Commitment, Excellence, Community

SCHOOL BOARD MEETING
MINUTES
Monday, November 16, 2015, 6:00 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 Parrish at 6:00 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, and Becky Johnson, Board Secretary.

Curt Offenbacher read the Mission Statement aloud.

2.0 INTRODUCTION OF AUDIENCE
Carol Knobbe, Lane Educational Service District Superintendent; Claudette Doleman, parent; Sophie Doleman, student; and Gary Shearer, community member, were present.

3.0 ADDITIONS OR DELETIONS TO THE AGENDA
No changes were made.

4.0 APPROVAL OF MINUTES
The October 26, 2015 Board Meeting Minutes were approved by consensus.

5.0 REPORTS & DISCUSSION ITEMS
5.1 Presentations
Thad Holub, PHHS Assistant Principal, presented Sophie Doleman with the award for Student of the Month. Ms. Doleman maintains a 4.0 GPA at both Pleasant Hill and Lane Community College. As a recipient of the 4th District’s Congressional Art Competition, Ms. Doleman won a trip to Washington D.C. to meet Representative DeFazio and tour the Capitol Building where her self-portrait is displayed for this year. Ms. Doleman is also currently working on illustrating her second children’s book by author Nora Cohen. Ms. Doleman plans to attend the University of Oregon next fall. Mr. Holub stated that Skylar Terwillegar was awarded the Most Improved Student of the Month. Principal Fisher noted that it seems most volunteers at the high school have been previously recognized. They will look for additional volunteers to recognize in future months.

5.2 Lane ESD, Local Service Plan
Carol Knobbe, Lane ESD Assistant Superintendent, distributed the 2014-17 Local Service Plan, Year Three Development Process. Ms. Knobbe reviewed changes to the 2015-16 plan, highlighting areas on pages nine and eleven regarding funding for Life Skills Cost Pool, support for mathematics professional development and a Restorative Justice pilot program.
Ms. Knobbe briefly reviewed the 2014-15 survey results, stating that overall Districts found Lane ESD services valuable. Technology services received high survey ratings and Lane ESD believes that they are now meeting the technology needs of both large and small districts. The Lane ESD Board of Directors has also compiled a strategic plan. Information on this plan will be posted on their website. As part of their engagement strategy, Lane ESD has assigned Board members to specific district assignments. Our district is assigned to Board member Sherry Duerst-Higgins. They also have added Community Advisor, Emilio Hernandez; Board Advisor, Todd Hamilton; and three liaison positions. Ms. Knobbe invited the board to attend a Lane ESD Board Meeting.

The Board followed Ms. Knobbe’s presentation with questions specific to our district regarding Special Education services and funding. A comment was also made regarding how our teachers really appreciate Lane ESD coming on site. The Local Service Plan Resolution will be placed on the Board agenda in February 2016.

5.3 Principal Reports
Ms. Cafferata remarked that she was impressed by the 99.2% Parent-Teacher Conference turnout at the Elementary.

The Board discussed Principal reports and determined that instead of the Principal’s providing both written and verbal reports during Board Meetings, we will now provide hard copies of the reports for the audience and allow time for questions and comments from the Board.

5.4 Facilities Update
Superintendent Scurto provided the Board with an update on the Bond project.

**High School:**

*Kitchen/Multi-Purpose Room:*
We are scheduled to receive occupancy on Wednesday, November 18th. Crews are working feverishly to meet this deadline. We have determined that our personnel will be responsible for waxing the floors. The acoustic panels are on backorder and will be installed over Winter Break along with the blinds. In the meantime the wall will be painted. As next week is a short week due to Thanksgiving break, we will open the area to students on November 30th. The kitchen area equipment is here and commodities will be delivered this week and placed in the kitchen cooler and freezer. Elementary and High School kitchen staff will receive training on the new equipment in the High School Kitchen on Wednesday.

*Locker Room:*
The locker room will be ready for use in time for the basketball games. New PE lockers will be installed over Winter Break.

*Administrative Office:*
On Veteran’s Day electrical crews fixed the lights and adjusted the illumination. Windows are schedule to be change over Winter Break. The Board mentioned that we should make sure we are not paying premiums for additional work as this is part of the original contract.

*HS Addition:*
The slab was poured last Thursday and walls started going up today. We are on schedule for finishing on July 29, 2016.
Elementary School:

Library:
The light sensor has been fixed.

Elementary Addition:
The elementary addition is moving along and is on schedule for a February 26, 2016 completion date.

Bus Loop:
We will be issuing a Request for Proposal for a traffic engineer soon. Board members expressed concern that construction cost increases in other areas of the bond program may squeeze resource availability for this project. It was confirmed that improving traffic flow was specifically included in ballot measure language.

Permits:
We are still waiting for permits for the High School Addition and Auxiliary Gym. In the meantime, work is continuing and communication with the Land Management Department at the County is occurring.

A request has been made to the County to refund our permit fees. The County Commissioners have scheduled a meeting with Board Chair Parrish and Superintendent Scuro this week to discuss the outcome from their executive session meetings. The Board would like the Administration to track all extra costs due to the permit delays in case further action is required.

5.5 Board Email Accounts
Board Members were provided with District email accounts to be used for conducting school related business.

6.0 PUBLIC FORUM – During this portion of the Board Meeting, members of the public are specifically invited to present commendations 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).

7.0 CONSENT AGENDA

7.1 Accept Monthly Financial Statements

Curt Offenbacher moved to accept Monthly Financial Statements, Exhibit 1516.51. Kevin Parrish seconded the motion. The motion passed unanimously.

8.0 BOARD ACTION ITEMS

8.1 New Business

8.101 Resolution 1516-52, Authorizing Issuance of Individual Procurement Cards
This is a first reading of Resolution 1516-52 which allows for the use of individual procurement cards. Card holders would be only those listed in the recommendation included in Board packets. It is believed that this is a way to create more efficiency while still maintaining internal controls.

8.2 Old Business
9.0 FUTURE BOARD MEETINGS

*Future Meetings*

- Work Session – November 30, 2015 7:00 p.m., Pleasant Hill Community Center
- Board Meeting – December 14, 2015 7:00 p.m., Pleasant Hill Community Center

*Request for Future Topics*

November 30, 2015 – Consider changing the Board Meeting start time.
PERS Town Hall Meeting Report

10.0 ANNOUNCEMENTS/OTHER

There will be a PERS Town Hall Meeting at the Springfield City Hall on December 1, 2015 from 9:00 a.m. to 11:30 a.m. This meeting is to help with understanding the range of issues with PERS and their effect on our District. Please let Ms. Johnson know if you would like to attend.

You may sign up at the District Office for the next construction tour scheduled for December 3, 2015 at 3:00 p.m.

11.0 ADJOURNMENT – 7:40 p.m.

Signed: [Signature]
Kevin Parrish, Board Chair

this 30th day of November, 2015.