1.0 CALL TO ORDER

The regular meeting of the Pleasant Hill School Board was called to order by John Oldham at 7:01 p.m. Other board members in attendance were Vice Chair Kevin Parrish, Wylda Caffarata, Curt Offenbacher and Barbara Orre. Others in attendance were Tony Scurto, Superintendent; Caroline Passerotti, Business Manager; Thad Holub, High School Assistant Principal; Devery Stoneberg, Elementary Principal; and Becky Johnson, Board Secretary. Randy Fisher, High School Principal was unable to attend.

Barbara Orre read the Mission Statement aloud.

2.0 INTRODUCTION OF AUDIENCE

Doug Stowell, community member; Kelli Martin, PHHS Math Teacher; Cyndi Quirk, PHES 5th Grade Teacher; Debbie Laney, PHES 1st Grade Teacher; and Kathy Faber, community member, were present.

3.0 ADDITIONS OR DELETIONS TO THE AGENDA

Under the report and discussion items Superintendent Scurto stated he would discuss the bus incident that occurred this past Wednesday.

4.0 APPROVAL OF MINUTES

Amendments were made to the September 15, 2014 Board Meeting Minutes. The Minutes were approved by consensus.

5.0 REPORTS & DISCUSSION ITEMS

5.01 Bus Incident
Superintendent Scurto briefed the Board on an incident on September 24, 2014, emphasizing that all students were safe. On Wednesday, September 24, 2014 one of our buses on Parkway Road rolled into a ditch. The incident occurred when the driver pulled over to deal
with an unruly student and forgot to put the airbrake on. Students evacuated the bus out the back door, as they learn in bus safety training, and then transferred onto another bus that brought them to school. The media followed the incident because the initial reports to the first responders stated that there were injuries. First Student contacted parents, although due to the media coverage some parents may have heard the news before they were contacted. We are working with First Student to figure out a faster notification system. In addition, we are looking at way to improve the phone lists system so First Student will have the most recent numbers at all times. Parents will be notified to update their phone numbers if there has been a change. We are working on coordinating a meeting with First Student, Dexter and Pleasant Hill first responders, and our Administration Team to discuss procedures. The Board suggested that First Student should review approved areas to pull off.

5.1 Year-End Reports for 2013-14

5.1.1 Enrollment (Exhibit 1415.20)
At the end of 4th quarter for the 2013-14 school year PHSD had a total of 888 students, 418 students at the high school and 470 students at the elementary. At the end of the 1st quarter last year there was a total of 914 students. This decline was a notable departure from previous years when small increases were experienced over the course of the year. If this pattern continues, there could be significant financial impact as it puts us below what we get paid on from the State. At the October 13th Board Meeting we should have current enrollment numbers for the first quarter of the 2014-15 school year. As of Friday there were 950 total students: 476 at the high school and 474 at the elementary.

5.1.2 Financial Report- General Fund (Exhibit 1415.21)
Ms. Passerotti presented two general fund reports, one in summary format and one showing cash flow impacts. She noted that these are preliminary reports as auditors are coming this week, although final numbers should not be significantly different. The General Fund ended with $1.5 million in reserves. There are three main reasons. First, the district was overpaid by the state by approximately $126,000 because tax revenues were higher than what was included in the state projection and we also experienced a decrease in student enrollment toward the end of the year. Second, there was a one time savings of about $60,000 on an insurance premium due to a billing cycle change. Lastly, transportation costs were under the projection amount by $95,000. Transportation cost were lower than previous years and we are discussing the reasons why with First Student. Overall reserves were about $300,000 higher than projected. The Government Finance Officers Association (GFOA) reserve recommendation is two months average operating expenditures. The current General Fund balance puts District reserves in this range. The Board discussed the increase in classified salaries and substitute costs, and the reimbursement for transportation projections. Board members agreed that for future reporting purposes, the summary format was preferable.

5.1.3 Financial Report – Food Services (Exhibit 1415.22)
Ms. Passerotti stated that we have achieved a stable food service program. For the 2013-14 school year there was a $7,000 profit and $73,000 in reserves. Now that income and expenses are matched, we can look at the program to help find areas of improvement. We will see how this year’s price increase impacts sales. Mr. Scurto said that Federal regulation requires the District to raise meal prices if they are overburdening the free/reduced meal program. He mentioned that the meal prices were still lower than we should be and that we expect to increase prices again next year. Curt Offenbacher
asked how many students were currently received free or reduced meals. Mr. Scuro, will check on the percentage, but it was noted that the elementary was around 43%. The Board then discussed potential Federal funding depending on the percentage of students receiving free/reduced meals and potential free summer lunch programs. Mr. Parrish suggested that we look at this report only during budget times as this is a small portion of the overall budget.

5.1.4 Financial Report – Grants/Reserves (Exhibit 1415.23)
Ms. Passerotti presented the Grants and Reserves financial report for 2013-14. The District benefited from $550,178 in Federal, State, and private grants during the year, approximately $90,000 more than in 2012-13. The District received $483,332 in Federal grants, $17,036 in State grants, and $49,820 from private sources. The Pleasant Hill Education Foundation alone provided over $33,000, a true testament to how much our local community supports our students. She noted that federal grants were up $56,000 mostly from greater usage of the IDEA grant, and funds from the Pleasant Hill Education Foundation were up $15,500. Ms. Passerotti also reviewed expenditures from the District’s various reserve funds.

In a postscript to the financial report, Ms. Passerotti added that on Friday, the PERS board met and revised their rates. For the 2015-17 biennium, the PERS board increased rates for Tiers 1 and 2 to 22.33%. OPSRP rates (which apply to more recently hired employees) decreased from 20.29% to 17.64%. With the new plan we should save approximately $40,000 per year for 2015-17 based on our current salary levels and distribution of salaries between Tiers 1 and 2 and OPSRP.

5.2 Achievement - State Assessment Results (Exhibit 1415.24)

Since the last Board Meeting, the PHIP team met to discussed assessment results and strategies/targets. Special focus was on the 6th and 11th grade math programs as these classes were the only ones not above the State average. Mr. Scuro discussed the assessment changes from the 2012-13 school year to the 2013-14 school year. The comparison showed that reading for 4th & 6th grades had increased, while other grades went down. Math scores were up for 5th, 7th and 8th grade. Other grades were lower with a significant decrease in 6th grade. Science scores increased for 5th and 11th, but were down for 8th grade. Writing scores, which only assessed 11th grade, increased by 7.9%. It was noted that an increase or decrease in test scores of only a few students may make a difference on whether or not we are meeting our benchmark and other goals. Mr. Scuro continued on to discuss the assessment graphs for this year’s current students, which was based on their last two years of school. There was a more in-depth look at the current 11th graders as their last assessment test were from when they were in 8th grade. The Math scores and class sizes are areas of concern. A math teacher position has been posted to help in this area. Starting today, there is a student teacher for this quarter. She will be working under a certified teacher, until she becomes licensed next quarter.

Assessment practices were discussed and an extended conversation began regarding Smarter Balance testing. The Board asked if someone is in charge of overseeing that everyone understands the materials in order to move on. Audience members’ discussed Common Core “I can” statements, curriculum alignment and other assessments that are used. It was also mentioned that the PHIP group is brainstorming ways to offer students extra help after school.
at the elementary school. The Board would like to look into the cost for adding after school help for the high school students too.

Mr. Scurto handed out a list of goals for 2013-15 from the PHIP plan. The first goal is literacy. In comparison with the state we are doing well, but we are still below our target. 3rd and 4th grade are the only grades close to our target. By June 2015, we hope to improve the performance of 4th, 7th and 11th grades to meet or exceed our writing standards. The second goal is citizenship. A survey is going out to see what extra-curricular activities students are involved in; community school events, volunteer services and participation in civic activities. It is important to have well rounded students. The third goal is Math. At this time all classes are below benchmark. To help increase computational fluency, all 1st-6th grade teachers will administer and evaluate monthly probes, align instruction in math with Common Core Standards and continue on-going collaboration and training among teachers to implement Common Core Standards of Mathematics.

Mr. Scurto handed out a comparison regarding economically disadvantage student achievement vs. total population. He mentioned that one of the PHIP goals is to narrow the gap between this group and the total population. In 2013-14 there is a gap in every grade for both Math and Reading, except for the senior year. Every effort really counts as only a small percentage of our students fall into this group.

5.3 Facility Update

Robertson-Sherwood/Mahlum Architects, Inc. led design charrettes September 16-18, 2014 with our design teams. From the planning sessions they came up with two drawings for both the elementary and high school. These designs will be presented at the October 8th meeting, held here in the community center. Then at the next Board Meeting on October 13, 2014 the Board will decide what percentage of the design to move forward with.

For the elementary school there is a one-story and two-story plan and a redesign of the parking lot and bus transportation. The first parking lot proposal is to move the buses to a location between the bus barn and baseball field. The second parking lot proposal is a complete redesign of the three horseshoes. Budgets will be a factor as to how we proceed. At this time, there are no set plans for the cafeteria and music building.

There are two designs for the high school. The first proposal is a one-story building; we would have to bring in portables in the interim. The second proposal is a two-story building; students wouldn’t be displaced into portables, but would there be enough separation of space with 6th-8th on one level and 9th-12th on the other. The design team is going to look more into this at their next meeting. Also, there is a redesign adding the auxiliary gym north of the current gym and adding parking behind it.

Mr. Scurto also stated that there will be a meeting this coming Wednesday, with Dave Guadagni, John Abel, Rick Rainone and himself, to discuss the CMGC RFP. He hopes to have the RFP ready for the October 13th Board Meeting so it can be sent out by the end of that week. There will be approximately a three week turnaround to accept the RFPs in order to move forward by November. In response to concerns about a short timeline for responses, Mr. Scurto agreed to confirm its reasonableness with Mr. Rainone, the District’s Project Manager.

6.0 PUBLIC FORUM – There were no comments from the audience.
7.1 CONSENT AGENDA
   7.1 Personnel
      7.101 Approve hiring of:
          • Erik Hoberg, Student Council Advisor – Partial Year Position
          • Brandi Watne, Prom Director

Wylde Cafferata moved to accept the Consent Agenda items 7.101. Barbara Orre seconded the motion. The motion passed unanimously.

8.0 BOARD ACTION ITEMS
   8.1 New Business
      8.101 Achievement Compact Targets (Exhibit 1415.25)

Mr. Scurto presented the draft 2014-15 Achievement Compact Targets. The targets for this school year 2014-15 will stay similar to 2013-14 targets. We have also moved the PHIP targets over. The 3rd grade reading proficiency target is 83%. Our goal by 2025 is to have a graduation rate of 92%. Other goals on the compact come from what OEIB deemed necessary. We really want to make sure that students start 9th grade ready. In addition, we are looking to see about adding the citizenship goal. We will approve the final Compact in October.

9.0 FUTURE BOARD MEETINGS
   Community Meeting, Facility Design Update – October 8, 2014, 7:00 p.m., PH Community Center
   Board Meeting - October 13, 2014, 7:00 p.m. PH Community Center
   Board Work Session – October 27, 2014, 7:00 p.m. PH Community Center

10.0 ANNOUNCEMENTS/OTHER
    10.1 2014 OSBA Annual Convention November 13-16, 2014
    10.2 OSBA Regional Workshop, Lane ESD, Oct. 22, 2014, 5:30 p.m.

11.0 RECESS TO EXECUTIVE SESSION – Labor Negotiations 8:37 p.m.

12.0 RETURN to Public Session 9:20 p.m.

13.0 ADJOURNMENT 9:20 p.m.

Signed: [Signature] this 13 day of Oct. 2014.

John Oldham, Board Chair