



Board of Directors' Official Minutes

School Board Meeting

March 4, 2015

5:00 pm - Executive Session at Clackamas River Elementary School pursuant to ORS 192.660 (2) (i).

5:30 p.m. - Budget Committee Workshop at Clackamas River Library. Attendees included Rick Mudrow, Leslie André, Jeromy Adamson, Ralph Branson, Jamie Smith; Budget Committee members attending were: Joe Behrman, Bruce La Londe, John Miller, Angie Nelson, and Stone Rathbun. Erin Lloyd was absent.

The Budget Workshop will include a financial overview, the FY 13/14 audit results, an overview of school funding in Oregon, and the Roles and Responsibilities of the Budget Committee. The General Fund, the main operating fund, shows a positive upward trend. There is a decrease in the Capital Projects fund because there is no automatic way to replenish it. The District receives money from: the State School Fund, the largest funding source; local revenue through property taxes; and from federal revenue, federal grants. There is some new money from the excise tax. The District cannot take money out of the capitol project fund, however we can transfer money to Capitol Improvements. For 2014/15 the SSF, the State School Fund, is \$6,847; the December 2014 estimate for extended ADMw was 6.65 billion. The FY 15/16 is \$6,789, extended ADMw, 7.235 billion /Co Chairs Budget - February 23rd estimate. The projections are based on special projects, political initiatives, and full-day kindergarten. Oregon is 47th in the nation for funding schools. The amount schools receive is based on a percentage of total state revenue.

The district's student enrollment has declined over the past 13 years. The Charter School shows growth. 87.5% of their funding is passed through to the Charter School. 90% of their students do not reside in the Estacada School District. The district must pass through 2.5% of the non-resident revenue to the residing school district. There are a lot of students from Salem who attend Chemeketa Community College.

53% of the district's funds are used for salaries and 29% for associated salary costs. The District's budget is listed by Fund, Function, Cost Center, and Objectives. Our community plays an important part in our schools. The budget committee approves the budget document, including the various fund dollar amounts, tax rates, and amounts to support it. They approve a fund but not any details. The District listens to the public and has made changes based on their input. The budget committee will be approving the General Fund, the Special Revenue Fund, the Debt Service Fund, and the Capitol Projects Fund. The District is working on staffing needs for grades 1-5 (target ratio of 25:1), grades 6 – 12 (target ratio of 30:1). We are implementing full-day kindergarten beginning in the 2015/16 school year. If you have questions, please feel free to contact Donna Cancio. She will resend the Budget Calendar to the Budget Committee members. There will be one more informative workshop on April 15th; the official review of the Proposed Budget, with public comment, will occur on May 13th. Additional meetings to approve the Proposed Budget are May 18th, May 20th, and May 25th.

6:14 p.m. - Configuration Workshop at Clackamas River Library. Susan Inman, Director of Curriculum, Instruction, and Assessment, presented a report to the Board on the Configuration Committee process. She explained that there was an action item on the March Board Agenda to

change the grade span configurations to K-5, 6-8, and 9-12. The Board Members were provided with Configuration Notebooks. The Configuration Committee included 32 members, teachers, community members, administrators, parents, and students. The goals included maximizing student achievement, staff skills and capabilities, establishing equity, and minimizing costs. Committee members reviewed configuration options and research materials, identified priorities, received input from experts on real-estate trends, population studies, facilities, and enrollment forecasts. The first Configuration Committee meeting was held in October 2014, with additional meetings in December 2014 and January 2015. The Configuration Committee's recommendation for grade spans was K-5 / 6-8 / 9-12. The committee received information on the conditions of Eagle Creek Elementary and River Mill Elementary, including building capacity and functionality. The committee recommended the two elementary buildings, River Mill and Clackamas River, be designated as K-5 schools, and that Eagle Creek to be re-purposed. These recommendations were reviewed by the District level cabinet. Superintendent Marla Stephenson and Susan Inman met with PTA groups, the building staff from both elementary schools, and the junior high. A Community meeting was held to review the recommendations. The recommendation is long term, at least a decade or more.

The Configuration Notebook includes supporting information on the grade span research, facility blueprints, the district population distributions, and enrollment forecasts. The facilities consideration was based on the overall conditions of the buildings.

Boundaries – Transportation Supervisor, Gary Lewis, reported on the proposed Boundary changes needed for the recommended K-5 enrollment at Clackamas River and River Mill Elementary Schools. The proposed boundaries were reviewed and changed based on the number of students living in the Eagle Creek, River Mill, and Clackamas River areas. The proposed boundary map was displayed on the screen, showing the new boundary from Moss Hill to Tumala Road. Director Jeremy Adamson suggested that the boundaries be changed to the old boundaries. He suggested that the boundary lines be drawn to the edge of the city limits on the east side, then down to the highway. He suggested not splitting the community between Surface Road and Moss Hill Road.

Superintendent Marla Stephenson explained that the boundary changes are all about the future and the incoming new full-day kindergarten classes beginning in the 2015/16 school year. Superintendent Stevenson provided the Board with an overview of the projected student enrollment numbers, plus the number of students needed to balance the classes for River Mill and Clackamas River Elementary Schools. She explained that siblings will remain at the same school and that 5th grade students would remain in their current class grades for the 2015/16 school year. We will be asking for student volunteers to transfer to River Mill Elementary in order to equalize grade level enrollment.

Superintendent Marla Stephenson asked if there were questions from the community. An audience member asked if there was consideration for the K-2, 3-5, 6-8 models. She said it was a strong second choice for a few of the Configuration Committee members. She explained that research showed that every time a child transitioned to a new building, student performance went down. Director Ralph Branson said that he believed we were on the right track and to adjust as needed. A community member said she had heard conflicting information on having the 6th grade students going to the junior high. Superintendent Stephenson said that it would be based on a middle school model with core 6th grade classes. There would be one teacher for English, one teacher for social studies, and one teacher for math and science. There will be opportunities for a few electives. The plan is to keep the 6th grade students together and separate from the 7th and 8th graders. The 6th graders will have fewer transitions.

Director Mudrow asked that the sign up on the Public Comment sheet if they had more questions, would like to speak on the Action Items, or wanted to speak during Public Comment

7:07 p.m. GENERAL SESSION Called to Order by Chairman Rick Mudrow. Present were Directors: Rick Mudrow, Leslie André, Jeromy Adamson, and Jamie Smith. Directors Mark Greene and Angi Riedel were absent. Also present were: Superintendent, Marla Stephenson; Executive Director Administrative Services, Donna Cancio; and Executive Secretary, Mary Ann Swanson.

Reports and Presentations

Eagle Creek 5th Grade Volunteer Tutoring Program – Superintendent Marla Stephenson shared that, earlier this year, it was brought to her attention that there were several 5th grade students at Eagle Creek that needed extra help to meet state standards in mathematics and English. She made a plea to the community for volunteers. To assist the students, they implemented a Volunteer Tutoring program. They added an additional hour to the end of the school day, provided student transportation, trained the tutors, and implemented a six week pilot program by providing tutoring to students with a one to two tutor/student ratio. Superintendent Stephenson said that we were here tonight to celebrate their success. Dan Draper, principal at Eagle Creek, presented the results of the six week program. Many of the volunteer tutors, some of the students, and teachers were present at the Board meeting.

There were 30 students in the after-school program, 15 volunteers, and teachers; Mrs. Lewis, Mr. Phillips, and Mrs. Stobie. Although not all of the students were able to come, Crystal Garcia, Maria Naal-Colli, Joshua Thao, Trevor Deel, and Jacob Behrman were present. Principal Dr. Dan Draper shared the presentation that showed actual growth vs. realistic growth. The overall impact was great; there was significant growth! Every student increased on their grade level progress. At the end of the program, students took a survey. Students shared that they enjoyed feeling special; they liked the individualized attention and felt a sense of accomplishment. The tutors gave 100%. One of the tutors said that it was a pleasure to work with all the kids saying that they are the future of Oregon. Another tutor said it was an incredibly successful program and they really enjoyed working with the students! They said that all the students wanted to learn! Many said that they wanted to continue the tutoring program! The program reinforced that the kids are winners. Every student wrote thank you notes to their tutors. Every student improved. Some of the student comments included: It was fun, I improved in both reading and math; another student said that they now loved math. Principal Dan Draper thanked Superintendent Marla Stephenson for making this happen and we want to thank all the volunteers, including the high school student volunteer tutors, for taking time to work with the 5th grade students at Eagle Creek.

PTA and Parent Club Updates

Clackamas River PTA – Kari Zack said that they just had a Movie Night last Friday. It was a good start for the 6th grade fund raiser for the Outdoor School. They will have Bingo Night this Friday.

Eagle Creek PTA – Darian Kreiter said that last week they had the Oregon Battle of the Books. They have a team of 5th and 6th graders who will be going to regionals in March. We have Science Day and Grandparents Day coming up soon. Kindergarten connections and movie night are coming up, and the sports challenge is next week. This week is Read Across America with lots of activities.

Jr. High – Kirsten said that they have had several dances this year. They have raised money and purchased a game console for the game room. They provided five scholarships for the basketball players. There are a couple of dances coming up. They will be helping with field trips.

High School Boosters - Tanya Brady said the boosters club finished off strong for winter sports. We provided spirit busses for the Molalla and Crook County games. We are looking forward to Spring Sports and we will be selling Ranger gear at the concessions on the baseball field. We are working on the golf tournament that will be held August 17th. The baseball fund-raising dinner will be held on April 18th.

Hearing of Citizens (Action Items only) – Director Rick Mudrow said that during the Hearing of Citizens, there will be no comments about individuals, per public meeting law.

Angie Nelson – Calendar and Configuration Action Items. She is an Eagle Creek parent, a member of the Parents Club, and a member of the Budget Committee. She said that the calendar she was unhappy with the early start date of August 24th. She said that the State fair is the last week of August and the FFA kids will be at the State fair. The calendar conflicts with summer school and family plans for camping trips. The month of August is hot and there is not any air conditioning for kids. She was not happy with teachers only having two work days. She was concerned with having only a fall parent teacher conference, and no progress reports. She has a mild concern about not having the book fair.

A big concern is the early release time being changed from Friday to Wednesday. She'd like to see a different calendar and asked the Board not to vote on it tonight. She has major concerns about the job share teachers, the cuts for music and art, and wanted to know if that was a result of the Reconfiguration Committee.

Nicole Adamson – Configuration Action Item. She is part of the River Mill family. She said that people were passionate about the configuration changes. Past configuration changes were not in their best interest. She wanted to know how the Clackamas River students and staff would be divided, if siblings would stay together, and wanted to understand how the boundaries would be drawn.

Dolly Cooper - Calendar Action Item. She reviewed the 2015/2016 calendar and is concerned with the early start of the school year. Parents have already made plans for the coming summer. Since 1968, the district has started school after Labor Day. She said it was all in the timing and giving parents adequate notice.

Dolly Cooper - Reconfiguration Action Item. After looking at the data, the potential boundary lines, and number of students effected, the Clackamas River, River Mill proposal makes the most sense. She is asking the Board to consider the long term needs of the district and the historical importance of Eagle Creek in regards to repurposing. She thanked the Board for their service to the district.

Michelle Marthaller – Calendar Action Item. She is a member of the PTA and was concerned with the early release change from Friday to Wednesday. She would rather see a four day school week, similar to Colton School District, where students have every Friday off. It would give teachers a full day to do what they need to do and time to have conferences with parents. It would also save money by not running school busses on Fridays.

Amy Crombie - Calendar Action Item. She is concerned about the early start of school causing her children to lose two weeks of summer vacation. She sent her concerns to the superintendent and was pleased that she received a response to her questions. Mrs. Crombie also read letters from her sons in regards to the early start of the school year and possible junior high reductions in student council classes.

Meagan Thweat – Calendar Action Item. She is not happy with the Flex-Friday changes and the late arrivals and early releases going away. She is also concerned about the reduction in the number of periods that art will be taught at the high school. August is typically hot and not comfortable in school; the early start would also shorten summer vacation. She asked that the Board reconsider. Students are the future.

Becky Ginsbach – Budget. In the process of cutting programs and teachers, she suggested there be a reduction of administrator/executive salaries in fairness to students. Students come first. Lead by example.

Lisa Pitts – Calendar Action Item. She is an Eagle Creek parent who is concerned about the early start of the school year. She feels the calendar change is too short of notice; August is too hot; she would prefer starting school one week earlier rather than two weeks earlier. She suggested that the District communicate such changes earlier. She also shared her appreciation for all of the teachers.

Director Mudrow thanked everyone for presenting their comments and input. We value the involvement of the community in participating in the education of their students. This proves your interest; that means a lot to the Board.

ACTION ITEMS

1. Consent Agenda

- Approval of February 11, 2015 Public Hearing
- Approval of February 11, 2015 School Board Meeting Minutes
- Approval of Personnel Actions as presented in “Staff Reports.”
- Approval of Renewal/Non-Renewal, Extension/Non-Extension as presented in “March Resolutions to the Board of Directors”

First Reading of Policies:

- JHCD - Nonprescription Medication
- JHCD/JHCDA-AR Prescription/Nonprescription Medication
- JHCDA Prescription Medication
- KG Community Use of District Facilities
- KGF/EDC Authorized Use of District Equipment and Materials (*Informational Only*)
- JECB AR-1 Admission of Nonresident Students
- IG Instructional Design
- IFE Curriculum Guides and Course Outlines

Second Reading of Policies

- IE Organization of Instruction
- EFA – Local Wellness Program
- EFA – AR Local Wellness Program
- KL – Public Complaint (Informational only – no changes)
- KL-AR (2) Public Complaint Procedure and Form
- KL- AR (4) Public Complaint – Athletic Complaint Procedure Form

Policy Deletion – Waive 1st and 2nd reading – Delete

- JEBA Early Entrance
- JEBA – AR Early Entrance
- JEBA-AR (2) Application for Early Entrance to Kindergarten or First Grade
- IGAL Kindergarten Education/Tuition

1. **Consent Agenda:** Director Leslie André moved, seconded by Director Ralph Branson, to approve the Consent Agenda as presented.

The motion was unanimously approved by all Board Directors present; the motion carries.

2. **Approve the 2015/2016 Estacada School Calendar:** Director Jeromy Adamson moved to table the 2015/16 Estacada School Calendar, as presented, until the April School Board meeting; seconded by Director Leslie André.

Discussion: Director Ralph Branson said that, in the state of Montana, they are also moving to lengthen their school calendar, but are doing it in the Spring when students are still geared-up for school. He would like to see the spring concept brought forward.

It's been moved and seconded that we table this Item and that it remains an active item for board reconsideration, but, it will be will be tabled until the Board meeting in April for reconsideration.

The motion was unanimously approved to table the action item until the April Board meeting; the motion carries.

3. **Approve to reset grade spans to K-5 and 6 -8.** Director Jamie Smith moved, seconded by Director Jeromy Adamson, to reset grade spans to K-5 and 6-8, as presented. There was no discussion.

The motion was unanimously approved by all Board Directors present; the motion carries.

- 4. Approve to designate the following buildings:** River Mill Elementary and Clackamas River Elementary, grades K – 5; and Estacada Junior High, grades 6 – 8, and re-purpose Eagle Creek Elementary School as a facility providing educational service to the community.

Director Leslie André moved, seconded by Director Ralph Branson, to approve to designate the following buildings: River Mill Elementary and Clackamas River Elementary, grades K – 5, and Estacada Junior High, grades 6 – 8, and re-purpose Eagle Creek Elementary School as a facility providing educational service to the community, as presented. There was no discussion.

The motion was unanimously approved by all Board Directors present; the motion carries.

- 5. Approve to reset attendance boundaries as shown on the Estacada School District Boundaries, Exhibit A, in accordance with Policy JC:**

Director Jeromy Adamson moved, seconded by Director Jamie Smith, to approve to reset attendance boundaries as shown on the Estacada School District Boundaries, Exhibit A, in accordance with Policy JC, with the exceptions of: from Copeland Road, then south on Moss Hill Road to Surface Road to Hwy 224, West to Hwy 211, and at the Intersection of Hwy 211 and Hwy 224. This was previously discussed in the Configuration Workshop and was agreed to adjust Exhibit A with the above modifications.

Discussion: Director Leslie André asked if it would be beneficial to table the Action Item. The decision was to move forward with a vote.

The motion was unanimously approved by all Board Directors present; the motion carries.

- 6. Approve the Committee's Recommendations to deny the request for Construction Excise Tax exemption for Janice C. Richards who submitted a petition to the district:**

Director Jeromy Adamson moved to approve the Committee's recommendation to deny the request for Construction Excise Tax exemption for Janice C. Richards, as presented.

Janice Richards requested to speak. She said she had worked for the district for over 30 years. Her husband was not well and she needed to take care of him. She asked that the excise tax be waived due to medical costs.

Director Leslie André regrettably seconded the motion, as presented.

Discussion: Director Rick Mudrow explained that the excise tax is a funding source to the school district. All of us are subject to that tax and the funds go to the school district. It is a difficult situation for the District, but it is a major funding base for capital improvements. An audience member asked how this involves the board.

Business Manager, Donna Cancio, explained that the tax was implemented in 2007 for the county and city when building permits were issued. The county, or the city, passes it on to the school district, SB1036. The tax helps schools as the area grows. It is a source of revenue to the capitol project funds.

After further discussion, Mrs. Crombie asked the Board to waive the excise tax. There was a suggestion to have a fundraiser for Mrs. Richards. Director Rick Mudrow explained that the Board could not be involved in the personal finances or medical information of a community member. The county makes the determination.

Director Rick Mudrow said it was a difficult issue.

The motion was moved and seconded, and approved by four board members, with one Board member abstaining; the motion carries.

Superintendent's Report

Superintendent Marla Stephenson reminded the Board that she will be attending a FEMA training in Baltimore, Maryland next week with: Gary Lewis, Transportation Supervisor and Safety Officer; Ryan Carpenter, Athletic Director and Vice Principal at the High School; and Donna Cancio. She said this was the reason that the March Board meeting was moved up one week earlier. This training was prompted due to the fire last fall. The training will be for one week. Additionally, the Estacada Police Department, the Estacada Fire Department, and the City of Estacada will be sending one person to attend the training. They will work together on coordinating the Emergency Response and will be bringing back a detailed plan for an emergency. FEMA is paying for the training. Director Rick Mudrow agreed that it was important to have this training.

Director Rick Mudrow thanked Marla for the information on the FEMA training and for confirming the reason for moving the March Board meeting up one week.

Business Manager's Report

Donna Cancio asked if the Board had any questions on the Financial Report included in the Board packet. She said she was very busy getting into high gear up for the budget.

Board of Directors' Reports

Director Ralph Branson said he had attended the City of Estacada's City Council meeting on February 23, 2015. The City Mayor, Brent Dodrill, read the Proclamation and presented it to Director Ralph Branson. The City of Estacada declared March 2015 as School Board Recognition Month and thanked the Estacada School Board for their dedication and hard work in preparing today's students for tomorrow's world. Director Ralph Branson read the Proclamation.

Hearing of Citizens (Non-Action Items)

Jane Reid – Community Arts advocate. She recently heard of the possible cuts/reductions to the visual arts and music accompanist position and wanted to share the importance of having a strong arts program. Families are attracted to a school district because of a strong arts program. In a 2008 survey, 95% of tri-county voters agreed that arts education was an essential part of children's education. She shared that art teaches students critical thinking, imagining, inventing, problem solving, and self-discipline. The High School has strong participation in the arts and it is important to students. She urges reconsideration of the importance a strong arts program for our students and community and to ; reconsider the elimination of these important positions.

Elizabeth Kreiter, Estacada Jr. High Student, Retaining Art. They were told that the Jr. High Art program was being cut. She started a petition to keep Art and hopefully the art teacher. So far she has 85 signatures. Personally, Art is one of her favorite classes. She hopes the upcoming 6th & 7th graders can enjoy this class as well. Some of the reasons to keep art: it is a favorite subject for many students; many people love art in Estacada; art is beautiful; art increases critical thinking and supports creativity; it is relaxing; without art, Estacada would be bland and not colorful.

Ken Riedel, Community member and parent – music program. The music program has been a huge part of school district for a long time. Over a quarter of the high school students are served by this program; over half at junior high. The accompanist, Linda Roth, has been there for a long time. This is a program that is working and is highly competitive. He understands that we have to make hard decisions; he was concerned how this reduction was communicated to Linda. He encourages the administration to look not only at the decision, but how it was communicated.

Amy Crombie, Parent – Jr. High Choir. She said that the Jr. High choir needs to have an accompanist to play the piano. Jr. High is an awkward time for students and many do not want to sing without having someone playing a piano. She is concerned about the possibility that art is going to be cut. She is also concerned about possible cuts in technology, Spanish, metals, and Student Council. She would like to see electives for junior high students and suggested teaching speech.

Director Rick Mudrow said that they are looking at all the options and are in the process of building the budget.

Lisa Pitts, parent, community member. Her concern is that there are not a lot of outlets for students; the arts give kids an outlet. Kids that don't have outlets become bullies. She is also concerned about bullying. As a community, we need to solve these problems. She suggested that parents form a committee together; that she will start a committee.

Director Rick Mudrow thanked Lisa. Superintendent Marla Stephenson was asked to speak to this concern, although normally we don't speak to comments that are not on the agenda. Director of Student Services, Tina Rhue, and Marla Stephenson have been working on a response to the community in regards to bullying. We have developed a comprehensive survey that will go out to all students this Friday. The survey is being sent to staff, teachers, parents, and all students (except kindergarten).

Director Tina Rhue explained that when we hear a report on bullying, there is a complaint procedure in place with specific steps in place. We investigate complaints and go through the procedure. We take complaints very seriously. We want to put together programs to help kids. If you have specific questions about the survey, please feel free to call Tina; she would be happy to talk with you. There are polices are in place for students, staff, and non-students.

Director Rick Mudrow thanked Tina Rhue.

Adjournment – meeting adjourned at 9:02 pm

Rick Mudrow
Board Chair of the Board of Directors

Marla Stephenson
Superintendent

Date

Date