

**Bend-La Pine Schools
Bend, OR 97703
February 27, 2018**

Executive Session 5:00 p.m.
Regular Meeting 6:00 p.m.
Executive Session Immediately Following Regular Meeting

The Board of Directors of Bend-La Pine Schools will meet in an executive session on February 27, 2018 at 5:00 p.m. under ORS 192.660(2)(a), (2)(e) and (2)(f). The Board will then meet in a regular session at 6:00 p.m., followed by an executive session under ORS 192.660(2)(f) and (2)(i).

All meetings will take place at the Education Center, 520 NW Wall Street, Bend, OR 97703.

Agenda

Call to Order	Chair High
Pledge of Allegiance	Cheri Helt
Review of Agenda	Chair High
Public Input <i>This is the time provided for individuals to address the Board. Visitors who wish to speak must sign up prior to the beginning of the meeting on the sign-up sheet provided. Please state your name and topic when you address the Board.</i>	Chair High
Superintendent Spotlight : Education Foundation	Superintendent Mikalson
Nationally Board Certified Teacher Recognition	Superintendent Mikalson

Public Hearing

Bend International School – Request for Charter Renewal	Chair High
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Consent Agenda

Approval of Minutes – February 13, 2018 <i>Reference: ORS 192.650 and ORS 332.057</i>	Chair High
Approval of Personnel Recommendations <i>Reference: ORS 332.505</i>	Jay Mathisen
Approval of Recommendations for Renewal or Non-Renewal <ul style="list-style-type: none"> • Probationary teacher and administrator renewal • Contract teacher and administrator extension • Non-renewal of temporary teachers 	Chair High

Action Items

Resolution 1864 : Classified Employee Appreciation Week	Chair High
Elementary Land Purchase Agreement	Chair High

Reports

ELL Transformation Update	Lora Nordquist
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Board Comments

Adjourn

Accessible Meeting / Alternate Format Notification

This meeting location is accessible. Please contact Bend-La Pine Schools at 541-355-1001 if you need accommodation to participate in the board meeting. Please call at least three days prior to the scheduled meeting date. Thank you.

Executive Summary
Shay Mikalson, Superintendent

Bend International School – Charter Contract Renewal Process

Bend International School's charter request was approved by the Board in March of 2015 and in the 2016-17 school year, Bend International School opened its doors.

Bend International School's initial charter contract with the district was agreed for a three-year term. Oregon law has set the following timelines for the charter renewal process:

- A charter school must submit a written renewal request to the district at least 180 days prior to the extension of the charter.
- Within 45 days after receiving a renewal request, the district must hold a public hearing regarding the request for renewal.
- Within 30 days after the public hearing, the district must either approve the renewal or state in writing the reasons for denying the renewal.
- Should the district choose to renew the charter, the charter school and district must negotiate a new charter contract within 90 days after the date on which the district approved the renewal, unless both parties agree to an extension of time.

Bend International School has submitted their written request to renew their charter and tonight is the public hearing portion of the renewal process. Should the Board choose to renew Bend International School's charter request, negotiations will begin and a final contract will be presented to the Board for final approval within the designated timelines above.

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

The Board of Directors for Bend-La Pine Schools met in a regular session on February 13, 2018 at the Education Center, 520 NW Wall Street, Bend, OR 97703.

Board Members Present

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

Call to Order

Chair High called the meeting was called to order at 5:43 p.m. The Pledge of Allegiance followed.

Review of the Agenda

Julie Craig asked to add a discussion item: PlanB Project.

Public Input

Susan Mendez, local pediatrician and mother and thanked the Board for time to share her viewpoint on school start times. She shared a letter supporting later school start times as a way to help support teen physical and mental health. The letter was signed and supported by several physicians and specialists in the community. Chair High thanked Mendez and invited her to the March 13 Board Meeting where Superintendent Mikalson plans to make a recommendation to the Board on school start times.

Consent Agenda

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

Spotlight of Success

Superintendent Mikalson introduced Jackie Wilson, the Youth Education Director at the Environmental Center who also serves as the district's sustainability coordinator. Wilson shared about the work she does in schools and the programs students have access to because of the strong partnership. Wilson reviewed efforts that help save money and energy around the district and noted there are about 20 schools with active Green Teams. Mikalson thanked Wilson for the work she does with our students, staff and schools.

Action Items

Resolution 1863 : Not in Our Town Proclamation

Chair High introduced Michael Funke to share about an upcoming Not in Our Town event at COCC to help talk about ways to combat bullying, hate, racism, bigotry, etc. in our community. The two-day event will include a video screening, student panel, presentations and workshops. Funke noted several other community agencies in Central Oregon have given their endorsement and passed similar proclamations.

Cheri Helt read Resolution 1863 : Not in Our Town Proclamation

Stuart Young moved to approve Resolution 1863. Julie Craig seconded the motion. Unanimous approval.

Appoint Budget Committee Member

Ron Gallinat shared about the interview process he and Carrie Douglass lead with the three Budget Committee applicants. After the interview process, Gallinat and Douglass recommend the Board consider appointing Amy Tatom

to the Budget Committee. They noted Tatom's resume, connection to the community, work and volunteer experiences, and thoughtful interview led them to the recommendation.

Ron Gallinat moved to appoint Amy Tatom to the Bend-La Pine Schools Budget Committee. Julie Craig seconded the motion. Unanimous approval.

Declaration of Inter-District Openings for 2018-19 : HB 3681 Open Enrollment

Superintendent Mikalson noted the executive summary in the board packet and transfer data at Board member's seats, and reviewed the Open Enrollment process and the various ways students can transfer between districts in Oregon. Under the banner of Open Enrollment, the Bend-La Pine Schools does not have capacity, except for schools in Sunriver and La Pine. However, students requesting an inter-district transfer into the district may still be approved through the joint approval process pending available capacity at the specific school and grade level.

Ron Gallinat moved to approve the number of Open Enrollment openings for the 2018-19 school year as presented. Stuart Young seconded the motion. Unanimous approval.

Reports

High Desert ESD Local Service Plan

Superintendent Mikalson introduced HDES Superintendent Paul Andrews, Assistant Superintendent David Burke and HDES Board member Scott Reynolds. Andrews thanked all for their time and opportunity to present the Local Service Plan. He reviewed the elements of the plan, as presented in the board packet, noting the menu option of support services available to the district.

Superintendent Mikalson expressed his thanks to the HDES and to Andrews and Burke for the leadership they provide.

Peggy Kinkade moved to approve the High Desert ESD Local Service Plan as presented. Ron Gallinat seconded the motion. Unanimous approval.

Financial Report

Roy Burling reviewed the quarterly financial statement in the board packet. A clean audit was received with the recently completed CAFR. Burling noted a summary of investment and maturities for the bond and said the district was recently notified that approximately \$1.1 million will be coming from FEMA as a result of the winter snow and weather damages last year. Superintendent Mikalson noted the extensive work Burling and Brad Henry put together in documenting and completing all requirements for the FEMA request. He extended his appreciation for their time and detailed efforts.

Executive Limitation 10 – Financial Planning and Administration

Superintendent Mikalson introduced the executive limitation monitoring process and highlighted areas in the report around the work and recommendation of the budget sub-committee this past fall. Cheri Helt asked about best practices, sustainability and fiscally responsible practices with the building of two new schools and where that information could fit into this report. Mikalson noted best practices could be reviewed in this policy; however, might be more appropriate in Executive Limitation 7 monitoring but is open to conversation on where measures best fit. Carrie Douglass suggested creating an annual process or timeline for budget discussions and deep dives into certain areas of interest.

K-12 Social Emotional Systems of Support Report

Superintendent Mikalson introduced Jim Boen to share about the work he's been leading in the evaluation and update of the district's Comprehensive School Counseling program and practices. Boen said the work started in 2016, and is a three-year process, and although the district is at the midway point in the process, the work done thus far has been wonderful in developing counseling support systems. Boen introduced counselors Ashley Davis from Pacific Crest Middle School and Raine Cedergreen from Bend Senior High to share more in depth about the process.

Davis shared about the work done in areas of prevention, intervention and initiatives that are now aligned across the district at various levels. She shared about the work being done at Pacific Crest Middle School and the positive results they have already seen in students. Cheri Helt thanked Davis for the outreach efforts being made to parents and community members to understand how to help and support children alongside of their schools. Mikalson appreciates that the comprehensive model is consistent in program but can be adjusted to meet the needs of each schools' specific student population.

Cedergreen shared how the changes made in high school counseling efforts is allowing for counselors to give their students the tools they need before they end up in crisis. High school counselors are now collaborating on a more regular basis and sharing materials and ideas to help support one another, which has significantly improved the overall counseling experience. Cedergreen shared how counselors are supporting teachers in teaching certain lessons and the connection amongst school staff has improved through this practice. She also shared and spoke about areas of continued need to ensure counseling efforts are equitable at all schools.

Boen invited board members to the next meeting about comprehensive counseling on February 26 at the Education Center. Julie Craig appreciates the efforts being made and agreed with Cedergreen that counseling services need to be consistent across the district. Carrie Douglass asked how counseling staffing ratios are determined and asked to see a history of counseling staffing. Mikalson said he would review staffing during the upcoming budget workshop. Helt appreciates the work being done and the impact it is making in the lives of staff and students.

Mikalson introduced Sean Reinhart to share about social and emotional learning supports in the district. Reinhart shared about the theory of action and building capacity and support in schools to ensure students have access to the social and emotional supports they need.

Reinhart reviewed Positive Behavior and Instruction Supports (PBIS), Behavior Coaches and professional learning that is taking place at all levels. Behavior Coaches are helping to build capacity and skills within all schools and an EA skills trainer has been extremely helpful in supporting staff who are dealing with significant behavior students. Tier 1, 2 and 3 students have several means of support of available, and next year the district is looking to include Tier 4 programming through an Intensive Behavior Resource Center. The IBRC is designed to help support students who have experienced significant trauma and are very dysregulated. Reinhart shared how the IBRC would be staffed, how many students it would serve and the overall goal of transitioning students back to their regular classrooms.

Peggy Kinkade asked about counseling interns from OSU Cascades and Reinhart said their program has interns in counseling and mental health settings and noted Portland State University also has interns working in social services. Stuart Young said he is proud of the work being done and noted the importance of increasing capacity through priorities and utilizing resources that are available. He appreciates the partnerships in the community and noted they are critical in providing students support and would like to hear more about the services and needs in the community.

PlanB Report

Julie Craig noted the PlanB group completed their first project evaluation and are ready to move into the second project evaluation. The Bend High master plan and Pilot Butte remodel have been discussed as possibilities and she suggested the Board consider Pilot Butte's remodel as the next project for PlanB to evaluate. All Board members agree. Craig will communicate the next steps with PlanB.

Board Comments

Cheri Helt shared about her recent trip to Washington D.C. where she had several discussions around assessment options. She has a personal interest in putting together a letter to the Oregon State Board to promote the use of ACT for 11th grade assessment. Helt noted the data history, longevity and college value the ACT test has as being significant reasons to use the assessment over others like Smarter Balance. She asked Board members for their support.

Peggy Kinkade agreed with Helt and feels this effort reflects elements of the Board Work Plan. Chair High asked for a motion to authorize a letter from the Board. **Cheri Helt moved to authorize the Board to write a letter to the Oregon State Board to consider ACT for 11th grade assessment. Stuart Young seconded the motion and would like to see other districts join in the request. Unanimous approval.** Chair High and Superintendent Mikalson will begin to draft a letter and share with Board members for review.

Helt attended the Scholastic Art Awards at COCC and said the quality of work was amazing. She extended her thanks to all art teachers in the district and encouraged all to go see the display which is up for a few more weeks.

Ron Gallinat noted the Education Foundation Trivia Bee is coming up and he, Julie Craig and Carrie Douglass are going to be on a team together. He thanked Central Oregon Radiology for sponsoring their team and asked for name suggestions.

Stuart Young appreciated hearing from the Environmental Center and the conservation efforts being made in our schools.

Carrie Douglass has been visiting her adopted schools and shared her thanks for the great work our schools are doing to make school fun. She attended the Boys and Girls Club awards last night and appreciated hearing from students about the impact the club has had in their lives. She encouraged continuing support for institutions like the Boys and Girls Club.

Chair High reminded Board members that Superintendent Mikalson has extended an open invitation to join him on Thursday's when he is visiting schools. Please check with Andrea Wilson on details of Mikalson's schedule. He noted the upcoming Latino Family Night at Mt. View High School on February 21 and encouraged all to attend.

Chair High recessed the regular session and the Board moved into executive session at 8:42 p.m. Regular session resumed and was adjourned at 9:35 p.m.

Respectfully submitted,
Andrea Wilson
2.13.2018



HUMAN RESOURCES

Education Center

520 N.W. Wall Street

Bend, Oregon 97703-2699

(541) 355-1100

(541) 355-1109 FAX

DATE: February 23, 2018

TO: Shay Mikalson, Superintendent
Board of Directors for Bend-La Pine Schools

FROM: Debbie Watkins, Director of Human Resources – Classified
Jon Lindsay, Director of Human Resources – Certified

RE: Administrative and Licensed Recommended Hires, Resignations, and Retirees

The Human Resource Department recommends approval of the following hires, resignations and retirees at the school board meeting on February 27, 2018. All Hires are subject to successful drug testing, background check, and Oregon licensure.

CERTIFIED HIRES

NAME	POSITION	LOCATION	STATUS	HIRE DATE
Lofts, Cynthia	Math Teacher PS#107083TMP	Pacific Crest MS	Temporary Part Time to Temporary Full Time	02/27/18

CERTIFIED RESIGNATIONS

NAME	POSITION	LOCATION	HIRE/RESIGNED DATES
Barnes, Stacie	Primary Teacher	Bear Creek Elementary	08/31/2015 – 06/15/2018

ADMINISTRATIVE HIRES

NAME	POSITION	LOCATION	STATUS	HIRE DATE
McCulloch, Wendy	Principal 18/19 PS107049	High Desert MS	Full Time Regular	02/27/2018
McDonald, Michael	Principal 18/19 PS107047	Summit	Full Time Regular	02/27/2018

ADMINISTRATIVE RESIGNATIONS

NAME	POSITION	LOCATION	HIRE/RESIGNED DATES



HUMAN RESOURCES

Education Center

*520 N.W. Wall Street
Bend, Oregon 97703-2699
(541) 355-1100
Fax (541) 355-1109*

February 22, 2018

TO: Shay Mikalson, Superintendent
Bend-La Pine School Board of Directors

FROM: Jon Lindsay, Director of Human Resources – Licensed Staff
Debbie Watkins, Director of Human Resources – Classified Staff

RE: Classified Recommended Hires, Retirement and Confidential Recommended Hire

The Human Resources Department recommends approval of the following hires and retirement at the School Board meeting on February 27, 2018

Classified Hiring

Name	Position/Posting No.	Location	Temp/Regular Position	Hire Date
Beaver, Annie	#107064 EA – Alternative Education	Mountain View	Temp 6.0 hrs / day	02/13/18
Biboux, Marcy	#106823 Nutrition Server I	Nutrition Services	Reg 2.5 hrs / day	02/15/18
Blatchford, Douglas	#107084 Bus Driver	Transportation	Reg 4.75 hrs / day	02/12/18
Dao, Rebecca	#106799 EA – Inclusion	W.E. Miller	Temp 3.75 hrs / day	02/02/18
Petrus, Emily	#106823 Nutrition Server I	Nutrition Services	Reg 3.25 hrs / day	02/15/18

Confidential Hiring

Name	Position/Posting No.	Location	Temp/Regular Position	Hire Date
Bremont, Tayler	#107048 Payroll Specialist	Business Office	Reg 8.0 hrs / day	02/12/18

Classified Retirements

Name	Position	Location	Resign Date
Staley II, Thomas	Bus Driver	Transportation	04/15/02 – 03/24/18

Bend-La Pine Schools Annual Personnel Report

February 27, 2018

Summary of Findings

Bend-La Pine School Administrators view and address their responsibilities for staff evaluation in a very serious manner. We have directed them to place primary focus in evaluation and staff development on probationary teachers and contract teachers for whom concerns arose or have been previously identified. They each demonstrate a high level of understanding of strengths and areas for growth for their staff members.

The District's commitment to continuous improvement of all employees and direct response when problems arise is evident in every building.

The District's approach to personnel is paying good dividends as evidenced by a quality teaching staff in each building and removal of personnel when appropriate.

Summary of Specific Action

The District uses several steps in addressing teachers when deficiencies appear. Progressive steps include identification of the deficiency, increased attention on improvement, specific goal setting related to the deficiency, and program of assistance for improvement. All of these strategies are used annually. If it appears a teacher is not going to be able to correct the deficiencies, our first strategy would be to counsel the individual out of teaching. We consider the act of formal termination to be a less desirable final strategy. Formal termination is rare.

Recommendations for Renewal or Non-Renewal

- We recommend renewal of all listed 1st and 2nd year probationary teachers and administrators who have not submitted resignations or requests to retire at this time.
- We recommend renewal and granting of contract status to all listed 3rd year probationary teachers and administrators, in accordance with limitations placed by the District.
- We recommend contract extension for all contract teachers listed for extension and who have not submitted resignations or requests to retire at this time.
- We recommend contract extension for all 2nd year contract administrators who are listed.
- We recommend non-renewal of all temporary teachers, including rehired employees who have retired with PERS.

RESOLUTION NO. 1864

Classified Employee Appreciation Week

WHEREAS, the education of youth is essential to the future of our community, state, country and world; and

WHEREAS, classified employees are the backbone of our public education system; and

WHEREAS, classified employees work directly with students, educators, parents, volunteers, business partners and community members; and

WHEREAS, classified employees support the smooth operation of offices, the safety and maintenance of buildings and property, and the safe transportation, healthy nutrition and direct instruction of students; and

WHEREAS, our community depends upon and trusts classified employees to serve students; and

WHEREAS, classified employees, with their diverse talents and true dedication, nurture students throughout their school years.

NOW, THEREFORE, BE IT RESOLVED that the Bend-La Pine Schools Board of Directors proclaims **March 5-9, 2018, to be CLASSIFIED EMPLOYEE APPRECIATION WEEK**; and

BE IT FURTHER RESOLVED that the Bend-La Pine Schools Board of Directors strongly encourages all members of our community to join in this observance, recognizing the dedication and hard work of these individuals.

Adopted this ____ day of _____, 2018

Signed:

Chair

Attest:

Superintendent

**EXECUTIVE SUMMARY
PURCHASE OF LAND FOR NEW ELEMENTARY SITE**

**Mike Tiller, Executive Director of Facilities
February 27, 2018**

PROJECT:

One much needed project in the 2017 bond is the construction of a new elementary school. We have been searching for an appropriate site to build the new school. A site has been identified and we have an agreement to purchase 13.12 acres subject to Board approval. The land is currently owned by Vicki A. Brownrigg.

PROJECT BUDGET:

\$3,000,000

The site is situated on a 13.12 acre parcel west of Hwy 97, south of Cooley Road and east of OB Riley Road where these two roads connect. The agreed upon purchase price is \$1,040,000.

The purchase agreement is contingent upon environmental site assessment reports, geotechnical investigations and all permits and approvals from the City of Bend. The closing date is September 8, 2018 or sooner if all approvals and due diligence items are complete.

RECOMMENDED MOTION:

I move to approve the purchase of 13.12 acres off of OB Riley Road for the construction of a new elementary school.