SCHOOL BOARD MEETING
Minutes
Monday, April 11, 2016, 7:00 p.m.
Pleasant Hill Community Center

Executive Session: Evaluation of Superintendent, ORS 192.660(2)(i)

1.0 CALL TO ORDER
The regular meeting of the Pleasant Hill School Board was called to order by Chair Kevin Parrish at 7:00 p.m. Other board members in attendance were Wylda Cafferata, John Oldham, Curt Offenbacher and Barbara Orre. Others in attendance were Tony Scurto, Superintendent; Caroline Passerotti, Business Manager, Randy Fisher, High School Principal; Thad Holub, High School Assistant Principal; Devery Stoneberg, Elementary Principal; and Becky Johnson, Board Secretary.

John Oldham read the Mission Statement aloud.

2.0 INTRODUCTION OF AUDIENCE
Brandi Watne, High School Spanish Teacher; Tracy Durfee, Elementary Special Education Teacher; Lori Griffiths, 1st Grade Teacher, were present.

3.0 ADDITIONS OR DELETIONS TO THE AGENDA
A revised agenda was distributed.

4.0 APPROVAL OF MINUTES
The March 14, 2016 Board Meeting Minutes were approved by consensus.

5.0 REPORTS & DISCUSSION ITEMS
5.1 Presentations
Thad Holub, PHHS Assistant Principal, announced that Ty Callaghan received the award for Student of the Month. Mr. Callaghan maintains exceptional grades while playing varsity football, baseball, and participating in Mr. Billie. In his free time Mr. Callaghan enjoys fishing and hunting. Mr. Holub stated that Luke Guill is the Most Improved Student of the Month. Mr. Guill is known for being a good, kind person. Principal Fisher recognized Amy Schenfeld as Volunteer of the Month. Ms. Schenfeld dedicates many hours to the Booster Auction and has volunteered in many capacities over the years.

5.2 Principal Reports
In addition to the written reports, Principal Fisher added that the Every 15 Minutes demonstration went well and believes it had the intended impact.
5.3 Facilities Update
Superintendent Scurto reported that we are now looking towards the completion of projects and watching the budgets very closely. Planning for the bus loop is continuing, and the focus has shifted from the elementary loop to the high school parking lot. A civil engineer will be hired to help design the actual traffic flow in the loops and parking lots. If there are any savings from the bus loop budget we will redistribute funds to other construction budgets. On Wednesday, April 13th, the Facility Management Team will meet to discuss the cost of extending Chambers Construction contract from May until July. Construction tours are held the first Thursday of the month at 3:00 p.m.; contact the District Office to sign up.

5.4 Third Quarter Reports 2015-16
5.401 Financial
Ms. Passerotti presented third quarter financial reports as of March 31, 2016.

**General Fund**
Third quarter results show improvement over projections presented in January. This is due to mainly two factors, the largest being the prior year adjustment for 2014-15 state funding and another being the expectation of additional budget savings in expenditure accounts. We now are projecting an ending fund balance of $1.7 million, or 19.9% of operating revenues. Total resources are projected to be $185,800 higher than reported in January, primarily from a positive adjustment to our 2014-15 State School Fund grant. Although numbers are not final, several factors changed in our favor: a 1.7 year increase in our district’s average teacher experience over the state average, a higher than expected transportation grant, and a positive adjustment in the state funding ratio. As anticipated in January’s financial projection the estimate also included a slight decrease in ADMw due to the Small High School Correction. Funding will be finalized by May 15, 2016. Total expenditures were $80,000 less than projected in January, with savings from supply and services budgets offset by higher salary and benefit costs. The ending fund balance also represents two months average operating expenditures.

**Capital Projects Fund**
At the end of third quarter, we have spent $6,626,000 on capital expenditures in the current fiscal year. This represents over $9.0 million in spending since the inception of our bond-funded program. Quarterly interest earnings continue to average $5,000 a month, but are now declining, and quarterly spending averaged about $1.2 million per month. This leaves an ending Capital Projects Fund balance of $6,626,000.

**Special Revenue Fund**
Grants:
At the end of third quarter the district has incurred $313,725 in cost funded by grants. Resources received to date are $228,462. Federal grants were $290,182 representing 92% of all grant expenditures. Private grants include $17,252 in spending against grants received from the Pleasant Hill Education Foundation.

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Reserves:
Third quarter reserves held outside of the general fund totaled $935,327 and total expenditures were just over $200,000.

Other Funds:
Ms. Passerotti also addressed funding information for the Japanese Exchange Student Program, District Preschool and Food Service Fund.

Cash and Investments
The district had $232,085 in cash accounts and $12.4 million in investments as of March 31, 2016. Of the total investments, $6.6 million represented bond proceeds.

5.402 Enrollment
As of March 31, 2016 we had 988 students, 484 at the middle/high school and 504 at the elementary. We currently have 313 students in grades 9-12, which means that we will continue to receive funds through the Small High School Correction but the amount we receive will decrease as we get closer to the 350 threshold. We have noticed that due to open enrollment, students that have moved out of district during the year may be staying to finish the year. This contributes to a higher mid-year enrollment and results in more state funding. We received 56 applications for Open Enrollment for the 2016-17 school year. Of this 35 are in the elementary, seven in middle school and 14 at the high school. Of the 56 applicants, 44 were new to the district and 12 were returning. Due to sibling preference we were able to accept all who applied. In the latest legislative session Open Enrollment was extended for two more years. In that time period we are hoping to merge the two systems, Open Enrollment and Inter-District Transfers, into one.

5.403 Safety
Superintendent Scurto reported on our campus safety while dealing with the “hold-in-place” event last month. This event gave our systems a trial run and now we are troubleshooting a few areas. At the last Administration Team meeting representatives from the Lane County Sheriff’s Office were there to discuss their response during the event and clarify the most effective steps to take in case of an emergency. We have also created a Twitter account, updated community and parent email lists and are considering the purchase of a system to call/text parents in the event of an emergency.

5.404 Achievement
Although the last Pleasant Hill Improvement Plan (PHIP) meeting was postponed, progress is still continuing. Superintendent Scurto explained that the PHIP team met last Spring to determine which best practice indicators on the State’s Continuous Improvement Plan (CIP) were fulfilled and which needed additional attention. The PHIP team identified six indicators with limited development and comprised an action plan to fulfill these indicators. Examples of the indicators are professional development, vertical articulation and differentiated instruction. Despite the State suspending the CIP submission requirement, the PHIP team is continuing to review and improve action plans to fulfill the limited development indicators.
5.5 Spanish Class Trip
Ms. Watne presented information to the Board about the upcoming opportunity for students to travel to Spain over Spring Break in 2017. WorldStrides, the nation's largest accredited travel organization, will plan and host the nine day trip for Pleasant Hill high school students. Ms. Watne mentioned that some scholarship opportunities are available to help with the cost of the trip.

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).

No comments were made.

7.0 CONSENT AGENDA
7.1 Personnel
7.101 Accept Hiring of Courtney Wilson, Co-Assistant Softball
7.102 Accept Hiring of Dakota Jubi, Co-Assistant Baseball
7.103 Approve Retirement Request from Caroline Passerotti, Business Manager, effective May 31, 2016 and rehire as a retiree.

Curt Offenbacher moved to approve the consent agenda. Wylda Cafferata seconded the motion. The motion passed four in favor, one opposed.

8.0 BOARD ACTION ITEMS
8.1 New Business
8.101 Preventing Youth Alcohol and Drug Use Resolution
This resolution amends Resolution 1516.99 by adding marijuana and other drugs to the alcohol resolutions.

Wylda Cafferata moved to approve the Exhibit 1516.106. Barbara Orre seconded the motion. The motion passed unanimously.

8.102 Approve and Award the Auditing Services Contract to Accuity, LLC
Because the District has used the same auditing firm for several years, we issued a request for proposals for audit services this spring. After reviewing responses and interviewing finalists, we felt that Accuity, LLC was the best fit for our District and would like to move forward with working on a contract.

Curt Offenbacher moved to approve and award auditing services to Accuity, LLC. Wylda Cafferata seconded the motion. The motion passed unanimously.

8.103 Property and Casualty Coverage for Education Resolution
Property and Casualty Coverage for Education (PACE) is requiring Board Resolution and Form of Joinder to Trust Agreement in order to participate in the program.

Curt Offenbacher moved to approve Exhibit 1516.107, Joinder to Trust Agreement and Exhibit 1516.108, Board Resolution Property and Casualty Coverage for Education. Wylda Cafferata seconded the motion. The motion passed unanimously.
8.2 Old Business

9.0 FUTURE BOARD MEETINGS

- Work Session – April 25, 2016 7:00 p.m., Pleasant Hill Community Center
- Board Meeting – May 9, 2016 7:00 p.m., Pleasant Hill Community Center

10.0 ANNOUNCEMENTS/OTHER

Superintendent Scurto is in the process of setting up an ‘Oregon Rising’ meeting in May to receive input from staff, parents and the community on what we want Oregon schools to look like in the future. ‘Oregon Rising’ is a joint effort between Oregon School Board Association (OSBA), the Confederation of Oregon School Administrators (COSA) and Oregon Education Association (OEA) and is not associated with a specific measure.

The annual Mr. Billie fundraiser went well and raised over $32,000 for the Children’s Miracle Network. Thank you to all the students, parents and other volunteers who made this possible.

Jazz festival is scheduled for Saturday, April 16, 2016. Help show your support by volunteering and/or attending.

Thank you to Lori Griffiths, Clarrissa Anderson, Cheryl Ruiz and Adrienne Bonosevich for attending the Wellness Conference over Spring Break and for bringing back the knowledge to our School Health Advisory Committee (SHAC).

11.0 RECESS TO EXECUTIVE SESSION – Evaluation of Superintendent, ORS 192.660(2)(i) – 8:25 p.m.

12.0 RETURN TO PUBLIC SESSION – 9:40 p.m.

13.0 ADJOURNMENT – 9:40 p.m.

Signed: [Signature], this 25th day of April, 2016.
Kevin Parrish, Board Chair

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