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FINAL
Commitment, Excellence, Community

SCHOOL BOARD MEETING /WORK SESSION
MINUTES

Monday, October 28, 2013, 7:00 p.m.
Pleasant Hill Community Center

1.0 CALL TO ORDER

The meeting of the Pleasant Hill School Board was called to order by Chair Oldham at 6:58 pm in accordance with the public notice of this meeting. Other Board members in attendance were Vice Chair, Kevin Parrish; Wylda Cafferata; Barbara Orre; and Curt Offenbacher. Others in attendance were Tony Scurto, Superintendent.

Ms. Orre read the District's Mission Statement aloud.

2.0 INTRODUCTION OF AUDIENCE. At the time of this agenda time, no audience was in attendance for introduction.

3.0 ADDITIONS OR DELETIONS TO THE AGENDA. A revised agenda was provided to the Board by Tony Scurto, Superintendent.

4.0 APPROVAL OF MINUTES

4.1 The minutes of the October 14, 2013 Board Meeting were approved by consensus. (Exhibit 1314-24).

5.0 WORK SESSION TOPICS

5.1 Facilities Report.

Tony Scurto reported a tentative meeting with the DLR group has been scheduled for October 30, 2013 contingent on both the new bond rates and survey reports being ready. Superintendent Scurto reported the Facilities Group should have their report to the Board by the November 18, 2013 meeting. That timeline allows the board to deliberate at that meeting and possibly make a decision in December. Mr. Scurto spoke to the need to identify a community member to champion the initiative. Kevin Parrish confirmed to include receiving information in the EPUD mailing that goes out in the middle of November. Tony Scurto added the District newsletter will be distributed the first part of November as well.

5.2 Open Enrollment Phone Survey.

Tony Scurto recommended the Board discuss the manner in which the open enrollment phone survey would take place as well as the questions that would be

asked of the open enrollee's families. The Board requested to be provided the names of those open enrollment families that are new, rather than those who have been attending for multiple years and have now moved into the district, the student's name and grade with the numbers. After discussion the Board concluded the following questions could be used as a guide to phone discussions.

1. Thank you for coming. What brought you to the Pleasant Hill School District.
2. Now that you are here, how is it going? Do you have any questions or concerns? How are the students adjusting? What are you particularly happy about?
3. Provide the open enrollment families with Tony Scurto's phone number and email. Inform them about the website, boosters and volunteer organizations. Encourage their attendance at a board meeting.

Tony Scurto advised he would have the phone numbers to the board by Friday, November 1, 2013. Mr. Scurto summarized a recent state superintendent's meeting during which it was discussed if the transfer laws will change next year based on certain district's practices of accepting only students from specific areas. The legislature would like to create equity within the transfer laws. The committee is looking at the way the formula distributes money. Mr. Oldham said the program sunsets in a few years to which Tony Scurto replied it may not have to. Curt Offenbacher suggested the open enrollment has been the largest change within the district in the last 10 years. Kevin Parrish agreed and asked the Board to think about capacity and to discuss when the educational experience begins to degrade for students due to higher enrollment. Wylda Cafferata asked what is being done to obtain data around this program. Tony Scurto said Betsy Miller-Jones and Craig Hawkins from COSA are surveying districts to obtain a valid data set. Superintendent Scurto advised the Board he would keep them posted on changes and reminded the Board it is on the charge to have a more extensive conversation on this topic in February.

5.3 Newsletter – Communication from the Board.

Tony Scurto said the District Newsletter will be distributed the first part of November with a deadline of November 7th. Board Chair Oldham polled the Board for preferred topics. The Board responded with the topics of facilities, open enrollment, the Board's role and purview and an introduction of the Board to the community. Mr. Oldham agreed to have the document to Tony Scurto by November 7th, 2013.

5.4 Hiring – Policy CBA – (handout)

Tony Scurto provided the Board with Policy CBA outlining the policies around Superintendent duties. Chair Oldham said the Board approves hires, however the majority of the personnel are working prior to the Board approval. In addition he expressed concern that the Board is provided only a name and a title with no further details. Tony Scurto explained the law is written with a distinction between policy and practice. The Board is unable to discuss personnel issues at a public meeting, however, they are able to not approve a hire. In addition, the Board does not meet in July when the majority of hires are

taking place. He explained if the Board is not happy with the hires being made; the Board's recourse is to the superintendent.

Wylde Cafferata provided the Board a handout outlining her concerns over the hiring practices and the Board's lack of policies which she read verbatim to the board. She also provided referenced sample Board Policy GCC, which provides for the Board's role in hiring. She explained that document is fairly bland and has room for individual district adaptation to needs. Ms. Cafferata asked the Board consider a list of base criteria for any hire which she asked include a demonstrated excellence in their content area and teaching techniques.

Tony Scurto reviewed the hiring process explaining the positions are identified for hire at the initial budget meeting and funds are earmarked. Positions are developed and subsequently posted in the Register Guard, TalentEd, Craigslist and the District Website. He advised good applicant pools are generally developed with paper screening initially and a follow up interview with the search committee then completed. He advised background checks are completed and the finalist then meets with the superintendent before an offer is made. He mentioned the committees do look at those that demonstrate excellence in their field, but are also looking at fit within the district. He agreed it does sound interesting to have more board involvement as their current role is that of a rubber stamp approval. He advised that during the OSBA conference there is an opportunity to sit down with key individuals to discuss this issue.

Wylde Cafferata added that using fit as a hiring criteria can be dangerous as it may lead to complacency within hiring practices if the committee is not clear that fit can also provide for those with complementary skills, points of view, and credentials to what the district currently employs.

Kevin Parrish spoke to the importance to have consistency in hiring practices within the District. Board Chair Oldham expressed concern that if the Board requires something too constraining, it impedes the process however something too general becomes meaningless. Mr. Oldham asked that at minimum the Board be provided a resume with the consent agenda and the offer be made contingent on board approval. Darlene Baker, community member was recognized by Board Chair Oldham. She asked if the discussion also pertained to classified staff and coaching positions. Ms. Baker suggested if the Board's goal is transparency in the hiring process these employees also be aligned with policy as well. She said often time staff, especially coaching staff, are hired without any transparency into the hiring process at all.

Wylde Cafferata requested the issue be added to the action log and be discussed at the OSBA meeting for additional information. The Board agreed to take the issue up again within the December meeting agenda.

6.0 PUBLIC FORUM – During this portion of the Board Meeting, members of the public are specifically invited to present items of commendation and/or concerns. At the discretion of the Board Chair, further public participation may be allowed at the time specific agenda items are under consideration by the Board (District Policy BDDH).

7.0 CONSENT AGENDA

7.1 Personnel

- 7.101 Approve Bates, Rodger, Co-Head Girls Basketball
- 7.102 Approve Ermini, Stacy, Co-Head Girls Basketball
- 7.103 Approve Keith, Nick, Assistant Boys Basketball
- 7.104 Approve Murray, Michael, Assistant Girls Basketball
- 7.105 Approve Nikitins, Dahn, Head Wrestling
- 7.106 Approve Parmenter, Steve, Head Boys Basketball

Tony Scurto said each of the above consent agenda paid hires have been in their respective role before except Stacy Ermini. Volunteer hires are not included and are screened through a separate process. Superintendent Scurto said Rodger Bates, husband to Athletic Director Connie Bates, will be reporting directly to Principal Randy Fisher and the hire was recommended without the Athletic Director's involvement. He said they are still looking for one more assistant boys' basketball coach.

John Oldham requested to see applications in the Consent Agenda Board packet to which Tony Scurto agreed to provide.

Curt Offenbacher moved that the Consent Agenda hires be approved as separate items. Wylda Cafferata seconded the motion. Tony Scurto read the consent agenda suggestions from OSBA. The motion passed unanimously.

Kevin Parrish moved to approve 7.101 Rodger Bates as Co-Head, Girls Basketball Coach. Curt Offenbacher seconded the motion. The motion passed unanimously.

Kevin Parrish moved to approve 7.102 Stacy Ermini as Co-Head Girls Basketball Coach. Barbara Orre seconded the motion. Kevin Parrish, John Oldham, and Barbara Orre were in favor of the motion. Wylda Cafferata and Curt Offenbacher opposed the motion. The motion passed 3 to 2 in favor.

Kevin Parrish moved to approve 7.103 Nick Keith, Assistant Boys Basketball Coach. Wylda Cafferata seconded the motion. The motion passed unanimously.

Kevin Parrish moved to approve 7.104 Michael Murray, Assistant Girls Basketball Coach. Wylda Cafferata seconded the motion. The motion passed unanimously.

Kevin Parrish moved to approve 7.105 Dahn Nikitins, Head Wrestling Coach. Barbara Orre seconded the motion. The motion passed unanimously.

Kevin Parrish moved to approve 7.106 Steve Parmenter, Head Basketball Coach. Barbara Orre seconded the motion. The motion passed unanimously.

8.0 BOARD ACTION ITEMS

8.1 New Business

- 8.101 OSBA Election (**Exhibit 1314-27**) The Board reviewed the packet containing the candidates for open OSBA positions. The Board discussed each candidate, their experience and the changes to the OSBA constitution.

Kevin Parrish commented on the changes to the constitution saying that he sees OSBA making positive changes and an effort to reconnect. As such he supports the Resolution.

Kevin Parrish moved to elect Sherry Duerst-Higgins, South Lane 45J/Lane ESD for OSBA Board Position 6. Curt Offenbacher seconded the motion. The motion passed unanimously.

Kevin Parrish moved to elect Kathy Thompson, Creswell 40 to LPC Position 6. Wylda Cafferata seconded the motion. The motion passed unanimously.

Kevin Parrish moved to adopt OSBA Resolution 1 Amending the OSBA constitution to correct inconsistencies in election procedures. Wylda Cafferata seconded the motion. The motion passed unanimously.

8.2 Old Business

8.201 Use of Facility Fees (Exhibit 1314-25).

Tony Scurto reviewed the Facility Use Request Form. Curt Offenbacher asked for clarification regarding the parking lot fee to which Tony Scurto replied if a group is using the lot for profit the District will retain the right to charge them. Chair Oldham asked the result of the fees when the PHSD recently had two schools using the facility. Tony advised the PHSD charged \$400.00 for the use of the field, custodian and locker rooms. He said using the rate sheet that fee may be less. Superintendent Scurto said it is likely the District will be a designated site if the new districting initiative comes to fruition. Curt Offenbacher expressed concern that the district is not planning adequately for maintenance and replacement for these facilities and requested the District earmark these funds for maintenance and create a fund to cover such items. Mr. Scurto explained that the funds go to the district office and are being set aside for that. Mr. Parrish reiterated that the Boosters and the Foundation generously donated the facilities and it would be appropriate for the District to adequately plan for their maintenance. Wylda Cafferata asked the Board be informed if usage of the community center declines due to higher use rates.

Kevin Parrish moved that the Facilities Use Rate Sheet, Exhibit 1314-25, Policy KG-AR be accepted by the Board and reviewed yearly. Wylda Cafferata seconded the motion. The motion passed unanimously.

8.202 Classified Employee Contract (Exhibit 1314-26)

Tony Scurto referred to Exhibit 1314-26 and summarized the agreement. Kevin Parrish who participated in the negotiating team commented the classified employees approved the agreement and he has not heard any negative feedback. Tony Scurto said while it may have a small human resources cost to fulfill the agreement the District Office is prepared.

Kevin Parrish moved to accept the Classified Employee Contract, Exhibit 1314-26. Curt Offenbacher seconded the motion.

Chair Oldham commented on the contract. He stated he had hoped for a 3-year contract without re-openers and was disappointed the negotiations resulted in a one-year contract. He said he would have liked to see a larger increase in the insurance amount

and a smaller cost of living increase to result in a net cost savings to both the district and employees. He said he believes the PHSD Classified employees are earning their pay and should be getting an increase; he is however not happy with the contract itself. Kevin Parrish thanked John Oldham for his comments and responded as a member of the negotiating team. He said that Chair Oldham's points are appreciated and valid, however several sessions were held with no headway resulting. He said that this year the new team continues to take the position that we need to be as responsible as we can as patrons of the district and do the best we can for our kids.

Kevin Parrish, Barbara Orre, Wylde Cafferata and Curt Offenbacher voted in favor. John Oldham opposed the motion. The motion passed 4 in favor, 1 opposed.

8.203 Budget Committee Meeting Openings.

Tony Scurto said that recruiting efforts for the positions are not resulting in candidates. He asked that veteran budget committee candidates be contacted and solicited to assist in the recruiting effort. Wylde Cafferata asked regarding the status of the financial advisory committee and whether they might assist in recruiting efforts. Superintendent Scurto said he would follow up on the suggestion.

9.0 REPORTS AND DISCUSSION ITEMS.

10.0 FUTURE BOARD MEETINGS

Board Meeting – November 18, 2013, 7:00 p.m., PH Community Center

(Note: only one Board Meeting will be held in November)

Board Meeting – December 9, 2013, 7:00 p.m., PH Community Center

Board Meeting – January 13, 2014, 7:00 p.m., PH Community Center

Board Meeting – January 27 2014, 7:00 p.m., PH Community Center

11.0 ANNOUNCEMENTS/OTHER

- OSBA Annual Convention, November 14-17, 2013
- Wylde Cafferata requested the mission statement on the Board web page be updated to the new mission statement.
- Tony Scurto advised picture re-takes are October 29, 2013 from 8:00 – 9:30 am in the Elementary Gym.
- Wylde Cafferata reported the results of the NAEP comparison showed Oregon placing quite well in Math and Science.
- Wylde Cafferata noted that Mr. Richard Adams trivia column reported the scholars class members have to identify the impact of their topic, why it is important to what they are learning. Wylde commented that it is crucial to education that students consider what they are learning and asked that Mr. Adams be commended on this.
- Barbara Orre reported that the Girls Cross Country Team placed second in Districts. They will be representing Pleasant Hill at the State Meet on November 2, 2013 at 10:30 am at Lane Community College.

12.0 ADJOURNMENT – the Board meeting was adjourned by the Board Chair at 8:18 pm.