

Minutes of Regular School Board Meeting

The Board of Directors Ashland School District

A Regular School Board Meeting of the Ashland School District was held Monday, March 9, 2020, beginning at 7:00 PM in the Ashland Council Chambers, 1175 East Main Street, Ashland OR 97520.

1. Call to Order / Pledge of Allegiance / Roll Check / Vision and Mission Statement

Chair Jim Westrick called the meeting to order at 7:05pm. A roll check confirmed that all five directors were present.

2. Welcome Visitors and Acknowledgments

Chair Westrick welcomed visitors, speakers and special guests.

3. Student Celebrations

Fifth grade students from Bellview Elementary School presented a riddle game they developed about historical figures who made a difference in the world. Each chose a historical figure, researched their life and then made up a riddle, the answer to which was the historical person's name. They each challenged the board with their riddles.

The Board thanked the students for this creative and entertaining approach to learning history.

4. COVID-19 Update

Dr. Jim Shames, Medical Director, Jackson County Public Health, and Ms. Belinda Brown, Ashland School District Nurse, gave an overview of the current COVID-19 situation. Dr. Shames offered highlights about the virus, appropriate cautionary behaviors and important hygiene practices to reduce or prevent infection. Ms. Brown provided practices in effect across the school district, including increased awareness of the virus, cautions about what to do if you are sick, and extra protocols for cleaning and disinfecting work spaces. The Board thanked them both on behalf of the school community.

5. Adoption of Agenda *(At this time Board members are provided the opportunity to amend the Regular Session agenda.)*

QUESTION: Should the Board adopt the March 9, 2020 Regular Session agenda as presented?

Director Chang noted that he was submitting a written report from the Ashland Schools Foundation at the request of Executive Director Susan Bacon, who could not be present. He attended their last board meeting.

Director Prud'homme moved and Director Skuratowicz seconded the approval of the agenda as amended. The motion carried by unanimous vote of the members present.

6. **Consent Agenda** (*All items may be adopted by a single motion unless pulled for special consideration.*)

QUESTION: Should the Board approve the consent agenda for March 9, 2020 as presented?

Director Prud'homme stated a correction to the February 10 minutes. Director Prud'homme moved and Director Chang seconded the approval of the consent agenda as amended. The motion carried by unanimous vote of the members present.

A. Approval of Minutes

Special Session January 30, 2020, Regular Session February 10, 2020 and Special and Work Session February 24, 2020.

B. Personnel Report March 2020

- 1) Routine personnel actions for the period ending March 1, 2020.
- 2) Resolution 2019-2020 HR#1 Certified and Administrative Contracts. Per ORS 342.513, 342.815, 342.845, 342.865 and 342.895, renewal and non-renewal recommendations for certified and administrative staff.

C. Enrollment update March 2020.

7. **Recurring Reports**

A. Board Reports

Director Chang attended the recent AEA contract maintenance meeting and said that it was well run, efficient, and members displayed a collaborative spirit. He attended the last ASF Board meeting and heard about the Foundation's annual fund drive to raise money for schools. They are updating marketing software, and he appreciates their efforts. Schools are looking for volunteers for calling nights, yard signs are being updated, and the Foundation is working to increase the efficiency of its fundraising. They may try texting as part of the campaign.

Director Prud'homme attended the February ASF board meeting. She stated that it is a great idea to have ASD board members take turns attending ASF meetings. She learned a lot, and it is good to meet the other volunteers. She appreciates their support of the schools. She attended the AHS production of the Addams Family, including the ASF donor night, and it was an excellent production. She also attended the BASS meeting as a parent.

Chair Westrick spent time with newest member Director Monter-Rangel in continued on-boarding.

Director Skuratowicz is working with the Walker site council on a climate survey. She attended the Addams Family and may help with the OSBA project to develop more guidance on the superintendent evaluation process and tools. She appreciated the new approach to teacher conferences with the option of signing up in advance.

Director Monter-Rangel continued his meetings with fellow board members to further his orientation.

B. AHS Student Report

AHS sophomore Kate Cole presented an update on activities at the high school. The Theatre program is going strong. Six students will be going to the State competition and there is a planned fundraiser to help with their travel costs. The recent play Urinetown will be performed at State. Three Speech and Debate seniors will go to the national tournament in June.

The Girls Varsity basketball team made it to semi-finals and the Wrestling team is going to state tournament. Spring sports softball and baseball are starting in March.

Ms. Cole mentioned ongoing student concerns about vandalism in the bathrooms, which sometimes results in closing the rest rooms. This is a hardship for students needing to use them during breaks. An EA has volunteered to work with students to do student art on some of stall doors and paint walls with chalkboard paint. It is hoped this might channel the graffiti artists.

C. Oregon School Employees Association Report

There was no report

D. Ashland Education Association Report

Ashland Education Association member, Alan Parowski, reported that Supt. Raymond attended a recent member meeting to update on the Student Success Act and the AHS principal search, as well as early planning on coronavirus response. Members reviewed recent work of the contract maintenance group and are looking at future bargaining. They are reviewing language and procedures for complaints. The Evaluation Committee is meeting. District enrollment overall is down 49 students and AEA is asking if we do exit information surveys.

Director Skuratowicz noted that the district does maintain statistics on students who leave the district to the extent possible.

E. Ashland Schools Foundation

Director Chang submitted the written report from Executive Director Bacon.

8. **Hear Public Requests** (*The Ashland School District Board of Directors reserves this time for individuals to speak to the Board regarding topics not on the printed agenda.*)

Sonna Bennett, a resident of Talent, spoke about campus security and safe school programs.

9. **District Staff Updates**

A. Superintendent Report

1) Preparations for COVID-19 (Coronavirus)

Superintendent Raymond reviewed early preparations for handling the onset of COVID-19 across the district. The Board had questions about the district's leave policies for paid time off and how these changes are communicated to employees.

Director Chang asked what closing a school might entail? What is the administration's view of functions necessary to continue business operations and how would decisions be communicated? Superintendent Raymond responded that the cabinet and Lead Team are in the process of developing plan details, including communication plans.

4) Trip Requests

Four out-of-state trip requests were presented:

- AHS Robotics Team to Cheney, Washington
- AHS Varsity Baseball Team to Phoenix, Arizona
- AHS Rowing Team to Shasta Lake, California
- AHS Rowing Team to Vancouver Lake, Washington (trips in April and May)

B. Capital Bond

ASD Program Executive Steve Mitzel and HMK Principal in Charge David McKay provided the bond update.

1) Monthly Update Report January 2020

There was a request for more details on the communication and engagement steps with parents and staff? Mr. Mitzel stated that there are core teams at each school, focus groups that are program based (e.g. English teachers), and site based groups open to the school. They have not yet held open community meetings but plan to do so.

The core teams make decisions based on input from the other groups. Site teams give feedback as plans are developed. The community meetings are designed to present plans and receive feedback prior to the Board's opportunity to review and make final decisions.

Mr. Mitzel noted that because the relationship of AMS and John Muir is unique, that core team has parents on it. They did a separate process for AMS and JMOS in order to give fair participation opportunities for each. There was a town hall meeting at John Muir that was open to all stakeholders and they are the only site that had one. The principal is also engaging directly with parents. This process of the four groups happens at each site.

They haven't yet totally worked out a flow system for moving students as construction begins but have brainstormed a number of options. The teams will begin phasing plans by working with contractors.

2) Sole Source Procurement of Certain Systems:

Following discussion at the February 27 work session, a resolution was presented with the recommendation to award sole source contracts to the

following vendors:

- Alerton
- Silent Knight
- Avigilant
- Juniper Networks and Mist Wireless

Director Chang moved and Director Prud'homme seconded the approval of the recommendations to award sole source contracts to the firms as outlined in the proposed resolution. The motion carried by unanimous vote of the members present.

- 3) Cost Estimates: Ashland Middle School and John Muir Outdoor School
Mr. Mitzel and Mr. McKay presented a Variance Report outlining the new cost estimates for the bond projects at AMS and JMOS and the differences of each with early Bond Committee budget estimates.. They used two independent estimators for each phase, then compared and reconciled those estimates to arrive at new figures. They hope to bring their proposed solutions to the March 16 Special Session for a vote by the Board. The solution includes some project revisions to lower costs and use of some revenues not currently encumbered.

A discussion included the following points:

- If the pending pandemic impacted contractors strongly, a potential recession might result in a drop in pricing. This is hard to predict.
- Mr. McKay stated that they seldom have projects completed well under budget. Mr. Mitzel noted that the set-asides linked to certain projects are not formal encumbrances.
- The improvements to the district HVAC systems are a high priority for all constituencies. The bond projects include a healthy budget to enable a system-wide approach with efficient energy management and uniform maintenance and repair specifications.
- The proposed allocations for AMS and JMOS represent proportional shares of funds currently not obligated. There are additional contingency budgets built into every project. The HVAC budget and other system improvements are conservatively budgeted as a percentage of the total.
- The OSCIM grant received from the state has to be allocated to a specific site and is in the form of a matching grant against money spent on the bond project for that site.
- The team reported that currently the Helman project is tracking pretty close to budget. There will be challenges with AHS and Walker.

The recommendation is the collective best judgment of project cuts that will not impact the educational program. The next level of possible cuts would have to impact program.

C. Equity, Diversity and Inclusion

Director of Equity and Inclusion Becca Berman updated on the work occurring across the district in January and February surrounding Martin Luther King Jr. Day and Black History Month. Libre Cory is involved with the district EDI Committee. In partnership with OSF, students got discounted tickets to plays. The Walker Black Student Union was involved in Martin Luther King Day planning, working with SOU. Other elementary schools held a joint event and there were special programs at the high school and middle school.

Special curriculum and lessons were developed on the Black Lives Matter movement and Black History Month. The district and local school EDI committees hope to have monthly meetings to include parents, teachers, students and staff. The Black and African American Student Success parent group continues to meet.

Chair Westrick commended the EDI team on its great positive work and energy. He inquired about areas of growth that the district needs to focus on. Ms. Berman noted that the district does not yet have representative staff reflective of the student body diversity. We have data indicating opportunity gaps on student achievement and some bias in the administration of discipline. There is a continuing need for curriculum reflective of diversity and additional policies designed to change conditions.

Ms. Berman noted that the emotional burden of equity challenges is born by the students who are people of color.

D. Finance Report

- 1) Finance Director Alana Valencia reported on the district's picture for the period through January 31, 2020. Revenues remain strong and expenditures are tracking closely with budget. The Services expenditures are a touch high, mostly related to some expenses being included that were not tracked last year.

Director Prud'homme asked whether the board should consider any change to the designated reserve? Will COVID-19 represent a significant disruption from a cost perspective? Ms. Valencia stated that the 8% reserve is a bare minimum designed to provide bridge funding during summer operations when public revenue flows are lower. A reserve closer to 10% might be prudent.

- 2) Bond finance report

Ms. Valencia reviewed the monthly summary of bond expenditures.

10. **Unfinished Business**

A. ASD-AEA Memoranda of Agreement

1. The Board had a second review of an amendment to Article 26 of the AEA contract specifying procedures surrounding dues collection and personnel information to be provided to AEA, according to recent changes in Oregon law.

Director Skuratowicz moved and Director Prud'homme seconded the approval of the Memorandum to Article 26 as presented. The motion carried by unanimous vote of the members present.

2. The Board had a second review of a short-term contract waiver to a preparation time requirement for a teacher.

In response to a question about the addition of 1.0 FTE to the Math Department included in the MOA, HR Director Rooper and Superintendent Raymond clarified that the addition of 0.17 to the department was accomplished by using pieces of existing FTE. The Board requested that in the future, this type of decision be made separately from an MOA about an active duty assignment.

Director Chang moved and Director Skuratowicz seconded the approval of the MOA outlining a contract waiver for Jennifer Bein. The motion carried by unanimous vote of the members present.

11. New Business

A. AEA-ASD Memorandum of Agreement governing stipends for certain extra duty assignments.

The Board previewed a new, proposed MOA for extra duty assignments. HR Director Rooper stated that the stipend is a set dollar amount and each tier gets a different amount. The drama coach currently “produces” 3 big productions and thus gets 3 stipends. In the future, there may be a need to clarify expectations for each level so that they do not automatically carry forward with the position, but can change with revised conditions.

12. Announcements and Appointments

Chair Westrick read notices of upcoming meetings.

13. Adjourn

There being no further business, Chair Westrick adjourned the meeting at 9:30pm.

Submitted by:
Jackie Schad, Board Secretary

Dated for Board Approval: April 13, 2020

Board Chair, Jim Westrick

Superintendent Kelly Raymond