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Commitment, Excellence, Community

SCHOOL BOARD MEETING MINUTES

February 11, 2019, 7:00 p.m.

Pleasant Hill Community Center

Executive Session: Labor Negotiations, ORS 192.660(2)(d) – 6:00 p.m.

1.0 CALL TO ORDER

The regular meeting of the Pleasant Hill School Board was called to order by Wylda Cafferata at 7:01 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; Lisa Taylor, Special Education Director; Sheri Longobardo, Business Manager; Becky Johnson, interim Board Secretary and Courtney Wilson, Board Secretary candidate.

Kimberly Jeremiah read the mission statement.

2.0 INTRODUCTION OF AUDIENCE,

Kori Sarrett, Accuity, LLC representative; Jonah Movsky, PHHS student and Marni Gwynn, parent, were present.

3.0 ADDITIONS OR DELETIONS TO THE AGENDA

The following changes were made to the agenda:

1. Move the high school Principal's Report on graduation rates until the next work session, when Principal Fisher is in attendance.
2. Add OSBA update to item 6.305.

4.0 APPROVAL OF MINUTES

The January 28, 2019 Board Meeting Minutes approved by consensus with the addition of "No comments were made." to item 7.0 Public Forum.

5.0 CONSENT AGENDA

5.1 District Policies – Second Reading (Exhibit 1819.79)

5.1.1 ACA - Americans with Disabilities Act

5.1.2 GC - Licensed Staff Positions

5.1.3 IIAD - Special Interest Materials,

This item was moved to the March 11, 2019 board meeting for further discussion and will be placed on the agenda under Board Action, Old Business.

5.2 Accept Monthly Financial Report (Exhibit 1819.80)

This item was moved from the consent agenda to item 6.4 for board discussion.

Jeff Bernardo moved to adopt policies ACA, Americans with Disabilities Act, item 5.1.1 and GC, Licensed Staff Positions, item 5.1.2. Curt Offenbacher seconded the motion. The motion passed unanimously.

6.0 REPORTS & DISCUSSION ITEMS

6.1 Presentations

6.101 Student of the Month

In Principal Fisher's absence, Superintendent Linenberger recognized Jonah Movsky as Student of the Month. Mr. Movsky does an outstanding job, is helpful to others and hard working. On behalf of the Board, Chair Cafferata congratulated Jonah on his achievements and presented him with the Student of the Month certificate.

6.102 Most Improved Student of the Month

Michael McNeale was recognized as the Most Improved Student of the Month. Mr. McNeale has had a tremendous turn around in his behavior, attendance and grades. We're excited that he's now on track to graduate.

6.103 Volunteer of the Month

Principal Stoneberg announced that Lorena Hammond, our Reaching Out Mentoring Program coordinator, was our January Volunteer of the Month. Ms. Hammond took on Destination Imagination while Mrs. Hladky was out and did a wonderful job.

6.104 June 30, 2018 Financial Report, Accuity, LLC

Kori Sarrett, CPA and Accuity, LLC representative, reported the annual audit results to the Board. Ms. Sarrett stated that over the past three years the district has only had a single audit requirement, but this year due to the amount of Federal funds received, a Federal compliance audit was also required. The primary difference between the two audits is that in addition to the primary objective of having correct figures and controls in place, Federal audits review if funds were spent according to the rules for the various types of funding. Ms. Sarrett stated that the District was in compliance with the single audit requirements and that she enjoys working with our District. She then reviewed the Federal audit stating that the WIOA grant looks good and the grant manager has done a great job. The IDEA grant had a minor finding due to missing a time and effort document, which was provided when requested. Ms. Sarrett then shared with the board accounting changes from last year to this year regarding post-employment and liability, medical insurance for retirees and the District's PERS liability. The board will review the audit report and send any questions they may have to Sheri Longobardo.

6.105 2nd Quarter Financial Report, PHSD Business Manager (**Exhibit 1819.81**)

Sheri Longobardo, PHSD Business Manager, reviewed the 2nd Quarter Financial Reports. She discussed how some of the reports, such as the first page of the General Fund, Cash Disbursements, Grants and Special Revenue Fund are used for transparency purposes. The second page of the General Fund page shows the adopted budget and actuals. Ms. Longobardo stated that if there were any areas of concern, which there are not at this time, she would bring them to the board's attention typically as a note in the comments section and discuss the concern during her report. She also noted that it would be of more value to include the Special Revenue Fund report at the end of the year. Vice-Chair Bernardo thanked Sheri for her efforts and good job. The board and Ms. Longobardo continued discussing ways in which the reports could be presented to show actuals versus the projected budget to be able to see at-a-glance budgeted areas with shortfalls or excess. Board members Bernardo and Offenbacher will meet with

Ms. Longobardo to further discuss what information might be valuable to them for future financial reports.

6.2 Principals' Reports (Exhibit 1819.82)

Principal Stoneberg was excited to share that the elementary walkway between the school and the library opened today. She said that the kids were very excited too! Other exciting news was the skunk somewhere near the playground/track shed. Ms. Stoneberg is hoping it was only a stopping place for the day. The elementary will be busy in March with the Knowledge Museum and 3rd Grade Living Museum on March 7th. The evening will start with the PTO nacho feed at 5:30 p.m. and conclude around 7:00 p.m. Kindergarten Registration will be held on March 13th at 2:00 p.m. in the community center. Those families requesting early entrance, allowing a student who's under the age of 5 by September 1st to attend school, will need to pay \$100 for the assessment and the student will need a score of at least 97% to be considered.

Superintendent Linenberger reiterated that Principal Fisher will discuss graduation rates during the next work session on February 25th. Current enrollment in grades 6-12th is 608 students.

6.3 Superintendent's Report

6.301 Superintendent Evaluation Timeline

Superintendent Linenberger has completed his self-evaluation. Each member of the board will complete their evaluation of Superintendent Linenberger and return it to Chair Cafferata by February 18, 2019. Ms. Cafferata will compile the responses into one evaluation. The board may hold an executive session on February 25, 2019 to go over the evaluation, if requested by Superintendent Linenberger.

6.302 PACE Joinder of Trust Agreement (Exhibit 1819.83)

Superintendent Linenberger reviewed changes to the Property and Casualty Coverage for Education (PACE) agreement. The Board will need to vote on if they would like to continue working with PACE before the March 15, 2019 deadline.

6.303 Cohort Numbers (Exhibit 1819.84)

Superintendent Linenberger reviewed the 2019-20 projected cohort enrollment numbers. Next year's target enrollment is 1,048 students; 445 students in K-5th and 603 students in grades 6-12. This allows for tentatively 25 openings for new students/inter-district transfers. Superintendent Linenberger shared his recommendation for processing inter-district transfers; priority placement for siblings of current students to open grades, equitable lottery for open grade levels, maximum of 1048 student's district wide, and to re-visit this process annually. Since we currently don't know the legislature's plan for renewing Open Enrollment, which is scheduled to sunset this year, he recommended not accepting transfer students via Open Enrollment for the 2019-20 school year. In addition, we may also need to adjust our cohort numbers if legislation passes requiring maximum class sizes. The Board then discussed the recommendation. Board member Offenbacher thought having many of our grade levels full was a nice problem to have, since in past years enrollment has been down. Chair Cafferata requested that the word "equitable" be removed from the lottery process as she does not think lotteries are equitable. The board will add "Cohort Numbers" under board action on the February 25th agenda.

6.304 Community Forum Update

Superintendent Linenberger shared that to date 99 Budget Funding Surveys have been completed online and that he has received a handful of hard copies. Once the survey closes, he will work on compiling the data to share with stakeholders.

6.305 OSBA Job Descriptions and Update (Exhibit 1819.85)

OSBA Update

Superintendent Linenberger attended the OSBA hosted town hall meeting at Lane Education Service District on February 6th. OSBA shared the purposed ad campaign for K-12 education and discussed funding measures. Attendees were given the opportunity to share the needs of their schools and given post cards to send legislators. During the meeting, Superintendent Linenberger brought up his idea to keep the State Kicker dollars in order to spend down the PERS liability. He also contacted Representative Hayden to discuss his State Kicker idea.

OSBA Job Descriptions

Superintendent Linenberger shared examples of the job descriptions OSBA is compiling for our district. The board discussed their role in this process and wanted to know how potential conflicts between the job descriptions and bargaining agreements would be addressed. Superintendent Linenberger noted that he planned to have individuals review their job descriptions.

6.4 Review Financial Report

This item was moved from consent agenda and was previously discussed as part of the 2nd Quarter Financial Reports. No further discussion was required.

Curt moved to accept the Monthly Financial Report, exhibit 1819.80. Wylde Cafferata seconded the motion. The motion passed unanimously.

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 concern. 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.

No comments were made.

8.0 BOARD ACTION ITEMS

8.1 New Business

8.101 Accept Financial Report for the year ended June 30, 2018

The board requested that this item be moved to the March 11, 2019 to allow for time to review the Financial Report.

8.102 Approve LESD Local Service Plan 2019-21, Year One (Exhibit 1819.86)

Curt Offenbacher moved to accept exhibit 1819.86, Lane Education Service District, Local Service Plan 2019-21, year one. Jeff Bernardo seconded the motion. The motion passed unanimously.

8.103 Approve 2019-20 District Calendar (Exhibit 1819.87)

The board reviewed and discussed the proposed 2019-20 District Calendar. Questions arose around the winter break and early release. Principal Stoneberg mentioned that the group of teachers who attended "Get Your Teach On" last summer, will be hosting a Pleasant Hill "Get Your Teacher On" August 26th.

Jeff Bernardo move to approve the 2019-20 District Calendar, exhibit 1819.87. Wylda Cafferata seconded the motion. The motion passed 3:1.

9.0 FUTURE BOARD MEETINGS

- Charge Session/Board Meeting – February 25, 2019 -7:00 p.m., Pleasant Hill Community Center
- Board Meeting – March 11, 2019 - 7:00 p.m., Pleasant Hill Community Center

10.0 ANNOUNCEMENTS/OTHER

10.1 School Board Brochure Update

Chair Cafferata shared the final school board meeting brochure. The board secretary will bring the brochure to meetings for audience members.

10.2 School Board Election

Today was the first day to sign up for Lane County's May Election. The district has three open school board positions. Chair Cafferata shared that she plans to run again.

11.0 ADJOURNMENT – 9:08 p.m.

Signed: Wylda Cafferata, this 11th day of March, 2019.
Wylda Cafferata, Board Chair