

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

**October 12, 2022 – Minutes**

BOARD ATTENDANCE:

Stacie Moncrief, Chair  
Charlie Chu, Member  
Donna Diggs, Member  
Erik Richter, Member  
Jeremy Shaw, Member  
Ginger Zimtbaum, Member

BOARD ABSENT:

Tracey Grant, Vice Chair

Bob Stewart, Superintendent  
Natalie Weninger, Board Secretary

The Regular Session meeting of the Gladstone School Board of Directors was held in person at the Administration Building on Wednesday, October 12, 2022.

1. CALL REGULAR SESSION TO ORDER

Board Chair Stacie Moncrief called the regular session to order at 6:03 PM.

a. Flag Salute

Stacie Moncrief, Board Chair, led the flag salute.

2. INFORMATION FROM STUDENT REPRESENTATIVE

Chloe Black, Student Representative, reported to the Board on upcoming homecoming plans at Gladstone High School. Proceeds from the dance will go to a charity for homeless youth. Her classes are going really good. She really enjoys the construction class.

3. RECOGNITION OF STUDENTS, STAFF AND/OR PUBLIC

a. International Exchange Student Welcome

Gladstone High School is hosting an international exchange student from Italy. Francesco Dal Pos joined the meeting with his host family mom, Jammie Landis. Francesco said he is very comfortable at Gladstone High School, in the community, with teachers and classmates. He shared about his classes and site seeing activities he has been doing since he arrived in Oregon. The Board thanked him for coming to the meeting.

b. GHS Artwork in Board Room

Kevin Taylor, Gladstone High School Principal, shared student artwork on display in the Board room from Chris Rich's Art I classes. Three different forms of art are on display, Op (Optical) Art, Block Printing and Color Wheels.

#### 4. DISCUSSION/REPORTS

##### a. Human Resources Diversity Report

The Gladstone School District provided the Board with a look at the changing diversity of staff and provided information on the processes the district uses when hiring. Tammy Tracy, Human Resource Director, and Jeremiah Patterson, Assistant Superintendent, reported on several ways the district has been approaching workplace diversity since 2017 when the Board's Equity Stance/Lens was adopted. Equity Cohorts experienced anti-bias training and equity leaders have been in place throughout the district. The district continues with affinity training and development through opportunities and new equity cohorts. Racial diversity in the 2015-16 school year was at 5.7%. The district has had an increase in racial diversity among all staff to 13.8 % (34 employees). The current student body is reporting racial diversity at 29.4%. Moving forward, the district plans to pursue a broader array of recruitment channels, perform a review of hiring practices and protocols, provide (CESD) affinity supports for current employees and train administrators and interview committees. The Board asked to know how we compare to other Clackamas County School Districts and how the district's licensed staff percentages compared to the overall staff. Jeremiah Patterson believes the district is close to the county average and will send the Board licensed staff percentages. Presently he is working on bringing the current admin team the implicit biases training. CESD has hired new staff that will focus on staff racial hiring practices county wide. The Board thanked them for the report.

##### b. Attendance Reports

At last month's Board meeting the Board requested monthly attendance updates. Ben Bowman, Director of Student and Family Supports and Jeremiah Patterson, Assistant Superintendent reported an overview of what strategic attendance plans the district will focus on this year and the relationship those plans have with the ODE initiative Every Day Matters (EDM). Ben Bowman gave a brief overview of why attendance matters. Student who miss 10% of school (18 days) suffer academically. Gladstone's chronic absenteeism is lower than the state average. When surveyed last year, students' reported being absent due to COVID and quarantine requirements, anxiety and stress, family vacation and a low number of disengaged students who just didn't want to attend. The district's approach to education recovery through attendance comes from the Attendance Works toolkit. Gladstone attendance teams began meeting in September. They have reviewed data and established priorities. They are crafting engagement strategies and will reflect, learn and improve the approach after each phase of work. The goal is to reduce chronic absenteeism to 25% or below by the end of the 2022-2023 school year. Another goal is to build a consistent, self-sustaining infrastructure to encourage school attendance across the district and develop community, parent, and student understanding of the importance of regular attendance. There was brief discussion regarding supports for struggling families. In the revised approach there will be more support for families. Pre-COVID, Oregon had the third worst attendance in the nation. At the end of the trimester there will be sufficient data to report to the School Board.

#### 5. PUBLIC PARTICIPATION

There was no public comment.

## 6. ACTION ITEMS

a. Approve Minutes

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

**(22-107)** BE IT RESOLVED, that the minutes of the following School Board meeting be and hereby are approved:

September 14, 2022 – Regular Session Minutes  
September 30, 2022 – Special Session Minutes

**(22-107)** Motion passed 6-0.  
Tracey Grant was absent.

b. Approve Cheerleading Trip

Shelby Crystal (Tracy), Cheerleading Coach, requested authorization for the high school cheerleading team to travel to Las Vegas, Nevada to participate in Nationals.

Students would leave on Wednesday, January 25, and return on Sunday, January 29, 2023. Five coaches and approximately 33 student athletes will participate in the trip. Participants will stay in the Orleans Hotel. Fundraising has been done for the cost of the trip.

Ginger Zimtbbaum moved first and Donna Diggs seconded approval of the following resolution:

WHEREAS, the cheerleading coach is requesting permission to participate in a trip to Las Vegas, Nevada, January 25 through January 29, 2023, 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

**(22-108)** BE IT RESOLVED, that the Gladstone School District Board of Directors approves the travel of the students and coaches to Las Vegas, Nevada, January 25, through January 29, 2023, as outlined in the superintendent's report.

**(22-108)** Motion passed 6-0.  
Tracey Grant was absent.

c. Approve Boys' Basketball Trip

Cody Aker, Boys' Basketball Coach and Athletic Director, requested authorization for the high school boys' basketball team to travel to Sisters, Oregon to participate in a basketball tournament.

Students would leave on Thursday, December 28, 2022, and return on Friday, December 30, 2022. Two coaches and approximately 12 student athletes will participate in the trip.

Erik Richter moved first and Charlie Chu seconded approval of the following resolution:

WHEREAS, the boys' basketball coach is requesting permission to participate in a trip to Sisters, Oregon, December 28 through December 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

**(22-109)** BE IT RESOLVED, that the Gladstone School District Board of Directors approves the travel of the students and coaches to Sisters, Oregon, December 28 through December 30, 2022, as outlined in the superintendent's report.

**(22-109)** Motion passed 6-0.

Tracey Grant was absent.

d. Approve Comprehensive Sexuality Education Plan Renewal

At the May 11, 2022 Board Regular Session, the district's Comprehensive Sexual Education Plan Renewal was presented to the Board for consideration for renewal. At that time Board members were asked to submit questions regarding the plan. This fall, a committee of parents, community members, and Board members met over three sessions. Adjustments made through this collaborative review included: increased transparency and communication; clarity on families' options to review content and/or opt their children out of sexuality instruction; and increasing specific instruction at the secondary level related to sexually explicit digital material and content. The next time the curriculum is presented for adoption will be in spring of 2024. There was a brief discussion regarding families opting out and communication to families about the curriculum before lessons are taught. The process will be available on our website. In the past, the district has not seen many families opting out. At the high school level, letters are sent out four weeks in advance for each trimester. K-8 classes receive the information prior to the lesson being taught. Families are able to opt out of sections of the curriculum. As part of this renewal the opt-out form will be pushed out to families.

Jeremiah Patterson, Assistant Superintendent presented two versions for the Board's review. One version shows the edits and the other is was a clean copy. He recommended the Board adopt the plan renewal as presented.

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

**(22-110)** BE IT RESOLVED, that the Gladstone School District Board of Directors approves the renewal of the Comprehensive Sexuality Education Plan as presented in the October 12, 2022, Superintendent's report.

**(22-110)** Motion passed 6-0.  
Tracey Grant was absent.

e. Approve Second Reading & Adoption Policy – JHCD/JHCDA Medications

These policies were brought to the Board at the September 30, 2022 special session for first reading. There have been no comments on the policies listed below. They were recommended for second reading and adoption. Bob Stewart reported the nurse will work with the County Health Department for the medication delivery to schools and train staff on its use. The policy keeps language for other medications other than the name brand.

JHCD/JHCDA Medications

Ginger Zimtbaum moved first and Charlie Chu seconded approval of the following resolution:

**(22-111)** BE IT RESOLVED, that the Gladstone School District Board of Directors approve the policy listed in the October 12, 2022 Superintendent Report, JHCD/JHCDA Medications as presented for second reading and adoption.

**(22-111)** Motion passed 6-0.  
Tracey Grant was absent.

The Administrative Regulation (AR) was presented for Board review.

JHCD/JHCDA-AR Medications

f. Approve Budget Calendar

Financial projections will be presented to the Board prior to convening the budget committee members to review the projections and scenarios. The official budget calendar is intended to be a general guideline for budget development and is a legal requirement. The official deliberation of the budget by the committee has been set as late in the fiscal year as possible in order to respond to the most recent information regarding finances that are available. The Budget Calendar for 2023-2024 Budget is included in the Board packet. Rachel Hopper, Chief Financial Officer, will be available to answer questions.

Ginger Zimtbaum moved first and Charlie Chu seconded approval of the following resolution:

**(22-112)** BE IT RESOLVED, that the Gladstone School District Board of Directors approves the recommended budget calendar for preparation of the 2023-2024 District Budget, as presented at the October 12, 2022, School Board meeting.

**(22-112)** Motion passed 6-0.  
Tracey Grant was absent.

g. Approve Budget Committee Members

Two (2) vacancies exist for regular members on the Budget Committee due to term expirations. The appointment for the budget committee vacant positions will be for three years, expiring on June 30, 2025. Alternate members are appointed for one year; hence, seven vacancies exist in this classification of membership. Board members with open position will reach out to community members to fill positions.

Position	Board Member	Regular	Status	Alternate	Status
1	Donna Diggs	Annessa Hartman	06/30/2023	Open	06/30/2022
2	Ginger Zimtbaum	Edwin Siemion	06/30/2024	Open	06/30/2022
3	Charlie Chu	Tadd Miller	06/30/2024	Open	06/30/2022
4	Stacie Moncrief	Open	06/30/2025	Open	06/30/2022
5	Erik Richter	David Brock	06/30/2024	Open	06/30/2022
6	Jeremy Shaw	Jeremy Schumacher	06/30/2025	Open	06/30/2022
7	Tracey Grant	Luke Roberts	06/30/2024	Open	06/30/2022

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

**(22-113)** BE IT RESOLVED, that the Gladstone School District Board of Directors approves the appointment of Jeremy Schumacher, position 6, though, June 30, 2025, to serve on the budget committee.

**(22-113)** Motion passed 6-0.  
Tracey Grant was absent.

7. SUPERINTENDENT'S REPORT

a. Financial Report

Rachel Lopez Hopper, Chief Financial Officer presented the financial report for the month ending September 2022. September payroll now includes all district staff and projections remain at 100% of budget through October actuals. Presently, the department has begun to send documents to the audit firm. There was a question regarding the PERS side account. Bob Stewart stated it has six more years of earnings. The state sent out PERS rates for Oregon School Districts. He looked quickly for district with lower rates than Gladstone School District. Portland Public School District is one of the lower districts. They may have purchased multiple side accounts. Rachel Lopez Hopper commented that as a district we benefit greatly from the decision that was made to create the side account. There was a brief discussion regarding the number of staff under each of the PERS tiers.

b. 2021-22 Division 22 – Assurance Report to the Community

Petra Hoghova, Teacher on Special Assignment (TOSA), and Jeremiah Patterson, Assistant Superintendent reported the Oregon school districts are required to report to their communities their standing with respect to all of the Standards for Public Elementary and Secondary Schools as set out in Oregon Administrative Rules Chapter 581, Division 22.

In Gladstone, district and school administrative staff are each assigned review of OARs that relate to their duties and expertise. This is a compliance review, not a performance review. Using Division 22 guidance documents from ODE, each administrator reports back whether or not the district is in compliance with their assigned OARs. In addition, administrators submit appropriate support documents as indicators of compliance. Much of the documentation represents updated and revisions of existing documents.

After this report is shared with the community, a copy will be posted to our district website by November 1, 2022. The annual Division 22 Assurances Form will also be submitted to ODE by November 1, 2022.

The Gladstone School District 2021-22 Division 22 Report on Compliance with Public School Standards reports the district in compliance with all standards. The Board thanked her for the report.

c. Homeless Report

The McKinney-Vento Act is a federal law guaranteeing all children and youth the right to an equal education, regardless of their living situation. Protection under the McKinney-Vento Act extends to those who lack a fixed regular and adequate nighttime residence. Several students without fixed places of residence are served by the Gladstone School District.

Petra Hoghova, Teacher on Special Assignment (TOSA), and Jeremiah Patterson, Assistant Superintendent introduced the 2022-23 school year, the District Liaison for Students in Transition, Ali Feuerstein. She also serves as Teacher on Special Assignment (TOSA) where she coordinates the district's student and staff wellness program. The liaison helps to identify homeless students and connects them to free lunch, transportation, school supplies and other resources including housing referrals, social emotional and health services. The districts overall transition population has stayed steady. The number of families has increased however not the total number of student being served. Each school year the number tends to increase as the year progresses. There was a brief discussion regarding attendance and supports for students in transition. Bob Stewart reported the district has open communication and the liaison checks in regularly to see how students are doing and what supports they need. The Board thanked them for their work and the report.

d. Community Engagement Update

Leslie Robinette, Communications Coordinator, has been attending each community focus group engagement and gathering data. She is already finding common themes between groups. Bob Stewart, Superintendent introduced Leslie Robinette to provide an update to the Board regarding the focus group meeting events and those still to come. Today they met with student groups at Gladstone High School. They listen to stories about their experiences in classes. The parent survey has been sent and the student survey just launched. She is pushing for 400 parent responses. Leslie Robinette gave a few examples of commonalities she has seen so far such as students having an adult they connect with in schools and knowing how to access food and clothing if needed. Parents are saying they want to be involved (volunteer). She is continuing to monitor data and will finalize it for the Board.

e. Personnel

The following classified personnel have been hired; John Wetten Elementary; Alyssa Hill as an Extended Day Helper and Cassandra Donovan, Educational Assistant, at Gladstone High School; Amyala DeRosia-Neal as a Special Services Instructional Assistant, at the Gladstone Center for Children and Families; Jill Collins as a PK Instructional Assistant.

The district is currently in the interview process for a Technology Supervisor and a Facilities Manager.



## 8. PRESENTATIONS AND SUGGESTIONS FROM BOARD MEMBERS

### a. Work Session October 26, 2022

The Gladstone School Board will hold a Work Session on October 26.

### b. OSBA 76<sup>th</sup> Annual Conference

The convention is scheduled for Friday, November 11 through Sunday, November 13, 2022, at the Portland Marriott Downtown. Donna Diggs, Charlie Chu and Stacie Moncrief will attend.

### c. NSBA 2023 Annual Conference

The NSBA Annual Conference and Exposition is scheduled for Saturday, April 1 through Monday, April 3, 2023, in Orlando, Florida. Registration begins in October. The district is able to send two Board members. The Board has a rotation schedule for this conference. The 2023 rotation is for Position 1 and Position 3 to attend. Donna Diggs and Charlie Chu are planning to attend.

Donna Diggs appreciated the reports and progress being made. She loves the art in the Boardroom and appreciated the talented students sharing it.

Ginger Zimtbaum encouraged middle school parents to join the Kraxberger PFO. Parents are needed to be on the 8<sup>th</sup> Grade promotion committee and to help with the current Disk Golf fundraiser. Next month is Native Americans Indigenous People Month. She would like to see the Board do a proclamation. She was in attendance at the middle school focus group and did not attend the City Council meeting this month. The clothes closet is open.

Stacie Moncrief thanked the staff for all of the great information tonight. She asked how the buildings were doing with teacher subs. There was a brief conversation regarding the absences being down from last year. However, the building assigned subs are being utilized every day.

Bob Stewart stated he was in a classroom at Gladstone High School today and the teacher was new. The teacher expressed appreciation for the district and stated they were glad they landed here. He is hearing this from many new staff members.

There was a shout out to John Wetten Families for raising \$41,000 at their annual Jog-A-Thon. Thank you to the community for the support.

At 7:54 pm, Stacie Moncrief, Board Chair, stated the Gladstone School Board will meet in Executive Session to discuss matters pursuant to ORS 192.660(2)(i) and ORS 192.660(2)(b). The Board will return to the regular session after the executive session. The Board took a two minute break before moving to the Executive Session.

9. EXECUTIVE SESSION

At 7:58 pm, Board Chair Stacie Moncrief stated the Board is meeting in executive session to discuss matters pursuant to ORS 192.660(2)(i) and ORS 192.660(2)(b). The Board will return to the regular session after the executive session.

The Board met in executive session to discuss matters pursuant to ORS 192.660(2)(i) to finish the evaluation of the superintendent and ORS 192.660(2)(b) to consider complaints against an officer and staff members who did not request an open meeting.

At 8:46 pm, Board Chair Stacie Moncrief adjourned the Executive Session and reconvened the regular session.

Jeremy Shaw moved first and Charlie Chu seconded approval of the following resolution:

**(22-114)** BE IT RESOLVED, that the Gladstone School District Board of Directors moves to hire a third party investigator to investigate the complaints received from Glenda Scherer.

**(22-114)** Motion passed 6-0.  
Tracey Grant was absent.

10. ADJOURNMENT

The next regular School Board Meeting is scheduled at 6:00 PM on Wednesday, November 9, 2022. Virtual meeting links will be posted for all meetings.

Board Chair Stacie Moncrief adjourned the regular session at 8:48 pm.

ATTEST: DocuSigned by:  
*Stacie Moncrief*  
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Stacie Moncrief, Board Chair

*11/17/2022*  
\_\_\_\_\_  
Date

DocuSigned by:  
*Bob Stewart*  
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Bob Stewart, Superintendent

*11/17/2022*  
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Date