

Bend-La Pine Schools
Bend, OR 97703

The Board of Directors for Bend-La Pine Schools met in a regular session on November 13, 2018 at the Education Center, 520 NW Wall Street, Bend, OR.

Board Members Present

Carrie Douglass
Peggy Kinkade
Ron Gallinat
Stuart Young
Julie Craig
Cheri Helt *via teleconference*

Board Members Absent

Andy High

Call to Order

The meeting was called to order at 5:30 p.m. by Vice Chair Douglass. The Pledge of Allegiance followed.

Review of Agenda

Vice Chair Douglass reviewed the agenda. There were no changes.

Consent Agenda

Vice Chair Douglass noted the updated certified personnel reports at board member's seats.

Ron Gallinat moved to approve the Consent Agenda. Stuart Young seconded the motion. Unanimous approval.

Public Input

Vice Chair Douglass reviewed the process for public input.

Alison Emerson, attorney with Bryant Emerson representing two Bend-La Pine School Maintenance Department employees addressed the board regarding annual fire alarm system testing. She presented board members with a copy of the Summit High School Annual Fire Alarm Testing & Inspection report by Bruce Card and commented on what she and her clients believe to be insufficiencies and violations in fire alarm testing practices, smoke damper system, and adhering to code. She requested the board review and take the information in the report seriously. Emerson added that her intentions are not to sue the district, she and her clients simply want the district to comply with fire code testing requirements and make necessary repairs.

Douglass thanked Emerson for speaking and asked Superintendent Mikalson that the fire alarm portion of the construction update planned for later take place now. Mike Tiller shared a history of the district's fire alarm testing program and believes that students and staff are safe considering the fire smoker damper concerns mentioned. Tiller shared a timeline of events and additional testing that has been taking place since late spring of 2018 when the concerns were brought to his attention by Maintenance staff members. He said the district has hired a contractor to assist with alarm testing and system evaluation, noting that code allows an agency one year to complete the testing of systems.

Tiller shared in recent conversations with Larry Medina, Deputy Chief of Fire Prevention for the City of Bend Fire Department, Medina also believes students and staff are safe, that the alarm systems of district facilities are in working order and that the district has not been dismissive in fire life safety measures and asset preservation.

Tiller reviewed the district's process for inspecting fire alarm systems and explained the efforts being made to also ensure smoke dampers are being appropriately inspected.

Peggy Kinkade asked Tiller to describe the fire alarm and smoke damper systems to better understand the issues and concerns presented. Tiller reviewed how both systems work and their purpose during a fire. He noted that Summit High School was built in 2000 and has almost 300 smoke dampers as part of its fire safety system. Tiller said that the fire system design in buildings that have been built in more recent years has significantly improved. Ron Gallinat asked what the contractor will be testing. Tiller said the contractor was hired by the district in August 2018 to test fire alarms. The work will begin during the Thanksgiving break and continue during times when school is not in session, noting testing requires alarm bell and light systems engage and are disruptive to the learning environment. He added that district Maintenance staff members will be testing the smoke damper systems in the district, as there is not an agency or contractor available at this time to do the work.

Cheri Helt asked what the plan is going forward, once all testing has been completed and issues addressed. Tiller said that once the testing cycle is completed and repairs have been made there is a plan to continue to improve and implement testing and reporting cycles. Superintendent Mikalson thanked Tiller for his report and noted the remainder of the construction update will be done later in the meeting.

Public Hearing

❖ Request for Instructional Time Flexibility & Optional Instructional Hours Exemptions

Vice Chair Douglass recessed the regular meeting at 5:51 p.m. and called the public hearing on Instructional Time to order. There was no public input for the hearing.

Douglass closed the hearing and reconvened the regular meeting at 5:52 p.m.

Action Item

❖ Resolution 1877 : Financing to Purchase Buses

Brad Henry reviewed the executive summary in the board packet, noting the board has previously heard about the financing plan at August and September board meetings. He said the district will seek out financing and continue to watch the markets to lock in the best possible loan rate to purchase the busses.

Cheri Helt asked how many buses will be purchased and if they will be propane or diesel. Henry said there will be 10 busses purchased and will be a combination of propane and diesel. Helt shared her desire that the district continue to focus on using clean energy buses.

Peggy Kinkade moved to approve Resolution 1877 : Financing to Purchase Buses. Julie Craig seconded the motion. Unanimous approval.

❖ Right of Way Acquisition

Mike Tiller reviewed the executive summary in the board packet and cost of the land that is needed to build a roundabout near the new high school campus. He said the land will be directly dedicated to the city after the purchase is complete.

Julie Craig moved to approve the payment of \$18,432.63, plus closing costs, after final contract negotiations, for the dedication of 4,483 square feet of the property located at 60800 Tekampe Road for right of way needed in the construction of a new roundabout. Stuart Young seconded the motion. Unanimous approval.

❖ Appoint 2018 Budget Committee Members

Brad Henry reviewed the executive summary in the board packet which explains that Rick Olegario and Natasha McFarland's terms on the Budget Committee ended on June 30, 2018. He said both Olegario and McFarland

have expressed their desire to continue to serve on the Budget Committee and the board could choose to reappoint them tonight.

Stuart Young moved to reappoint Rick Olegario and Natasha McFarland to the Budget Committee. Cheri Helt seconded the motion. Unanimous approval.

❖ **OSBA Board of Directors Election & 2018 Resolutions**

Superintendent Mikalson reviewed the executive summary in the board packet, which explains that Patty Norris from the Crook County School Board has been nominated to continue to serve in Position 3 for the OSBA Board of Directors.

Peggy Kinkade moved to vote in favor of Patty Norris for the OSBA Board of Directors, Central Region Position 3. Ron Gallinat seconded the motion. Unanimous approval.

Ron Gallinat moved to approve OSBA's Resolution to adopt the OSBA 2019-20 Legislative Priorities and Polices as recommended by the Legislative Policy Committee and OSBA's Resolution to Amend Oregon School Board's Bylaws Relating the Composition of the Board of Directors as written and included in the board packet. Julie Craig seconded the motion. Unanimous approval.

Reports

❖ **Construction Update**

Mike Tiller completed the construction update report which included the status on the following projects:

- New elementary school: paving of roads and offsite improvements have been completed. Trusses are currently being set and the project is on schedule and within budget.
- New high school: project is currently in the construction document phase and is also on track with the project timeline. Next steps in the project include irrigation systems, excavation for the building pad and then construction which is anticipated to begin in July 2019.
- Pilot Butte Middle School: phase one of the three year project is now complete. Construction documents for phase two, which includes Buildings B and D, have been submitted to the city for permitting and should begin in January 2019. Tiller complimented the staff and students at Pilot Butte for their flexibility during construction.
- Secure vestibules: construction continues across the district as permits are issued. The goal for all secure vestibules to be complete is January 2020.
- Roofing: roofing projects continue across the district at various locations.
- Elk Meadow: projects should be completed during the summer of 2019.
- Paving and asphalt work: continues across the district on an as needed basis.

Ron Gallinat asked about roofing repairs at Pilot Butte Middle School and Tiller said the repairs are complete with a few finishing details being wrapped up in the next weeks. He added, phase one work turned out fantastic and is excited to see the second phase get underway. Cheri Helt asked about the budget for the new elementary school. Tiller said the project is currently on budget.

❖ **Bend Senior High Master Plan Update**

Superintendent Mikalson introduced architects Renee Alexander and Marc Nordeen to share about the master plan development and work being done at Bend Senior High School. Alexander reviewed the work that has been accomplished since April 2018, which has included learning tours and visiting schools in Portland and Seattle, hosting student listening sessions and visioning sessions with the planning committee. She said the identified goals of the master plan were developed from the input at community, student and staff focus group sessions.

Nordeen shared about the site tours the planning team went on, seven in total. The tours allowed team members to see projects in various phases of remodel, some being student occupied and others not, some that

were a complete rebuild and others that were a brand new facility. During the visits, team members were able to connect with staff members who have been a part of the projects.

The next step in the process will be programming and will include the entire staff at Bend Senior High.

Alexander invited board members to join on November 28, as they meet with staff to listen and hear feedback on the programming process. Vice Chair Douglass asked about the \$10 million allocated in the current bond for Bend Senior High and how those dollars are being spent. Mikalson said the dollars are being used to create the master plan and start renovating the campus. He noted the value the master plan will bring in future Sites and Facilities evaluations which take place every five years.

❖ **New Elementary School Naming Update**

Kevin Gehrig shared about the process the naming committee is using as they create their recommendation for the board to consider. The committee consists of eight and have reviewed over 500 suggested names from the recent solicitation. The committee is using the guidelines outlined in the Naming of Facilities Process and will present their name recommendations at the December 11 board meeting. Gehrig said the importance of naming a new school is something the committee is very aware of and expressed his appreciation for the thoughtfulness of the committee as well as the Historical Society for their helpfulness and time spent educating him about the region's history.

❖ **EL 6 – Staff Evaluation Policy Monitoring Report**

Superintendent Mikalson noted the policy monitoring report in the board packet and reviewed the ongoing efforts around improving the evaluation process, system and cycle for all classified employees. The district will also be working on the next steps regarding the Memorandum of Understanding that frames the PASS system with licensed employees.

Peggy Kinkade asked about the 180 day classified employee probation period. Debbie Watkins explained the 180 days provides a supervisor time to determine if the employee is meeting the essential functions of the job and at 180 days will decide if the employee is equipped to continue in the position. She noted employees do have opportunities for support within the 180 days if needed.

Mikalson reviewed updates regarding the PASS system, evaluation tools and professional conversations administrators have with licensed employees. He noted the new administrator cadre that has been developed to help principals and supervisors focus on the nuts and bolts sides of their work and what evaluation and feedback means in the district. Douglass asked about satisfaction of the PASS system with the licensed employee group. Mikalson said there have been surveys and focus groups to help provide structured feedback and conversations are taking place on how to provide employees with more voice and choice.

Janelle Rebick added that elements of the PASS system are now also part of the TSPC licensing requirements which has been helpful for new teachers. She said the issue of time is one that continues to be a struggle for those in the PASS system, and added the mentoring for elementary teachers have been amazing, but a little less impactful at the secondary levels which is an area the district and union leadership are working together to improve and pilot new options to provide more valuable professional learning options.

Young asked about advancement and impacts with salary and the PASS system. Nordquist shared that payroll supervisor, Nick Shein has done some modeling and the system is very cost effective. Mikalson offered to continue the discussion in board leadership and said Michele Oakes would be an excellent resource to answer deeper questions.

Gallinat asked, of the 10 visits with the licensed evaluation, how many are pre-announced and how long do they typically last. Jay Mathisen said typically there are two longer, formal observation meetings which are most often

announced. The shorter visits are often unannounced with a follow up conversation taking place within the following 72 hours. Goal setting meetings and review could be part of the 10 visits pending which evaluation cycle a teacher is in. Summative evaluations happen every other year for a contract teacher. Kinkade asked if it is clear to teachers if / when an observation is being tracked. Mathisen said that for the most part it is clear, but there is room to improve this communication.

Mikalson highlighted the process of documenting performance, linking multiple measures in evaluations, maximizing instructional time, and the use of student surveys. He also reviewed the areas of improvement in the report that the district is going to continue to focus on.

Discussion Items

❖ Board Committee Updates

Vice Chair Douglass asked if any off the board committees would like to share updates.

Ron Gallinat noted SB 1067 which could possibly amend rules around public employees having double health coverage.

Stuart Young said their committee is making great progress and are continuing to work on concepts with district leadership. Douglass noted recruiting and onboarding school board members is part of their committee work as well and will begin in the upcoming weeks. She will continue to update board members on progress.

Julie Craig shared about the work of the community engagement committee and possible linkage meeting topics: mental health in partnership with the Hope, Help and Heal event and being a part of the upcoming Latino Family Night. Kinkade noted the attendance area boundary committee work will be shared at two public meetings in December and is another opportunity for board members to engage with community members.

Board Comments

Stuart Young reflected on the recent OSBA Convention where he was reminded of how proud he is of the district and programs offered here, and that work is focused on the right things. He complimented the teaching staff, classified staff and administration for their dedication to the profession.

Vice Chair Douglass said the recent TedEx Youth, a student led event, was incredible and shared her compliments to all students who were involved.

Cheri Helt expressed her thanks to OSBA and their efforts putting together the recent convention, specifically noting the messages from Matt Utterback, Senator Arnie Roblan and the Student Success Committee. She thanked all board members and staff who attended, adding the importance of being inspired and continuing to learn about best practices and systems that help move schools forward.

Meeting adjourned at 7:02 p.m.

Recorded by: Andrea Wilson

Minutes approved at 12.11.18 board meeting