Commitment, Excellence, Community

SCHOOL BOARD MEETING
MINUTES
Monday, January 23, 2017 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 Vice Chair Wylda Cafferata at 7:02 p.m. Other board members in attendance were John Oldham, Curt Offenbacher and Barbara Orre. Others in attendance were Tony Scurto, Superintendent; Sheri Longobardo, 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.

2.0 INTRODUCTION OF AUDIENCE
Darlene Baker, community member; Lori Griffiths, PHES 1st Grade Teacher; Dan Ferguson, community member; Carol Ferguson, community member; Laura Gerick, PHES 3rd Grade Teacher; Shirlee Morrell, community member; Teri Brant, parent; Scott Brant, parent; Bailee Carroll, PHHS student; Susie Rexius, Reaching Out Mentoring Program Coordinator; Kori Sarrett, Accuity, LLC; Jeff Bernardo, parent; Cindy Fitzpatrick, PHES Educational Assistant, and Michelle Allen, parent, were present.

2.0 ADDITIONS OR DELETIONS TO THE AGENDA
There were no additions or deletions to the agenda.

4.0 APPROVAL OF MINUTES
The December 12, 2016 Board Meeting Minutes were approved by consensus with the following amendment to item 5.6 School Health Advisory Committee:

The committee is discussing ways to support the garden club, promote respect and tolerance, review the upcoming health curriculum option, survey middle and high school students on absenteeism and host a Spring staff wellness event.

5.0 REPORTS & DISCUSSION ITEMS
5.1 Presentations
Thad Holub, PHHS Assistant Principal, recognized Bailee Carroll as the recipient of the Student of the Month award. Ms. Carroll is a member of REACH and the National Honor Society. She helps lead the Cupcake for a Cause Club, plays varsity softball and has been the Mr. Billie videographer for the past four years. In addition to her school activities, Ms. Carroll volunteers at her church in children ministries and the worship team, enjoys the outdoors and sings professionally. Mr. Holub announced that Malakye Plummer was the
Most Improved Student of the Month. Susie Rexius, Reaching Out Mentoring Program Coordinator, was honored to recognize Dan Ferguson as the Volunteer of the Month. Mr. Ferguson has volunteered in the Reaching Out Mentoring Program since 2005. Over the years he has helped many students and goes above and beyond to help support the student’s family. We appreciate Mr. Ferguson as a mentor and individual who truly gives back to our community.

Superintendent Scurto announced that January 2017 is School Board Recognition Month. Mr. Scurto thanked the Board for their service and dedication. Students from both schools shared their appreciation through posters displayed at the meeting.

5.2 Principal Reports
In addition to the written reports, Exhibit 1617.45, Principal Fisher noted that the high school is coming up on some busy months. We are starting now to prepare for April’s events and are working on postings for the new food science program. Principal Stoneberg announced that two local dentist have offered to do free screenings for students K-12 through their “Give a Gift of Smile” program.

5.3 June 30, 2016 Financial Report, Acuity, LLC
Kori Sarrett, CPA and Acuity, LLC representative reported the audit results to the Board. The purpose of the audit was to provide an opinion on the fair presentation of the financial statements and their compliance with auditing Generally Accepted Accounting Principles. Ms. Sarrett noted that the auditors’ letter to the Board lists three audit adjustments consisting of a property tax adjustment and two housekeeping items. The first item, listed on page 12 of the audit is a new pension standard for reporting PERS obligation. This net pension liability is not budget based, but the District’s portion of the PERS system. The District does not have any control over this number, although it could have an effect on the expenses. Also, due to the new standard the early retirement payable liability is listed. Ms. Sarrett noted that the General Fund Balance on page 16 is healthy and that it is apparent that financial planning is important to the District. In summary, the District was in compliance and had no issues, even with the Bond project. At this time a Federal compliance audit was not due. Ms. Sarrett closed by inviting the Board to contact her directly should any questions arise.

5.4 2nd Quarter Reports 2016-17
5.401 Enrollment
As of December 31st we had a total of 992 students, 18 more students than the prior year. In comparison with the 1st quarter we are down about 15 students. Currently we have 338 students in grades 9-12. We continue to be interested in this number due to the financial impact it could have on our small high school correction grant. The Board asked if the District knew why the 15 students from the first quarter left. It was noted that some were due to foster placements moving and others moving away.

5.402 Financial Reports
Sheri Longobardo, PHSD Business Manager, presented the second quarter financial reports for the 2016-17 Fiscal Year, Exhibit 1617.47.

General Fund
The first page shows a Year-to-Date summary as of 12/31/2016 with projections compared to the adopted 2016-17 budget. Projection updates
have been noted and are listed in the comment section. The second page shows the General Fund Revenues and Expenditures on a monthly basis. Ms. Longobardo noted a capital outlay fee which will be reimbursed in the next month. At this time, both revenue and expenses are progressing as expected.

Capital Projects Fund
The Capital Projects Revenues and Expenditures report shows monthly activity within the bond. As of 12/31/2016 interest earning are $7,300 with a remaining unpaid Bond balance of $525,850.

Special Revenue Funds
The first report shows the current state of Federal, State and Private grants. Ms. Longobardo noted that in most cases resources are received after expenses have been incurred. She also highlighted on the private grant from Chambers Family Foundation for the new food science program. The second report, Reserves, show balances as of 12/31/2016. Ms. Longobardo mentioned that Fund 283, Equipment Repair, shows a negative balance, but on January 19th previously budgeted account transfers were made.

Cash and Investments
As of December 31, 2016 the District held $521,275 in various checking accounts and $6,854,470 in investments resulting in total cash and investments of $7,375,745, of which $132,946 are student body funds and $525,850 remaining bond funds.

5.403 Safety Report
Superintendent Scurto reported that the district has been chosen to be part of regional FEMA emergency planning. Last month, the district was given emergency supplies. Pleasant Hill and Marcola School District, which has also been designated, are meeting tomorrow with first responders to further discuss this.

Mr. Scurto commended the administration and transportation on doing a great job putting students’ safety first during the recent inclement weather days. The Board appreciates their response. Mr. Scurto shared that closure information went out through Flash Alert, community emails, Blackboard, Facebook and Twitter.

5.404 Achievement
Superintendent Scurto provided minutes from the last Pleasant Hill Improvement Plan (PHP) Team meeting on January 3, 2017, Exhibit 1617.48. The minutes focus on specific areas where the team believes we are doing well and areas that need improvement. This year the focus areas are third grade reading, graduation rate, 9th grade on track, attendance and communication with staff, board and community.

Third Grade Reading
Overall, we believe K-3 reading is strong at Pleasant Hill, but realize students moving in from other districts may not have had this focus. Our Title 1 group will be looking at 4th and 5th grade students to see if reading assistance extended.

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Graduation Rate
The State will announce last year’s graduation rates this week. Statistically we’ve been higher than the State average. Rates are based on student’s completion of essential skills through passing courses, State assessments or alternatives such as PSAT or WorkKeys—the National Career Readiness Assessment. In addition, we try to provide support for students that need additional assistance. We have graduation rate gaps that we believe need more consideration; these include economically disadvantaged, males, and students with disabilities.

9th Grade on Track
Current reports show we have 87% on track to graduate, with females at a 95% rate. A suggested area for improvement would be to increase communication from teachers to advisory groups and provide more detail on study hall students’ needs.

Attendance
This has been an emphasis since the beginning of the year. Incentive programs put in place are working well and transportation is doing an excellent job. Improvement areas include seeking effective avenues for communication, better contact information and ways to gather accurate data.

Communication
Although communication methods have improved, it was suggested to use social media more.

Other Thoughts
- Tracking what students do after graduation as a means of measuring productive, compassionate citizenship.
- Think about a “Creativity Coordinator.”
- Consider using PSAT as our assessment tool based on consistency over time.

Mr. Scurto noted that at the next PHIP meeting they will review graduation rate data. K-12 Instructional Coordinators have started meeting. Ms. Cafferata shared her appreciation for the PHIP teachers, sharing that they are an impressive group and we are fortunate to have them.

5.5 Facilities Update
Superintendent Scurto provided an update on current facility items. He reviewed the warranty log noting there are five items in progress and a few others that have been addressed but not removed from the list until we are sure issues are completely fixed. Mr. Scurto discussed the ongoing high school items:

Duct work – A third party has been commissioned to review if the change in sizing will have a negative effect. Based on the initial report, they believe it should not have that much impact, but that it may cause other problems. We are looking into all potential issues.
Concrete Flooring – Room 18 was refinished over winter break and it looks good. We are working on finding a time to fix the remaining areas when school is not in session.

Science Countertops – the science countertop surface scratches very easily. We are checking with the company and other schools to see if they are having the same issue.

5.6 Board Charge Review

5.601 OSBA Policy Analysis
Superintendent Scurto reported that OSBA has completed their policy review and we will schedule an upcoming work session to discuss their recommendations.

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).

Laura Gerick invited all to attend the 3rd grade Living Museum and Science, Technology, Engineering, the Arts and Mathematics (STEAM) fair on March 9, 2017. The elementary PTO will also host a nacho feed prior to the events.

7.0 CONSENT AGENDA

7.1 Personnel

7.101 Approve Retirement Request from Connie Bates, Elementary PE Teacher and Middle School Athletic Director, effective February 1, 2017 and rehire as a retiree.

7.102 Accept Resignation from Amy Schenfeld, High School Food Services

7.103 Approve hiring of Kathie Fischer, High School Food Services

Barbara Orre moved to accept the consent agenda. Curt Offenbacher seconded the motion. The motion passed unanimously.

8.0 BOARD ACTION ITEMS

8.1 New Business


John Oldham moved to accept the Financial Report for the year ended June 30, 2016, Exhibit 1617.50. Barbara Orre seconded the motion. The motion passed unanimously.

8.102 Make up of School Closure Days
Superintendent Scurto reported that so far we have missed seven days due to inclement weather. In terms of making up days we have provisions built into the current academic calendar to automatically make up two days. Based on the number of required instructional hours, without including professional development and teacher conference days, we will need to make up at least five days. Seniors will still meet the required instructional hours to graduate as scheduled. He reported that it is likely the State Board of Education will provide some inclement weather relief in their formula, but at this time we have not heard for certain. In the past, the Board’s general policy has been to make up all days regardless of what the State decides. The Board, Administration and audience discussed at length potential ways to make up the lost instructional time that would be of

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value. When requested by the Board, Superintendent Scurto provided a recommendation to make up six of the seven days; President’s Day-February 20, April 14, June 16, June 19, June 20 and June 21.

Curt Offenbacher moved to approve making up six of the seven inclement weather days. The 2016-17 Academic Calendar will be modified to show February 20, April 14, June 16, June 19, June 20 and June 21 as instructional days, with June 22nd built-in for any additional closures. Barring any extraordinary circumstances, June 22nd will be the latest school will be in session. Barbara Orre seconded the motion. John Oldham further responded stating that Workshop Wednesdays and instructional time are both very valuable. We strive for excellence and value the work done by our teachers in making the extra days valuable for the students. We appreciate our teacher’s willingness to use February 20 and April 14 as make up days. The motion passed unanimously.

8.103 Procurement Process for Pleasant Hill High School Additional Classrooms
Superintendent Scurto discussed the procedure for hiring a contractor to complete the two additional classrooms at the high school. Although the District received three bids, a procedural mistake was made. Due to the contracted dollar amount the Board needed to authorize the contract.

Curt Offenbacher moved to retroactively approve Superintendent Scurto to award McKenzie Commercial the contract to complete the two additional classrooms at the high school. Barbara Orre seconded the motion. The motion passed unanimously.

9.0 FUTURE BOARD MEETINGS
- Board Meeting – February 13, 2017 7:00 p.m., Pleasant Hill Community Center
- Work Session – February 27, 2017 7:00 p.m., Pleasant Hill Community Center

10.0 ANNOUNCEMENTS/OTHER

11.0 ADJOURNMENT – 9:10 p.m.

Signed: ____________________________
Kevin Parrish, Board Chair

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Pleasant Hill School District #1 Monthly Principal's Report

Date: __2-13-17____________ PHHS x PHES (Check one)

Successes/Items of Interest:

- The Jazz Festival planning committee is doing a great job preparing for the festival in April.
- We are gearing up for State Testing which can begin anytime and continue through the first part of June.
- Oregon Department of Education has reported that Pleasant Hill High School's graduation rate is 89.3%. Great job by all for working so hard to continue our success.
- Both our Robotics teams have gone to competitions in the last month and done well. Great Job students and staff.
- We have successfully finished first semester and are off to a good start to the second semester. Thank you Cheryl, Jolene and Clarissa for all the hard work to make the schedules work.
- The winter sports seasons are coming to an end and spring sports will begin in late February.
Pleasant Hill School District #1 Monthly Principal’s Report

Date: February 8, 2017 PHHS PHES X (Check one)

Successes/Items of Interest:

1. The staff spent last Friday preparing report cards filled with grades and comments for families. These will be hand carried home Friday, February 17th.

2. Mr. Tendick will be taking all the 5th students to the Hult Center Feb. 14th to attend the Eugene Symphony Elementary Youth Concert “The Orchestra Moves.” Students will have an opportunity to listen to the various instruments they have been exploring in music.

3. You are invited the evening of March 9th to attend the Knowledge Museum consisting of exhibits from all grades and 3rd Grade Living exhibits throughout the building, and grab a bite to eat at the PTO Nacho Feed. The fun begins at 5:30 p.m. and concludes at 7:30 p.m.

4. March 22nd is Kindergarten Registration this year at 2:00 p.m. in the community center.

Other (volunteer opportunities, comments to Board, etc.):

You are always welcome to drop in whenever you have a moment.

Respectfully submitted,

Devery Stoneberg, PHES Principal