Commitment, Excellence, Community

SCHOOL BOARD MEETING
MINUTES (Final)
Monday, December 1, 2014, 7:00 p.m.
Pleasant Hill Community Center
Budget Committee Interview 6:45 p.m.

Board Chair Oldham called the Board to order at 6:48 p.m. for the Budget Committee Applicant Interview. Mr. Bill Allsup, Budget Committee Applicant, introduced himself as a resident of Creswell residing on Enterprise Road, within the Pleasant Hill School District. Mr. Allsup is a Technical Support Manager at Symantec with experience working with a multi-million dollar capital budget for a global support organization. Mr. Allsup has one child in first grade and another young child who will attend Pleasant Hill Elementary in a few years. The Board thanked Mr. Allsup for his candidacy.

Board Chair Oldham called a recess at 6:55 p.m.

1.0 CALL TO ORDER
The regular meeting of the Pleasant Hill School Board was called to order by John Oldham at 7:02 p.m. Other board members in attendance were Vice Chair Kevin Parrish, Wylda Cafferata, Curt Offenbacher and Barbara Orre. Others in attendance were Tony Scurto, Superintendent; Caroline Passerotti, Business Manager; Randy Fisher, High School Principal; Devery Stoneberg, Elementary Principal; Becky Johnson, Board Secretary and Madison Fisher, Pleasant Hill High School Student Council Member.

Wylda Cafferata read the Mission Statement aloud.

2.0 INTRODUCTION OF AUDIENCE
Doug Stowell, community member; Rick Rainone with Cornerstone; Dave Guadagni, Robert-Sherwood Architects; Randy Nishimura, Robert-Sherwood Architects; Bill Allsup, community member; Darlene Baker, community member; Kelli Martin, PHHS Math Teacher; Cyndi Quirk, PHES 5th Grade Teacher; Kathy Faber, community member; Jim Spindler, community member, Wayne Nay, community member; Josh Vahala, community member; Jodi Vahala, community member; and Israel Vahala, student, were present.

3.0 ADDITIONS OR DELETIONS TO THE AGENDA
The revised agenda added policy DFA under 8.0 Board Action Items, new business. The Student Council report was also added to 5.0 Discussion Topics/Reports.

4.0 APPROVAL OF MINUTES

Pleasant Hill School District No. 1 is an equal opportunity educator and employer.
The November 17, 2014 Board Meeting Minutes were approved by consensus with the addition of Curt Offenbacher’s name in section 12.0 Announcements/Other regarding the Common Core State Standards event at the University of Oregon.

5.0 Discussion Topics/Reports

5.1 Principal Reports

Principal Stoneberg reported that the Pleasant Hill Elementary Organization (PTO) Book Fair raised approximately $4,000 in cash and Scholastic dollars. Ms. Stoneberg invited the Board to attend The Early Learning Alliance of Lane County, Kindergarten Readiness Focus group which will be held at the Pleasant Hill Community Center this Thursday, December 4, 2014 from 5:30-7:30 p.m. She stated that the annual food drive started today and the White Elephant/Billie Buck sale will be held on December 16, 2014. Ms. Stoneberg said that current challenges are maintaining focus on the current school year while implementing new curriculums and working on the facilities design process.

Upcoming events:
Vocal Concert: December 9, 2014 at 7:00 p.m.
Billie Spirit Assemblies: December 10, 2014 and December 12, 2014 at 1:30 p.m.
Band Concert: December 11, 2014 at 7:00 p.m.

Principal Fisher reported that 154 students have a 3.5 GPA or above and will receive a reward of a slice of pizza. In addition, there are 35 students with perfect attendance, which is difficult to accomplish. He also mentioned that this year they have added approximately one new student each week. Board Member, Kevin Parrish asked if the new students were in specific grade levels. Mr. Fisher replied that it was divided across the board and there are approximately 480 students currently. Mr. Fisher thanked Mr. Meinzen for a job well done on the Veterans’ Day assembly and Rick and Kathy Faber for a successful Robotics scrimmage. In addition, he thanked all those who helped with the canned food drive, which doubled contributions compared to last year. The first home games for girls and boys basketball will be held this Thursday, December 4, 2014. The varsity girl’s game starts at 6:00 p.m. and the boy’s game is at 7:30 p.m.; both games will be at the high school. Mr. Fisher said that LifeFlight will be at the high school on Tuesday, December 9, 2014 as part of the emergency services class.

Madison Fisher presented the Student Council report. There is an upcoming masquerade dance on December 13, 2014, and they are currently having a winter clothes drive.

5.2 Facility Plan Design Update

Dave Guadagni from Robert-Sherwood Architects reported that they are currently in the middle of the schematic design phase. Once this phase is completed they will move forward with more specific details for systems, materials and other finishes. He stated that the design teams will meet again on Wednesday, December 3, 2014, followed by a community meeting in the evening. From this, they will take the final schematic design to the Board on December 15, 2014. Once approved by the Board, the design will be submitted to Lane County for review. Mr. Guadagni also mentioned that the campus is comprised of many renovations, so they are doing a code analysis to see where additions can be made. Randy Nishimura with Robert-Sherwood Architects presented a PowerPoint presentation of the current schematic designs for the Bond project. He stated that there are ten main components. At the elementary school they will add four new classrooms, remodel the cafeteria/kitchen and remodel the library. At the high school they will add a new

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wing which allows for 16 classrooms, three science labs, and a makers lab. They will also add an auxiliary gym, remodel the multi-purpose room with the inclusion of a kitchen, remodel locker rooms and update the ventilation, renovate the office and replace the main gym floor. They are also looking at a new bus loop to help with the current traffic flow. Mr. Nishimura explained bid alternates, items that will only happen if the budget allows, and stated that as the designs evolve over the next few weeks we will have a better idea of what we have to work with. Mr. Nishimura explained the additions, renovations, basic code requirements, security enhancements, energy efficiency and elevation of these main components.

Rick Rainone with Cornerstone presented the budget update and handed out a summary showing the budget for Option 1, which had been approved by the Board, and the budget for projects designed as of December 1. He stated that with the current schematic design the elementary budget has not changed. He noted that the budget does not include the connection between the main elementary building and the library, and that this would represent a bid alternate. He also indicated that the cafeteria/kitchen remodel budget is going to be tight and that we might need to look at the cafeteria/kitchen budget item again a little further down the line. He also mentioned that the cost of the proposed bus loop will vary depending on what surface(s) are used. Mr. Rainone then reviewed the status of projects at the high school. The budget shows a $250,000 increase for the additional two classrooms. Like the elementary school, the kitchen and commons budget is very tight as there are quite a few renovations. The estimates for the restroom/locker, ventilation and auxiliary gym are close to what was proposed. Monies for portable toilets will need to come from the contingency. The remodel of the high school administrative office and two additional classrooms will be considered bid alternates. Mr. Rainone said the total budget for both schools is currently over by $107,000. He also mentioned that as the design process moves forward we need to be very mindful of additions as the budget is tight and design impacts the budget. Mr. Rainone opened the floor for questions and/or clarification. Board Chair, John Oldham asked if restrooms were included in the cost for the auxiliary gym. Mr. Guadagni responded that they were, as long as the size doesn’t change. Code requires the number of restrooms based on square footage. Curt Offenbacher stated that the design team felt that the connection between the elementary school and library is a top priority. He asked whether there was any way to ensure that the library connection is completed before the inside library renovation. Mr. Guadagni said once the schematic design is complete, the Board can make a more informed decision. Members of the audience commented on the importance of security, the proposed bus loop and the importance of using high quality materials.

Mr. Scurto explained the importance of the Citizens’ Oversight Committee and welcomed applications.

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).

Darlene Baker commented that last week in the news she heard that the 4J School District made the decision to move to full day Kindergarten next year. She noted that the Pleasant Hill School District has had full day Kindergarten for the past seven years.
7.0 CONSENT AGENDA

7.1 Personnel
7.101 Approve Hayden Ptacnik, Assistant Boys Basketball Coach

Curt Offenbacher moved to accept the Consent Agenda items 7.101. Kevin Parrish seconded the motion. The motion passed unanimously.

8.0 BOARD ACTION ITEMS

8.1 New Business

8.101 CM/GC Selection
Mr. Scuro reported that 12 companies attended an informational RFP session for Construction Manager/General Contractor and that the district received seven proposals. A selection committee scored all proposals and chose to interview four of the firms. After careful thought and consideration the selection committee is recommending Chambers Construction. Board Chair John Oldham asked which firms were interviewed. Mr. Scuro said the selection committee interviewed LCG Pence, P&C Construction, Triplett Wellman and Chambers Construction. The scoring was close between all candidates, but in the end it came down to quality and pricing.

Kevin Parrish moved to appoint Chambers Construction as Construction Manager/General Contractor. Wylda Cafferata seconded the motion. The motion passed unanimously.

8.102 Policies
Mr. Scuro reviewed changes to the following policies:

1. EBB – Integrated Pest Management – The revision is for changing the name of a form.

2. EEA – Student Transportation Services - The main change is on page two. Mr. Scuro said that First Student already provides this type of training with our aides.

3. JHCD – Nonprescription Medication – This policy allows for students to take nonprescription drugs with parent and administration approval.

4. JHCDA – Prescription Medication – This policy discusses how to distribute prescription medications. A question was brought up about how stimulant medications were treated.

5. JHCD/JHCDA-AR – This administrative rule is for informational purposes, as the Board does not approve Administrative Rules.

6. DFA - Investment of Funds - The current policy is from 1997 and was adequate for the bond that was passed in 1996. Ms. Passerotti stated that the current policy is obsolete and needs to be updated to reflect current OSBA recommended language. She explained that the proposed policy is based on the same basic principles as the old one but simplifies the policy while shifting detailed guidance to an administrative regulation. She said one difference between the old and new policies is that the new one does not require the district to obtain bids from investment firms. Most investments are currently held in the Local Government Investment Pool. Ms. Passerotti believes that this draft version is the best match for

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what the District does. She said that bond proceeds will be received on December 22, 2014, and a decision on this policy needs to be made at the December 15, 2014 board meeting.

8.2 Old Business
8.201 Budget Committee Appointment, Bill Allsup

Kevin Parrish moved to approve the appointment of Bill Allsup to the Pleasant Hill School District Budget Committee. Barbara Orre seconded the motion. The motion passed unanimously.

8.3 “Promise of Oregon” campaign (moved to action items from report and discussion items)
Ms. Cafferata asked the Board if they would like adopt the OSBA resolution to support this campaign. She believes that this campaign will help bring awareness to the larger community of the importance of education. Mr. Scuro said that based on the Governor’s Budget of 6.95 Million which came out today, we should support this campaign.

Kevin Parrish moved to adopt the OSBA resolution on the “Promise of Oregon” campaign. Wyld Cafferata seconded the motion. The motion passed unanimously.

9.0 REPORTS AND DISCUSSION ITEMS
9.1 Superintendent’s Report
Superintendent Scuro reported that we are currently looking for community members to be on the Citizens’ Oversight Committee (COC). Mr. Scuro asked the Board and audience members to encourage others to get involved. He said that applications for the COC can be found on the District website or at the District office. Superintendent Scuro stated that although a lot of work is being put into the bond project, it hasn’t stopped the teaching and learning work. The Language Arts teachers held a writing workshop on November 19, 2014. The goal of this workshop was to make sure there is a transition from lower grades into high school. On another note, Mr. Scuro said he had good and bad news for the Reach Out Mentoring Program (ROMP). The good news was that ROMP was the recipient of a $15,000 grant. The unfortunate news is that based on their budget they have decided not to run the program in December to help with their operating cost. ROMP will continue operations in January 2015.

9.2 Action Log
Mr. Scuro and the Board discussed the recommended changes and updates to the action log. The suggested changes were to amend facilities to implement as ongoing, removed senior projects until there is funding, remove the hiring process item as it’s completed and remove OSBA achievement session. The suggested updates are to have reports on Workshop Wednesdays, do a community survey in the Spring 2015 on how we are communicating, have an annual technology update during budget time and do teacher evaluation and TAG program reports quarterly.

10.0 FUTURE BOARD MEETINGS
Board Work Session – December 15, 2014 7:00 p.m., Pleasant Hill Community Center
Board Meeting – January 26, 2015 7:00 p.m., Pleasant Hill Community Center

11.0 ANNOUNCEMENTS/OTHER
Mr. Scuro announced that there will be a community meeting to discuss the design plan update on Wednesday, December 3, 2014 at 7:00 p.m. in the Pleasant Hill Community Center. Board Member Offenbacher stated that he attended the Common Core Standards meeting at the
University of Oregon on November 20, 2014. He also wanted to thank Rick and Kathy Faber for their huge effort to make the Robotics scrimmage successful. Ms. Orre also mentioned that Ms. Cafferata and she have been working on the Board Evaluation and will email it out for review. Ms. Cafferata complimented Board Chair, John Oldham, for his column in the District newsletter. A special thank you was given to Student Council Member, Madison Fisher, for attending tonight’s meeting.

12.0 ADJOURNMENT 8:56 p.m.

Signed: [Signature], this 15th day of Dec., 2014.

John Oldham, Board Chair