

Minutes of Special and Work Session

The Board of Directors Ashland School District

A Special and Work meeting of the Board of Directors of the Ashland School District was held Monday, April 27, 2020, beginning at 7:00 PM via Zoom link .

1. Call to Order / Roll Check

Chair Jim Westrick called the meeting to order. A roll check confirmed that all directors were present.

Also present via Zoom were:

Superintendent Kelly Raymond
Finance Director Alana Valencia
HR & Communications Director Laurie Rooper
Operations Director Steve Mitzel
AHS Interim Principal Samuel Bogdanove
Athletics and Activities Director Karl Kemper
Interim Student Services Director Rebecca Gyarmathy
Nutrition Services Director Christie Lehman

2. Teacher Appreciation Week

Superintendent Raymond read a proposed resolution declaring May 4-8 Teacher Appreciation Week. **Question: Should the Board approve the Resolution designating May 4-8, 2020 as Teacher Appreciation Week in the Ashland School District?**

Director Prud'homme moved and Director Skuratowicz seconded the approval of the Resolution to designate May 4-8, 2020, as Teacher Appreciation Week. The motion carried by unanimous vote of the members present.

3. Ashland High School

A. Class of 2020 Graduation Plans

Mr. Kemper provided an update on options for celebrating the graduation of the AHS Class of 2020. He has been working with students from Leadership Class brainstorming ideas that include:

- Holding a deferred physical graduation in Lithia Park on July 10. This date has been booked in the event it is possible to hold a large gathering then.
- An alternate date in August has also been suggested.
- AHS is joining in the Light The Field movement by turning on the field lights on Fridays at 8:20 pm for 20 minutes to celebrate the class.

- There are plans to hold a virtual prom on May 8 and have pizzas and flowers delivered to the students.
- There will be a drive-through event for students to drop off text books and receive caps and gowns on May 15.
- May 29 was the date scheduled for graduation, so they are hoping to have some parades to celebrate the day with students in single-occupancy cars.
- There will be another pick-up day in June at which seniors can receive their diplomas and yearbooks, and drop off any remaining texts or other materials.
- Yard signs have been ordered for each student with their name and photo. The plan is to display the signs along Siskiyou Blvd. for a few days and then have them placed in front of each student's house.

Director Chang suggested there might be some way to create a physical representation to honor the class along the lines of a mosaic mural co-created by students. Director Prud'homme asked that Board members be kept apprised of any opportunities for them to participate in one or more events.

B. Credits for Grades 9-11

Mr. Bogdanove outlined the procedures for assigning grades and credits to students in grades 9-11. They have posted much of this information on a dedicated high school web page that he shared. For purposes of grades, they split the year into quarters. Assessments will be done for the third quarter ending in March. Students will receive a grade, a pass/fail or No Mark. For the fourth quarter the students will receive a Pass or an Incomplete. The individual circumstances of each student will be taken into account, including level of engagement, completion of work assignments and participation in class instructional sessions. Teachers are offering supplemental office hours for extra help.

Mr. Chang asked about assessing consistency in the execution of distance learning by teachers. Mr. Bogdanove stated that the staff are learning as they go and courses are becoming smoother with experience. AHS will conduct a climate survey with students to get their feedback on how well the approach worked.

Director Skuratowicz appreciated the great amount of extra work required to accommodate distance learning and inquired about the approach to teacher evaluation this year. Mr. Bogdanove stated the expectations from ODE changed frequently over several weeks and much of the focus with teachers has been on capacity building.

In response to a question about attendance, Mr. Bogdanove stated the individual classes are at about 80-85% regular attendance. They are able to track by class but not yet able to do so school-wide.

4. **Operations Update**

A. Technology Update - Distance Learning

Mr. Mitzel reported that his IT team is still distributing remote learning devices to families. His staff has been fielding a large volume of technical support requests, averaging 800 calls over the last couple of weeks. They are working on developing a tool to show the school view of student engagement. A very few families are still not participating and staff are following up with each.

Other Operations

The Transportation drivers are helping out with deliveries of food, class assignments and materials to students. The Maintenance staff are working on a rotation schedule to allow for social distancing. There is some backlog of routine maintenance work because of the need to balance work objectives with health and safety concerns. The administration has worked with OSEA to issue a Joint Guidance on work expectations during the Stay Home, Be Safe school closure.

5. Superintendent Report

A. Distance Learning

Ms. Gyarmathy reported on the district's approach to tracking attendance by measuring student engagement through the TEAMS software. They measure participation, completion of assignments, appearances in Zoom meetings, and work performed offline. This is easier to monitor with upper grades than with K-3. The younger students require strong parental support with online instruction and home conditions can vary. Engagement measures call upon the MTSS (Multi-Tiered Systems of Support) framework. Educational Assistants are working individually with students who need extra support.

Superintendent Raymond reported that per student funding has continued at the level measured in December 2019 so there are adequate resources.

Ms. Gyarmathy described the services the district is able to provide to SPED students. There have been challenges with changing expectations from ODE. Top priority is to maintain a Caring Connection with each student, provide as much support as possible to IEP students and also some resources to parents who need it. We continue to provide special services – speech pathology, occupational therapy, etc. Some families are struggling to keep up, especially when parents need to continue working outside the home.

Superintendent Raymond reported that the instruction continues to be aligned to standards. Principals are monitoring the quality of delivery to the extent they can, helping teachers mount the learning curve as they go. With the rapid transition we won't expect to hit the same high level of conformance to standards that would otherwise have been the case for the last months this year. More work needs to be done to plan for benchmarking in the fall to understand where students are in relation to expectations. We should expect that significant "catching up" will be needed.

Director Monter-Rangel asked about English Language Learner households. Supt. Raymond commented that these families are receiving support and bilingual materials. We are sometimes challenged to arrange simultaneous translation and have reached out to the Educational Service District for assistance obtaining more reliable resources.

6. Finance Report

A. Monthly District Finance Report

Ms. Valencia reviewed the financial statements for the period ending March 31, 2020. Our state school funding is projected to remain stable. Local revenue sources are variable. For example, we are receiving no facility rentals and there is less fund raising. Property tax collections may be down. We received a reimbursement from SOESD that was higher than budgeted. Our projected expenditures to not yet include increased expenditures for food served to families. Ms. Valencia still expects to hit an ending fund balance of 8%.

B. Nutrition Services

Nutrition Services Director Christina Lehman reported that her staff have worked at the AMS and AHS cafeterias preparing meals for about 750 students a day. The school buses deliver the meals to Pinehurst, the YMCA, some city parks, Helman School, Human Bean at one end of town and also Dick's towing. Families pick them up at these locations. She has seven staff working full-time and some others working on rotation for periods of rest.

Director Chang expressed appreciation to all the staff for continuing to feed our students and families. Director Skuratowicz asked about the recipients. Ms. Lehman noted that some were from our existing free and reduced lunch rosters, but quite a few were new recipients. Director Prud'homme also commended the team for its great work.

Ms. Lehman stated that we only receive reimbursement for children ages 1-18, not for adults.

C. Proposed Resolution for FY19-20 Budget Transfer

The Board reviewed a proposed resolution to transfer funds from the General Fund 100 to Fund 256 Food Services for unexpected costs related to food distributions. Ms. Valencia stated that this may extend beyond June 30 but we don't know yet. We lost revenue amounting to about \$90,000 when families were not purchasing and paying for meals. There were additional expenditures of about \$60,000 for food and supplies. She is proposing a reallocation to be added to the \$180,000 already budgeted. This extends the authority to transfer dollars not to exceed \$150,000 and the funds will not be transferred if they are not needed. We are unsure of whether the recently passed CARES Act will impact this.

7. Other items of interest

There was a brief discussion of ongoing negotiations with certified staff which are being handled through the AEA Contract Maintenance group. The Board requests a

draft of a developing Memorandum of Agreement concerning work expectations under the Distance Learning for All system before it goes to SOBC for a vote.

8. Adjourn

There being no further business, Chair Westrick adjourned the meeting at 8:15 pm.

Submitted by:
Jackie Schad, Board Secretary

Dated for Board Approval: May 11, 2020

Board Chair, Jim Westrick

Superintendent Kelly Raymond