

# Minutes of Special and Work Meeting

## The Board of Directors Ashland School District

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A Special and Work meeting of the Board of Directors of the Ashland School District was held Monday, February 24, 2020, beginning at 7:00 PM in the District Office, 885 Siskiyou Blvd., Ashland OR.

**1. Call to Order / Roll Check**

Board Chair Westrick called the meeting to order at 7:00 pm. A roll check confirmed that all directors were present.

**2. New School Board Member**

Newly appointed Board member Mr. Tomas Monter-Rangel was sworn in by Chair Westrick..

**3. Progress Report: Strategic Plan Goal #2**

HR Director Rooper updated the board on current efforts to achieve the strategic plan goal of recruiting and retaining high quality and culturally diverse staff.

Her first objectives during the past year have been to improve the district's hiring process and focus attention on its environment and culture. She has implemented a new application and tracking system that makes the process clearer and simpler for applicants. We expect this to increase applicant pools. It also allows the district to tailor position postings to specific job duties and enables tracking the entire process online. This will ensure greater consistency in the process and allow us to review results with an equity lens.

Her team is exploring different venues for recruiting and intends to visit at least two out-of-state job fairs– California and Arizona or New Mexico. They intend to go to San Francisco State, which has a diverse student body. We have gotten good results from the SOU fair, and less from Portland or Eugene.

The HR team has conducted an equity review of the application itself and is also doing more training for screening committee members. It is too early to have hard data on the efficacy of the new approach with regard to numbers of applicants. The district is also working across community sectors to help create a more welcoming school and community culture for employees who do decide to live and work in Ashland.

There was some discussion of the way we track demographic data across students and staff, particularly with regard to those people who identify as multi-racial or “decline to state.” The Board encouraged arriving at clear definitions and processes to be consistent across time.

#### 4. **Bond Update**

Operations Director Steve Mitzel and HMK Program Director Chris McKay gave an update on bond projects.

##### A. Progress report on site projects

They explained the process by which cost estimates were developed from schematic designs for Ashland Middle School and John Muir Outdoor School. They used two different estimators and then compared the results checking for variances. These are still relatively high level reviews. The latest estimates arrived at a total of about \$10 million over the \$21 million budget allocated for these two projects by early bond committee estimators.

They explained the work done to bring the new estimate more in line with the original budget through a combination of changes in design to achieve desired results without compromising program functions or durability of materials. They did some cost cutting and also proposed additional revenues that could be brought to the projects.

These combined efforts brought the cost differential to zero. This recommendation will be officially presented at the Board's March 9 regular session meeting.

##### B. Finding of Fact

Mr. Mitzel and Mr. McKay also presented recommendations they will bring to the next regular session for sole source procurement on several district-wide purchases to implement safety, security and surveillance across the district facilities.

One proposal being considered is to install additional cameras in common public spaces in the schools – cafeteria, assembly areas, hallways – to enhance security. The board discussed possible parameters for this and the need to develop policy and administrative regulations before implementing additional passive surveillance systems.

Mr. McKay noted that while the products would come through sole sources, all of which participate in the State of Oregon competitive procurement review process, they have selected systems that can be installed and maintained by multiple local vendors.

Director Prud'homme requested that for the March 9 resolution brought to the board, the statutory justification be clarified in the written documents, and an explanation of the state consortium process be included.

## 5. Superintendent Report

### A. Student Investment Account application

Superintendent Raymond reported that there were no new changes to the proposed application to ODE for Student Investment Account funding since the Board's last review. Liaison staff at the ESD reviewed our draft and did not offer substantive changes.

**Question: Should the Board approve the application for Student Investment Account funding as presented?**

Director Chang moved and Director Skuratowicz seconded the approval of the application for Student Investment Account funding as presented. The motion carried by a vote of 4-1 with Directors Chang, Skuratowicz, Prud'homme and Westrick voting Yes. Director Monter-Rangel abstained because this was only his first meeting..

### B. Personnel update

Superintendent Raymond stated that in the March personnel report she will recommend that Interim Facilities Director Robby Moles be moved into the position of Facilities Director. He has demonstrated strong performance, is fully engaged in the bond process, and has responded in an excellent fashion to coaching in growth areas.

She also reported that five candidates for the AHS principal position will be interviewed this week, one internal and four external, including two from out-of-state.

**8:45 pm At this time, the Board adjourned the Special Session to convene an Executive Session per ORS 192.660(2)(h) to consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.**

The Board held a telephone conference with attorney Mr. Peter Mersereau to discuss litigation strategy on a pending matter. Board members agreed to reflect on options presented by Mr. Mersereau and render a decision in the near future.

The Executive Session was adjourned.  
Chair Westrick re-convened the Work Session.

## 6. Finance Report

### A. Monthly Finance Report

Finance Director Valencia reported that she received an ADM reconciliation and the 2018-19 updated estimate should be final. It states that we will be assessed \$400-500,000 for that year. The formula for 2019-2020 increased so most of the increase will be offset.

We may also receive a refund from ESD on our pre-payment for services.

Overall, we estimate about \$300,000 less in revenue than initially projected.

Bond Report. The projected budget in the HMK Program Implementation Plan was not clear on where the Program Management expenses should go. After consulting with HMK, they decided to spread these costs across the bond projects on a percentage basis. This moves the costs out of the unallocated line.

## 7. Board Operations for Remainder of the year

### A. Finalize structure for Board Vice-Chair

After a brief discussion, there was a recommendation to elect Directors Skuratowicz and Prud'homme as co-vice chairs for the remainder of the year. Upon a motion advanced by Chair Westrick and seconded by Director Chang, the recommendation was unanimously approved.

### B. Confirm Board calendar for rest of the year

No changes were made. Chair Westrick requested feedback on possibly moving the July meeting up a week and asked members to send him feedback.

## 8. Other items of interest

There was mention of possibly changing the process and forms for public comment at board meetings. This was deferred for later consideration.

### A. Climate Change and Greenhouse Gas Statement

Chair Westrick mentioned that he met with a citizen active on climate change who is exploring the possibility of creating a joint statement signed by major Ashland organizations and the City committing to end their use of fossil fuels by a date certain. We may learn more about this in the future.

## 10. Adjourn

Director Prud'homme asked for a future conversation about how the district will function if coronavirus strikes students or employees.

There being no further business, Chair Westrick adjourned the meeting at 9:20 pm.

Submitted by:  
Jackie Schad, Board Secretary

Dated for Board Approval: March 9, 2020

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Board Chair, Jim Westrick

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Superintendent Kelly Raymond