

**Bend-La Pine Schools**  
**Bend, OR 97703**

The Board of Directors for Bend-La Pine Schools met in a regular session on June 12, 2018 in room 314 of the Education Center. 520 NW Wall Street, Bend, OR.

**Board Members Present**

Andy High  
Julie Craig  
Peggy Kinkade  
Cheri Helt  
Ron Gallinat  
Carrie Douglass  
Stuart Young

**Call to Order**

The meeting was called to order at 5:18 p.m. by Chair High. The Pledge of Allegiance and review of agenda followed.

**Public Input**

None.

**Public Hearing**

❖ **2018-19 Budget**

Chair High recessed the regular meeting at 5:19 p.m. and called the 2018-19 Budget Hearing to order. There was no public testimony. High closed the hearing at 5:20 p.m. and resumed the regular meeting.

**Consent Agenda**

Chair High noted the updated personnel report.

**Peggy Kinkade moved to approve the Consent Agenda. Ron Gallinat seconded the motion. Unanimous approval.** Cheri Helt asked about the turnover in critical position and if the district is tracking reasons employees resign. Jay Mathisen said the Human Resources Department is working on implementing systems to track that kind of data.

**Action Items**

❖ **Bend International School Charter Contract Renewal**

Superintendent Mikalson noted the Bend International School Charter Contract is part of the board packet and highlighted the updates and changes made, and added the BIS Board of Directors agrees with the terms of the contract.

Carrie Douglass reiterated the importance of charter school performance being as good, if not better than district schools, and would like to see more consistent and comparable measures. Lora Nordquist said that BIS has a high opt out rate, but they do use MAPS as an alternative testing measure and there are no concerns to date based on the review of BIS MAPS data. She added the district's DIBLES testing will now test at BIS which will help to provide comparable measures.

**Ron Gallinat moved to approve the Bend International School Charter Contract as presented. Stuart Young seconded the motion. Unanimous approval.**

### ❖ **Secondary Health Instructional Materials Adoption**

Lora Nordquist reviewed the timeline and process used by the Health Adoption Selection Committee to make their curriculum recommendations as presented in the board packet and offered to answer any questions.

Peggy Kinkade asked what the expectation is of teachers to communicate with parents / guardians prior to complex or sensitive topics being taught. Skip Offenhauser said that is an area he and committee members are continuing to work on as it is an area that could be improved upon. Carrie Douglass asked how the district communicates with high school parents. Offenhauser said most often it is done via email, or as their preference indicates in Synergy.

Ron Gallinat asked about the preapproval process of materials. Offenhauser explained the Health Advisory Committee, composed of staff and health professionals, will help with the review and approval of resources. Once vetted through the Health Advisory Committee, those supplemental curricula will come to the board for approval.

Cheri Helt commented on the importance of teachers working and communicating with parents during the sensitive and difficult topics and sees this as an opportunity to further build the parent / school partnership. She asked how the district plans to gain consistency across schools and grade levels in how social emotional health is addressed and supported. Offenhauser agreed this is an area to improve on and is a topic the Health Advisory Committee plans to focus on. Stuart Young suggested a board workshop to learn more about social emotional education at some point next year. Chair High thanked Offenhauser and his team for their work and thorough information presented.

**Ron Gallinat moved to adopt the secondary health curriculum materials from Good-Heart Wilcox, as recommended by the selection committee members. Carrie Douglass seconded the motion. Unanimous approval.**

### ❖ **Facility Naming Process**

Superintendent Mikalson noted the board informally approved a Naming of Facilities Process in August 2017. The process is included in the board packet with a few suggested changes for the board to consider. This process will be used to name the new elementary and high school under construction.

Carrie Douglass clarified if the same provisions apply in naming part of a school campus as in a new facility. Mikalson said yes, and noted there is an exception process explained in the document. Peggy Kinkade said the Ashton Eaton track at Mt. View High School is a recent exception the board made and she appreciates having a little wiggle room for such circumstances. Helt agreed and added the exception should be used sparingly. Mikalson noted there is a current request to name the Mt. View High School Auditorium after a former staff member. He recommended the board review the request in August and use this process.

**Ron Gallinat moved to approve the Naming of Facilities Process as presented. Peggy Kinkade seconded the motion. Unanimous approval.**

### ❖ **2018-19 Budget Appropriations**

Chair High reviewed the 2018-19 budget presented in the board packet, noting the 5% ending fund balance. Brad Henry noted Resolution 1867 reflects exactly what the Budget Committee approved in May.

Peggy Kinkade shared reasons why she supports taking a stair-step approach and using the FEMA reimbursement dollars to bring the ending fund balance back to 5%. She advocated for a 4.75% ending fund balance with the 2018-19 budget and a 5% ending fund balance with the 2019-20 budget, noting this

approach would allow approximately \$400,000 to be invested for the 2018-19 school year. Chair High supported Kinkade's proposal.

Carrie Douglass expressed her concerns with potential upcoming costs. Cheri Helt noted her concerns about PERS and supported the 5% ending fund balance for the 2018-19 budget. Julie Craig also supported the 5% ending fund balance, noting the looming PERS issues and possible recession in the near future being her top concerns. She agreed with Kinkade in principle, and said she could only support the 4.75% if she was certain the dollars would be used for a one-time investment. Ron Gallinat said he appreciates both sides and is leaning toward supporting the budget as presented. Stuart Young agreed with both Kinkade and Helt and said he wants to be strategic in spending and saving and doing what is best with the resources provided. Board discussion ensued on ending fund balance percentage.

**Cheri Helt moved to approve Resolution 1867: 2018-19 Budget Appropriations as presented. Julie Craig seconded the motion. Motion carried, 5-2. Chair High and Peggy Kinkade voted no.**

**Ron Gallinat moved to approve Resolution 1868: 2018-19 Impose Tax as presented. Peggy Kinkade seconded the motion. Unanimous approval.**

#### ❖ **Purchase of Land for Right of Way**

Mike Tiller reviewed the executive summaries in the board packet explaining the two land acquisitions necessary for the infrastructure and construction of the new high school in South East Bend.

Project 1 includes the purchase of a home located at 60860 Brosterhous Road for the price of \$309,900. This purchase is needed for a portion of a collector road from 15<sup>th</sup> Street to Brosterhous Road as required by the City of Bend.

**Peggy Kinkade moved to approve the purchase of the home and .67 acres located at 60860 Brosterhous Road for the amount of \$309,900, plus the cost of any closing fees, to be used in the construction of a public road adjacent to our new high school. Ron Gallinat seconded the motion. Unanimous approval.**

Project 2 includes the purchase of land located at 60789 Tekampe Road for the price of \$16,255. This purchase is needed for the new right of way for a roundabout at Knott Road and 15<sup>th</sup> Street as required by the City of Bend. Tiller clarified the property will be dedicated to the City of Bend.

**Carrie Douglass moved to approve the payment of \$16,255, plus closing costs, for the dedication of 4,100 square feet of property located at 60789 Tekampe Road for right of way needed in the construction of a new roundabout. Ron Gallinat seconded the motion. Unanimous approval.**

## **Reports**

### ❖ **PlanB Quarterly Report**

Chair High introduced Ian Burns and Euan Pollock from PlanB Consultancy. Burns shared that PlanB has been providing the district with an evaluation of two projects funded through the 2017 Bond: Pilot Butte Middle School remodel and construction of the new high school. He reviewed the elements of each project and shared recommendations and strategies suggested as the evaluation process took place. A full summary report is provided in the board packet.

Chair High asked Burns to expand on the recommendation of investing in contractors early on. Burns explained that small things like longer RFP deadlines, communicating with contractors about upcoming projects and schedules ahead of time, etc. are ways to increase communication and share information that is laid out in the bond management plan.

Board discussion ensued on the next project(s) they would like PlanB to evaluate, including a possible look at asset management. High thanked Burns and Pollock for the report and noted the value of an outside organization evaluating district practices helps provide more transparency to the community. He also thanked the Facilities Department for their cooperation and excellent work as evidenced by the report.

#### ❖ **Financial Update**

Roy Burling reviewed the financial update for the 4<sup>th</sup> quarter from the board packet. He noted the \$1.1 million FEMA reimbursement was received in May and is included in the line item report. Peggy Kinkade asked about the expenditures for modular classrooms. Brad Henry said the district is not planning to purchase any new modulares. High asked about the higher than anticipated ending fund balance and Burling explained those dollars are being invested into next year's budget.

#### ❖ **Executive Limitation 8 – Academic Programs Monitoring Report**

Jay Mathisen introduced EL 8 – Academic Programs and shared that he and Lora Nordquist worked together to produce the monitoring report included in the packet. He noted that it is impossible to cover, comprehensively, every element of EL 8, so the report is designed to highlight changes and enhanced efforts that have been made over the past year. Nordquist introduced district coaches: Scott McDonald, Dean Richards, Julie Walker and Cate Hill and explained that they, along with other coaches in the district, are using high leverage strategies to support and train teachers.

Scott McDonald, Instructional Technology Coach, shared about his work and examples of how the district has built a pathway for computer science, developed curriculum and are now seeing tremendous student interest in the classes offered, despite no dedicated state funding or required curriculum.

Dean Richards, Graduation Coach, shared how graduation coaches within the schools have improved the stability of students during their freshman year. Graduation coaches are using a multi-tiered system of support and are seeing positive return on their work for students both academically and socially. Kelsey Jaeckel, Graduation Coach at La Pine High School, shared excitement about her work with freshman and use of data and tracking that show positive movement. The work she is doing with freshman is transferable to all grade levels and has led to a school-wide conversation at LPHS.

Julie Walker, Literacy Coach, shared about the Instructional Coaching program and the goals of the literacy coaching team. Walker reviewed training and supports offered to teachers and shared about the residency program implemented this school year. Future vision includes lab classrooms and a leadership collaborative program with a cohort of teachers. She said student growth data is just coming in for the school year and is looking promising, which aligns with the positive feedback they received from teachers.

Cate Hill, SIOP Implementation Coach, explained her work is around sheltered instruction and teaching English language learners in a manner that shelters them from the English language demands. The district chose SIOP in 2005 to meet the state requirements and have a model of instruction for ELL students. Hill shared SIOP trainings have been refreshed to include coaches, lesson planning, work samples, and training follow up.

Superintendent Mikalson shared how the role of coaches has grown over the past years and the tremendous value seen from the coaching team. There are coaches who specialize in literacy, math, SIOP, instructional technology, behavior, special education and graduation.

Stuart Young said he would like to continue to hear about coaching work over the next year and suggested a conversation about ways to expand pockets of excellence around the district.

Cheri Helt thanked Scott McDonald for his work to grow and expand the computer science classes and programs offered across the district. She expressed her appreciation for the passion all of the coaches bring to their work. Carrie Douglass agreed, and appreciates how much coaches are doing and what they are accomplishing with little resources. She thanked coaches for their thoughtful reflection and new approaches they take each year to improve.

Julie Craig asked about plans to grow the computer science options and McDonald shared about the work taking place currently and that growing at the high school level is a challenge the district faces.

Chair High thanked Hill for her honesty and reflection on what wasn't working and sharing ways she has shifted strategies to make coaching more meaningful. Board discussion ensued on questions to ask of all monitoring reports throughout the year and ways to hear more about academic programs rather than just during EL 8.

### **Board Retreat Planning Discussion**

Chair High shared a draft of the board retreat agenda. Discussion ensued on specific topics for the retreat and possible modifications to the agenda presented. Douglass suggested the board use a facilitator to help guide the retreat and extend the length of the retreat. High said he will continue to refine the agenda and format of the retreat.

### **Board Comments**

Julie Craig enjoyed the last community linkage event and appreciated how many community members participated, the discussions that took place, and learning opportunity it provided.

Stuart Young thanked John Rexford for his mentoring efforts this year.

Ron Gallinat also thanked Rexford and appreciated the expertise and guidance he provided over the year. He attended three graduation ceremonies and a few end of year celebrations at schools and said they were all great events to wrap up the school year.

Cheri Helt shared a letter to the State School Board about testing and asked board members to share their thoughts or support with her by tomorrow and she will send the letter. She also attended three graduations, including her son's, all were wonderful events.

Carrie Douglass thanked Rexford for helping move board work forward this year, she appreciated his experience and wisdom as they worked together.

Chair High commented on accomplishments made this past year: successful community linkage meetings, no snow days, a restructured budget, construction of a new high school and new elementary school began, the approval of Superintendent Mikalson's contract, and making it through all of the Executive Limitation reports. He expressed his appreciation and thanked board members and the district for all the hard work.

Meeting adjourned at 8:14 p.m.

Recorded by: Andrea Wilson

