1.0 CALL TO ORDER
The regular meeting of the Pleasant Hill School Board was called to order by Chair Parrish at 6:58 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.

Barbara Orre read the Mission Statement aloud.

2.0 INTRODUCTION OF AUDIENCE
Rick Rainone, Cornerstone Management; Gary Shearer, community member; Michelle Allen, parent, were present.

3.0 ADDITIONS OR DELETIONS TO THE AGENDA
Item 8.101 cost authorization for the bid alternate to construct two additional high school classrooms was added to the agenda.

4.0 APPROVAL OF MINUTES
The September 14, 2015 Board Meeting Minutes were approved by consensus.

5.0 REPORTS & DISCUSSION ITEMS
5.1 Facility Update
Superintendent Scurto reported on the current facilities progress and delays. The high school office and elementary kitchen are operational, although Chambers Construction has a punch list of items to be completed before we receive final completion. We have received substantial completion, occupancy, for the elementary library and students should have access starting next week. Due to permit delays, Chambers Construction has updated the project timeline. Based on the revised timeline we should receive occupancy for the high school locker room and kitchen/commons area in November, the elementary addition on April 19, 2016, and the high school addition on July 14, 2016. Construction plans were submitted on May 19, 2015, and as of this week they have not started reviewing plans for the high school addition. Mr. Rainone stated that in most cases sixty days is the normal review time for permits. Unfortunately, while our situation may be unreasonable, it was considered that this may not be unusual based on Lane County’s reputation. To date the permit delays have cost us approximately ninety-four thousand dollars. In an effort to make up lost time, the newly appointment department head at Lane County may offer courtesy inspections. The Board plans to send a letter to the County Commissioner regarding the negative effects of the permit delays on our District.
Mr. Rainone reviewed the current construction budget highlighting budget commitments, amounts paid to date, uncommitted budgets and construction contingency. Mr. Rainone and the Management Team have been reviewing the budget for the past month to see if we would be able to afford the bid alternates. Based on their findings, they believe we have sufficient funds to cover the estimated cost of $305,000 to build phase one of the two additional classrooms at the high school. Phase one would rough-in an additional 3,800 sq. ft. by placing a classroom on the corner of both the north and south wings and constructing the corresponding corridors and vestibules. The Board would like Mr. Rainone to add a decision point to the timeline of when a decision must be made by, if phase two of the classrooms will be constructed as part of this bond program. They also want to ensure there’s price-to-finish protection in the contract for phase one with Chambers Construction. At this time, it looks like the bid alternate for the elementary library connector may be completed at a later time using general fund or other District reserve monies.

5.2 Fourth Quarter Reports
5.201 Enrollment
Superintendent Scuro reviewed the fourth quarter enrollment numbers ending June 2015. At the end of the 2014-15 school year we had a total of 948 students. At the next board meeting we will have enrollment numbers from the first quarter.

5.202 Financial
Ms. Passerotti presented the 2014-15 fourth quarter reports.

General Fund
The year-to-date summary compares the actual results to budget and also the projections in place at the time the 2015-16 budget was developed. The ending fund balance for the year was $1.69 million, almost $800,000 more than at the beginning of the year and a comparable increase from last year. The ending fund balance represents 20% of operating revenues and two months average operating expenditures, the reserve target established by GFOA. Our revenues were $67,507 higher than projected based on lots of small accumulations and $48,000 in federal forest fees. Our expenditures were under budget by $87,284 representing 4.8% underspending.

Capital Projects
This report shows a monthly breakdown of resources and expenditures for the bond project. Year-to-date bond resources were $18,757,060, including $47,000 in interest earnings, and expenditures were $2,436,618, resulting in an ending fund balance of $16,320,442. As construction moves forward we will see a lot more activity in this fund.

Grants/Reserves
The District benefited from $725,518 in grants during the year. The District received $608,308 in Federal grants, $26,475 in State grants and $90,735 from private sources. The Pleasant Hill Education Foundation alone provided over $30,000 of our private sources, which is a true testament of our communities support. Mr. Offenbacher would like to see how our grant funding compares to other districts. Ms. Passerotti will
look into other district’s awarded grant amounts and report on her findings at a later meeting. Mr. Parrish suggested that the District might benefit from hiring a grant writer to generate additional resources. Ms. Passerotti reviewed expenditures from the District’s various reserve funds. Reserves totaled $846,481, with $288,000 held in the insurance/benefit reserve which serves as the District’s protection against future PERS rate increases.

**Food Services**
Ms. Passerotti stated that we ended the year with $59,323, while we began the year with $75,643. She indicated that the decline includes the write-off of prior year receivables and also the costs of adding serving staff during the year, but she still believes that overall we are running a break even program. We may see in increase in revenues this year due to the program change in free and reduced meals. Ms. Passerotti clarified that the State Legislature appropriated funding this biennium to permit students eligible for reduced price meals to get them for free. The food service program still has three categories -- paid, reduced price and free – with eligibility based on need. In the past if the student qualified for reduced meals they would pay $0.40, but now the State is picking up this cost. Ms. Passerotti may bring back another report at mid-year once we see whether the new program is resulting in increased participation.

**Cash and Investment Report**
This report reviews all district cash accounts and investments as of June 30, 2015. Cash and investments totaled $23,546,901, representing Cash balances of $189,469 and investment balances of $20,126,356. The majority of investment balances come from the bond. During the fourth quarter we earned $22,000 in bond interest. We have conservatively projected investment earnings of $70,000 over the life of the bond.

5.203 Safety
Principal Stoneberg reported that all drills went well during safety week which was held at the elementary during the second week of school. Students participated in room clears, bus safety, lockdown, directed response and fire drills. During the third week of school, students had an unexpected fire drill while the Fire Marshall was visiting. Students did a great job, especially while waiting to return to the building.

Principal Fisher reported that all drills were reviewed, practiced and successful. A general map went out to all students showing areas where they should go in case of an emergency. Mr. Fisher is still assisting with traffic flow in the high school parking lot. Mr. Fisher is impressed with how respectful students are of the contractors/subcontractors and with staying away from the construction site. Ms. Orre expressed her concerns about the traffic safety in the high school parking lot and would like to see it resolved before an accident occurs.

5.204 Achievement – State Assessment Results
Superintendent Scuro presented the State Assessment results from last year, noting that this was the first year using the Smarter Balanced test for reading/literature and math. High School science continued using the OAKS
exam. The Pleasant Hill Improvement Plan (PHIP) team will be analyzing this data after the state school report card comes out on October 15, and further information will be brought back to the October 26th board meeting. Based on our initial look, Pleasant Hill students met or exceeded the State average in grades 3rd, 4th, 6th and 8th in almost all areas. 11th grade students excelled in reading, but fell below the State average in math and science. The Board discussed their investment in math and science with funding approved for additional math and science teachers in the last budget. The board would like to review the allocation of resources during budget time in Spring 2016. They would also like to see if the state average increased in science or if Pleasant Hill declined. Mr. Scurto also presented disaggregated state assessment results based on demographics. Ms. Cafferata would like to take a closer look at the socio-economic achievement gap.

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).

No members of the audience spoke.

7.0 CONSENT AGENDA

7.1 Personnel

7.101 Kelly Michlanski, Education Assistant K-6 (Exhibit 1516.35)

Wylda Cafferata moved to approve the consent agenda. Barbara Orre seconded the motion. The motion passed unanimously.

8.0 BOARD ACTION ITEMS

8.1 New Business

8.101 Cost Authorization for Bid Alternate, Two Additional High School Classrooms

Curt Offenbacher moved to proceed with item 8.101, two additional high school classrooms, roughed in not to exceed $305,214. Wylda Cafferata seconded the motion. The motion passed unanimously.

8.2 Old Business

8.201 Draft 2015-16 Board Administrator Charge

Curt Offenbacher moved to adopt the 2015-16 Board Administrator Charge, Exhibit 1516.36. Wylda Cafferata seconded the motion. The motion passed unanimously.

8.202 Policy BCBA, Board-Student Communication

Policy BCBA is two-fold. First, OSBA policy BCBA allows for a student representative on the Board. Second, policy BCBA written by Ms. Cafferata, Exhibit 1516.37, would fall under the instruction category allowing for student participation on committees. It was suggested to offer students credits for their participation. The topic was tabled for a future meeting.
Wylda Cafferata moved to adopt Policy DJFA, Credit Cards, Exhibit 1516.38 with “beverages” added to item 2.0. Barbara Orre seconded the motion. The motion passed unanimously.

**9.0 FUTURE BOARD MEETINGS** *(held in Pleasant Hill Community Center)*

*Future Meetings*
- Board Meeting – October 12, 2015 7:00 p.m., Pleasant Hill Community Center
  Kevin may be gone.
- Work Session – October 26, 2015 7:00 p.m., Pleasant Hill Community Center

*Request for Future Topics*

**10.0 ANNOUNCEMENTS/OTHER**

Ms. Cafferata encouraged all board members and administration to attend the OSBA Regional meeting held this Thursday, October 1, 2015.

**11.0 ADJOURNMENT** – 9:18 p.m.

Signed: [Signature]
Kevin Parrish, Board Chair

this **12** day of **October**, 2015.