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*Commitment, Excellence, Community*

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**SCHOOL BOARD MEETING  
MINUTES**

**Monday, June 22, 2020, 7:00 p.m.**

**Budget Hearing – Zoom; Live Stream - YouTube**

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**1.0 CALL TO ORDER**

Board Vice Chair John Oldham called School Board meeting regular session to order via Zoom at 7:07 p.m. on June 22, 2020. Board members present were Stephen Hammond, Wylda Cafferata, and Curt Offenbacher. Others in attendance included Superintendent Scott Linenberger, Business Manager Sheri Longobardo, High School Principal Randy Fisher, and Special Education Director Whitney Connolly.

John Oldham read the mission statement.

**2.0 INTRODUCTION OF AUDIENCE**

The board meeting was streamed live via YouTube. There will also be an opportunity for community members to join the Zoom meeting during the Public Hearing portion of the agenda.

**PUBLIC HEARING ON APPROVED BUDGET**

**1.0 CALL TO ORDER – 7:08 p.m.**

**2.0 QUESTIONS AND/OR COMMENTS**

A link for the public to enter the hearing was provided on the Pleasant Hill School District website. Community members had the opportunity to join the Zoom meeting to give their input on the approved budget.

There were no public comments/questions at the time. If community members request to add their comments/questions at a later time the board will revisit this agenda item.

**3.0 ADJOURNMENT – 7:10 p.m.**

**REGULAR SESSION OF SCHOOL BOARD MEETING**

**3.0 ADDITIONS OR DELETIONS TO THE AGENDA**

Superintendent Linenberger requested removal of Consent Agenda items 5.105 and 5.106, Re-hiring of Steve Smith and Timothy Meinzen.

**4.0 APPROVAL OF MINUTES**

4.1 Approve June 1, 2020 Board & Budget Meeting Minutes (**Exhibits 1920.229 & 1920.230**)

The June 1, 2020 Board & Budget meeting minutes were approved by consensus.

## **5.0 CONSENT AGENDA**

### **5.1 Personnel**

- 5.101 Approve Hiring of Michelle Olson, Middle School Math Teacher (**Exhibit 1920.231**)
- 5.102 Approve Hiring of Jessi Goble, Special Education Teacher (**Exhibit 1920.232**)
- 5.103 Approve Hiring of Amanda Moch, Special Education Teacher (**Exhibit 1920.233**)
- 5.104 Approve Hiring of Jill Pallin, Athletic Trainer/Health Sciences CTE Teacher (**Exhibit 1920.234**)

### **5.2 Annual Appointments**

- 5.201 Designate Superintendent, Chief Administrative Officer/Clerk, ORS 332.515
- 5.202 Designate Sheri Longobardo as Business Manager
- 5.203 Designate Superintendent as Budget Officer
- 5.204 Designate Accuity, LLC as official auditor
- 5.205 Designate Banner Bank and the Local Government Investment Pool as depositories for school funds
  - a. Allow the Superintendent the discretion to invest in other depositories.
  - b. Allow the Superintendent the option to change depositories
- 5.206 Designate the Hungerford Law Firm, L.L.P, as legal counsel
- 5.207 Designate Property & Casualty Coverage for Education (PACE) as the District's liability insurance carrier
- 5.208 Designate WHA Insurance as Agent of Record
- 5.209 Designate American Fidelity Securities, Inc. as Section 125 administrator

### **5.3 Monthly Financial Reports (**Exhibit 1920.235**)**

*Wylda Cafferata moved to approve Consent Agenda Item 5.1, Personnel, in its entirety. Stephen Hammond seconded the motion. The motion passed with a vote of 4:0.*

*Curt Offenbacher moved to approve Consent Agenda Item 5.2, Annual Appointments, in its entirety. Stephen Hammond seconded the motion. The motion passed with a vote of 4:0.*

*Wylda Cafferata moved to approve Consent Agenda Item 5.3, Monthly Financial Report. Stephen Hammond seconded the motion. The motion passed with a vote of 4:0.*

## **6.0 REPORTS & DISCUSSION ITEMS**

### **6.1 Superintendent Report**

#### **6.101 District Update (**Exhibit 1920.236**)**

Superintendent Linenberger shared with the board the latest guidelines related to re-opening guidance. The Governor plans to have two sessions this summer. The first session is tentatively set for June 24, 2020. The topics of the special session will be COVID-19 updates and Law Enforcement in the State of Oregon. The second meeting is expected to take place in August. This special session does not have a confirmed date at this time. Topics for this meeting will include School District budget and State budget.

The Oregon Department of Education (ODE) has sent the "Ready Schools" re-opening guidelines. Districts have three options for re-opening. These options are fully returning to brick-and-mortar learning, solely distance learning, or a hybrid of

both. The Oregon Health Authority (OHA) is the primary leader for setting mandates. These will include readjusting district configurations to ensure each person on school grounds gets 35 square feet. Districts must determine how many teachers, students, and others will be permitted on campus. This will include hallway capacity, classrooms, busing, and meal delivery.

The board will be made aware of the official plan being written by administrators. This plan follows all OHA and ODE guidelines and has a deadline to be submitted of August 15. The board will need to convene to allow comment prior to this deadline.

Principal Fisher shared that a challenge will be arranging students to fit in classrooms, while also maintaining the cohort. This will require the group to remain together from bus unload, through classroom education and their return home, as well as tracking any contact with others throughout the day.

A survey will be sent to families and staff to gain input surrounding re-opening. The findings of these surveys will be provided to the board prior to submission of the “Ready Schools” draft submission.

6.102 Board/Budget Calendar for 2020-21 (**Exhibit 1920.237**)

A board meeting will be scheduled for August 10, 2020 to share the “Ready Schools” plan with the board. The next meeting will be a Work Session/Board Charge meeting. The board unanimously agreed the proposed calendar is acceptable.

6.103 Board Self-Evaluation

6.104 Charge

The Board Self-Evaluation will be postponed and addressed at the Charge meeting scheduled August 24, 2020.

**7.0 PUBLIC FORUM** – PHSD posts the upcoming agenda on our website [www.pleasanthill.k12.or.us](http://www.pleasanthill.k12.or.us) the Friday before regularly scheduled Monday school board meetings. This will allow for public comment prior to the board meeting. Please click on the tab provided to share your comment(s) for the school board to consider at the upcoming meeting.

**8.0 BOARD ACTION ITEMS**

8.1 New Business

8.101 Approve Resolution Adopting the Budget, Making Appropriations, and Imposing and Categorizing Taxes (**Board Resolution 1920.238**)

*Curt Offenbacher moved to approve Board Resolution Adopting the Budget, Making Appropriations, and Imposing and Categorizing Taxes (Board Resolution 1920.238). Stephen Hammond seconded the motion. The motion passed with a vote of 4:0.*

8.102 Selection of Board Officers

*Wylde Cafferata nominated Jeff Bernardo as Board Chair for the 2020-21 school year. John Oldham seconded the motion. The motion passed with a vote of 4:0*

*Wylde Cafferata nominated John Oldham as Board Vice Chair for the 2020-21 school year. Stephen Hammond seconded the motion. The motion passed with a vote of 4:0.*

**9.0 FUTURE BOARD MEETINGS**

The next board meeting will take place on August 10, 2020. Until otherwise instructed, the board will meet via Zoom.

**10.0 ANNOUNCEMENTS/OTHER**

Curt Offenbacher thanked all who were involved with planning and executing a unique graduation ceremony. Members of the community have expressed to him their appreciation and they are grateful the district was able to provide a ceremony for the graduating class.

Wylde Cafferata addressed a public comment regarding the start date for the upcoming school year. Superintendent Linenberger reiterated the board’s discussion at an earlier meeting. Historically school years have begun after Labor Day. This year the holiday falls later in the month (September 7, 2020). The discussion focused on the decision between starting the school year after the holiday, and in-turn ending the school year at a later date in June, or beginning the school year the first week of September and ending at the same time as usual in June. The board ultimately opted for the latter.

Curt Offenbacher brought to the board’s attention that Richard Adams, a teacher at Pleasant Hill High School, has been with the district for 50 years. Mr. Offenbacher thinks it is very admirable for a teacher to spend their career with the same district, and thanked Mr. Adams for his time.

The board recessed to Executive Session at 7:40 p.m.

**Executive Session:** To conduct deliberations with persons designated by the governing body to carry on labor negotiations ORS 192.660 (3)

The board returned to regular session at 8:02 p.m.

**11.0 ADJOURNMENT – 8:02 p.m.**

Signed: \_\_\_\_\_, this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Jeff Bernardo, Board Chair