

**Bend-La Pine Schools  
Bend, OR 97701**

The Board of Directors for Bend-La Pine Schools met in a regular meeting on November 18, 2014 in room 314 of the Education Center, at 520 NW Wall Street, Bend, OR 97701.

**Board Members Present**

Cheri Helt  
Nori Juba  
Peggy Kinkade  
Andy High  
Ron Gallinat  
Julie Craig  
Stuart Young

**Call to Order**

The meeting was called to order at 6:18p by Co-Chair Helt. The Pledge of Allegiance followed. Co-Chair Helt recessed the regular meeting at 6:19p and called to order The Public Hearing for CMGC Process.

**Public Hearing Testimony**

Ray Warrick, community member, addressed the Board on reasons why not to approve the proposed CMGC process, noting the poor performance of past CMGC processes. Warrick commented on the Mt. View High School and Kingston projects stating there were no post project reports made available to the public, lost records and several discrepancies in subcontractor disclosures and accounting processes. Warrick believes the District lost money by losing control of projects with the CMGC process and feels he can prove this to the Board if given more time to review records. He feels the CMGC process opens up the opportunity for abuse and overbidding, coupled with potential room for errors by the project manager, he strongly feels the District should not use the CMGC process. Helt thanked Warrick for his input and encouraged him to send an email to the Board with more specific details as he completes his research of past projects. Warrick added he would like to see the District give other subcontractors a chance to bid and perform work.

Helt noted the purpose of the CMGC process and Brad Henry said there is an executive summary included in the board packet and is part of the agenda.

Co-Chair Helt closed the public hearing at 6:27p and returned to the regular meeting.

**Review of Agenda**

There were no changes to the agenda.

**Public Input**

There was no public input.

**Superintendent's Report**

Superintendent Wilkinson noted the college signs around the boardroom and shared Thursday is the District's official college day. It is a day staff and students are encouraged to wear their favorite college gear and engage in conversations about student's future plans. He appreciated Board members sporting their favorite college attire.

Wilkinson shared he was part of the Veterans Day assembly at Bend High School and said it was a wonderful event to honor Veterans. He complimented the Board for all making the effort to attend the

OSBA Convention in Portland recently. He appreciates Board members taking their professional development seriously and participating in the event. 100% Board attendance is awesome.

Wilkinson shared the District recently went through an RFP process for connectivity as the contract with Century Link is coming to an end this year. He noted a provider has been identified through the process and the District's preference is for more control, increased capacity and dark fiber. It is important with the digital conversion moving forward that the District has optimal connectivity and increased capacity and the provider selected can offer these features. He noted the District is in the negotiation process and anticipates a recommendation coming to the Board in December.

Wilkinson acknowledged all the wonderful student accomplishments recently. Summit High School girls won the soccer state championship, edging out Bend High School in overtime. The Summit High School boys are water polo state champions and the Summit girls volleyball team finished fourth in the state tournament. Both boys and girls Summit High cross country teams won the state championship title, and overall it was a great year for fall sports teams in the District.

### **Consent Agenda**

#### **Andy High moved to approve the Consent Agenda.**

Co-Chair Juba noted a correction to the minutes: in the Superintendent's report it states 38 schools, which should be 30 and Superintendent Wilkinson had given the Board several months notice of his retirement, not a few.

#### **Andy High moved to approve the Consent Agenda with the changes noted. Ron Gallinat seconded the motion. Unanimous approval.**

### **Reports**

#### *New Elementary School Update*

Tammy Doty thanked the Board for their time and noted how excited she is to talk about the new elementary school. She introduced her team of instructional leaders: Kelly Cloud, Carol Northup and Mindy Drake, noting this team has a wide range of expertise and is a great group to lead the visionary work of the new school. Doty said the school is going to fall into an attendance area that will most likely have a high ELL population which is an area she does not have much experience in, and so she has been working hard this year to understand and learn how to best support ELL students and families. Work sessions are taking place with her instructional team and she is also attending construction meetings, all have been exciting and informative.

Doty reviewed the draft vision of the instructional team and goals in the work they are preparing for. She shared the next steps: naming process will happen after the middle school is finalized, the push for the new elementary to start as a Title 1 school vs. a Target Assist school, which is much more beneficial for all students and school wide programs. She noted the boundary committee and proposals will be finished up early enough to analyze the student population and assess the level of need. Wilkinson added this was a similar process when Rosland Elementary opened. Nordquist noted the new elementary school process to establish, as a Title 1 school might be more difficult since students are being pulled from multiple schools.

Doty shared pictures of the building and construction process and complimented the work of the Facilities Department, Hal Beuhmel, Angus Eastwood and Cathy Barkee. Co-Chair Juba asked about keying and if the building will have a key card option. Doty said the building would be wired for key cards, but to start there would be actual keys used.

Peggy Kinkade asked about the timeline for naming the new school. Doty said the process will be very similar to the new middle school and she is hopeful to have a name in place by February. Kinkade asked who would serve on the naming committee. Doty was not certain, but will work with Nordquist to finalize the committee members.

Co-Chair Juba asked about classroom furniture and layout / arrangement and how input has been received from teachers. Doty explained there will not be a full staff in place when it is time to order furniture, but she and the instructional leaders will work together to make decisions. John Vallerga has been helping with this process and has shown them various options in existing classrooms. She noted the new classrooms will look different than a traditional elementary classroom as they are working hard to consider technology and gathering spaces into their plans. Kinkade commented on the great team Doty has put together and is excited for the new school. Helt thanked Doty for her work and update.

#### *New Middle School Update*

#### *New Middle School Naming*

Chris Boyd updated the Board briefly on the philosophical approach to the new middle school design and noted the 4 C's and values of the District have been the backbone in his group establishing a vision for the new school. He shared his team has been working on ways to improve Social and Emotional Learning (SEL) and shared a video that summarized how important SEL is for students and all staff. The team will be visiting Sunnyside Elementary in Portland, which is known for their work in equity and engagement, and then the team will visit two schools in Vancouver who are high-end technology users.

Boyd shared a construction update and blueprint of the school, pointing out this is a traditional-style middle school but the community spaces are more numerous and large and there are multiple ways to access technology that is built into the design for best possible student and staff work. Boyd shared the Design Thinking Process from Stanford University: Empathize, Define, Ideate, Prototype, and Test. He said the instructional leadership team has defined Design Thinking for the new middle school to include flexible scheduling, community integration, interdisciplinary, leadership opportunities and mentorship. He said the leadership team is also looking to expand the 'core' and is looking at rethinking certain components of traditional middle school curriculum.

Co-Chair Juba asked what the music program might look like at the new middle school. Boyd answered the leadership team is looking at ways to maximize these programs for all students and leverage the use of technology as much as possible; it most likely will not look like a traditional music program. Juba said he would like to see an emphasis on opportunities for students to make something original. He added this is a great time to think differently on what it means to be creative and a great opportunity to make subjects more relevant. Boyd agreed and noted this is why this process is so important and the value in looking at all needs, sighting the "both and" idea of meeting the needs of all students. Wilkinson noted there are certain basic skills needed for students to establish a strong foundation.

Boyd said with the visionary process it leads to the naming process. He noted it was far more difficult than he anticipated to narrow names down to the four suggested in the Board packet. As a school, there were a lot of competing interests and in the end the committee settled on names that supported the focus of the school and were representative of the culture and physical environment of Bend. Boyd shared the four names: Bachelor Butte Middle School, Bridge Creek Middle School, Deschutes River Middle School and Manzanita Middle School. He noted Skyliner was a top name from community input, but the naming committee felt it would be too confusing with a Sky View Middle School already a part of the District.

Ron Gallinat liked the four options. Superintendent Wilkinson referenced the naming policy and the next steps for eventual Board approval. Co-Chair Helt asked how the District will let the community know of the options. Julianne Repman said the names would be shared with media outlets and would bring back community feedback to the next meeting. Shay Mikalson noted the executive summary in the Board packet gives a more descriptive reason for each of the name choices presented. Helt said she liked the idea of the Manzanita plant and living to be 100 years, and then asked if there were any thoughts on not using the words 'middle school' in the name. Boyd answered yes, but noted sometimes not using the words can give a negative connotation.

Helt said the names are more traditional than she was thinking, especially considering how much time and thought has gone into the planning of the school, noting some of the planning has been outside the box. Boyd agreed the names are traditional and noted the committee took into account what the community survey and responses identified. The naming committee provided names they feel the community is would respond well too and wants the new middle school to be an open and inviting place for all.

Juba would like the community to have to think about what the new school is about, and said sometimes we have to lead them in a direction they might not be ready for. He feels the District should have a name that represents something in addition to what we have provided in our traditional middle schools. Stuart Young complimented Boyd on being involved in the complex process of opening a new school and noted how difficult it is to weave together the 4 C's into certain educational requirements. He added it is an opportunity to not be traditional, but noted traditional is not necessarily bad. Peggy Kinkade said, while it is great to get input and ideas from the public, it's a bit like naming a baby and feels this isn't a democratic vote for what the name should be, it really is a decision of the leadership team because they really know what they want to represent with the school, they should take ownership in the name. She does not want the leadership team to feel constrained by the numbers of suggested names. Craig agreed and said she was a little underwhelmed with the names presented because she knows and is excited about the vision and wants something just as exciting in the name.

Mikalson shared the naming committee discussed several of these questions brought forward tonight in their process. Craig said she is interested in hearing some of the visionary-style names the committee may have come up with, that may be outside the box but bring more ownership to the vision of the school. Helt agreed, adding she too feels it is okay to challenge the public to think differently about the naming of a school.

Boyd said he will continue the conversation with his team and bring other ideas to the Board at the December meeting. Kinkade commented she hates to send him back to do something that might seem trivial, but added, he and his team have done a fabulous job in their work thus far and is interested in more of a discussion with them to support this work.

Nordquist introduced Mindy Drake, part of the elementary school instructional leadership team who arrived late. Drake shared she was teaching an Adaptive PE course at COCC and is excited to be a part of the new team.

### **Action Items**

#### *Policy BA – Board Member Criminal History Records Check*

Jay Mathisen noted pages 21 and 22 in the Board packet with an executive summary on the proposed policy and updates made from the first read. He noted in the process of aligning policies, the AR regarding volunteers had incorrect information, it should read every two years rather than three for the renewal of the volunteer check. He asked the Board to consider approving Policy BA tonight knowing the policies referenced will be updated.

**Peggy Kinkade moved to approve Policy BA – Board Member Criminal History Records Check with the amendment of other policies to align with the two-year requirement. Ron Gallinat seconded the motion.**

Andy High noted anyone can run for a position on the board and asked what happens if that person is elected or appointed and does not pass the background check. Mathisen explained the District would give that person visitor status rather than volunteer status.

**Unanimous approval.**

#### *Appoint Education Foundation Board Representative*

Co-Chair Helt shared she and Peggy Kinkade have served on the Education Foundation Board for seven and seven and a half years respectively. She extended the opportunity for other board members to serve. Kinkade noted it is a great opportunity and group to work with and the work the Education Foundation is

doing for the District and students is exceptional. Helt said she will continue to support the Education Foundation through donations as a business owner. She believes in the Foundation's work and is proud of the Gala last year that allowed them to establish an endowment fund. Julie Craig and Andy High agreed to serve on the Education Foundation board.

**Ron Gallinat moved to approve and appoint Julie Craig and Andy High as representatives on the Education Foundation Board. Peggy Kinkade seconded the motion. Unanimous approval.**

#### *Resolution 1811: Approval of CMGC Process*

Brad Henry reviewed the executive summary and Resolution 1811 in the Board packet. He said the construction committee agreed the CMGC process would be best for the 2015 projects that include Bend High, La Pine High, Jewell Elementary and Kenwood. He said the committee believes this process will bring more bids and possibly lower the costs, and said the lack of bids in the last process is what led the committee to recommend the CMGC process.

Ron Gallinat asked about the process of bidding and if it will continue to be a public process. Henry answered yes. Andy High supports the CMGC process, noting the buildings are older and will require more coordination between the architect and contractor(s) and although he appreciates Warrick's comments, he disagrees and feels the District will get more bids this way versus going through a hard bidding process. Henry added this process allows a contractor to get into a building earlier and allows for minimal changes later, and typically the less changes along the way, the lower the cost. The way the contract will read will allow the District the opportunity to cancel or hard bid a project.

Co-Chair Helt summarized, this process will allow for more collaboration with the architect and general contractor which is of great value in working on older buildings, as High noted. She is supportive of collaboration and likes the contract language that allows for the district to cancel or hard bid. She supports the construction committees' process and thanked them for their work to try and find the most efficient approach to complete projects.

**Ron Gallinat moved to approve Resolution 1811. Julie Craig seconded the motion. Andy High declared a potential conflict of interest as some contractors may be COBA members (High's place of work), however, he does not see any potential personal gain with this approval. Unanimous approval.**

#### **Discussion**

##### *Instructional Time*

Superintendent Wilkinson reviewed the history of instructional time standards and current Legislative proposals and how they might affect the District. The District meets the current instructional time requirements factoring in hours spent in classrooms, professional development and parent teacher conferences. If the District is not able to include professional development hours or parent teacher conference time we would be just shy of meeting requirements.

Wilkinson shared the proposal from ODE to the Oregon State Board to increase some grade level hours and does not allow for districts to count any professional development or conference time. The District would fall below the minimum levels with the exception of grades 3-8. Wilkinson said he thinks Oregon does need to think about increasing instructional time requirements because the state is very low compared to the rest of the nation, however, without the right funding it is a huge undertaking, if not nearly impossible for districts to accomplish. He shared hour requirements from around the nation and how Oregon ranks currently and how Oregon would rank with the new proposal.

Co-Chair Helt asked what other states are doing and if they are able to count conferences and professional development hours. Wilkinson said his research shows varied results. A priority of Bend-La Pine Schools has been to increase instructional time and he feels the District has been successful but finds the proposed rules to be incredibly difficult to manage. The new proposal would require a major schedule change or an

additional six school days. Wilkinson noted this information is to put the proposal into context and noted the awkward position COSA is in, whom initiated the increased hour idea, but not without proper funding.

Helt asked about existing contracts and if the Legislature has any plans to address this topic. Wilkinson agreed it is a challenge and he would like to see the hour increase move forward but only with the proper funding to support the initiative. He will keep the Board updated as the Legislature works through this topic.

#### *Superintendent Search Firm*

Co-Chair Juba shared the Board and District has agreed to a contract with McPherson & Jacobson to lead the search for the next Superintendent. The lead consultant for the search will be Steven Lowder, former Superintendent of Beaverton; Tom Jacobson will also be a part of the process. The contract is for a flat fee of \$25,000, which is lower than the initial proposal. Juba noted for the last search process the District paid approximately \$42,000. He added, the McPherson & Jacobson firm is more in touch with what the Board is looking for and aligning with the desired process.

Juba said the vacancy announcement will go out prior to the Thanksgiving holiday, he shared a draft of the announcement with Board members and noted in the last search the Board gathered community input prior to the announcement. The Board will be very proactive in gathering input and desired qualifications for the next Superintendent through an online survey and a variety of open forums to solicit public feedback.

Peggy Kinkade noted the survey is one tool the Board is hopeful many community members will take advantage of to provide input. The forum invitations will be sent via email next week and included in the invitation will be a link to the survey. She explained forums will occur sometime in the first weeks of December and information gathered will help create a leadership profile for the search firm to use as part of the hiring process. Kinkade noted community forums will happen again once finalists have been selected. The application deadline is January 16, 2015. Juba reviewed the dates of the search, vote and decision timeline.

Andy High asked about the gap of time from selection to start date and what kind of interaction is the Board and District hoping for during that time, and what does that transitional phase look like.

Superintendent Wilkinson shared the transition depends a bit on who is selected and where that person is from. Part of the reason for the early and aggressive timeline is that this is the prime window of time for candidates to apply and once the decision is made there is ample time for that person to be involved in decision making for the next year. Wilkinson's intent is to make the transition as smooth as possible and feels this timeline provides a good amount of time for that to happen. He reiterated his commitment to the District through June 30 and also his commitment to the best transition possible.

Juba noted the handout at each Board member's seat, a first draft of the vacancy announcement which uses portions of the Comprehensive Plan along with desired qualities and character traits that reflect both long and short term goals of the Board, including KPI's and outcome targets. Juba asked the Board to look over the vacancy and share their thoughts. He noted the newly created District profile will be a part of the announcement.

Kinkade feels the qualities and qualifications are great and are the most crucial part of the job posting and should be moved higher up in the posting. Juba agreed. Wilkinson suggested using the term 'World Class Vision Targets' instead of medium term outcomes and to spell out Key Performance Indicators instead of KPI. Young said this is a great start and suggested the Board note any changes and send them to Juba by tomorrow morning. He encouraged other professionals in the District to do the same. He noted the top quality Superintendents are being courted now, so having this out early is beneficial and complimented Juba on the great start.

Helt agreed it is a great start and suggested part of the challenge should include 'continue to strive for a culture of world class' and 'collaborative.' Kinkade suggested adding more in the description of the District to make it more of a welcoming invitation to apply. Craig reiterated the importance to clarify the District's desire to continue to move forward and not just stay where we are. Helt agreed and wants to be cautious that we aren't asking for dramatic change. High suggested using the word 'grit' as it is a theme he hears more and more of throughout the District. Juba agreed. Craig also suggested spelling out the 4 C's. Gallinat feels this is good work and thanked Juba for his time and suggested taking out % figures in the annual outcome targets. Juba agreed and Wilkinson suggested including timelines and contact information.

Juba shared McPherson & Jacobson suggested the Board vote on the vacancy announcement to proceed with the posting process.

**Stuart Young moved to proceed with the vacancy announcement with allowance to tweak the language as suggested. Peggy Kinkade seconded the motion. Unanimous approval.**

### **Board Comments**

Ron Gallinat commented on the charter school application review process that took place last. He noted an interesting conversation he had with David Douglas School District at the recent OSBA Convention in Portland, regarding the numbers of first languages spoken in their district. He shared Bend-La Pine Schools has about 27, David Douglas has about 81 and Centennial has just over 51 first languages spoken by their students.

Andy High commented on the MYP/IB review process that took place a Pilot Butte Middle School recently and said it was impressive, the process was great and felt they did a great job.

Stuart Young complimented Superintendent Wilkinson and Co-Chair Juba on their presentation of World Class Schools at the OSBA Convention.

Julie Craig thanked Kinkade and Co-Chair Helt for their service as part of the Education Foundation Board, noting she has big shoes to fill. Craig noted Bill Reuter, a community member who has been attending board meetings recently, has been very involved as a volunteer at Ponderosa Elementary and is also a huge supporter of the Hour of Code. She thanked Reuter for all of his time and work and is hopeful to see more opportunities for students to learn about coding in the District.

Nori Juba agreed with Craig and said once students are engaged with coding, the interest will spread like wildfire.

Cheri Helt said she was disappointed to hear only three schools were signed up for the Hour of Code, noting Reuter has been working on ways to support more schools. She was able to attend and be a part of the Veterans Day assembly at Bend High School and was proud to sign a diploma for a 91-year-old Veteran. She said it was moving to see him be honored and feels it was great the District could provide the Veterans with the diplomas they earned. Helt also visited the Bend High CTE Woodworking and Design program and shared a nameplate student, Logan Turner, made for her.

Meeting adjourned at 8:50p.

Respectfully submitted,

Andrea Wilson  
Confidential Superintendent & Board Assistant  
11.18.2014