

BOARD OF DIRECTORS

LAKE COUNTY SCHOOL DISTRICT 7  
LAKE COUNTY, OREGON

Present: Pete Schreder, Chair  
Darryl Anderson, Director (not present)  
Desi Zamudio, Director  
Stefani Roseberry, Vice-Chair  
Dustin Gustaveson, Director  
Sean Gallagher, Superintendent  
Janet Melsness, Business Manager  
Rebecca Hargis, Recording Secretary  
Ex-Officio: Steve Prock, Jesse Hamilton, Will Cahill  
Guests: Megan Andrews, Lonnie Chavez, Amy Hussey, Chris Finetti, Barb Simpson,  
Kevin Sturba, Fred Smith, Bea Sturba

**5:36 PM**      **Executive Session Opened**

**7:02 PM**      **Executive Session Closed**

Work Session was cancelled due to lack of time.

**7:09 PM**      **Regular Session Opened**

**1. CALL TO ORDER**

Presenter: CHAIR

1. 1. Pledge of Allegiance to the Flag

**2. APPROVAL OR AMENDMENT OF MEETING AGENDA ITEMS**

Presenter: CHAIR

2. 1. Approval and/or Amendment of Board Meeting Agenda Items

Presenter: CHAIR

Sean Gallagher recommended we remove 8.1 and 11.3 as we did not have a chance to address these items in the Work Session.

He also recommended that we add 13.1 Webinar on Governor's proposed state budget report and 13.2 Coaching Volunteers to Late Items.

**Stefani Roseberry moved and Desi Zamudio seconded the motion to approve the agenda as amended by Sean Gallagher. The motion carried unanimously.**

**3. APPROVAL OF MINUTES**

Presenter: CHAIR

3. 1. Regular Session Minutes of November 17, 2014

Presenter: CHAIR

3. 2. Work Session Minutes of November 17, 2014

Presenter: CHAIR

**Stefani Roseberry moved and Desi Zamudio seconded the motion to approve the minutes from Regular Session and Work Session of November 17, 2014 as presented. The motion carried unanimously.**

**4. CORRESPONDENCE**

Presenter: SUPERINTENDENT

There no correspondence.

**5. PUBLIC COMMENT**

Presenter: CHAIR

There was no public comment.

**6. EARLY ITEMS**

Presenter: SUPERINTENDENT

7. Oath of Office: New appointed Board Member (Position #5 expiring 06/30/2017)

Presenter: SUPERINTENDENT

Pete Schreder read and Dustin Gustaveson raised his right hand and repeated the Oath of Office. Dustin Gustaveson was welcomed to the Board.

**8. REPORTS**

8. 1. ASB Representative Report

Presenter: ASB REPRESENTATIVE

This item was removed from the agenda.

8. 2. DMS Rotation

Presenter: STEVE PROCK

Sean Gallagher stated that he had asked Steve Prock to present on the DMS rotation to help clarify the process. Steve Prock advised the Board that Lonnie Chavez typed up an explanation of what is being offered. The decision was made to offer 9 week rotation classes, however some adjustments had to be made based on summer hiring. The rotation periods are 2<sup>nd</sup> and 7<sup>th</sup> period. Middle School Yearbook, Band, ELL, Study Skills and AVID are full year classes and are not part of the rotation. Some of the confusion at the start of the year was that we switched to a 9 week program from a semester. Some of the 8<sup>th</sup> graders felt they were taking some of the same classes or felt they were being made to take the same "electives". Part of the goal is to expose the students to different programs. Another concern was that there would

be duplication, primarily math and science was the concern. In talking to those teachers, the Science investigation teacher felt there was 25 % duplication as a review that she starts the year with in every class. After testing those students she was surprised to see that they had forgotten most of that information. All labs are new and the review was on the OAKS science test making it valuable review. Dustin Gustaveson asked if this would change next year. Steve Prock stated that it is important that we keep it on a 9 week rotation next year because they are teaching an A and a B curriculum. After talking to the Math teachers there is up to 50% duplication; reviewing concepts, Common Core and Smarter Balanced. It's common to have a spiral curriculum where you are reviewing concepts throughout the year. The communication wasn't the best and it caused some confusion. Health is a rotation during PE due to the large 8<sup>th</sup> grade class. There are so many factors to consider when creating the schedule. There were some glitches at the 9 week rotation by the computer and they have been caught and manually moved. We can only allow so many students in certain classes due to number of computers, shop size, etc. This type of rotation is common practice among middle schools. The difference is quarter vs. semester. It is important that we do this for a couple of years and get on a good cycle. Desi Zamudio stated that it provides good exposure to the students. He added that there is a possibility that students taking two year long classes may not get in to any of the rotations.

#### 8. 3. Early Learning Grant

Presenter: BOB NASH

Bob Nash, ESD Superintendent stated that Lake and Douglas County are part of an Early Learning hub. What we are really talking about is a Kindergarten readiness program. The ESD hired a quarter time person to work with the two Kindergarten teachers. They conduct a resource assessment to assist with Kindergarten readiness and 3<sup>rd</sup> grade reading levels. Parent engagement is strongly encouraged. The reason for the MOU is because the two teachers will be paid a small stipend to participate in the grants. Southern Promise grant will support AVID at DMS/LHS. The Library consultant has been a success, a lot of time was spent in all the libraries in the county. Updating collections, suggestions on technology and media. The ESD would like to increase that program possibly in the future. Bob Nash reviewed several other grants that the ESD assist Lake County School District #7 with. A focus of discussion over the next several months will be the Special Education services at Union School, they have gone up significantly.

#### 8. 4. Local ESD Service Plan

Presenter: BOB NASH

Bob Nash advised the Board that they will be meeting sometime in late January 2015 to work towards finalizing the Local ESD Service Plan. He clarified that he doesn't

believe it will be final because of the fact that we are in a legislative year. The ESD is working with OSBA, COSA, etc and is hopeful that they can get funding increased. Bob Nash will keep the Board updated on where they end up. They are cautiously optimistic. Dustin Gustaveson expressed that we need to find a way to get the message out to the legislature the needs that the District has from ESD.

8. 5. Building Reports

Presenter: PRINCIPALS

Building principals were present to answer any questions that the Board might have. Stefani Roseberry asked for clarification on the typing cart that was purchased. Will Cahill stated that it is a rotation cart with 30 machines that are for the purpose of teaching keyboarding. It will help prepare the students for testing. It is being used at Fremont and the students at AD Hay are using the computer lab and the library with a computer software program. Desi Zamudio asked about the Engage New York parent nights. Will Cahill provided a brief explanation and encouraged any interested Board members to attend one of the upcoming nights.

8. 6. OSBA Conference Briefing

Presenter: WILL CAHILL

Will Cahill provided a detailed written report on the OSBA Conference. He stated that it was a great learning experience with a variety of subjects. Stefani Roseberry thanked him for attending and for the report.

8. 7. OSAA League Update

Presenter: JESSE HAMILTON

Jesse Hamilton stated that OSAA just came out with their updated numbers. He explained how the numbers are figured with the basis according to free/reduced lunches. LHS is down to 183 which is about 8 under the 2A cutoff. We are in year one of a four year commitment to 3A. If we wanted to we could petition to go down to 2A, but the recommendation is not to do so. Factors that they considered were the upcoming 8<sup>th</sup> grade class, the league that we are currently in and where we could potentially be placed in 2A is not a great travel schedule. Dustin Gustaveson suggested that it may be beneficial to get this information out to parents and the public to assist them in understanding that this is not a good option and possibly not an option at all. Sean Gallagher stated that we can put together a public service announcement.

8. 8. ESEA Flexibility Waiver

Presenter: SUPERINTENDENT

Sean Gallagher presented the memo that he drafted to the Board to help answer a number of questions related to Oregon's ESEA Flexibility Waiver requirements that he sees coming across his desk. The OAR is included in the memo with the

requirements. He noted that the executive summary is also attached for reference. He further clarified that it is still a work in progress.

8. 9. State Assessment Exemptions

Presenter: SUPERINTENDENT

Sean Gallagher advised the Board of the process for a parent to request a waiver. The challenging piece would be providing an equivalent tool to Smarter Balanced that meets the same objectives. Sean Gallagher is not currently aware of any that meet these criteria at this time but feels in the future that we could see something.

8. 10. Instructional Time Update

Presenter: SUPERINTENDENT

State Board of Education is still looking at number of changes and they have backed off a number of initiatives. As soon as Sean Gallagher knows more, he will update the Board.

8. 11. Anonymous Donation to K-12 Music Program

Presenter: STEVE PROCK

Steve Prock advised the Board that he was notified that an anonymous donor donated \$5,000.00 to the K-12 music program to be spent as the teacher wishes. Nikki Harris is tickled and Steve Prock is working with Janet Melsness to get it in the budget. The Board asked about a thank you card and Steve Prock stated that he was working with Janet Melsness to get one sent out.

9. **OLD BUSINESS**

Presenter: CHAIR

There was no old business.

10. **NEW BUSINESS**

Presenter: CHAIR

10. 1. Eastern Oregon Legislative Forum

Presenter: SUPERINTENDENT

The Eastern Oregon Legislative Forum will be held in John Day in January. Sean Gallagher plans to invite our local representatives. He highlighted the list of topics to be discussed. Sean Gallagher will be attending and he invited any of the Board members to attend as well. He emphasized that this is going to be a very important legislative session. There are already 400+ education related bills and we anticipate that this will double. Sean Gallagher recommended this topic go on our next agenda to discuss talking points.

10. 2. OSBA Policy Recommendation

Presenter: SUPERINTENDENT

Sean Gallagher presented KBA Public Records policy. The procedures outlined in this

policy have always been followed by the District but we have never had them on the books before. The idea is to protect the rights of everyone. We as a District need to be sure that we are careful in following the state and federal laws as well as the Collective Bargaining Agreement (CBA). This policy is entirely drafted by OSBA, we did not make any additions or changes. It was decided by the Board that this would be a first reading. We will add this to the next agenda.

10. 3. Budget Committee Vacancy

Presenter: BUSINESS MANAGER

With the appointment of Dustin Gustaveson to the LCSD #7 Board of Directors, there will be a Budget Committee vacancy that we need to begin thinking about filling. Pete Schreder suggested that we draft a letter to the interested board applicants. Stefani Roseberry suggested that we begin recruiting at the end of January 2015.

10. 4. OSBA Strategic Planning Training

Presenter: SUPERINTENDENT

Sean Gallagher presented a memo on the OSBA Strategic Planning training.

10. 5. Facility Traffic Flow Design for Students

Presenter: SUPERINTENDENT

Sean Gallagher stated that the Facility Traffic Flow Design for Students agenda item was brought forward by Dustin Gustaveson. He wanted to bring this topic to the Board to discuss. Dustin Gustaveson stated that he is concerned that someone may get struck by a vehicle while dropping off/picking up children at either of the Elementary Schools. He also stated that Sean Gallagher advised him that there are also concerns at the High School. Sean Gallagher stated there are a number of options on how the Board can proceed. The first being that one of the District Goals is including this in the facility improvement plan. We could also form a committee and would need to involve the town. The Administration Team has talked about this issue and shares the concerns of student safety. As a short term more immediate response, Pete Schreder suggested utilizing Fred Smith and his students to come up with some options then take them to the town. Then long term we need to put together a committee to look at more permanent solutions. Dustin Gustaveson would like to see a committee comprised of Administration, Site Committee members, students, Fred Smith (Teacher Representative), Dustin Gustaveson (Board representative), Kevin Sturba (parent representative), and a representative from the town. Sean Gallagher will put together a meeting and invite the requested individuals. Sean Gallagher will keep the Board updated.

10. 6. Soccer Field Score Board Grant Submission Approval

Presenter: FRED SMITH

Fred Smith advised the Board that he approached Barb Simpson's advanced English

class with the idea to write a petition for a grant to get a Soccer score board. Megan Andrews a junior at LHS wrote the grant as a way to contribute to the soccer team and grow the program in the community. She is requesting the Board's permission to submit her request. Fred Smith stated that we would still have to obtain metal supports, we would have to maintain the sign and their name would be prominently displayed on the sign. Fred Smith stated that what she wrote will be submitted and he will write a cover letter. They will then go to present at International Brotherhood of Electrical Worker's Local 659 in Medford, Oregon. There is another student working on a grant for nursery stock for the soccer field which will be coming before the Board in the near future.

**Stefani Roseberry moved and Dustin Gustevason seconded the motion to approve the grant application letter as presented. The motion carried unanimously.**

#### 11. CONSENT AGENDA

- 11. 1. Benefits Recommendation for Temporary Full-Time Position
- 11. 2. Local Attorney Services Contract – **MODIFIED** to include “notification at 5 hours” to item # 4 of the contract.
- 11. 3. District Goals Approval – **REMOVED** as there was not time to discuss during Work Session.
- 11. 4. Bank Account Adjustment Recommendation
- 11. 5. Approval of Resolutions 23, 24 & 25
- 11. 6. Recommendation to Dissolve Board Policy CCDA
- 11. 7. Student Teacher Recommendation

**Desi Zamudio moved and Stefani Roseberry seconded the motion to approve consent agenda as presented with the modification to 11.2 to include “notification at 5 hours” to item #4 of the contract and with the removal of 11.3. The motion carried unanimously.**

#### 12. ANNOUNCEMENTS

There were no announcements.

#### 13. LATE ITEMS

Presenter: CHAIR

##### 13.1 Webinar on Governor's proposed state budget report

Sean Gallagher provided the Board some rough estimates that are going around about the upcoming budget. \$6.914 billion is currently being proposed. We are currently at \$6.65 billion, the collaborative consensus across the state is a breakeven point at \$7.3 in order to keep existing programs going with roll-up costs. \$7.5 billion is needed for roll up costs plus full day kindergarten. OSBA, COSA and others are pushing for \$7.875 billion, to cover roll up

costs, full day kindergarten and allows districts to begin building back some of the losses from the economic recession. Grant Union School District projects \$300,000 in budget cuts at \$6.914, which is devastating. The webinar was tonight during the Board Meeting. We have been told it should be on the website by Wednesday. We can either get together to view it or Board members can watch it on their own. Sean Gallagher will send out information when we know more details.

13.2 Coaching volunteers

Jesse Hamilton presented a request to approve LHS Wrestling volunteer coaches, Rod Ferry and also Jay Lysne, who will be home during Winter Break and would like to help.

**Desi Zamudio moved and Stefani Roseberry seconded the motion to approve Rod Ferry and Jay Lysne as volunteer coaches for the wrestling program. The motion carried unanimously.**

14. **NEXT BOARD MEETING AGENDA ITEMS**

Presenter: CHAIR

The following topics have been requested to be added to the next Board meeting agenda:

- Report on Traffic Flow Committee
- Full Day Kindergarten Recommendation (Will Cahill)
- AVID Student Presentation (Jesse Hamilton)
- Legislative Talking Points

15. **ADJOURNMENT**

Presenter: CHAIR

**9:16 PM**      **Regular Session Closed**

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Board Chair

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Superintendent