

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

The Board of Directors for Bend-La Pine Schools met in a regular session on June 13, 2017 in room 314 at the Education Center, 520 NW Wall Street, Bend, OR 97703.

Board Members Present

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

Call to Order

The meeting was called to order at 5:19 p.m. by Chair Kinkade. The Pledge of Allegiance followed.

Review of the Agenda

Chair Kinkade reviewed the agenda. There were no changes.

Public Input

Marilyn Burwell, community member, addressed the board and congratulated the district on the passage of the recent bond measure. She shared concern about a recent internet bullying incident that ended up with the police. She believes if a Restorative Justice circle had been used after the first bullying incident between these particular students, the bullying may have stopped and the bully would be on their way to becoming a better person.

Krista Zweers, parent, thanked the board for their time and shared it was her child who was bullied in the incident described by Burwell. She shared her concern around bullying, the impacts of social media and that while this particular situation did happen outside of school, it did eventually impact the learning environment for her child and become a school mater. She expressed her concerns around discipline at the school level and lack of information provided to staff from administration that could have possibly helped her student.

Beth Hoover, community member, also addressed the board about bullying, adding the end of the school year is an especially difficult time for students and staff. She agreed with Burwell that a Restorative Justice approach would have helped prevent the situation from getting to a criminal point.

Chair Kinkade thanked Burwell, Zweers and Hoover for sharing their concerns. She said she will follow up with district administration on the issue.

Reports

Policy Monitoring – Executive Limitation 8 : Academic Programs

Jay Mathisen introduced Kevin Gehrig, Principal at Pine Ridge Elementary; Brian Crook, Principal at High Desert Middle School; Wendy McCulloch, Assistant Principal at High Desert Middle School; and Katie Legace, Principal at Mt. View High School who he invited to share about their school design work within their buildings in an effort to shift and to focus on Student B. Mathisen reviewed the school design process work that has been taking place over the past couple of years and explained principals serve as design leaders in their respective schools and lead their team in work to create a successful academic program at their school.

Mathisen said each of the schools have a unique approach to school design to serve their students and tap into the strengths of staff members. He asked each principal to share about the design work in their building and data to reflect the results of their work.

Three key areas in school design are: Academic Excellence, Future Ready, and Thriving Citizens. Gehrig shared about Pine Ridge's work focusing on academic excellence. He highlighted the work of curriculum leaders and design team members who have worked hard to make sure all Pine Ridge stakeholders are invested in the schools' goals. Professional development, data points, reflection meetings and future planning are key components to reaching their goals. Gehrig said he is proud of the efforts Pine Ridge is making toward individualized learning opportunities and how motivated his staff members are to continue to refine their work and focus on ways to improve.

Crook and McCulloch shared about High Desert Middle School's work focusing on thriving citizens. High Desert has increased program offerings to all students, like art, culinary, CTE, dual immersion, and psychology of success amongst others. Students are involved in school decisions and site council and parent organizations are extremely active and working together more than ever before. McCulloch highlighted the strategies used to improve school culture and what their design team has learned over the course of the year. High Desert's goals are to continue to improve student involvement, school culture and have identified ways to refine their initial strategies to continue to make a positive impact for all students.

Legace shared about Mt. View High School's work focusing on future ready. Mt. View has worked to define a signature program, and she is extremely proud of the work done for their college dual credit program, which now allows a student to graduate from high school with an AAOT degree. Legace also shared about the work done to develop course offerings in AP and CTE. Legace noted that it is hard to separate each area of school design, as they intertwine in the overall vision of Student B. What she appreciates most is that the school design process has allowed for her staff to redefine what they want to offer students. Character development skills, a dual credit program, etc. Legace shared how she has utilized feedback from student focus groups to help make positive changes in recent years. Parent involvement, Site Council members and teacher leadership teams have been vital in supporting future ready efforts. She added, in order for school design to work, it needs to be a process with all stakeholders collaborating and working together with the ultimate goal of improving the experience for students at school.

Superintendent Mikalson highlighted initial data results for each school, adding this is the type of information schools and the district will continue to track and monitor. He thanked Gehrig, Crook, McCulloch and Legace for sharing the important work going on at each of their buildings.

Cheri Helt asked how the design process has helped connect islands of excellence across schools in the district. Mikalson said part of the design work this year with building administrators has included principals visiting and working at other buildings to learn about what is working well and share ideas with one another. This will continue in future years in an effort to help build capacity across the district.

Stuart Young thanked all for their presentations and is encouraged about the engagement and conversations happening in schools. He appreciates the leadership efforts in the school design process. Chair Kinkade thanked all presenters and asked board members if they had any questions specific to the policy monitoring report in the board packet.

Carrie Douglass asked if there was more specific information that could be provided for #6 – encourage and support viable innovative practices and programs. Mathisen said yes, he would provide more specific information to expand and explain more about practices and programs. Kinkade noted information on special programs and services seemed to be missing. She would like to know what is offered and how the district is

addressing those student's needs. Mathisen said he would follow up with more specific information to board members.

Public Hearing

2017-18 Budget

Chair Kinkade recessed the regular meeting at 6:47 p.m. and called the 2017-18 Budget Hearing to order. There was no public testimony. Kinkade closed the hearing at 6:48 p.m. and resumed the regular meeting.

Consent Agenda

Chair Kinkade noted the updated personnel report and that approval of ALO contracts are part of the Consent Agenda. Kinkade commented on the hiring of John Rexford as Chief of Staff and clarified that position (.30 FTE) will be paid for through the HDES Local Service Plan. Cheri Helt asked for further information about an Education Assistant hired to work 4.08 hours. Sean Reinhart explained that employee is also working in a certified position and the 4.08 hours add up to make 1.0 FTE. **Andy High moved to approve the Consent Agenda. Ron Gallinat seconded the motion. Unanimous approval.**

Action Items

Science Instructional Materials Adoption

Superintendent Mikalson introduced Stephen DuVal, Assistant Principal at Cascade Middle School, who lead the science instructional materials adoption process. Mikalson noted the materials in the board packet that include: selection committee members, review timeline, core beliefs and curriculum recommendations for elementary, middle and high school levels.

DuVal shared about the process and commented that all recommendations align with new science standards. The focus for the next year will be on professional development for elementary level teachers and understanding how the curriculum can align with reading, writing and math programs. Elementary level classrooms will begin using the curriculum in 2018-19. High school teachers will go through a similar process with some teachers beginning to work with the curriculum in their classrooms during the 2017-18 school year. Middle school teachers will all be using the curriculum for the 2017-18 school year.

Carrie Douglass asked, with keeping school design in mind, what is the expectation and how will selected curriculum(s) be used across the district. Lora Nordquist shared that materials are not the curriculum and there is flexibility in how a teacher conveys information, however, the consistency amongst materials helps create continuity from classroom to classroom. Mikalson added, the district has done extensive work over recent years to establish guiding principles for curriculum adoption while respecting teacher autonomy. Chair Kinkade thanked DuVal and Nordquist for their work and entertained a motion. **Julie Craig moved to adopt the curriculum recommendations at the elementary, middle and high school levels as presented. Stuart Young seconded the motion. Unanimous approval.**

Chair Kinkade recessed the meeting at 7:05 p.m.
The meeting resumed at 7:11 p.m.

Resolution 1852 : 2017-18 Budget Appropriations

Chair Kinkade noted Resolution 1852 in the board packet and said in a previous meeting, she had asked for information on what a scaled effort to restore the ending fund balance would look like, specifically using 4.5% and 4.75%. She ultimately does want to bring the ending fund balance back to 5% but would like to consider that build up being spread out over a few years so as not to negatively impact this 2017-18 budget. Brad Henry said the budget presented in the board packet is based upon a 5% ending fund balance and a \$8.2 million funding figure which has been updated since the budget committee last met. The budget committee approved a budget based on \$7.8 million, however, the budget presented in the packet is well within the

allowable limits to change without budget committee approval. He noted Measure 98 funds are still unknown. Henry shared budget documents prepared at an \$8.2 million funding level with a 4.5% and 4.75% ending fund balance as requested. Discussion ensued on ending fund balance percentages with board members expressing their opinions in favor or opposition. **Andy High moved to approve Resolution 1852 with a 4.5% ending fund balance. Ron Gallinat seconded the motion. Julie Craig and Cheri Helt opposed the motion. Motion carried 5 to 2.**

Resolution 1853 : 2017-18 Impose Tax

Brad Henry reviewed the resolution and offered to answer any questions. There were no questions. **Ron Gallinat moved to approve Resolution 1853 as presented. Carrie Douglass seconded the motion. Unanimous approval.**

Resolution 1854 : Sell Bonds

Brad Henry reviewed the resolution and offered to answer any questions. There were no questions. **Andy High moved to approve Resolution 1854 as presented. Julie Craig seconded the motion. Unanimous approval.**

Report

Financial Report

Brad Henry introduced Roy Burling, Business Manager, who reviewed the financial report which provides an estimation of year end funds. Andy High asked where dollars in the line item intermediate sources of funding come from. Burling said they are from the HDESD Local Service Plan.

Policy Monitoring – Executive Limitation 7 : Facilities

Chair Kinkade noted the policy monitoring report in the board packet and thanked Brad Henry and Mike Tiller for their work. She asked if board members had any comments or questions.

Andy High asked how the new RFP process is working. Tiller said the process was used in the selection of 2017 summer projects and seemed to work well. Currently RFP teams are in place and had their first orientation meeting today on how the process will work for the 2017 bond projects.

Kinkade asked about #4 and if the district has evaluated the design of Silver Rail Elementary resulting in any recommendations. Tiller said a lessons-learned summary has been completed and included staff, architects, some contractors, etc. in the process. Some of the areas he would suggest for improvement include: site design efficiency, lowering the height of ceilings and reducing square footage in some areas of the building.

Cheri Helt asked about the status of the Jewell Elementary roof. Tiller said the city has issued permits and the district is moving forward with truss repair rather than truss replacement. He explained the load testing that will be done throughout the repair process and said that Rolf Armstrong will provide independent structural engineering evaluations throughout the repair process.

High asked about #7 and the status of the naming of facilities process. Mikalson noted page 58 in the board packet which is a recommendation to update the language of EL 7. If the board approves the suggested updates, the district will then move forward with appropriate action. High asked fellow board members if they would agree to the district putting an RFP out for evaluation during the actual building process for facilities funded by the 2017 bond. He noted PlanB as an option to carry out the evaluation and if the collective board is interested he would like to see this idea move forward. Kinkade said she is supportive of evaluating a project during rather than after the fact. Helt agreed. Mikalson said board action was not necessary to move forward, and the district will begin to work on noticing the RFP.

Julie Craig asked when the next Sites and Facilities Committee review would be. Henry said the district tries to review every five years, which would put the next review during 2020 unless excessive growth causes the need sooner.

Chair Kinkade noted the board packet contains an updated version of EL 7. Suggested updates in #4 include the district letting the board members know when renderings are available, rather than present renderings and wait for board approval. The reason for this suggestion is efficiency. Suggested updates in #7 include the board would approve the name of new schools/facilities rather than approve the process. The reason for this suggestion is clarification of roles for district staff and board members. Chair Kinkade entertained a motion to adopt the suggested changes to EL 7 – Facilities. **Stuart Young moved to approve the changes as presented. Cheri Helt seconded the motion. Unanimous approval.**

High commented that the district owns a variety of vacant land throughout Bend that may not be used for several years and often times the district hears from various parties who are interested in using the vacant land. At this point, there is not clear direction for how such requests are considered. High asked fellow board members for thoughts on use of vacant district land. Mikalson added this is one area he is not clear on the desire of the collective board nor the parameters the board would like him to use in considering requests and asked if this is something the board would consider adding to EL 7.

Douglass said it makes sense to consider all possible methods of generating revenue, but added it could be extremely difficult to take the land away when the district has a need to develop the property. Helt agreed, but noted it could also be a great way to support students and the community; for example, creating fields on vacant properties would help numerous groups in Bend and Central Oregon who often share that field space is extremely difficult to find. Kinkade suggested the district identify vacant properties and determine some sort of timeline to define a period of possible use. She suggested a proposal time period to make it equitable for all community members and interested groups. Helt shared reservations in the amount of staff time it could take to and manage vacant properties. Douglass agreed and would like to have a better understanding of the time and impact on staff.

Mikalson suggested district staff start to investigate samples of this concept with other districts, bring an inventory of land with a time of potential use and an idea of time needed to manage properties. All board members agreed this would be a good start and help with making their decision on how to move forward. Henry said he will also look into how each of the properties were purchased, what type of designation the property has, how property taxes might impact users who are not government and how to address proposals to alter the land.

Discussion

Summer Board Meeting

The board agreed to the following calendar changes:

- June 27, 2017 regular board meeting: cancelled
- July 17, 2017: hold a regular meeting at 12:30 p.m. at the Education Center
- August 2, 2017: hold the board retreat followed by regular meeting from 8:00 a.m. – 2:00 p.m., location TBD

Superintendent Mikalson invited all board members to attend the Summer Leadership Academy on August 10.

Evaluation

Chair Kinkade reviewed a summary of Superintendent Mikalson's evaluation for 2015-16 with board members. She explained the summary also includes a composite score for each of the 8 Ends, and noted #8 was eliminated from the overall score because the data reflected work done prior to Mikalson. There will be

further discussion at the board retreat on ways to refine the superintendent evaluation process and scoring method. Cheri Helt appreciates working with Mikalson and is happy he is serving as superintendent. She hopes to keep Mikalson at Bend-La Pine Schools for the long term. Kinkade agreed and added there is positive momentum and the board believes in Mikalson's vision and are pleased to see evidence of positive changes happening already. **Ron Gallinat moved to accept Superintendent Mikalson's evaluation as presented. Cheri Helt seconded the motion. Unanimous approval.**

Andy High moved to have the Board Chair begin negotiations to extend Mikalson's contract as a show of confidence, he would like to see a 3-year extension offered. Stuart Young seconded the motion. Helt voiced her support of the extension. Carrie Douglass also supported the extension and asked if there is a method for Mikalson to provide feedback to the board about his working conditions. Kinkade suggested that could be a part of the evaluation conversation at the upcoming board retreat, and that it could possibly be addressed through the board self-evaluation process. Mikalson said he appreciates the board's scores and agrees with their assessment of where the district is at. He is humbled and grateful to be a part of Bend-La Pine Schools and sincerely appreciates the extension. **Chair Kinkade called for a vote. Unanimous approval.**

Board Comments

Stuart Young complimented Mikalson on his work in just two years as Superintendent. He appreciates that the District is moving forward in the right direction.

Andy High thanked voters for supporting the recent bond measure. He also thanked Neil Bryant and Michele Emery for co-chairing the bond campaign and appreciates their time and effort. He thanked all volunteers for their time and support in helping with a successful campaign.

Ron Gallinat attended three graduations and they were all wonderful.

Cheri Helt thanked voters and included Christy McLeod with the list that Andy High noted for her work on the campaign. Helt also thanked Bend Chamber for hiring a mentor whose work will be focused on placing students in internships from Bend-La Pine, COCC and OSU. Helt expressed her appreciation in the team approach from the police, county, school district, hospital, and others took as they all talked about mental health at the Hope and Help meeting last night. Helt thanked her opponent in the recent election for challenging her and running a great campaign, she also thanked voters for their support.

Chair Kinkade appreciates the efforts to coordinate mental health support in the community seen at the Hope and Help event. She asked that Mikalson help follow up with the situation mentioned in public comments. Kinkade also shared her youngest son just graduated from Summit High School.

Chair Kinkade recessed the regular meeting at 8:30 p.m. and the board to moved into executive session. Chair Kinkade resumed and adjourned the regular meeting at 8:50 p.m.

Respectfully submitted,

Andrea Wilson
6.13.2017