew Bohn	Math Teacher (GHS)
Mary Brazauskas Parnell	Science Teacher (WLK)

It was recommended the Board accept the resignations and release them from contract effective June 16, 2022.

Stacie Moncrief moved first and Ginger Zimtbaum seconded approval of the following resolution:

(22-35) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the resignations of Samuel Reeves, Matthew Bohn and Mary Brazauskas Parnell and hereby releases them from contract effective June 16, 2022.

(22-35) Motion passed unanimously 7-0.

h. Approve 2023-2024 Calendar Framework

At last month's board meeting, the consensus of the board was to survey staff, students and community regarding the 2023-2024 framework. One proposal is to begin school before Labor Day and one to begin after Labor Day. Next year the calendar committee will meet to discuss and the make a recommendation regarding the contracted days such as conferences, progress reports and professional development days. Survey results were sent to the Board. The results from staff and community were evenly split. Student surveys showed strong support (70%) for finals before Thanksgiving break. There was a discussion regarding attendance starting earlier and student success data in regards to finals timing. The first week of school and Valentine's Day are the highest attended days of school. Gladstone does not have any student success data for the timing of finals. This year the surveys were a hot topic at GHS and the most important factor was to have finals prior to Thanksgiving break. The consensus of the Board was that student success is the most important factor in a calendar.

Erik Richter moved first and Donna Diggs seconded approval of the following resolution:

(22-36) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the before Labor Day start 2023-2024 School Calendar framework as presented in the April 13, 2022 superintendent's report.

(22-36) Motion passed 6-1. Jeremy Shaw voted opposed.

i. Approve Girls' Basketball Trip

Glenn Hopkins, girls' head basketball coach requested authorization for Gladstone High School Students to travel to Monmouth, Oregon to participate in the Western Oregon University Basketball Team Camp. Students would leave on Monday, June 27, 2022, and return on Thursday, June 30, 2022. Thirteen students and two coaches will participate in the trip. Lodging will be in dorms at Western Oregon University. Bob Stewart gave appreciation to Glenn Hopkins for his work on the itinerary. There was a brief conversation about the experiences students will have during the camp such as college dorm experience, tour of the campus and team building.

Stacie Moncrief moved first and Ginger Zimtbaum seconded approval of the following resolution:

WHEREAS, the high school girls basketball team is requesting permission to participate in a trip to Monmouth, Oregon, June 27 through June 30, 2022, and

WHEREAS, the school reaffirms its position of supporting curricular/co-curricular activities involving travel when they contribute to the achievement of desirable educational/social/cultural goals as cited in Policy IICA -- Field Trips and Special Events, therefore

(22-36) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the travel of the students and coaches to Monmouth, Oregon, June 27 through June 30, 2022, as outlined in the superintendent's added agenda item, April 13, 2022 report.

(22-36) Motion passed unanimously 7-0.

j. Approve Girls' Basketball Trip – Out of State

Glenn Hopkins, girls' head basketball coach, requested authorization for Gladstone High School students to travel to Henderson, Nevada to participate in the Gator Winter Classic. Students would leave on Monday, December 26, 2022, and return on Saturday, December 31, 2022. Approximately 17 students, two coaches and chaperones will participate in the trip. Lodging will be in Airbnb. To keep costs down students will fundraise for the trip. Assistant coach Lisa Lee talked about her experience traveling with her high school team as being the highlight of her high school days. Out of state tournaments allow students to play against teams with skill level different than our area. College coaches often scout these types of tournaments. There was a question about ASB funds vs general funds for the trip. ASB funds can be used. The Board thanked them for putting these trips together for students and presenting them.

Jeremy Shaw moved first and Erik Richter seconded approval of the following resolution:

WHEREAS, the high school girls basketball team is requesting permission to participate in a trip to Henderson, Nevada, December 26 through December 31, 2022, and

WHEREAS, the school reaffirms its position of supporting curricular/co-curricular activities involving travel when they contribute to the achievement of desirable educational/social/cultural goals as cited in Policy IICA -- Field Trips and Special Events, therefore

(22-37) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the travel of the students and coaches to Henderson, Nevada, December 26 through December 31, 2022, as outlined in the superintendent's added agenda item, April 13, 2022 report.

(22-37) Motion passed unanimously 7-0.

6. SUPERINTENDENT'S REPORT

a. Financial Report

The 2021-22 fiscal year financial reports ending March 2022 were presented to the School Board at this time. Chief Financial Officer Rachel Lopez Hopper reported the district is 75% through the budget year. This month projections include the final payment of School Support Funds (SSF) and releases any contingencies set asides. This brought in additional funds. However, the district will need to recalculate for next year due to declining enrollment. She will continue to refine the budget over the next few months. When comparing this month to last year, expenditures are up due to the lack of expenditures last year. When projecting for next year she is looking back to 2018 since 2019 is not a good comparison due to the shutdown. Rachel Lopez Hopper and Bob Stewart talk about enrollment all the time. Bob Stewart attended a meeting with the executive director where the Continuing Service Level (CSL) was a big part of the conversation. The CSL will need to take into account the statewide 6% decline in enrollment. However, costs such as fuel have and will continue to increase. Everyone is hopeful kids will re-enroll in public schools. There are a lot of factors. It will be very challenging moving forward. The state budget is due in December. There was a brief discussion about the ESSR dollars awarded to schools for COVID relief. When those grants come to fruition there could be strong budget impacts for schools. The district is already seeing cost increase to services such as the liability insurance expected to increase 8 to 10%. Custodial supplies have almost doubled in cost. Rachel Lopez Hopper is building known increase and some unknown increase into budget assumptions for 2022-23 school year.

b. Personnel

The personnel report is for information only. No action is required.

The following classified personnel have been hired: at John Wetten Elementary, Alayna Morgan as an educational assistant and Annah Kamhoot as a secretary.

Coaches have been hired: Quinten Baxter, Delane Williams, and Brandon Singharaj as assistant track coaches, Nathan Bass as an assistant baseball coach, Roman (Tito) Tunon as assistant softball coach and Madisen Luecke as a dance coach assistant.

Debbie Poyser, GHS Bookkeeper/Accountant (employed since 1997) and Shaun Southmayd, GHS Head Secretary (employed since 1999) have written letters of resignation effective July 1, 2022. Peggy Powell, Instructional Assistant-SPED at WLK (employed since 1997) has written a letter of resignation effective June 30, 2022. Sandra Worth, Cook's Helper (employed since 2017) has written a letter of resignation effective April 15, 2022 and Jennifer Wells, Extended Day Coordinator also wrote a letter resigning this position effective June 14, 2022.

Rachel Lopez Hopper announced hiring two positions in the business department. Bob Stewart visited the job fair and was stunned to see the lack of people looking for jobs in education. It was far different than previous years. There were a few comments regarding district growing their own programs, offering student educational opportunities, and the state providing lower costs for higher education so that there are debt free programs available.

c. Board Policies – First Reading

Board policies listed below are presented for first reading. The draft policies show the recommended changes by highlighted text for new language and lined out text for deleted language. No action was required.

DH	Loss of Coverage
GBL	Personnel Records
IGBB	Talent & Gifted Program

There were a few questions regarding the policies presented. Jeremiah Patterson will update GBL to read district office and look into designation of authorization in policy DH.

The following policy is recommended for first reading as rescind. It will become EEA-AR.
EEAB School Bus Scheduling & Routing

The following administrative regulations are being presented. No action was required on administrative regulations.

EEA-AR	School Bus Scheduling & Routing
GBA-AR	Veterans' Preference
IGBAF-AR	Special Education Individualized Education Program (IEP)
IGBAG-AR	Special Education – Procedural Safeguards

7. PRESENTATIONS AND SUGGESTIONS FROM BOARD MEMBERS

Donna Diggs stated a concern regarding students who opt out of state assessments and lose the ability to receive an academic letter. She does not believe it is ethical for the district to do that. Bob Stewart said this policy is part of the academic handbook. The academic council at Gladstone High School will take a new look at the policy. It will not effect this year's seniors since no assessments were given last year. The Board will want to hear from the academic council and if needed, will be able to alter the policy. This year so far just over 30 - 11th graders have opted out of assessments. Many of these students have high GPAs.

Ginger Zimtbaum reported attending the City Council meeting. The Council has approved an IGA with Clackamas County Fire ending the Gladstone program. The city will now be contracting all services through Clackamas County Fire. City Works will be doing a line replacement alongside the track at Gladstone High School. The new lines will help with flooding issues. She believes the City is working with the District for access. The City discussed infrastructure and overflow/improvement projects around Kraxberger Middle School (Webster Rd). The City has approved sport user fees at Meldrum Bar Park. For athletic competitions rosters will be submitted. There will be a designated parking lot for visiting teams. The revenue will be used to improve City parks. There is a survey on the City's website for community members to give feedback.

Tracey Grant reported the Board Gladstone Education Foundation (GEF) auction basket theme is "Family Fun Night." There will be a craft component which includes a tie-dye activity. She thanked Ginger Zimtbaum for taking the lead and asked for members to send ideas. Items are due to the district office on May 1. The virtual action is May 13. She thanked Luke Roberts, Student Body Liaison for his work.

Stacie Moncrief reported that she and Erik Richter attended the National School Board (NSBA) Annual Conference in San Diego. They attended several sessions, learning from districts across the country. She appreciated the opportunity to attend. Topics of interest were Board self-evaluation tools, seven habits of a peak performance school board, student representative involvement on boards, dos and don'ts, parliamentary procedures and communication to name a few. Her biggest take away is that Boards need to set goals. These was a brief discussion regarding Gladstone High School student representation on the Board. She asked fellow Board members to let Chair Stewart know if they would like more information on any topic.

Erik Richter reported the NSBA conference was invigorating. He asked his fellow Board members to consider an additional meeting each month. This Board has a lot of work to do and a work session is needed to complete the work.

Steve Stewart shared a summary from the Board's training session last November. The summary included the goals and projects the Board discussed at the training. He expressed a concern for Board member's time. Several members are presently serving on active committees that meet weekly. The District will look into public meeting law in regards to work sessions and Board attendance requirements. The District will build a calendar of Board commitments. There was a brief discussion regarding possible changes in priorities since the November training. Erik Richter is interested in goals tied to student achievement, new budget matrix and better communication to the public to build trust. There was continued discussion about members' time, staff time and assigning project committees that report to the Board.

Ginger Zimbaum would like to see the annual process for the selection of Board Chair and Vice Chair to have more discussion. She asked for the District to look into alternative ways to hold the upcoming appointments. Bob Stewart will check with OSBA and legal counsel on alternative processes. The Gladstone School Board follows Robert's Rule of Order.

8. EXECUTIVE SESSION

a. There was no executive session.

9. ADJOURNMENT

The next regular School Board Meeting is scheduled at 6:30 PM on Wednesday, May 11, 2022. Virtual meeting links will be posted for all meetings.

Board Chair Steve Stewart adjourned the session at 9:01 pm.

ATTEST:

Steve Stewart, Board Chair

Date

Bob Stewart, Superintendent

Date