

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

November 8, 2017 Minutes

BOARD ATTENDANCE:

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

Bob Stewart, Superintendent
Natalie Weninger, Board Secretary

BOARD ABSENT:

Tracey Grant, Member

The regular meeting of the Gladstone School District Board of Directors was held in the School District Administration Office on Wednesday, November 8, 2017.

1. CALL MEETING TO ORDER
Board Chair, Sharon Soliday called the meeting to order at 6:30 pm.
 - a. Flag Salute
The board chair led the flag salute.
2. RECOGNITION OF STUDENTS/STAFF AND/OR PUBLIC
 - a. Growing Great People Award
Leslie Robinette, communications coordinator, introduced Katy Preston, executive director, Clackamas Bookshelf, Maggie Thornton, business development and marketing specialist, and Kristy Karsten, educator. Since 2014, Clackamas Bookshelf has provided over 38,000 free books to students and families across Clackamas County including over 14,000 books to Gladstone students. Each year they have provided free book giveaways at every Gladstone School ensuring that all students have books in their homes. They are located on the Kraxberger Middle School campus. On behalf of the school board, Ms. Soliday presented The Clackamas Bookshelf with a Growing Great People Award and thanked them for their countless hours and dedication to students.
 - b. WLK Student Recognition
Len Reed, principal at Kraxberger Middle School introduced WEB leaders and Kate Keating, counselor/WEB leader advisor. The students reported on the activities at their school. WEB stands for Where Everybody Belongs. WEB leaders planned activities for the first day of school for incoming sixth graders. Each month they meet with 6th grade groups to see how things are going. WEB leaders are putting together a sock and canned food drive this month. The board thanked the students for their work.
 - c. GHS Student Recognition
Kevin Taylor, principal at Gladstone High School introduced Key Club members on behalf of Lynnnda Prom, key club advisor. Key Club is about community service. The students reported about Give Back Day, Blood Drives, and Parent's Night Out. Key Club members will provide dinner for community members prior to the opening night of the play. Funds raised at the Sadie Hawkins dance will be donated to Doernbecher Children's Hospital. The board thanked them for their service.

- d. JWE Board Room Artwork
Wendy Wilson presented the Board Room artwork from John Wetten students. The board thanked Mrs. Wilson and the students for sharing their work.

3. ACTION ITEMS

- a. Approve Minutes
Ms. Eaton moved first and Mr. Lind seconded approval of the following resolution:

(17-100) BE IT RESOLVED, that the minutes of the following October Board meeting be and hereby are approved:

October 11, 2017 – Regular School Board Meeting and Executive Session

(17-100) Motion passed 6-0. Ms. Grant was absent.

- b. Approve GHS Varsity Boys' Basketball Trip
Cody Aker, Head Boys' Basketball Coach, requested authorization for the varsity team travel to Sisters, Oregon to participate in the "2017 Sisters High School Holiday" basketball tournament.

Students would leave on Thursday, December 28, 2017, and return on Saturday, December 30, 2017. Thirteen students and two coach chaperones (one is Mr. Browning) will participate in the trip. Lodging will be a rental house at Black Butte Ranch. There is no cost to students. Fundraisers pay for the trip. If weather becomes a question, he has a plan with Mr. Yates.

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

WHEREAS, the high school varsity boys' basketball team is requesting permission to participate in a trip to Sisters, Oregon, December 28 through December 30, 2017, 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

(17-101) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the travel of the students and coach chaperones to Sisters, Oregon, December 28 through December 30, 2017, as outlined in the superintendent's report.

(17-101) Motion passed 6-0. Ms. Grant was absent.

- c. Approve GHS Varsity Girls' Basketball Trip
Mr. Taylor, high school principal requested on behalf of Glenn Hopkins, Head Girls Basketball Coach, authorization for the varsity team travel to Coos Bay, Oregon to participate in the "Les Schwab South Coast Holiday" basketball tournament.

Students would leave on Thursday, December 14, 2017, and return on Saturday, December 16, 2017. Twelve to fifteen students and two coach chaperones will participate in the trip. Lodging will be at the Red Lion.

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

WHEREAS, the high school varsity girls' basketball team is requesting permission to participate in a trip to Coos Bay, Oregon, December 14 through December 16, 2017, 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

(17-102) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the travel of the students and coach chaperones to Coos Bay, Oregon, December 14 through December 16, 2017, as outlined in the superintendent's report.

(17-102) Motion passed 6-0. Ms. Grant was absent.

d. Approve GHS Varsity Baseball Trip

Casey Webster, Head Baseball Coach, requested authorization for the varsity team travel to Anaheim, California to participate in the "Rancho Cucamonga High School" baseball tournament.

Students would leave on Saturday, March 24, 2018, and return on Thursday, March 29, 2018. Twenty students and three coaches and parent chaperones will participate in the trip. Lodging will be at the Fairfield Inn. Student will get to watch a UCLA game and go to Disneyland.

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

WHEREAS, the high school varsity baseball team is requesting permission to participate in a trip to Anaheim, California, March 24 through March 29, 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

(17-103) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the travel of the students and coach chaperones to Anaheim, California, March 24 through March 28, 2018, as outlined in the superintendent's report.

(17-103) Motion passed 6-0. Ms. Grant was absent.

e. Approve Temporary Teacher Elections

Jeremiah Patterson, assistant superintendent recommended the approval of the following temporary long term substitutes due to several employees on leave.

| Employee | Position | Location/Effective |
|-----------------|---------------------------------------|--------------------|
| Lonnie Beach | Temporary Counselor | GHS-09-28-17 |
| Joan Browning | Temporary Teacher Learning Specialist | GHS-10-09-17 |
| Michael Stewart | Temporary Counselor | GHS-10-24-17 |
| Antonia Everts | Temporary Elementary Teacher | JWE-11-06-17 |

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

(17-104) BE IT RESOLVED, that the temporary long term substitutes be accepted by the Gladstone School District Board of Directors, as submitted November 8, 2017.

(17-104) Motion passed 6-0. Ms. Grant was absent.

f. Approve Request for Unpaid Leave of Absence

Jeremiah Patterson, assistant superintendent, received a letter from Megan Thomas, 1.0 FTE fifth grade teacher at JWE, requesting an unpaid leave of absence from the end of February 2018, through the conclusion of the 2017-2018 school year. She would like to return to work in the Fall of 2018. This request would extend Mrs. Thomas's FMLA parental leave.

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

(17-105) BE IT RESOLVED that the Gladstone School District Board of Directors approves the request for Megan Thomas, 1.0 FTE fifth grade teacher at JWE, to take an unpaid leave of absence from the end of February 2018 through conclusion of the 2017-18 school year.

(17-105) Motion passed 6-0. Ms. Grant was absent.

g. Approve Candidates for Oregon School Board Association (OSBA)

One candidate is running for OSBA Position 7 and one candidate is running for LPC Position 7. Candidate information packets are included. The following resolution was recommended for approval:

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

WHEREAS, the Gladstone School Board is a member of the Oregon School Boards Association;

WHEREAS, the Gladstone School Board received the October 2017 OSBA Voter's Pamphlet requesting the Board casts its vote for OSBA Position 7 and LPC Position 7; therefore

(17-106) BE IT RESOLVED, that the Gladstone School Board supports Liz Hartman for OSBA Position 7 and Ron Adams for LPC, Position 7.

(17-106) Motion passed 6-0. Ms. Grant was absent.

- h. Approve OSBA Resolution 1, 2017-18 OSBA Non Profit and Adopt Bylaws
Ms. Eaton moved first and Mr. Lind seconded approval of the following resolution:

WHEREAS, the Gladstone School Board is a member of the Oregon School Boards Association;

WHEREAS, the Gladstone School Board received the October 2017 OSBA Voter's Pamphlet requesting the Board casts its vote for OSBA Resolution 1;

(17-107) BE IT RESOLVED, that the Gladstone School Board supports Resolution 1, Adopt the 2017-18 OSBA as nonprofit and adopts bylaws.

(17-107) Motion passed 6-0. Ms. Grant was absent.

- i. Approve Budget Calendar for the 2018-2019 Budget
As with last year, 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 2018-2019 Budget is included in the Board packet. Samantha Nelson, Director of Finance and Operations, was available to answer questions.

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

(17-108) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the recommended budget calendar for preparation of the 2018-2019 District Budget, as presented at the November 8, 2017, School Board meeting.

(17-108) Motion passed 6-0. Ms. Grant was absent.

- j. Approve of Regular/Alternate Budget Committee Members
There was a request to change last month's appointment of regular budget member and alternate member for position 7. It was recommended the board approve a resolution to rescind last month's appointment.

Vacancies exist for alternate members on the 2018-2019 Budget Committee, due to term expiration. Alternate members are appointed for one year; hence, four vacancies exist in this classification of membership. Board members shall make an appointment to the Budget Committee where there are openings.

| Position | Board Member | Regular | Status | Alternate | Status |
|----------|--------------------------|-------------------|-----------|-----------------|-----------|
| 1 | Nicole Vera Vera Couzens | Chris Lodolini | 6-30-2019 | David Leeman | 6-30-2018 |
| 2 | Jay Schmidt | Sarah Sanderson | 6-30-2018 | Bruce Wadsworth | 6-30-2018 |
| 3 | Steve Stewart | Teresa Farrington | 6-30-2018 | Open | Open |
| 4 | Sharon Soliday | Amy Lowry | 6-30-2019 | Emily Winfrey | 6-30-2018 |
| 5 | Kristin Eaton | Todd McKee | 6-30-2018 | Denise Browning | 6-30-2018 |
| 6 | Greg Lind | Stacie Moncrief | 6-30-2020 | Sharon Kastama | 6-30-2018 |
| 7 | Tracey Grant | Tim Rather | 6-30-2020 | Melody Casey | 6-30-2018 |

Mr. Schmidt moved first and Ms. Vera-Vera Couzens seconded approval of the following resolution:

WHEREAS, the Gladstone School District Board of Directors rescind last month's appointment of budget committee member Melody Casey in position #7, for the term October 11, 2017, through June 30, 2020 and the appointment of alternate position #7, to Laurie Rather to serve on the Budget Committee, for one year, expiring June 30, 2018.

(17-109) BE IT RESOLVED, that the Gladstone School District Board of Directors approves the appointment of Tim Rather, position #7, for the term November 8, 2017, through June 30, 2020 and the appointment of alternates position #2 Bruce Wadsworth; position #7 Melody Casey; position #6 Sharon Kastama; and Position #4 Emily Winfrey, to serve on the Budget Committee, for one year, expiring June 30, 2018.

(17-109) Motion passed 6-0. Ms. Grant was absent.

4. INFORMATION FROM STUDENT REPRESENTATIVE

Student representative, Natasha Castañeda, reported on matters of interest at Gladstone High School. Miss Castañeda is the publicist for ASB. She said the drama students have put a lot of work into the upcoming fall play, *Somewhere, Nowhere* by Lindsay Price. Shows are Friday, November 17 at 7:00 pm and Saturday, November 18 at 7:00 pm in the GHS Auditorium. There is a football rooter bus going to Cottage Grove for the quarter finals. The Veterans assembly is tomorrow. The GHS symphonic and jazz bands will put on their annual Holiday Concert on December 6 at 7:00 pm. A dance team member won a \$1,000 scholarship for winning a first place award. Miss Castañeda plans to play ultimate frisbee and will help coach a winter team in the Portland area. She aspires to become an emergency room doctor after high school. The Board thanked her for the report.

5. INFORMATION FROM ADMINISTRATIVE STAFF

Jere Applebee, director/principal of the Gladstone Center for Children and Families, reported over 300 people attended the harvest festival. All agencies attended. The annual holiday dinner will be served over two lunch times on November 15. The Rotary club donated a \$1,000 to purchase books to give away at story hour.

Wendy Wilson, principal at John Wetten Elementary, reported 98 percent of parents attended fall conferences. She applauded her staff who do an individualized conference for each student. It is exhausting and staff would like to look at calendaring the conferences differently. They have been focusing on The Response to Intervention program (RTI) Secret Garden. Intervention specialists meet with teachers to look at reading data and ask questions about environment, curriculum and what it means to focus on differential teaching. Mrs. Wilson praised the RTI program. The Board asked her to pass on the board appreciation of their work.

Len Reed, principal at Kraxberger Middle School, reported the Compliments Tree is decorated and students continue to acknowledge each other for acts of kindness. The acts are being shared through daily announcements. Teachers are using stickers to track class behavior and students are working towards earning a dance. Kraxberger Rising received over \$15,000 from the Gladstone Education Foundation and over \$9,000 from the all school fundraiser. Mrs. Reed was happy to report that 76 percent of parents attended/participated in fall conferences. Northwest Family Services will hold anti-bullying workshops for Latino families. The entire workshop will be done in Spanish. There was a conversation about getting student handbooks printed in Spanish. She shared a story about a student who received a new binder as an example of how students and families are beginning to feel better about the school climate.

Kevin Taylor, principal at Gladstone High School, invited everyone to the Veteran's Day Assembly. There will be guest speakers and individual recognition of community Veterans. The rooter bus to Cottage Grove has 40 to 45 students signed up. The band will also be going to the game. Oregon School Athletic Association (OSAA) has reclassified leagues. North Marion will be joining the Tri-Valley Conference. Winter Sports start next week. Finals are right after Thanksgiving. Mr. Taylor talked about the December activities for band, choir, and Adopt-A-Family. He said the fall play involves many students and will be a fun show.

Lennie Bjornsen, director of family services and supports, passed out information about 211. He said it is a modern rolodex for a wide range of services. Over 200 services are registered with 211 just in the Gladstone community. It is a service funded by a surcharge on phone bills. The call center is near the Portland airport. The Board asked for the information to be readily available for staff and families.

Jeremiah Patterson, assistant superintendent, reported on the work teachers are doing on vertical Wednesdays - the second Wednesday of each month. They are focusing on vertical alignment of math instruction at the secondary level. He has been working with the health curriculum focus group. They are working on narrowing down standards for review and finding things that don't fit, things that should be cornerstone elements, and requirements in the law. They are also identifying controversial issues. He hopes to be able to have something ready for an adoption in spring. The Board asked that the community have the opportunity to participate.

The Board thanked Tammy Tracy for her time and efforts in making the Gladstone Education Foundation Auction a success.

6. SUPERINTENDENT'S REPORT

a. Financial Report

The financial report for the month ending October 31, 2017 was presented. Samantha Nelson, Director of Finance and Operations, reported the auditors have completed their work on-site and she is waiting for their final documentation so she will have the official 2016-17 ending fund balance. Superintendent Stewart noted that they are planning a report to the Board in December. Mrs. Nelson said forecasting for 2018-19 budget meetings will happen after the first of the year. She continues to watch budgets very closely. The new copiers contracted through the RFP process will be delivered next week. The district stayed with the current company. Copier costs are down so there was a savings over the previous contract which allowed an additional copier at John Wetten Elementary. The machines are leased on a flat rate plus per copy. It includes maintenance and toner supplies.

b. Personnel – Information Only

Laura Gilmore has resigned her position as part time special services secretary.

c. Fall 2017 Enrollment

Superintendent Stewart reported the district is down over 30 students. He continues to watch enrollment weekly. The following table reflects the enrollment projections that were used in the development of the 2017-2018 budget, the actual enrollments as of October 1, 2017, and the 2016-17 Fall October 1, 2016 enrollment :

| | BUDGETED ENROLLMENT 2017-2018 | ACTUAL 17/18 10-2-2017 ENROLLMENT | FALL 2016-2017 10-3-2016 ENROLLMENT |
|---|-------------------------------------|--|---|
| JOHN WETTEN/ GCCF ELEMENTARY | 929 ADM | Grade K –131* Grade 1 – 143 ** Grade 2 – 151 *** Grade 3 – 145**** Grade 4 – 169***** Grade 5 – 170***** Total 909 | Grade K – 140 Grade 1 – 135 Grade 2 – 149 Grade 3 – 164 Grade 4 – 158 Grade 5 – 148 Total 894 |
| KRAXBERGER MIDDLE SCHOOL | 497 ADM | Grade 6 – 145 Grade 7 – 162 Grade 8 – 170 Total 477 | Grade 6 – 154 Grade 7 – 180 Grade 8 – 168 Total 502 |
| GLADSTONE HIGH SCHOOL | 711 ADM | Grade 9 – 160 Grade 10– 177 Grade 11– 165 Grade 12– 157 Total 659 | Grade 9 – 175 Grade 10–183 Grade 11–167 Grade 12–149 Total 674 |
| Alternate Placements + | 45 | 32 | 39 |

*This number reflects 3 students included in the DLC Classroom at JWE

** This number reflects 3 students included in the DLC classroom at JWE.

*** This number reflects 3 students included in the DLC classroom at JWE.

**** This number reflects 1 students included in the DLC classroom at JWE

***** This number reflects 4 students included in the DLC classroom at JWE

***** This number reflects 2 students included in the DLC classroom at JWE

+ 2017-18 Alternative Placement = Alternative Education (1), Post High School (5), and Special Education (26).

- d. Class Size Report, October 31, 2017
 Superintendent Stewart reported that the class size report is very favorable throughout the district. That is due to planning for more kids than are attending.

CLASS-SIZE SUMMARY – FALL 2017-2018

GCCF/JOHN WETTEN ELEMENTARY

| Grade/Department | Sections | Average Class-size | Range Class-size |
|------------------|----------|--------------------|------------------|
| Kindergarten | 5 | 26 | 23 - 24 |
| First | 6 | 24 | 23 – 24 |
| Second | 5 | 30 | 22 – 23 |
| Third | 6 | 24 | 27 – 28 |
| Fourth | 6 | 28 | 25 – 30 |
| Fifth | 6 | 28 | 28 - 30 |

DLC classroom students are not included in the average class size.

KRAXBERGER MIDDLE SCHOOL

| Grade/Department | Sections | Average Class-size | Range Class-size |
|--|----------|--------------------|------------------|
| 6th Grade | | | |
| • LA/SS | 5 | 29 | 28-29 |
| • Science | 5 | 29 | 28-29 |
| • Math | 5 | 29 | 28-29 |
| • PE/Health | 5 | 29 | 21-42 |
| • Rotation | 5 | 29 | 21-47 |
| 7th/8th Grade | | | |
| • Language Arts | 11 | 30 | 23-35 |
| • Social Studies | 13 | 27 | 25-36 |
| • Science | 10 | 33 | 30-36 |
| • Math | 12 | 26 | 20-33 |
| • PE/Health | 6 | 37 | 32-41 |
| • Electives | 12 | 15 | 10-28 |

GLADSTONE HIGH SCHOOL

| Grade/Department | Sections | Average Class-size | Range Class-size |
|----------------------------------|----------|--------------------|------------------|
| Art/Ceramics | 4 | 29 | 23-33 |
| Business | 11 | 28 | 19-37 |
| Foreign Language | 8 | 26 | 17-36 |
| Language Arts/English | 15 | 27 | 14-36 |
| Math | 21 | 26 | 16-36 |
| Music | 5 | 26 | 29-45 |
| PE/Health | 12 | 28 | 20-42 |
| Science | 15 | 28 | 20-38 |
| Student Senate | 1 | 38 | 38-38 |
| Social Studies | 14 | 30 | 18-38 |
| Drama/Communications | 3 | 27 | 20-29 |
| Special Services | 4 | 19 | 12-22 |
| Applied Technology | 4 | 25 | 17-28 |
| CCC Psych 101 Law Enforcement | 2 | 24 | 20-28 |

There was a brief discussion regarding the job market changing. Recently there was a job vacancy in the district with no applications. Superintendent Stewart attended a Vision In Oregon Work Session. One third of the people working in Oregon education are about to retire. The state focus is to draw more workers to education careers.

7. PRESENTATIONS AND SUGGESTIONS FROM BOARD MEMBERS

Greg Lind, board member, gave a thank you to the Gladstone Education Foundation for an awesome event and raising money for Gladstone staff and students.

Steve Stewart, board member, thanked Mr. Taylor, Mr. Stewart and Mrs. Tracy for supporting the FIRST Fair. There were three corporations and over 300 people in attendance. He has introduced Debbie Kerr, a representative from First Topic to Superintendent Stewart. He hopes this will go to the next level.

Kristin Eaton, vice chair, reminded the Board to attend the OSBA conference at the Portland Marriott this Friday. Gladstone School District will present at 3:00 pm in the Columbia Room.

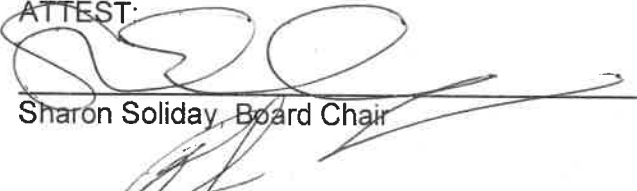
8. PUBLIC PARTICIPATION


There was no public participation.

9. ADJOURNMENT

Sharon Soliday, board chair, adjourned the meeting at 8:15 pm.

ATTEST:


Sharon Soliday, Board Chair


Bob Stewart, Superintendent

12-13-17
Date

1/3/18
Date