

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

May 9, 2018 Minutes

BOARD ATTENDANCE:

Sharon Soliday, Chair
Kristin Eaton, Vice Chair
Greg Lind, Member
Jay Schmidt, Member
Steve Stewart, Member
Nicole Vera-Vera Couzens, Member

BOARD ABSENT:

Tracey Grant, Member

Bob Stewart, Superintendent
Natalie Weninger, Board Secretary

The regular meeting of the Gladstone School District Board of Directors was held in the School District Administration Office on Wednesday, May 9, 2018.

1. CALL MEETING TO ORDER

Board Chair Sharon Soliday called the meeting to order at 6:30 pm.

a. Flag Salute

Mr. Schmidt led the flag salute.

2. RECOGNITION OF STUDENTS/STAFF AND/OR PUBLIC

a. Growing Great People Award

Leslie Robinette, communications coordinator and grant writer, introduced Linda Fletcher, special services teacher at Gladstone High School, Teresa Watts, instructional assistant at Gladstone High School, Kennedy Colbert, student at Gladstone High School and Steve Gifford pastor at the First Baptist Church in Gladstone.

Backpack Buddies provides a bag of nutritious food each week to low-income families with children in Gladstone Schools and Head Start. Since the start of the school year, the number of families served has increased from 60 to 94. Gladstone High special education students from Linda Fletcher's vocational skills class sort, inventory, and pack the food each week, learning practical job skills and the importance of community service. Food for the program is generously donated by Gospel Fellowship Community Church, Gladstone First Baptist, The Table Church, The Source Church, St. Stephen Lutheran Church, and Gladstone Christian Church. Regular donations are received from Dave's Killer Bread and Bob's Red Mill. Gladstone/Oak Lodge Rotary donated \$3,200 to the program this year.

The Board thanked Linda Fletcher and Teresa Watts for their work with the backpack program and presented them a certificate. The Board also expressed appreciation to the student who will return next year to help in the classroom.

- b. Confucius Classroom Program
Leslie Robinette, communications coordinator and grant writer, introduced Hao & Qianling Li who have been our Chinese teachers for the past three years, part of the Confucius Classroom program through Hanban. This was their last year with Gladstone School District. The couple shared the highlights of their experience including confusing pronunciations of English and Chinese words. Mr. Li will share with his students in China their experience in America. On behalf of the school district and the Board Mrs. Robinette presented them with a gift.
- c. GHS Unity Week
Kevin Taylor, principal at GHS, introduced students Brock Baseel and Seth DeWall who spoke about the activities during Unity Week at GHS. Seventeen acts of kindness were completed to represent the 17 victims in the Florida school tragedy. Friendship bracelets were made and shared as well as kindness notes. A new activity this year was a talent show. The Board thanked the students for their report. A special thank you was given to the students for creating the messages on the steps leading to the main entrance of the high school. It was great for the community to see.
- d. GHS Drama Students
Drama students from Gladstone High School who participated in the spring musical, shared highlights from Seussical the Musical Play. All of the students and staff agreed that the production was the best production ever done at Gladstone High School. The students said Pearson and Mr. Weir really push them to do their best and then pushed them a little more. The interactions between cast and crew created a family bond. The highlight was performing for the kindergarteners. The Board congratulated them on a job well done.
- e. GHS Student Work Display
Kevin Taylor, principal of GHS, provided an overview of the student work on display and shared impressive awards received by students at the Tri Valley Art Festival.

3. DISCUSSION/REPORTS

- a. Textbook Adoptions
Teacher representatives from John Wetten, Kraxberger, and Gladstone High School have been meeting with Jeremiah Patterson, in a year-long K-12 vertical Health & PE Professional Learning Community (PLC) to review and recommend materials for adoption. The group's findings and recommendations were presented to the Board. The committee recommendations come from the state approved list of curriculum. Additionally, a pilot of science materials at the middle school level is underway and will be completed this month. Jeremiah Patterson, assistant superintendent, reported in addition to the textbooks, teachers will have access to online supplements and monthly subscriptions. Vertical alignment ensures curriculum is not duplicated. Current students joined the committee discussions. Mr. Patterson thanked Mrs. Vera-Vera Couzens for volunteering on the committee. Materials will be available for public review at the District office, during regular business hours, from May 10, 2018 through June 6, 2018. Public comment will be considered before a final decision is made and brought to the Board for adoption at the June 6, 2018 Board meeting.

4. ACTION ITEMS

a. Approve Minutes

Mr. Lind moved first and Mrs. Vera-Vera Couzens seconded approval of the following amended resolution:

(18-36) BE IT RESOLVED, that the minutes of the following School Board meetings be and hereby are approved:

April 10, 2018 – Board Regular Session

(18-36) Motion passed 6-0, Ms. Grant was absent.

b. Approve Baseball Team Trip

Casey Webster, head baseball coach, requested authorization for the baseball team travel to Bend, Oregon to participate in the OIBA Baseball Tournament.

Students will leave on Saturday, June 23, 2018, and return on Sunday, June 24, 2018. Two coaches, 13-17 students and four chaperones will participate in the trip. The team will stay in the home of Linda Lehrback in Culver, Oregon.

Mrs. Vera-Vera Couzens moved first and Ms. Eaton seconded approval of the following amended resolution:

(18-37) WHEREAS, the high school baseball team is requesting permission to participate in a trip to Bend, Oregon, June 23 through June 24, 2018, 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

BE IT RESOLVED, that the Gladstone School District Board of Directors approves the travel of the students, coaches and chaperones to Bend, Oregon, June 23 through June 24, 2018, as outlined in the superintendent's report.

(18-37) Motion passed 6-0, Ms. Grant was absent.

c. Approve Dance Team Trip

Denise Harris, head dance coach, requested authorization for the dance team travel to Pacific University in Forest Grove, Oregon to participate in a dance camp.

Students would leave on Friday, June 29, 2018, and return on Monday, July 2, 2018. Two coaches, 25 students and three chaperones will participate in the trip. The team will stay in the dorms at Pacific University.

Ms. Eaton moved first and Mr. Schmidt seconded approval of the following amended resolution:

(18-38) WHEREAS, the high school dance team is requesting permission to participate in a trip to Forest Grove, Oregon, June 29 through July 2, 2018, 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

BE IT RESOLVED, that the Gladstone School District Board of Directors approves the travel of the students, coaches and chaperones to Forest Grove, Oregon, June 29 through July 2, 2018, as outlined in the superintendent's report.

(18-38) Motion passed 6-0, Ms. Grant was absent.

d. Approve Band/Choir Trip

Josh Weir, choir teacher requested authorization for the choir and band students to travel to Anaheim, California (Disneyland) to participate in a music workshops.

Students would leave on Saturday, April 27, 2019, and return on Wednesday, May 1, 2019. Two teachers, approximately 100 students and a chaperone for every ten students will participate in the trip. Participants will stay in the Fairfield Inn by Marriott.

Ms. Eaton moved first and Mrs. Vera-Vera Couzens seconded approval of the following amended resolution:

(18-39) WHEREAS, the choir and band teachers are requesting permission to participate in a trip to Anaheim, California, April 27 through May 1, 2019, 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

BE IT RESOLVED, that the Gladstone School District Board of Directors approves the travel of the students, teachers and chaperones to Anaheim, California, April 27 through May 1, 2019, as outlined in the superintendent's report.

(18-39) Motion passed 6-0, Ms. Grant was absent.

e. Approve Request for Resignation/Release from Contract

On May 2, 2018, Kate Keating, 1.0 FTE counselor at WLK, submitted a letter of resignation, effective June 18, 2018. Mrs. Keating has been with the district since 2016. Jeremiah Patterson, assistant superintendent was available to answer questions.

Ms. Eaton moved first and Mr. Schmidt seconded approval of the following amended resolution:

(18-40) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the resignation of Kate Keating, 1.0 FTE counselor at WLK, and releases her from contract, effective June 18, 2018.

(18-40) Motion passed 6-0, Ms. Grant was absent.

f. Approve Substitute Rate for the 2018-19 School Year

The State Board of Education has recommended a daily rate of \$180.09 per day for substitute teacher pay for the 2018-2019 school year. The substitute teacher pay for 2017-2018 was \$178.35 per day and \$178.35 per day after the tenth consecutive day in the same assignment. For 2018-2019, the State rate is greater than the 1/190th for a BA-0 on the 2018-2019 certified salary schedule. Therefore, the substitute rate was recommended to be \$180.09 for all days. Samantha Nelson, director of finance and operations, was available to answer questions.

Ms. Eaton moved first and Mrs. Vera-Vera Couzens seconded approval of the following amended resolution:

WHEREAS, the State Board of Education has recommended a daily rate of \$180.09 for substitute teacher pay for the 2018-2019 school year, and

(18-41) BE IT RESOLVED, that the Gladstone School District Board of Directors authorizes the substitute teacher pay for the 2018-2019 school year in the Gladstone School District as presented.

(18-41) Motion passed 6-0, Ms. Grant was absent.

g. Approve Position 4 Vacant

At last month's board meeting Sharon Soliday announced her decision to resign from the Gladstone School Board, Position 4 effective June 30, 2018. It was recommended the Board declare position 4 open effective June 30, 2018.

Ms. Eaton moved first and Mrs. Vera-Vera Couzens seconded approval of the following amended resolution:

(18-42) WHEREAS, Gladstone School District Board Policy BBC Board Member Resignation requires the school board to declare the position of a member vacant when a board member "resigns"; and

WHEREAS, Member, Sharon Soliday submitted a letter of resignation effective June 30, 2018 and

WHEREAS, Member, Sharon Soliday currently holds Position 4; and

NOW, THEREFORE, BE IT RESOLVED that Gladstone School District Board of Directors declares Position 4 vacant effective June 30, 2018; and

BE IT FURTHER RESOLVED that the Gladstone School District Board of Directors will develop procedures for the filling of the Position 4 vacancy.

(18-42) Motion passed 6-0, Ms. Grant was absent.

h. Approve Position 4 Application Process

The school board declared position 4 open due to a resignation. The process will be discussed and approved. Enclosed is the proposed process and application for appointment. Bob Stewart, superintendent, was present to answer questions.

Ms. Eaton moved first and Mr. Steve Stewart seconded approval of the following amended resolution:

(18-43) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the procedures for filling the vacancy for Position 4 as presented with interviews held on June 18 at 6:30 pm.

(18-43) Motion passed 6-0, Ms. Grant was absent.

i. Approve 2018-2019 School Board Meeting Calendar

The 2018-2019 School Board schedule of meetings is enclosed for review. Traditionally, the meetings are held on the second Wednesday of each month, except where noted. Bob Stewart, superintendent, was available to answer questions.

Mrs. Vera-Vera Couzens moved first and Mr. Lind seconded approval of the following amended resolution:

(18-44) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the calendar of School Board meetings for 2018-2019, as presented.

(18-44) Motion passed 6-0, Ms. Grant was absent.

j. Approve Reduction in FTE

A reduction in FTE is necessary due to the significant shortfall in state funding for schools and based on the enrollment data. The District will reduce 1.00 classified FTE from the district office in technology and 0.50 FTE confidential position for the 2018-19 school year. Bob Stewart, superintendent and Jeremiah Patterson, assistant superintendent were available to answer questions.

Mr. Steve Stewart moved first and Mr. Lind seconded approval of the following amended resolution:

(18-45) WHEREAS, the estimated State revenue forecast is projecting a reduction in State Funding and due to enrollment data, and

WHEREAS, several measures are being implemented in Gladstone School District to reduce costs,

THEREFORE, BE IT RESOLVED, that the District will reduce a 1.00 FTE classified technology position and 0.50 FTE confidential communications position effective June 30, 2018.

(18-45) Motion passed 6-0, Ms. Grant was absent.

k. Approve Final Recommendations for Budget Reductions

The positions that are currently vacant due to retirements, resignations, leaves of absence and temporary positions have been filled with current staff members holding proper certification. In addition to these vacancies, it will be necessary for reduction of 1.0 FTE classified position and 0.50 FTE confidential position. Current contracts contain specific language pertaining to layoffs or reduction-in-force (RIF). The reductions outlined in the following resolution are based on the contract language. (A reduction of 1.0 is equivalent to one full-time position). Bob Stewart, superintendent and Jeremiah Patterson, assistant superintendent were available to answer questions.

Mr. Steve Stewart moved first and Mr. Schmidt seconded approval of the following amended resolution:

(18-46) WHEREAS, the estimated State revenue forecast is projecting a reduction in State Funding, and

WHEREAS, several measures are being implemented in Gladstone School District to reduce costs,

THEREFORE, BE IT RESOLVED, that the District will reduce the following position effective June 30, 2018:

- 1.0 FTE Technology Assistant II
- 0.5 FTE Communications Coordinator and Grant Writer

(18-46) Motion passed 6-0, Ms. Grant was absent.

l. Approve Policies for Third Reading and Adoption

The following policies were presented to the Board at the March 14, 2018, School Board Meeting for first reading and the April 10, 2018 board meeting for second reading. There have been no comments since the first reading. These policies were recommend for adoption. Jeremiah Patterson, assistant superintendent will be available to answer questions.

<u>Policy #</u>	<u>Policy Name</u>
GCA	License Requirements
IGBHE	Expanded Options Program
IGBHE-AR	Annual Expanded Options Program Notification
IICC	Volunteers
JECA-AR	Admission of Resident Student/Establishing Residency

JHF	Student Safety
JHFE-AR(1)	Reporting of Suspected Abuse of a Child
JHFE-AR(2)	Abuse of a Child Investigations Conducted on District Premises
JOA	Directory Information
KBA	Public Records
KBA-AR	Public Records
KL	Public Complaints
KL-AR(1)	Public Complaint Procedure
KL-AR(2)	Appeal to the Deputy Superintendent of Public Instruction
KN-AR(1)	Relations with Law Enforcement Agencies
KN-AR(2)	Investigations Conducted on District Premises

Delete the following policies:

JHFE/KN-AR(2)	Child Abuse Investigations Conducted on School Premises
LGA	Compliance with Standards
LGA-AR(1)	Public Appeals & Complaints about Alleged Violations of Standards
LGA-AR(2)	Appeal to the State Superintendent for Alleged Standards Violation

Ms. Eaton moved first and Mr. Steve Stewart seconded approval of the following amended resolution:

(18-47) BE IT RESOLVED, that the Gladstone School District Board of Directors approves School Board Policies listed in the superintendent's report May 9, 2018 for adoption as presented.

(18-47) Motion passed 6-0, Ms. Grant was absent.

m. Approve Contract for Roof Replacement

The particular section of roof at John Wetten Elementary is identified as in need of immediate replacement. It was 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. Two particular sections at JWE were identified as being in immediate need. The concern is the leaking below the existing roofing resulting in potential decay of the infrastructure of the 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 installation work. Five bids were received. The companies who responded to the bid request were: West Coast Roofing and Building, LP Metal Works LLC, Progressive Roofing, ABC Roofing Company, and Advanced Roofing Technologies, Inc. Each company visited the site and assessed the area with Facilities Manager Ryan Johnson. Bids to complete the work ranged from \$253,267 to \$324,162. The bid was awarded to West Coast Roofing and Building at a cost of \$253,267 to complete the project. There is some potential for additional issues to arise once the current roof is removed and the situation is assessed. Garland/DBS, Inc. will guarantee the materials and work for 30 years.

There was a brief discussion regarding the HVAC support. Mrs. Nelson toured the roofs with Ryan Johnson, maintenance supervisor. The Board's review of the pictures drew a consensus that the work needs to be done.

It was recommended the Board approve the Superintendent to enter into a contract with West Coast Roofing and Building for the roof replacement at John Wetten Elementary. Bob Stewart, Superintendent, and Samantha Nelson, Director of Finance and Operations were available to answer questions.

Mrs. Vera-Vera Couzens moved first and Mr. Lind seconded approval of the following amended resolution:

(18-48) BE IT FURTHER RESOLVED THAT THE GLADSTONE SCHOOL DISTRICT BOARD OF DIRECTORS accept the proposal submitted by Garland/DBS, Inc. with West Coast Roofing and Building in the amount of \$253,267 and to authorize the Superintendent to prepare and sign a contract for this replacement project.

(18-48) Motion passed 6-0, Ms. Grant was absent.

5. INFORMATION FROM STUDENT REPRESENTATIVE

There was no report from a student representative.

6. INFORMATION FROM ADMINISTRATIVE STAFF

Jere Applebee, director/principal at Gladstone Center for Children and Families, reported movie night is this Friday. In celebration of Mother's Day, the Mothers and Others Tea will be held at Gladstone High School. Kindergarteners have a field trip to the Oregon Zoo on May 29. Plans for next school year are underway including transition meetings with Principal Wendy Wilson visiting the center and the kindergarteners visiting John Wetten Elementary.

Wendy Wilson, principal at John Wetten Elementary, said there was a great turnout at the school's Carnival. The event gets better each year with more and more kid involvement. This year was a multi-cultural theme. Self-portraits and continents were the big focus. At the last staff meeting, the parent group (PFO) were honored for volunteer support. The book fair was a great fundraiser. She was able to select many books rich in social emotional learning such as bullying and friendships. Teachers are already using them in morning meetings with students. Currently the school is focusing on assessments. The focus is on kids being able to write. Student word processing skills are showing a lot of improvement and there has been a lot of growth in writing. The SBAC assessments are weighed heavily on multiple choice and less on writing. Next year's focus will be empathy. Author Trudy Ludwig did a staff in-service at JWE. She is the author of the Invisible Boy and other books on teasing, bullying and mutual respect. Mrs. Wilson plans to have Ms. Ludwig back in the fall. Becky Chitkowski will cover as vice principal while Mrs. Buchanan is out.

Kevin Taylor, principal at Gladstone High School, said Seussical was awesome. The Unity Week talent show went better than expected. Student leaders sent out invitations to students who don't usually participate to invite them to share their talent. He gave a sports update of state qualifiers including baseball and softball teams being undefeated in league. Next week are scholar awards and National Honor Society (NHS) inductions. Mr. Taylor gave the dates for all of the upcoming music concerts, spring recognition assembly and senior celebrations including graduation June 14 being hosted outside on the field. 8th graders are visiting GHS as part of the transition to high school process.

Lennie Bjornsen, director of student and family supports, gave an update on mental health supports being created in each building. John Wetten Elementary will bring in support from Western Psychology. Trillium has found a match for support at Kraxberger Middle School to help with the student wellness center. The high school has been working with the County Health Clinic at GCCF for student support and weekly therapy for students. Mr. Bjornsen said the community and agencies have matched up nicely.

Jeremiah Patterson, assistant superintendent, reported that the district held a professional development day as a result of an MOU adding a PD day on April 20. It was decided to do an in house conference. It was a big risk. The focus was technology. Speakers were well-received and overall the day went very well. A survey has been done for feedback on the conference. He has a lot of gratitude for building leaders. They are already putting a lot of thought into next year's professional development conference day.

7. SUPERINTENDENT'S REPORT

a. Financial Report

The financial report for the month of April 2018 was presented to the School Board. Samantha Nelson, director of finance and operations reported the 2018-19 Budget Committee has approved the proposed budget for next year. The Budget Hearing is scheduled for June 6 just before the regular Board session. The Board thanked her for her work and gave compliments for her leadership.

b. Personnel – Information Only

Superintendent Stewart gave the personnel report. Susan Stobie has announced her retirement effective June 15, 2018. Ms. Stobie has served the district as a special services instructional assistant at Gladstone High School since 1998.

Superintendent Stewart updated the Board on the plan to activate the new buzz in system at all buildings. Camera and doorbells have been installed and will activate as soon as there has been time to test. The idea is to have a trial run at the end of the school year. This will give technology department time over the summer to enhance the system as needed. Staff will still use keys. The Gladstone Police Department has keys. The front desk staff will be responsible for letting people in.

Superintendent Stewart reported on the Student Success Committee meeting he attended. This is a state committee with a number of legislatures and school representatives. The question from the committee was if additional revenue is given to schools, what guarantee do schools have that graduation rates will increase? At the meeting the committee heard the need for a revenue increase to continue the current service level. There was discussion regarding the increased cost of personnel and loss of PERS benefits for new teachers. School representatives will come up with a plan of action for funds. There was a comment about the state's need to invest in buildings.

8. PRESENTATIONS AND SUGGESTIONS FROM BOARD MEMBERS

a. High School Graduation and 8th Grade Recognition Participation

The Board confirmed who will participate at 8th Grade Recognition and Graduation. 8th Grade promotion is June 13 at 6:30 PM, plan to arrive early. High School graduation, June 14 at 7:00 pm. High school graduation practice on June 14 at 2:00 pm and arrive early to the ceremony, around 6:30 pm.

Mr. Steve Stewart asked why the public participation is at the end of the school board agenda. Ms. Eaton explained that the meeting is a public meeting not a meeting of the public. Patrons may observe the board doing business. It is not the only way that patrons can contact Board members. However, it is the only place the Board may conduct business. Ms. Soliday shared her experience being the board chair working with patrons' comments and concerns. She said most of the concerns are routed back to the district to be addressed. Mr. Lind mentioned the last time a patron addressed the Board, he expressed that while listening to the meeting he got a different perspective. It was clear that watching and listening before he spoke was beneficial.

Mrs. Vera-Vera Couzens attended both equity sessions. She thanked Mr. Bjornsen for his work bringing Kirshanna Robertson to the District. She has been very good. Mrs. Vera-Vera Couzens thanked all of the principals for the work they do and the bargaining team for putting in a lot of hours. She said the team is doing a great job.

Ms. Eaton thanked the bargaining team and district staff for their help with staff appreciation.


Michael Milch, city councilor and board liaison thanked the Board for the joint session. He said the tour of the food pantry and clothes closet was great. Mr. Milch gave a brief overview of the civic building projects. He appreciates the thoughtfulness the district takes with the transitions for students and the risks they are willing to take with new ideas such as the talent show and new curriculum. He hopes to continue the shared goal and hopes to see the city help with making progress in graduation rates.

Ms. Soliday thanked the GTA in their efforts to find common ground. She hopes to see student involvement in the city project and suggested a photo of the kindergarten class in the new library when it opens.

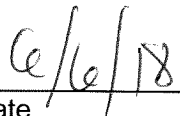
- 9. PUBLIC PARTICIPATION
There were no public comments.

- 10. ADJOURNMENT
Board chair, Sharon Soliday adjourned the meeting at 8:35 pm.

ATTEST:



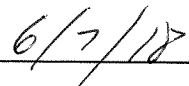
 Sharon Soliday, Board Chair



 Date



 Bob Stewart, Superintendent



 Date