



36386 Highway 58  
Pleasant Hill, OR 97455  
Phone: 541-746-9646  
FAX: 541-746-2537  
[www.pleasanthill.k12.or.us](http://www.pleasanthill.k12.or.us)

*Commitment, Excellence, Community*

---

**SCHOOL BOARD MEETING  
MINUTES  
Monday, January 14, 2019 7:00 p.m.  
Pleasant Hill Community Center**

---

**1.0 CALL TO ORDER**

The regular meeting of the Pleasant Hill School Board was called to order by Chair Wylda Cafferata at 7:00 p.m. Other board members in attendance were Curt Offenbacher, Jeff Bernardo and Kimberly Jeremiah. Others in attendance were Scott Linenberger, Superintendent; Devery Stoneberg, Elementary Principal; Randy Fisher, High School Principal; and Becky Johnson, interim Board Secretary.

Curt Offenbacher read the mission statement.

**2.0 INTRODUCTION OF AUDIENCE**

Dustin Helvie, parent; Carol Knobbe, Lane Education Service District Assistant Superintendent, and Sherry Duerst-Higginns, Lane Education Service District Board Vice-Chair, were present.

**3.0 ADDITIONS OR DELETIONS TO THE AGENDA**

Monthly Presentations will be added under item 6.2, Principals' Report, to recognize the Student of the Month, Most Improved Student of the Month and the Volunteer of the Month.

**4.0 APPROVAL OF MINUTES**

The December 10, 2018 Board Meeting Minutes were approved by consensus.

**5.0 CONSENT AGENDA**

There were no consent agenda items.

**6.0 REPORTS & DISCUSSION ITEMS**

6.1 Presentations

6.101 Local Service Plan

Carol Knobbe, Lane Education Service District (Lane ESD) Assistant Superintendent, presented the 2019-21 Lane ESD Local Service Plan to the Board. Ms. Knobbe explained that Lane ESD receives funding from the State School Fund, of which 90% of these funds must go towards providing services to local school districts with the remaining 10% being used for Administrative Services. Lane ESD uses a Flex Fund model which allows districts to allocate a portion of their funds to purchase resources that will directly meet their district's needs. Ms. Knobbe outlined the services offered by Lane ESD and handed out a copy of the current Pleasant Hill School District service order. Currently, the District receives technology services, staff professional development, substitute teacher certifications, Life Skills and Lane School placements, school psychologist services, behavior consultant and augmentative communication services. Changes for the upcoming two-year plan

include the addition of the Student Behavior Assistance Fund and increasing funding for the Lane Regional/Willamette Promise Program. Ms. Knobbe shared other Lane ESD happenings, which included a feasibility study for a Career Technical Education (CTE) hub and that ESD's state-wide are working with the Oregon Department of Education (ODE) on an absenteeism initiative. She concluded her presentation by noting the March 1<sup>st</sup> deadline for districts to submit their 2019-20 service order to Lane ESD, and then she addressed the Board's questions. Superintendent Linenberger stated that any additional questions about the service plan/order could be directed to him for follow-up. The 2019-20 service order will be discussed in further detail at an upcoming board meeting.

#### 6.102 School Board Recognition

Superintendent Linenberger read the Governor's Proclamation proclaiming January 2019 as School Board Recognition Month. The K-5 students showed their appreciation for the Board by making "Thank You" posters and letters. The high school student council sent "Billie" shirts and the "Cupcake for a Cure" club provided cupcakes. The Board appreciated their thoughtful gifts and "yum" was the response from the Vice Chair, Jeff Bernardo, as he tasted his cupcake.

### 6.2 Principals' Reports

Principal Stoneberg reported that lots of great things were happening at the elementary school. First, the new library walkway is almost complete. We are waiting on a few items, including a fence being fabricated by our high school metal shop students. She is hopeful to be able to use the new walkway by the end of January. The second item the elementary is working on is reviewing Billie Spirit expectations and safety drills, which is customary after every long break. Principal Stoneberg also shared that Ms. Delaplain is heading up the winter universal screenings for reading fluency in the next few weeks. Three guest teachers will then review the data compiled using the Dibels program to help measure a student's improvement over the school year. Lastly, Ms. Stoneberg reported that starting in February staff will have many opportunities for professional development thanks to Title IIA funding. Trainings include staff training for a University of Oregon curriculum that compliments the K-2 common core reading curriculum, trainings at Willamette ESD on co-operative learning, relationships and engagement for students, COSA Whole Child Conference and David Burgess's Teach like a Pirate seminar. In addition, she hopes to have a "Pleasant Hill Get Your Teach On" kick-off in August, where those who attended the "Get Your Teach On" training in San Diego last year can share what they have learned with the rest of our staff.

Principal Fisher thanked Ms. Stoneberg for arranging all the professional development. He reported that current enrollment is hovering at 606 students in grades 6-12 as of mid-January, of which 347 are high school students. Principal Fisher was excited to share that the high school Student Support Team is working on providing additional homework help after school on Early Release Wednesdays, hopefully beginning in second semester. He was also pleased to announce that the high school agriculture courses are now official Career Technical Education (CTE) certified courses thanks to the hard work and dedication from Angela White. Principal Fisher noted that the next project is to offer a CTE certified medical course.

#### 6.201 Monthly Presentations

Principal Randy Fisher recognized Syndie Racabel as the December Student of the Month. Ms. Racabel is unable to attend tonight's meeting because she is on a college visit. Her current career path includes obtaining a biology degree, then continuing to become a dentist, then an orthodontist. Her goal is to give children a smile they can

be proud of. Ms. Racabel currently volunteers at McKenzie- Willamette Hospital, is part of the National Honors program, a cross-fit member and does a wonderful job working at the high school coffee cart. Principal Fisher recognized Ridge Bell as the Most Improved Student of the Month noting that he is doing a great job on improving his grades. Dustin Helvie, was recognized as the Volunteer of the Month. Mr. Helvie has volunteered his time weekly to help with Oregon Battle of the Books (OBOB) in past years at the elementary level and now continues to help with OBOB at the middle/high school levels. Both principals thanked Mr. Helvie for his service to our schools. Principal Fisher also explained that although senior students are recognized at the Board level, we honor each grade level in the building monthly.

### 6.3 Superintendent Report

#### 6.301 Policies – First Reading

ACA	Americans with Disabilities Act
ACA-AR	ADA Grievance Procedure
GC	Licensed Staff Positions
IGDF-AR	Fund-Raising Activity Request and Verification
IIAD	Special Interest Materials

Superintendent Linenberger reported that this is a first reading of the last of the category four policies from the Oregon School Board Association's (OSBA) policy review. The Board discussed policy IIAD, Special Interest Materials. They will review and compare to other current instructional materials policy before making a decision to adopt this policy.

#### 6.302 Division 22 Standards

Superintendent Linenberger reported that Division 22 Standards were pretty much the same as last year. He applauded Principal Stoneberg for staying on top of this area and for doing an excellent job. Ms. Stoneberg reported that there is a focus around Dyslexia. Staff are required to be trained and school districts need to complete universal screenings for risk factors of Dyslexia. The process at the elementary school is to screen first, put interventions in place, gather family background, then decide between additional interventions, assessments or moving the student into special education. It is the goal of elementary to help students stay in general education, rather than placing the student in special education. ODE recommends using the DIBELS tool to meet the assessment requirement, which we already have in place. The elementary is currently looking for additional intervention ways and may try a moving-up literacy curriculum for Phonics.

#### 6.303 Enrollment 2<sup>nd</sup> Quarter Figures

Superintendent Linenberger reviewed the second quarter enrollment numbers. Based on last year's enrollment numbers it appears we have approximately 50 more students attending this year. We will continue to watch these numbers in relation to the Small School Grant. The discussion then moved onto Open Enrollment and Inter-District Transfers. Superintendent Linenberger noted that Open Enrollment is scheduled to sunset this year. As of today, we are not to offer Open Enrollment for this next school year. This could change if the State extends it again. The Board will discuss how they would like to move forward with Open Enrollment and Inter-District Transfers during the February work session.

#### 6.304 Facilities Update

The Board reviewed the handout listing priority maintenance projects and their estimated cost. Superintendent Linenberger explained that the list is broken down by building/location and then by letters A-C, with A being the top priority. Priority may change, but would be discussed at the weekly meeting with the Superintendent, Business Manager and Maintenance Lead or as issues arise.

#### 6.305 Calendar

Superintendent Linenberger shared a draft of the 2019-20 District Calendar, noting that it was similar to last year's calendar, although the first day of school was moved to align with other area schools.

#### 6.306 Negotiations

Curt Offenbacher and Kimberly Jeremiah will be the board representatives to head up the Classified Staff negotiations this year. Superintendent Linenberger will meet with the board representatives and a district consultant in the next few weeks to discuss the May contract negotiations.

#### 6.307 PHIP Update

Chair Cafferata provided a brief update from the November 28, 2018 Pleasant Hill Improvement Plan (PHIP) committee meeting. During the last meeting, the committee discussed key points for a student's success; Engagement, Relationship and Literacy. A selected team reviewed data in December and will be taking the information back to the PHIP committee for discussion. The committee will find a date to bring their findings back to a future board meeting.

#### 6.4 Financial Report

Since Ms. Longobardo was unable to make this meeting we will bring this agenda item back to a February meeting. The Board would like to see comments in the comment section, if relevant, and feels like it would be helpful to see Actuals vs. Projected Budgets.

**7.0 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). Personnel matters may not be discussed in public at a School Board meeting. Members of the public who have personnel concerns or commendations should share them directly with the district superintendent.

Dustin Helvie, parent and Volunteer of the Month, requested a copy of the financial report. Mr. Helvie offered to work with the Business Manager to find a more intuitive way to report the financials. Mr. Helvie believes he produces similar information, just on a larger scale, with his finance position at Oregon State University. Superintendent Linenberger will pass this information along to the Business Manager.

#### **8.0 BOARD ACTION ITEMS**

There were no action items.

#### **9.0 FUTURE BOARD MEETINGS**

- Board Meeting – January 28, 2019 - 7:00 p.m., Pleasant Hill Community Center
- Board Meeting – February 11, 2019 - 7:00 p.m., Pleasant Hill Community Center

- Charge Session/Board Meeting – February 25, 2019 -7:00 p.m., Pleasant Hill Community Center

## 10.0 ANNOUNCEMENTS/OTHER

- 10.1 Resignation Jacquie Strickland Board Secretary/Assistant to the Superintendent  
Superintendent Linenberger stated that we have started the hiring process to find a replacement.
- 10.2 PHSD Flyer  
Chair Cafferata created an informative brochure describing the board meeting process and the role of the Board. Ms. Jeremiah inquired about including the Pleasant Hill Education Foundation and Boosters information under the volunteer opportunities section. Ms. Cafferata will follow-up with these groups to see if they would like to be included.
- 10.3 Results from OSBA Election  
Chair Cafferata reported that despite our Board previously voting “No” on both of the OSBA resolution, the final OSBA elections results ended up passing both resolutions.
- 10.4 Community Forum Update  
Superintendent Linenberger presented the Budget Funding Survey information to the staff on January 7<sup>th</sup> and 9<sup>th</sup>. He felt staff were receptive and surprised by being asked for their input. The survey is posted on the District website; hard copies are available at the District Office. Community budget input is scheduled for the January 28, 2019 Board Meeting at 7:00 p.m. in the Pleasant Hill Community Center.
- 10.5 Lane County Elections  
Three Pleasant Hill School Board positions are open for the upcoming May election. Those wanting to run or be re-elected need to apply by March 21, 2019. If possible, please let the Board know if you are not planning to run again. Ms. Cafferata noted that she plans to run again.

## 11.0 ADJOURNMENT - 9:30 p.m.

Signed: Wylda Cafferata this 28<sup>th</sup> day of January, 2019.  
Wylda Cafferata, Board Chair