1.0 CALL TO ORDER
The regular meeting of the Pleasant Hill School Board was called to order by Chair Wyloda Cafferata at 7:00 p.m. Other board members in attendance were Jeff Bernardo, Curt Offenbacher and Barbara Orre. Others in attendance were Scott Linenberger, Superintendent; Randy Fisher, High School Principal; Erik Hoberg, High School Assistant Principal and Athletic Director; Devery Stoneberg, Elementary Principal and Becky Johnson, Board Secretary.

Barbara Orre read the mission statement.

2.0 INTRODUCTION OF AUDIENCE
Curtis Peasley, parent; Elizabeth Peasley, parent; Sarah Peasley, PHHS student; Rebecca Peasley, PHHS student; Russ Boring, parent and Sue Doe, PHHS teacher, 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 October 23, 2017 Board Meeting Minutes were approved by consensus.

5.0 CONSENT AGENDA
5.1 Personnel
   5.101 Accept Hiring of Katelyn Andress, Special Education Assistant 6-12
   5.102 Approve 2017-18 Winter Coaching Contracts
      • Stacy Paszkiet, Head Girls Basketball (1.0 FTE)
      • Jordan Goschie, Assistant Girls Basketball (1.0 FTE)
      • Matthew Thornton, Head Boys Basketball (1.0 FTE)
      • Seth Hutchinson, Assistant Boys Basketball (1.0 FTE)
      • Hayden Ptacnik, Assistant Boys Basketball (1.0 FTE)
      • Dahn Nikitins, Head Wrestling (1.0 FTE)
      • Robin Neet, 7th Grade Girls Basketball
      • Stacy Fenley, 8th Grade Girls Basketball

_Curt Offenbacher moved to accept the consent agenda. Barbara Orre seconded the motion. The motion passed unanimously._
6.0 REPORTS & DISCUSSION ITEMS

6.1 Presentations
Randy Fisher, PHHS Principal, announced that Sarah and Rebecca Peasley were the October Students of the Month. The Peasley sisters are very accomplished students. Mr. Fisher recognized Sarah Peasley’s accomplishments. Sarah has been involved in soccer, band and honors band for all four years and on the track team for three. Ms. Peasley is part of the National Honor Society and participates in the U of O Honor Alumni Band. She volunteers her time in student council, REACH club, cupcake club, Spanish club, recycling club, Mr. Billie, band club, band counsel, prom committee, homecoming committee, coffee cart, and her church youth group. Principal Fisher then recognized Rebecca Peasley’s accomplishments. Rebecca has played four years of varsity soccer, receiving 2nd team all-league goalie her sophomore and junior year, and was team captain her senior year. She has also played two years of varsity basketball and four years of track. Ms. Peasley is involved in student council, REACH club, peer mediation, cupcake club, Spanish club, recycling club, My Future My Choice, Mr. Billie, organizing blood drives, coffee cart and church service projects. Rebecca is also part of the National Honor Society, U of O Alumni Band, Willamette Valley Honor Band and the PHHS Band that won State Championships in 2016. Sarah and Rebecca are both terrific people and great contributors to PHHS. After receiving their awards Sarah and Rebecca thanked their parents for their support and encouragement. Mr. Fisher announced that Jolene Parr was the Most Improved Student of the Month stating that she is doing a wonderful job during her senior year. He also announced that Heather Rodrigues was the Volunteer of the Month. Ms. Rodrigues has spent many hours helping with easyCBM reading assessments for our 6th grade students.

6.2 Breakfast on the Hill Update
Superintendent Linenberger shared that Ms. Bukowski was unable to make it tonight due to unforeseen circumstances, but that she shared her report with him. Breakfast on the Hill was a great success again. With approximately 90 guests in attendance the Foundation raised approximately $32,000. Of these funds $10,000 was donated from the Faye and Lucille Stewart Foundation. Robert Irvine, a member of the Faye and Lucille Stewart Foundation Board, feels strongly about supporting our schools. His family has close ties with the school, with his wife being the former principal of Trent Primary School and his son's great experience while attending Pleasant Hill Schools. The Pleasant Hill Education Foundation is excited about and thankful for this continued support and to Pat and Sarah Neill for inviting Mr. Irvine to the inaugural breakfast last year. On behalf of PHEF, Mr. Linenberger thanked all who attended Breakfast on the Hill. Other updates from PHEF include the annual mailing campaign that will be going out soon to parents and previous donors and planning for the “Big Night Out” event scheduled for February 24, 2018.

6.3 Athletic Director Presentation
Erik Hoberg, PHHS Assistant Principal and Athletic Director reported on current training for Athletic Coaches. Mr. Hoberg handed out a copy of the 2017-18 Coaches Handbook. The handbooks provides our coaches with the Athletic Department philosophy, code of ethics, roles and responsibilities and provides sample letters to parents as a means to help with communication to parents. Mr. Hoberg held a pre-season meeting in August for fall head coaches where this information was included. Mr. Hoberg referenced Appendix B which outlines the OSAA Coaches Certification requirement, record keeping and pre-season goals which will be reviewed during head coach evaluations. He also noted that in addition to the OSAA certification requirement, our football coaches receive specific training
annually in areas such as tackling and concussion. Mr. Hoberg was pleased to share that we had 143 students, which is 42% of the high school, participating in the seven Fall Sports programs, with 17 coaches. Mr. Hoberg is hopeful that our numbers will remain steady and we can continue to be successful. This year our high school students were League Champions in Girls Soccer, Boys Soccer and Cross-County with the boys’ cross-county team receiving special acknowledgement for maintaining a team average of a 3.71 GPA. Mr. Hoberg is looking forward to see what the four winter and four spring teams will do. Middle School Athletics is off to a great start also, with 19 students playing volleyball and 24 students playing 7/8 grade football. Mr. Hoberg noted that middle school head coaches will now receive a stipend and be required to complete specific trainings. Volunteer coaches, starting with winter season, will also be required to complete trainings, in addition to the background check previously required. Mr. Hoberg concluded his presentation an opened the floor for questions. The board inquired if there were any concussions this past fall. There were two students that went through the concussion protocol. The Board also inquired on the evaluation process for coaches. Mr. Hoberg replied that in the past coaches were not given formal evaluations but that they did discuss strengths, weaknesses and ways for improvement. With the new evaluation process this year, head coaches will be evaluated within four weeks of the last game. Information for the evaluation will come primarily from observing games and practices, managing inventory and parent communications. Assistant coaches will be evaluated by the head coach with a focus on fundamentals and supervision. Board Member Offenbacher shared that he admired the commitment from coaches and volunteer coaches. The Board thanked Mr. Hoberg for his presentation.

### 6.4 Principal Reports

Principal Stoneberg reported that the elementary jog-a-thon/walk-a-thon was a success with approximately $24,500 raised. Thank you to Megan Flanders and the PTO team. Every student who participated received a coupon for a free individual sized pizza from Papa’s Pizza. Other awards were gift certificates to the book fair, classroom ice cream party if a student collected over $300 and a Toys-R-Us gift card to the student who collected the most. Nine classrooms received an ice cream party and the top student collected $1800. An attendance incentive, Billie’s Superhero Attendance, has been created this year to encourage regular attendance. Classrooms with a 95% or greater attendance will receive a letter each day to complete the phrase “Billies Attend School Daily” and earn a prize, such as an extra recess. Individual students with a 95% or greater attendance rate are also recognized monthly. Reaching Out Mentoring held a successful community pumpkin party with approximately 50 families attending. Ms. Stoneberg thanked the high school REACH club for helping run the stations. Grading day is scheduled for November 2\textsuperscript{nd} and our staff are preparing for Parent Teacher Conferences the following week. As always, we strive to have 100% of our families attend the conferences. The PTO sponsored Book Fair will run from November 12-November 17\textsuperscript{th}. This is a for profit sale and the BOGO fair will be held in the Spring. Our K-12 staff is continuing to work with writing consultant Robert Young and have created a writing mission statement “Pleasant Hill students are competent, confident writers who can organize their thoughts, communicate effectively for a variety of purposes, and meet the state standards.” Mr. Young has also begun meeting with grade level teams preparing for him to work with their classes. Ms. Stoneberg attended the COSA Lifting Leader’s Conference and was able to speak with representatives from Sanford Harmony Organization who developed a social emotional learning curriculum that they are providing free to our school along with over $2,500 of professional development. The Board requested an update on the new curriculum as available. Ms. Stoneberg also reported that a South Lane Mental Health therapist will be coming on campus and splitting their time between schools.
Lastly, upcoming events include a Thanksgiving Feast on November 21st thanks to our kitchen staff, a Christmas Concert on December 7th at 6:00 p.m. in the elementary gym and our annual 3rd grade Toys-for-Tots drive.

Principal Fisher reported high school enrollment was 342 students at the end of October, with a total of 591 students in the building. Mr. Fisher congratulated all our students and coaches on their hard work during fall season. Our own Mattie Woodward, a cross-county team member, sang the National Anthem at the State meet. Thank you to Shirey Bukowski and the Pleasant Hill Education Foundation for hosting another great Breakfast on the Hill and to Mr. Hoberg for emceeing the event. It is always a great morning and fun to see our students helping with the event. The high school staff is working closely with our seniors on graduation requirements. October 11th all high school students participated in our annual test day with students taking the PSAT and ASVAB. Thank you for Cheryl Ruiz for organizing this event. Our Future Farmers of America team received their jackets and are working on projects to add patches. We are working with an architect and our maintenance lead to devise a plan for the greenhouses. All 9th grade students, along with some 8th graders attended a job fair hosted at the Lane County Fairgrounds. Mr. Hoberg and the Student Council team did a wonderful job planning Homecoming activities. Principal Fisher also reported on Middle School happenings. At the end of October we had 249 middle school students. Thank you to our staff for organizing the 7th grade student’s field trip to Maude Kerns Museum. Middle School fall athletics have ended; all teams competing did well along with our new athletic directors Joe Neill and Jordan Goschie. At the end of the quarter 7th and 8th grade students will rotate to a new elective, with the exception of those in band or vocal. Thank you to Sue Doe for her work on the tennis courts, fund raising is continuing to complete the project, although the courts are already being used frequently.

6.5 Superintendent Report
6.501 Facility Update
Superintendent Linenberger updated the board on current facility projects. Jim Dienstel, Maintenance Lead, is continuing to gathering information on the well system. High school gates are coming along and Mr. Dienstel is scheduled to meet with a contractor this week in an effort finish the gates. Chambers Construction continues to work on the high school door mechanisms. We have received a proposal on the external library connector and will discuss this further during a future meeting. The elementary school fire system is working fine, but the manufacturer has stopped making parts. Superintendent Linenberger will address this again during budget time as it is not an immediate issue.

6.502 Measure 98 Update
Superintendent Linenberger reported on a previous question from the Board regarding using Measure 98 funds for a grant writer. Based on his research and discussions a grant writer could have been used only during the first year. We may discuss having a grant writer during budget time.

6.503 Policy IGCA, Post-Graduate Scholar Program
Superintendent Linenberger discussed policy IGCA which was brought forward during the last meeting. Mr. Linenberger is recommending that we do not move forward with this adoption since this is a conditionally required policy for a program currently not in place in our district.
6.6 State School Report Card
The Board shared their concern with our State test scores and the economic achievement gap. Superintendent Linenberger noted that we are currently working with Robert Young to provide professional development in the area of Language Arts, as this is an area where it appears improvement may be needed. Mr. Linenberger is also hoping that the Trauma Informed Care training some staff received will provide us with another tool to help narrow the socioeconomics achievement gap. In comparison with other districts, Mr. Linenberger is impressed with the support services we have available at Pleasant Hill.

6.7 Final Thoughts from OSBA Board/Superintendent Training
The Board shared their thoughts on the board training presented by Steve Kelley, OSBA consultant. The Board will review policy CHCA, Approval of Handbooks and Directives. Ms. Cafferata would like to Board to consider bringing Mr. Kelley back to provide goal setting training. The Board supported the idea of collaborating with staff on goals. Ms. Cafferata will bring back more specific information on this training to a future meeting. Additional feedback on the training was that Board members appreciated that the training was done in-house and was tailored more towards Pleasant Hill’s needs. Superintendent Linenberger recommended that we have board training every couple of years, even if we don’t have new board members.

6.8 Student Representative to the Board Update
Superintendent Linenberger reported that the high school will have a student representative attend a board meeting quarterly and provide a report as needed.

7.0 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 BDDI). Personnel matters may not be discussed in public at a School Board meeting. Members of the public who have personnel concerns should share them directly with the School Board chair or the district superintendent.

No comments were made.

8.0 BOARD ACTION ITEMS
8.1 New Business
8.101 OSBA Election
The 2017 OSBA Election takes place in November. This year we are voting on the Board of Director and Legislative Policy Committee for Position 6 and an OSBA Resolution 1 which reorganizes OSBA as a non-profit corporation and adopts the proposed 2017 bylaws.

Curt Offenbacher moved submit a “Yes” vote for Sherry Duerst-Higgins, for OSBA Board of Directors, Position 6; Rose Wilde, OSBA LPC Position 6, and OSBA Resolution 1. Barbara Orre seconded the motion. Ms. Cafferata commented that she felt Ms. Duerst-Higgins and Ms. Wilde have done a good job in their current positions. The motion passed unanimously.

8.102 First Reading on Complaints and Appeals Policies
   a) Amend AC, Nondiscrimination
   b) Adopt AC-AR, Discrimination Complaint
   c) Adopt IGBBC, Talented and Gifted – Programs and Services
d) Review IGBBC-AR, Complaints Regarding Talented and Gifted Programs and Services (look at IGBBA-AC 2)

e) Amend JGAB, Use of Restraint and Seclusion

f) Amend KL, Public Complaints

g) Delete LGA, Compliance with Standards

h) Review deletion of LGA-AR (1), Public Appeals and Complaints about Alleged Violations of Standards

i) Review deletion of LGA-AR (2), Appeal to the State Superintendent for Alleged Standards Violation

8.103 First Reading on Public Comments Policies
   a) Amend BDDH, Public Comment at Board Meetings
   b) Review BDDH-AR, Public Comment at Board Meetings

8.104 First Reading on Drone Policy
   a) Adopt ECACB, Unmanned Aircraft System (UAS) a.k.a. Drone

8.105 First Reading on Teacher and Administrator Evaluations Policies
   a) Amend CCG, Evaluation of Administrators
      CCG – change once each academic year
   b) Amend GCN/GDN, Evaluation of Staff

8.106 First Reading on Accident Reporting Policies
   a) Amend EBBB, Injury/Illness Reports
   b) Adopt JHF, Student Safety

8.107 First Reading on Communicable Disease Policies
   a) Adopt GBEB, Communicable Disease - Staff
   b) Review GBEB-AR, Communicable Disease – Staff
   c) Amend JHCC, Communicable Disease – Students
   d) Adopt JHCC-AR, Communicable Diseases – Student
   e) Rescind JHCC/GBEB-AR, Communicable Disease

8.108 First Reading on Criminal Records Check for Volunteers
   a) Amend GCDA/GDDA, Criminal Records Check and Fingerprinting
   b) Review GCDA/GDDA-AR, Criminal Records Check and Fingerprinting
   c) Amend IICC, Volunteers

8.109 First Reading on Senate Bill 20 Policies
   a) Amend IGBA, Students with Disabilities - Child Identification Procedures
   b) Adopt IGBAG-AR, Special Education - Procedural Safeguards
   c) Amend IGBAH, Special Education - Evaluation Procedures
   d) Amend IGBAJ, Special Education - Free Appropriate Public Education (FAPE)
   e) Adopt IGBAJ-AR, Special Education - Free Appropriate Public Education (FAPE)
   f) Amend JEC, Admissions
   g) Amend JEEA, Admission of Resident Students
8.110 First Reading on Graduation Requirement Policy
   a) Amend IKF, Graduation Requirements

8.111 First Reading on Compulsory Attendance Exemptions Policy
   a) Amend JEA, Compulsory Attendance

8.112 First Reading on Tobacco Policy
   a) Amend JFCG/JFCH/JFCI, Use of Tobacco Products, Alcohol, Drugs and
      Inhalant Delivery Systems
   b) Review JFCG-AR, Discipline for Use, Possession, Distribution or Sale of
      Tobacco Products or Inhalant Delivery Systems

8.113 First Reading on Medications Policies
   a) Adopt JHCD/JHCDA, Medications
   b) Adopt JHCD/JHCDA-AR, Medications
   c) Rescind JHCD, Nonprescription Medication
   d) Rescind JHCDA, Prescription Medication

8.114 First Reading on Investigations on District Premises Administrative Regulations
   a) Review JHFE-AR, Abuse of a Child Investigations Conducted on District
      Premises
   b) Review KN-AR, Investigations Conducted on District Premises

8.115 First Reading on Public Records Policies
   a) Amend JOA, Directory Information
   b) Amend KBA, Public Records
   c) Review KBA-AR, Public Records

Superintendent Linenberger discussed the proposed policies, noting the summary sheet and his process for bringing required, highly recommended and some optional policies forward. This is a first reading for all policies listed in items 8.102 thru 8.115. The Board requested that policy JHCD/JHCDA, Medications be reviewed by Tom Harris, the District Health Clerk. The board reviewed the policies and moved them forward for a second reading, along with the administrative regulations that required Board approval.

9.0 FUTURE BOARD MEETINGS
   • Work Session – November 20, 2017, 7:00 p.m., Pleasant Hill Community Center
   • Board Meeting – December 11, 2017, 7:00 p.m., Pleasant Hill Community Center

10.0 ANNOUNCEMENTS/OTHER
    The large tree next to the tennis court may ruin the new surface and it does not appear that pruning will fix the issue. Superintendent Linenberger is recommending that the tree be removed along with the three trees in in front of the elementary that are causing concrete issues.

11.0 ADJOURNMENT – 10:20 p.m.

Signed: Wylda Cafferata, Board Chair

[Signature]

this 20 day of Nov., 2017.