Commitment, Excellence, Community

SCHOOL BOARD MEETING
MINUTES
Monday, March 14, 2016, 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 Chair Kevin Parrish at 7:01 p.m. Other board members in attendance were Wylda Cafferata, John Oldham, Curt Offenbacher and Barbara Orre. Others in attendance were Tony Scuro, Superintendent; Caroline Passerotti, Business Manager, Thad Holub, High School Assistant Principal; Devery Stoneberg, Elementary Principal; and Becky Johnson, Board Secretary.

Curt Offenbacher read the Mission Statement aloud.

2.0 INTRODUCTION OF AUDIENCE
Inga Perham, High School Math Teacher; Claudette Doleman, parent; Ron Doleman, parent; Sophie Doleman, student; Kelsey Isaacson, PBIS Education Assistant; Miranda Michlanski, student; Kelly Michlanski, parent; Kathy Faber, parent; Nathan Faber, student; Marietta Bonaventure, High School English Teacher; and Darlene Baker, community member, were present.

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

4.0 APPROVAL OF MINUTES
The February 22, 2016 Board Meeting Minutes were approved by consensus.

4.0 REPORTS & DISCUSSION ITEMS
Thad Holub, PHHS Assistant Principal, presented Miranda Michlanski with the award for Student of the Month. Ms. Michlanski maintains an impressive GPA while being involved in many extracurricular activities. She is president of the National Honor Society, Band and Music Club President. She also participates in the Cupcake Club, REACH, Recycling Club and is a Mr. Billie coordinator. In addition, Ms. Michlanski plays Volleyball, Basketball and runs Track. Mr. Holub stated that Arsenio Balbuena was the Most Improved Student of the Month. Mr. Balbuena is an exchange student from Argentina. Principal Stoneberg recognized Marion Brown as Volunteer of the Month. Ms. Brown is a parent of two elementary students who shares her love of reading by dedicating her time to help others learn to read. Ms. Brown is the Oregon Battle of the Books (OBOB) volunteer coordinator, scholastic book fair coordinator, on the PBIS committee and helps Ms. Kordon with the Fresh Start program.
5.1 Principal Reports
Principal Stoneberg invited the Board to attend Kindergarten Registration on Wednesday, March 16, 2016 at 1:00 p.m. in the Pleasant Hill Community Center. As of today, PHES students officially have read one million minutes this year, and they plan to keep reading. Assistant Principal Holub reported that the Oregon Research Institute visited the High School to kick off their Alcohol Prevention program.

5.2 Facilities Update
The Citizens’ Oversight Committee (COC) met last Tuesday evening. During the meeting Cornerstone Management presented the substantial completion dates provided by Chambers Construction. The dates are as follows:

<table>
<thead>
<tr>
<th>Elementary Addition</th>
<th>Substantial Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Auxiliary Gym</td>
<td>July 12, 2016</td>
</tr>
<tr>
<td>Middle School/High School Addition</td>
<td></td>
</tr>
<tr>
<td>South Wing</td>
<td>June 24, 2016</td>
</tr>
<tr>
<td>North Wing</td>
<td>July 7, 2016</td>
</tr>
<tr>
<td>West Wing</td>
<td>July 15, 2016</td>
</tr>
</tbody>
</table>

Punch list items, identified by the architect, will be completed in the few weeks following substantial completion. We are looking to occupy the buildings at the end of July. The good news from Lane County is that the traffic engineer’s proposal to receive access onto Enterprise Road for the new bus loop was approved. The letter confirms access south of the bus barn and north of the baseball field. We also received approval from the County to use the current pads under the portables to meet the required parking lot for the auxiliary gym. Construction tours are underway. High school staff were invited to tour the construction this Wednesday, elementary staff will tour on March 31, 2016 and the high school electrical wiring class toured last Friday. The next public tour is scheduled for Thursday, April 7, 2016 at 3:00 p.m.

5.3 Impact Conference
Ms. Bonaventure presented the upcoming Impact Conference “Stronger Than You Think” on April 20th for our High School students. This year’s events focus on mental health. Students will have the opportunity to attend three workshops. Workshops include dealing with student depression, stress, therapy careers, and many more. To find out more information please visit Ms. Bonaventure’s blog at bonaventurelanduagearts2015.blogspot.com or the event webpage impactoregon.com.

5.4 Talented and Gifted
Inga Perham provided a report on the Talented and Gifted (TAG) Program. The current TAG program provides training for teachers to identify TAG students and differentiate instruction. The program also features After-School programs, Destination Imagination, Brain Bowl, a Shakespeare Course and classes on-line and at Lane Community College. Priorities for the 2016-17 school year included universal screening at the second grade level, identifying underserved students, ongoing teacher training especially with the new math adoption and training on social economic standards. Ms. Perham would also like to see Workshop Wednesdays every week, smaller Honors and Scholars classes, more funding for Arts and

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Music, additional computer science classes to build the Science, Technology, Engineering and Math (STEM) program and provide funding and space for the Robotics program. Ms. Perham invited current TAG students Sophie Doleman and Nathan Faber to speak about their personal experiences with our TAG program. Ms. Doleman is a passionate artist and has participated in the TAG program since her freshman year. She has won numerous awards and is a scholar artist. The TAG program has allowed Ms. Doleman to take classes at both Lane Community College and here at Pleasant Hill. She appreciates the mentoring she received from Ms. Stevens and Ms. Perham and feels that without the TAG program and mentoring she may not have stayed at Pleasant Hill. Although Ms. Doleman likes the TAG program, she believes that a TAG student group would be beneficial for socializing with peers. Mr. Faber is a sophomore at PHHS and has participated in the TAG program since 7th grade. Mr. Faber excels in math and science and currently takes calculus and chemistry. Mr. Faber would like to see smaller Scholars classes and would like to have the opportunity to do TAG related activities during Academic Enhancement. As part of the Robotics Team, Mr. Faber, would like a dedicated space for the program and would like programming and technology electives.

Superintendent Scurto brought up a new legislative campaign called Oregon Rising, which focuses on what an ideal school would look like. A future meeting will be held for parents, students and staff to discuss what they would like to see. This information will then be taken back to the State with the hope that the Legislature will approve adequate funding for schools. TAG families were encouraged to come back for the meeting. Until then it was suggested that the Board review TAG funding during budget time.

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 Approve Resolution for Contract Teacher Extensions
7.102 Approve Resolution for Contract Administrator Extensions
7.103 Accept Resignation from Kristina Roberts, Co-Assistant Softball
7.104 Accept Hiring of Valerie Davis, After School TAG Teacher
7.105 Accept Hiring of Jeffery Roberts, After School TAG Teacher

7.2 Accept Monthly Financial Report

Curt Offenbacher moved to approve the consent agenda. Wylda Cafferata seconded the motion. The motion passed unanimously.

8.0 BOARD ACTION ITEMS

8.1 New Business

Ms. Passerotti reviewed the content of the auditors’ letter 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 Generally Accepted Accounting Principles (GAAP), Oregon Municipal Audit Law and the rules and regulations governing the expenditure of federal grant awards. Ms. Passerotti reported that the District received a clean audit opinion, with no reservations.

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There were no issues of non-compliance or questioned costs with regard to Federal grant awards. Further, no separate concerns were issued, and the auditors identified no “significant audit findings.” Ms. Passerotti addressed Ms. Cafferata’s question regarding immaterial uncorrected misstatement, which the auditing firm indicated is included in all districts’ audits and refers to misstatements such as minor differences between District and Lane County records on the assignment of tax revenues between funds.

The auditors listed three upcoming issues they believe are significant and that we need to be prepared to address:

1. GASB 72 creates a more consistent definition of fair value and provides guidance for determining fair value measurement for financial reporting purposes.

2. Single Audit refers to changes in accounting and purchasing rules for federal programs such as Title 1 and IDEA. The purpose is to strengthen oversight and prevent waste, fraud and abuse in federal programs.

3. Implicit Rate Subsidy for Other Post Employment Benefits (OPEB)

For our district, these three issues should not have a huge impact, except for the implicit rate subsidy. Currently, we are exempt from the additional reporting that will be required. If this changes we may need to have an additional actuarial study performed to meet the reporting requirements.

On the last page of the letter, the auditors named three best practices they recommended we consider:

1. Increasing the district’s fidelity insurance coverage, in consideration of total cash and investment balances in excess of the insurance coverage amounts.

2. Evaluate the risk of using QuickBooks as our Student Body Fund software and recommend reviewing the audit tracker for unusual transactions.

3. Continued board monitoring of financial activities to mitigate risks posed when there are a limited number of personnel to adequately segregate certain incompatible duties.

Curt Offenbacher noted that we did not receive the auditor’s statement on December 18, 2015, as per the letter. The Board will request written communication from the auditor stating that State deadlines were met and we are compliant with our legal requirements despite the delay.

Ms. Passerotti indicated that the District is participating in a Request for Proposals for Audit Services, coordinated through Linn-Benton-Lincoln ESD. Two firms responded to our solicitation, interviews were conducted this last Friday, and we are in the process of making a selection. The Board would like a presentation from the chosen firm on GASB 68 as part of the Board’s fiscal oversight.

*Barbara Orre moved to accept the Financial Report for the year ended June 30, 2015. Wylda Cafferata seconded the motion. The motion passed unanimously.*

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8.102 Approve 2016-17 School Board/Budget Calendar
The Board reviewed the 2016-17 School Board/Budget Calendar. It was noted that three Board Members’ terms are expiring in June.

Wylda Cafferata moved to approve Exhibit 1516.98, 2016-17 School Board/Budget Calendar. Curt Offenbacher seconded the motion. The motion passed unanimously.

8.103 Preventing Youth Alcohol Use Resolution
Oregon Research Institute presented their program on helping prevent youth alcohol use to the Board in December 2015. Superintendent Scurto will follow up with Kathy Forrester on how to proceed once the resolution is approved. The Board requested quarterly updates on the program.

Curt Offenbacher moved to approve Exhibit 1516.99, Preventing Youth Alcohol Use Resolution. Wylda Cafferata seconded the motion. The motion passed unanimously.

8.104 Superintendent Evaluation
The Board reviewed the process for evaluating the Superintendent. Mr. Scurto will send his comments to the Board Chair Parrish by March 25, 2016. Board Members will provide their comments to Board Chair Parrish and Vice Chair Cafferata by April 2nd. We will hold an Executive Session for the Superintendent Evaluation at the Board Meeting on April 11, 2016.

9.0 FUTURE BOARD MEETINGS
- Board Meeting – April 11, 2016 7:00 p.m., Pleasant Hill Community Center
- Work Session – April 25, 2016 7:00 p.m., Pleasant Hill Community Center

10.0 ANNOUNCEMENTS/OTHER

Thank you to Joan Hladky for her work on the Destination Imagination Tournament. Ms. Hladky dedicates many hours to make this event successful and is an amazing leader of our Destination Imagination team.

Thank you to Jada Taylor and all the other teachers that made the Science Fair possible. We had a great turnout and brilliant student projects.

Ms. Cafferata shared that the U.S. ranked 7th in a new study on literacy and access to libraries and technology.

11.0 ADJOURNMENT – 8:32 p.m.

Signed: [Signature]
Kevin Parrish, Board Chair

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