

Bend-La Pine Schools
Bend, OR 97703
June 25, 2019

Regular Meeting at 5:30 p.m.

The Board of Directors of Bend-La Pine Schools will meet in a regular meeting at 5:30 p.m. on June 25, 2019 in room 314 at the Education Center, 520 NW Wall Street, Bend OR.

Agenda

Call to Order	Chair High
Pledge of Allegiance	Ron Gallinat
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. Visitors are asked to state their name and topic and have a maximum of three minutes to address the Board.</i>	Chair High

Public Hearing

2019-20 Budget	Chair High
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Consent Agenda

Approval of Minutes – May 14, 2019 <i>Reference: ORS 192.650 and ORS 332.057</i>	Chair High
Approval of Personnel Recommendations <i>Reference: ORS 332.505</i>	Jay Mathisen

Action Items

Resolution 1882 : 2019-20 Budget Appropriations	Brad Henry
Resolution 1883 : 2019-20 Impose Tax	Brad Henry
Approval of Construction Contract for the New High School	Superintendent Mikalson
Approval of Contracts: BEA, OSEA, Confidential, Administrator & Supervisor	Superintendent Mikalson
Resolution 1884 : Call to Climate Action	Chair High
Middle School Social Studies Curriculum Adoption	Jay Mathisen
Supplemental Health Curriculum Adoption	Jay Mathisen

Reports

4 th Quarter Financial Report	Roy Burling
3 rd & 4 th Quarter Policy Update	Superintendent Mikalson
EL 7 – Facilities Policy Monitoring Report	Lora Nordquist

Discussion

2019 Summer Board Meeting Schedule	Chair High
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Board Comments

Adjourn

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

The Board of Directors for Bend-La Pine Schools met in a regular session on May 14, 2019 in room 314 at the Education Center, 520 NW Wall Street, Bend, OR.

Board Members Present

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

Call to Order

The meeting was called to order at 5:57 p.m. by Chair High.

Review of the Agenda

Chair High moved the Action Items to the first order of business to help accommodate for board members who may need to leave the meeting early.

Action Items

❖ **High Desert Education Service District (HDESD) Bend-La Pine Schools Board Position Election**

Chair High reviewed the executive summary in the board packet, noting that Peggy Kinkade is the only applicant for the recently vacated Bend-La Pine Schools Board Position on the HDESD Board.

Stuart Young moved to elect Peggy Kinkade to serve as the Bend-La Pine Schools' District Representative on the High Desert Education Service District Board of Directors. Julie Craig seconded the motion. Ron Gallinat commented that Kinkade's knowledge and legacy from her years of service on the Bend-La Pine Schools Board will be a huge asset and is thrilled that she has an interest in continuing to serve the community. **Peggy Kinkade abstained from the vote. Motion carried 5-0.**

❖ **Resolution 1881 : Authorizing the Issuance, Sale and Delivery of General Obligation Bonds**

Brad Henry reviewed the executive summary in the board packet explaining this resolution authorizes the district to sell the remaining general obligation bonds, totaling \$93.3 million. The new bonds would be sold using a bid process with the transaction scheduled to close on July 23. Henry said the district anticipates, with the increasing taxable property values and the structure of the district's current debt, the tax rate for next year should remain at or below the current tax rate.

Ron Gallinat moved to approve Resolution 1881 : Authorizing the Issuance, Sale and Delivery of General Obligation Bonds. Peggy Kinkade seconded the motion. Unanimous approval.

Public Input

Chair High noted several community members had signed up for public input. He reviewed the process for public input and asked those speaking to be mindful of the three minute time limit.

Several community members and students addressed the board asking for support of a Call to Climate Action Resolution. A history of the resolution was shared along with reasons for support. All of the Bend area high schools, Bend City Council and the Bend Education Association have signed similar Climate Action resolutions. The proposed resolution supports goals outlined in the district's current Sustainability Plan. Those who

addressed the board included: Jesse Kurtz-Nicholl, Bridger Freeman, Maya Gritzner, Scout Gesvale, Shaylie Barrett, Jackie Wilson and Lindsay Harty.

Angie, Bend Senior High student, asked the board and district to consider supplying and providing feminine hygiene products in all middle and high school female restrooms. She shared research she has done as part of her Design Justice class and noted various reasons why providing products in restrooms versus the nurse's office, where they are currently available, would positively support female students and shared HB 3020, currently in consideration at the legislative level, supports her request.

Maria Jimenez, parent, shared about her experiences in schools and the challenges she and other Latino parents face with the new volunteer system that requires a social security number to become an approved district volunteer. She asked the district to reconsider and research better options so that all parents can participate and have access to their children's school. She invited board members to attend the next Latino Advisory Committee meeting on May 20th at the Education Center, to further discuss and listen to issues around this system.

Scott Brees with Connect Central Oregon shared about a new grant opportunity available to help support robotics and STEM programs in schools. He noted the grant, if awarded, comes with professional development available for teachers and encouraged board members to support the efforts of he and his team as they pursue the funding.

Chair High thanked all for their comments and said the Board's Shareholders Committee will follow up with Jackie Wilson and the students on the climate action resolution request. Stuart Young complimented the students who spoke, noting they are a perfect example of what the board hopes for in student / board engagement and he looks forward to connecting and finding ways to support their initiatives.

Consent Agenda

Julie Craig moved to approve the Consent Agenda. Ron Gallinat seconded the motion. Unanimous approval.

Reports

❖ Bend High School Master Plan Update

Renee Alexander with BBT Architects shared an update on the Bend Senior High master plan work that has been taking place as part of the 2017 Bond. She shared about the goal setting work, site visits, student engagement meetings and community workshops that led to the development of several options for the master plan. Committee members, staff, students and community members reviewed and helped narrow down the options, ultimately selecting the "Campus Model" as the final plan. Phase One of the plan will include construction of a two-story classroom and mixed use / collaboration space.

Discussion ensued on construction phases, funding and timelines for the various phases of the project. Superintendent Mikalson shared his appreciation for all those who have been a part of the planning committee, which included Ron Gallinat and Carrie Douglass. Gallinat shared his excitement with the plan presented and said he is excited to see the plan unfold over the next years. He appreciated the variety and expertise of those who helped put together the master plan and felt the process and decision making was well thought out and included a variety of perspectives.

❖ EL 8 : Academic Programs – Future Ready Students – Policy Monitoring Report

Lora Nordquist introduced the EL report noting that through Board Committee work, a decision was made to split EL 8 into three reports throughout the year: Academic Excellence, Thriving Citizens and Future Ready, which align with the Board Ends. The focus of the report tonight is on Future Ready Students. Jay Mathisen

noted the executive summary in the board packet and explained the format for the report, which includes four components:

- Katie Legace will share about the growth in high school internship opportunities and ways that the community is partnering with our schools to engage students.
- Dave VanLoo will share data on graduation rates and three-course completers in CTE and other rigorous courses.
- Chis Boyd will share about the district's Equity Cadre.
- Jay Mathisen will share about the district's plans for an Excellence and Equity Review.

Katie Legace shared about the expansion of high school internship type of experiences and the collaboration taking place with the Bend Chamber and Youth Career and Connect. Carrie Douglass asked how students are chosen for programs and internships and Legace explained how School to Career Coordinators at the high schools work with students to share about opportunities. Students can seek out internships through a large community data base of opportunities which is maintained and supported by the Chamber. Legace shared about partnerships, field trips, financial aids, job shadows, speakers and career fairs that help connect students. Juntos and Avanza have also been excellent partners in connecting Latino students in the community.

Legace introduced Cyndi DeSoto, who helped create and coordinate the recent Pursuit event. Pursuit is a program that focuses on identifying passions and the mindset that it takes to be successful and pursue one's dreams. All sophomores in the district were invited to attend and DeSoto shared a video from the event, adding she is looking forward to continuing to grow the program. All speakers at Pursuit were local and over 900 students attended the event. Two Mt. View High School students shared about their experiences said the event was very inspiring.

Dave VanLoo shared various data around graduation rates and CTE or college-level credit completers. Douglass shared her appreciation for the data and would like to continue to drill down further into the data by school, free and reduced, SPED type of qualifiers. Chair High asked, with the increase in CTE courses being taken, how the district follows up with students who participate. VanLoo said this is an area he is excited to explore and will continue to look at the data in a variety of ways. Stuart Young shared his appreciation for the various components of the EL 8 report, noting it serves the interest that he and Douglass desired to accomplish by splitting EL 8 into three parts.

Chris Boyd, Matt Fox and Anna Schmidt shared about the district's Equity Cadre and the work that has taken place since the cadre was established in 2017. Boyd reviewed JBB-AP: Educational Equity, and explained the components considered as the cadre drafted the policy: commitment, definition of equity, beliefs and action steps. Fox said he and his students have discussed the policy and shared how students transformed the policy into a visual, easier to understand format. He said the discussions that came from the project were amazing and led his students to create a set of questions or an equity lens to help transform thinking.

Schmidt shared about the cadre's next steps and the focus on equity in instructional practices, student experiences and family engagement. There will be new members recruited to the cadre to help move forward and support these three key areas. Boyd said the current cadre is working to clarify where they will seek out more members from (community, schools only, etc.). Douglass asked how the equity policy has been communicated in the district to staff and students. Boyd said that during a Leadership Team meeting with all administrators this fall, the policy was shared and discussed, and administrators were asked to take it back to their buildings to share. He said that several staff members have been a part of Coaching for Educational Equity (CFEE) training as well as Taking it Up (a condensed version of CFEE).

Chair High asked about the district's plan to help support staff as they begin to work through difficult equity issues. Boyd said this is part of the cadre's work and are looking at best practices in facilitating conversations and decisions. He noted that a culture shift like this can take 3-5 years and the power of stories and experiences in helping people understand the importance of these efforts. High shared his excitement for the work and momentum, and feels there needs to be positive and readily available supports set into place for those who feel stuck or have questions. Julie Craig thanked the equity cadre for their work and complimented Fox on his students who have attended and addressed the board in recent months. She appreciates their thoughtful comments and discussion.

Jay Mathisen reviewed a hand out that outlined the district's Excellence in Equity Review plan, noting it will be a similar structure to the Sites & Facilities review process. Key elements include an identification of needs, prioritization of needs, securing resources and taking action to fulfil needs. This will be a 4-year cycle of work with the first year including a comprehensive needs assessment. Mathisen will continue to update the board as the process moves forward.

Board Comments

Carrie Douglass shared her appreciation for those who spoke and presented, noting the community and student engagement was especially exciting.

Ron Gallinat agreed with Douglass.

Julie Craig appreciated the information presented in the EL 8 report and the focus on Future Ready Students.

Chair High thanked staff, students, and district leaders for their collaboration on the May 8 March for Students event. He felt it was an excellent event and appreciated the positive energy from all who participated. He extended thoughts and prayers to Bob Maxwell's family and friends, noting Maxwell, a World War II vet and the oldest Medal of Honor recipient, recently passed. High expressed his thanks for Maxwell's service, and for the numerous contributions he made to Bend Senior High and the community.

Meeting adjourned at 8:10 p.m.

Recorded by: Andrea Wilson

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

The Board of Directors met in a Budget Committee Meeting on May 14, 2019 at the Education Center, 520 NW Wall Street, Bend, OR 97703.

Board Members Present

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

Budget Committee Members Present

Natasha McFarland
Bruce Reynolds
Amy Tatom
Matt Hillman
Heidi Slaybaugh
Tom Bahram

Budget Committee Members Absent

Rick Olegario

Call to Order

The meeting was called to order at 5:03 by Budget Chair McFarland. The Pledge of Allegiance followed.

Approve of Minutes

Ron Gallinat moved to approve the April 9, 2019 budget committee meeting minutes. Carrie Douglass seconded the motion. Unanimous approval.

Public Input

There was no public input.

Update

Chair McFarland invited Superintendent Mikalson to share an update on the budget. Mikalson reviewed proposed budgets from the state and shared the differences in Governor Brown's base budget and the Student Success Budget, highlighting the lack of education funding in Oregon and what an investment in education would allow the district to do. The budget document presented for consideration is built on the Governor's base budget. He noted PERS reform and the impact of PERS on the district's budget. He reminded all that we need to remain grounded and the district's intention is to create and operate on a status quo budget to provide consistency to students and maintain true to the commitments and goals outlined in the Strategic Plan.

Question & Answer

Mikalson offered to answer any questions. There were no questions.

Chair McFarland invited Roy Burling to review the document he sent out to board and committee members.

High asked about PERS reform and how it will impact the budget. Mikalson said SB 1049 is still in the hearing

process and would go into effect January of 2021 and we would still have the \$4 million that would continue to impact the 2019-20 budget as presented.

Kinkade asked about the \$14 million that are anticipated from the Student Success Act and if those funds are included in the 2019-20 budget. Mikalson explained the dollars are reflected in the budget document and listed as a grant fund. Kinkade suggested that the budget be updated prior to board adoption so there is no confusion on the \$14 million anticipated dollars and reflects what the district is actually expecting to get.

Slaybaugh asked about what the cost is to add a day of school back; Henry estimated between \$750,000 – \$800,000 per day. Mikalson explained adding days would be a process approved by the school board which would also consider class size reduction, increase in social emotional supports, etc. priorities.

McFarland asked about the insurance reserve fund and if it is required by law or if it could be rolled into another area of the budget. Henry said it is not required by Oregon Law and explained it is set aside for liability and property claims (we have a high deductible to help lower our premium) and iPad insurance funds are also processed through this fund and resource. The district typically spends some or all of the insurance reserve fund dollars.

Budget Deliberation / Approval

Matt Hillman moved to approve the assessment of the permanent tax rate of \$4.7641 per \$1,000 of assessed value in support of the general fund, to approve a tax of \$35,181,299 in the Debt Service Fund for the purpose of the payment of bonded debt owed by the school district, and to approve the budget in the aggregate amount of \$519,834,398. Ron Gallinat seconded the motion. Unanimous approval.

Chair McFarland adjourned the budget committee meeting at 5:28 p.m.

Chair High recessed the regular meeting at 5:28 p.m. and said the regular meeting would resume at 6:00 p.m.

Recorded by: Andrea Wilson



HUMAN RESOURCES

Education Center

520 N.W. Wall Street

Bend, Oregon 97703-2699

(541) 355-1100

(541) 355-1109 FAX

DATE: June 21, 2019

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

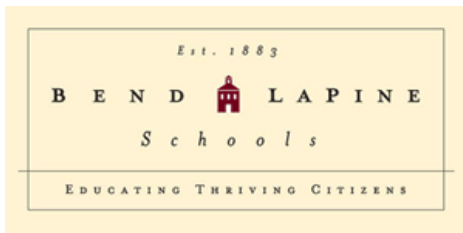
FROM: Debbie Watkins, Director of Human Resources – Classified
Jon Lindsay, Director of Human Resources – Certified

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 June 25, 2019. All Hires are subject to successful drug testing, background check, and Oregon licensure.

CERTIFIED HIRES

NAME	POSITION	LOCATION	STATUS	HIRE DATE
Adrien, Connie	Study Skills Teacher PS107728TMP	Bend Senior HS	Temporary Part Time .167 FTE	08/26/2019
Brannon, Erica	Biology Teacher PS107729	Bend Senior HS	Temporary Full Time	08/26/2019
Brown, Judson	Math Teacher PS107753	La Pine HS	Regular Full Time	08/26/2019
Byrns, Katy	Language Arts PS107761	High Desert MS	Regular Full Time	08/26/2019
Charles, Cammie	SEL Teacher PS107846TMP	Buckingham Elementary	Temporary Part Time .50 FTE	08/26/2019
Child, Alexandra	6 th Grade Math/Study Skills Teacher PS107741TMP	Pilot Butte MS	Temporary Part Time .50 FTE	08/26/2019
Crumrine, Gregory	NJROTC Teacher PS107686	Mountain View HS	Regular Full Time	08/26/2019
Dean, Mary	Primary Teacher PS107670	Elk Meadow Elementary	Regular Full Time	08/26/2019
Denning, Jessica	ELL Teacher PS107830	ELL Department	Regular Part Time	08/26/2019
Devan, Jessica	Science/Math Teacher PS107750	Skyline HS	Regular Part Time to Regular Full Time	08/26/2019
Dickey, Claire	Primary Teacher PS107670	Buckingham Elementary	Temporary Full Time to Regular Full Time	08/26/2019
Ehlert, Stephanie	Primary Teacher PS107672TMP	Elk Meadow Elementary	Temporary Full Time	08/26/2019
Gautschi, Amy	Primary Teacher PS107672TMP	Buckingham Elementary	Temporary Full Time	08/26/2019
Goodall, Diane	Childcare Center Director PS107734TMP	Bend Senior HS	Temporary Part Time .333 FTE	08/26/2019



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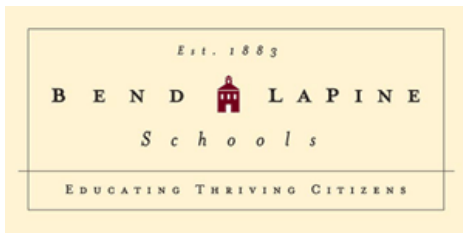
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Halter, Rachelle	ELL Teacher PS107830	ELL Department	Regular Part Time	08/26/2019
Hausler, Heidi	K-5 Teacher PS107785TMP	Amity Creek Elementary	Temporary Full Time	08/26/2019
Hoffman, Erin	Advanced Math PS107725 PS107727TMP	Bend Senior HS	Regular Part Time .833 FTE /Temporary Part Time .167 FTE	08/26/2019
Honda, Gretchen	Primary Teacher PS107799	Rosland Elementary	Regular Full Time	08/26/2019
Houslet, Lauren	Math Teacher PS107736	High Desert MS	Temporary Full Time to Regular Full Time	08/26/2019
Hulin, Amanda	Advanced Math PS107726TMP	Bend Senior HS	Temporary Full Time	08/26/2019
Ibbs, Mari	Language Arts/Yearbook PS107755TMP	Bend Senior HS	Temporary Full Time	08/26/2019
Jacobi, Keri	ELL Teacher PS107823	Bear Creek Elementary	Temporary Part Time to Regular Full Time	08/26/2019
Jones, Sadie	Intermediate Teacher PS107761	Buckingham Elementary	Temporary Full Time to Regular Full Time	08/26/2019
Kestek, Amy	Primary Teacher PS107670	Ensworth Elementary	Regular Full Time	08/26/2019
Kincaid, Meghan	Primary Teacher PS107672TMP	WE Miller Elementary	Temporary Full Time	08/26/2019
Kurian, Elena	Spanish/Health Teacher PS107732TMP	Bend Senior HS	Temporary Part Time .50 FTE	08/26/2019
Kurtz-Nicholl, Jesse	Social Studies Teacher PS107731TMP	Bend Senior HS	Temporary Part Time .50 FTE	08/26/2019
Larwin, Kirsten	French Teacher PS107733TMP	Bend Senior HS	Regular Part Time to Temporary Full Time	08/26/2019
Lind-Krumvieda, Kayla	Primary Teacher PS107801	Rosland Elementary	Temporary Full Time	08/26/2019
Maloy, Jylan	Spanish Teacher PS107760TMP	Summit HS	Regular Part Time to Temporary Full Time	08/26/2019
Marlowe, James	Language Arts Teacher PS1077756TMP	Bend Senior HS	Temporary Part Time .50 FTE	08/26/2019
Mithoff, Gail	Intermediate Teacher PS107671	Bear Creek Elementary	Regular Full Time	08/26/2019
Nichols, Shari	Art Teacher PS107699	High Desert MS	Regular Full Time	08/26/2019
Oelrich, Jonathan	Advanced Math Teacher PS107752	Summit HS	Regular Full Time	08/26/2019
Parnakian, Joy	Social Studies Teacher PS107810TMP	Mountain View HS	Temporary Part Time .50 FTE	08/26/2019



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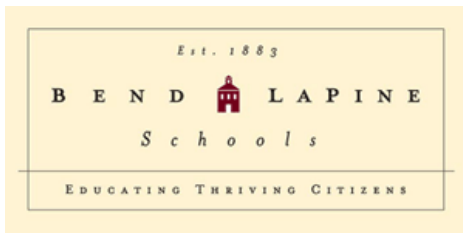
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Prevenas, Margaret	Science Teacher PS107738	Sky View MS	Regular Part Time to Regular Full Time	08/26/2019
Rugani, Nancy	Primary Teacher PS107870TMP	High Lakes Elementary	Temporary Part Time .50 FTE	08/26/2019
Sato, Gay	SPED Teacher PS107657TMP	Special Programs	Temporary Part Time .50 FTE	08/26/2019
Seed, Stephanie	Orchestra Teachers PS107739TMP	Sky View MS	Temporary Part Time .167 FTE	08/26/2019
Seguin, Diane	Language Arts PS107762 Social Studies PS107748 Industrial Technology PS107740	Sky View MS	Temporary Part Time to Temporary Full Time	08/26/2019
Shelton, Shannon	Math/Avid Teacher PS107735	La Pine MS	Temporary Full Time	08/26/2019
Shunk, Christopher	Art Teacher PS107759TMP	Summit HS	Temporary Part Time .50 FTE	08/26/2019
South, Mark	Spanish Teacher PS107751	Skyline HS	Regular Part Time to Regular Full Time	08/26/2019
Stiegel, Sara	Primary Teacher PS107672TMP	Highland Elementary	Temporary Full Time	08/26/2019
Titus, Haley	SPED Teacher PS107656	Special Programs	Temporary Full Time	08/26/2019
Tucker, Rebekah	CTE Coordinator PS107730TMP	Bend Senior HS	Temporary Part Time .67 FTE	08/26/2019
Ulit, Cenicio	Social Studies PS107749TMP	Sky View MS	Regular Part Time to Temporary Full Time	08/26/2019
Watt, Michelle	Primary Teacher PS107670	Silver Rail Elementary	Regular Full Time	08/26/2019
Wiseman, Anissa	Primary Teacher	Pine Ridge Elementary	Regular Full Time	08/26/2019
Woelke, Cassandra	Language Arts PS1075757TMP	Summit HS	Regular Part Time to Temporary Full Time	08/26/2019
Zumpano, Michelle	Advanced Math PS107754TMP	Summit HS	Temporary Part Time .50 FTE	08/26/2019

CERTIFIED RESIGNATIONS

NAME	POSITION	LOCATION	HIRE/RESIGNED DATES
Burdsall, Timothy	Student Services .40 of 1.0 partial resignation	North Star Elementary	08/27/2007 – 06/30/2019
Casas, MaryAnn	Spanish Teacher	Bend Senior HS	08/26/2013 – 06/30/2019
Collins, Matthew	Advanced Math Teacher	Mountain View HS	08/28/2017 – 06/30/2019
Gates, Angela	Primary Teacher	High Lakes Elementary	01/10/2017 – 06/30/2019



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Grubb, Margaret	Spanish Teacher .333 of 1.0 partial resignation	Mountain View HS	08/30/1993 – 06/30/2019
Henry, Matthew	Intermediate Teacher	Amity Creek Elementary	08/30/2004 – 06/30/2019
Kealey, Lindsey	Primary Teacher	Silver Rail Elementary	08/31/2015 – 06/30/2019
Keesling, Karen	Teen Parent/Study Skills Teacher	Bend Senior HS	08/30/2010 – 06/30/2019
Leapaldt, Stephanie	Biology Teacher	Mountain View HS	09/16/1999 – 06/30/2019
Rugani, Nancy	Primary Teacher	High Lakes Elementary	08/29/2016 – 06/19/2019
Siegrist, Monica	School Psychologist	Special Programs	08/29/2016 – 06/30/2019
Susac, Yvonne	Music Teacher - .50 of 1.0	RE Jewell Elementary	09/01/2014 – 06/30/2019
Van Syckel, Alyssa	ERC MS Teacher	Pacific Crest/Special Programs	08/31/2015 – 06/30/2019
Walker, Crystal	ERC Teacher	High Lakes/Special Programs	08/31/2015 – 06/30/2019
Winter, Courtney	6 th , 7 th , and 8 th Teacher	Three Rivers Elementary	08/25/2008 – 06/30/2019

ADMINISTRATIVE HIRES

NAME	POSITION	LOCATION	STATUS	HIRE DATE
Kelling, Ryan	Assistant Principal PS107793	Pacific Crest MS	Regular Full Time	07/01/2019
Richard, JP	Principal PS107724	Bear Creek Elementary	Regular Full Time	07/01/2019

ADMINISTRATIVE RESIGNATIONS

NAME	POSITION	LOCATION	HIRE/RESIGNED DATES
Wiseman, Anissa	Principal	Bear Creek Elementary	08/26/1997 – 06/30/2019



HUMAN RESOURCES

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June 20, 2019

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, Resignations and Retirements.

The Human Resources Department recommends approval of the following Hires, Resignations, and Retirements at the School Board meeting on June 25, 2019.

Classified Hiring

Name	Position/Posting No.	Location	Temp/Regular Position	Hire Date
Betz, Alisa	#107814 Media Manager II	North Star	Reg 3.95 hrs / day	06/13/19
Bryan, Tracey	#107770 EA – Inclusion	High Desert	Reg 6.5 hrs / day	05/29/19
Calabrese, Kimberlee	#107770 EA – Inclusion	High Desert	Reg 6.5 hrs / day	06/06/19
Chambers, Kandis	#107770 EA – Inclusion	Silver Rail	Reg 6.5 hrs / day	05/29/19
DeRuyter, Tiffany	#107744 EA – ELL	Bend High	Temp 7.0 hrs / day	05/22/19
Desrosiers, Christa	#107770 EA – Inclusion	Mountain View	Reg 7.0 hrs / day	06/03/19
Donovan, Meghan	#107770 EA – Inclusion	Bear Creek	Reg 6.5 hrs / day	06/18/19
Edwards, Gail	#107770 EA – Inclusion	Special Programs	Reg 7.0 hrs / day	05/29/19
Estenson, Libbey	#107778 Secretary II / Receptionist	Bend High	Reg 8.0 hrs / day	05/24/19
Green, Brettney	#107766 EA – Alternative Education	High Desert	Temp 7.5 hrs / day	05/16/19
Greenshield, Jodi	#107398 Nutrition Server I	High Desert	Reg 3.0 hrs / day	05/23/19
Harnden, Lorraine	#107770 EA – Inclusion	Lava Ridge	Reg 6.5 hrs / day	06/12/19
Hatton, Elizabeth	#107784 School Office Secretary I	Rosland	Reg 5.5 hrs / day	05/30/19
Hedrick, Julie	#107770 EA – Inclusion	Sky View	Reg 7.0 hrs / day	05/29/19
Highland, Corey	#107787 Consulting Registered Nurse	Special Programs	Reg 6.0 hrs / day	06/06/19



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Horn, Jennifer	#107770 EA – Inclusion	Pilot Butte	Reg 7.0 hrs / day	05/29/19
Johansen, Christina	#107817 School Office Secretary II	Pacific Crest	Reg 8.0 hrs / day	06/14/19
Kansky, Joseph	#107770 EA – Inclusion	Pine Ridge	Reg 6.5 hrs / day	05/29/19
Kittrell, Juli	#107825 EA – Behavioral Support	Bear Creek	Reg 6.5 hrs / day	06/17/19
Kosct, Faith	#107398 Nutrition Server I	La Pine Elementary	Reg 3.0 hrs / day	05/20/19
Maring, Anthony	#107792 Custodial Crew I	Bend High	Reg 8.0 hrs / day	06/11/19
Miller, William	#107746 Online Student Success Monitor	La Pine High	Temp 6.0 hrs / day	06/12/19
Moore, Anita	#107747 School to Career Program Manager	Bend High	Temp 7.0 hrs / day	05/30/19
Nelson, Shannon	#107788 School Office Secretary II	Pine Ridge	Reg 8.0 hrs / day	06/03/19
Parks, Amy	#107770 EA – Inclusion	High Lakes	Reg 6.5 hrs / day	05/31/19
Roszell, Kelly	#107398 Nutrition Server I	Summit	Reg 2.0 hrs / day	05/31/19
Ruiz, Jamie	#107816 EA – Student Instruction / Bilingual	Bear Creek	Reg 5.0 hrs / day	06/13/19
Stillwater, Amy	#107770 EA – Inclusion	Pilot Butte	Reg 7.0 hrs / day	05/29/19
Thier, Christopher	#107797 EA – Student Instruction	High Lakes	Reg 3.0 hrs / day	06/17/19
Veenstra, Leslie	#107826 Latino Family Liaison	Teaching and Learning	Reg 6.4 hrs / day	06/13/19
Wright, Elizabeth	#107770 EA – Inclusion	Pacific Crest	Reg 7.0 hrs / day	06/07/19
Zeltins, Lisa	#107770 EA – Inclusion	Pacific Crest	Reg 7.0 hrs / day	05/29/19

Classified Resignations

Name	Position	Location	Resign Date
Adams, Cynthia	EA – Student Instruction	Elk Meadow	09/01/15 – 06/14/19
Beemer, Jamie	Relief Bus Driver	Transportation	09/25/18 – 06/07/19
Blaney, Benjamin	Custodial Crew I	Summit	06/15/15 – 06/27/19
Card, Bruce	Fire System Technician	Maintenance	01/03/17 – 06/14/19
Carpenter, Lisa	Nutrition Server I	Rosland	08/28/17 – 06/14/19
Deaderick, Alicia	EA – Inclusion	Special Programs	08/28/18 – 06/14/19
Dufour, Pamela	EA – Inclusion	Lava Ridge	01/29/97 – 06/14/19
Fisher, Lynnette	Nutrition Server I	Westside Village	12/19/17 – 05/22/19
Greenshield, Jodi	Nutrition Server I	High Desert	05/23/19 – 06/06/19
Lawton, Ariana	Curriculum Secretary II	Bend High	09/01/15 – 06/21/19



HUMAN RESOURCES

Education Center

520 N.W. Wall Street

Bend, Oregon 97703-2699

(541) 355-1100

Fax (541) 355-1109

Macedo, Cara	EA – Inclusion	Bear Creek	10/18/17 – 06/14/19
Mesina Acevedo, Ana	EA – Inclusion	Mountain View	08/29/17 – 06/14/19
Mitchell, Sara	School Secretary II	Pacific Crest	10/17/16 – 05/08/19
Moore, Zachary	Custodial Crew I	High Lakes	09/18/18 – 06/14/19
Saito, Chieko	Nutrition Server I	Elk Meadow	01/04/16 – 06/14/19
Szigeti, Lynn	Nutrition Technician II	Ensworth, Bend High	03/14/11 – 05/02/19
Veerman, Kristin	EA – Inclusion	La Pine High	08/29/17 – 06/14/19
Wilson, Jennifer	EA – Inclusion	La Pine High	11/12/13 – 06/14/19

Classified Retirements

Name	Position	Location	Resign Date
McPike, Elizabeth	EA – Inclusion	Special Programs	08/26/14 – 06/14/19
Ryals, Brian	Custodian Assistant II	Three Rivers	05/27/98 – 05/24/19
Stumpf, Deborah	EA – Inclusion	La Pine Middle	12/11/96 – 06/14/19
Vannoppen, Cornelius	Distribution Delivery Person	Warehouse	08/27/13 – 06/14/19 *amended information from April 9, 2019 board report



ACTION ITEM: Fiscal Year 2019-20 Budget Resolutions 1882 & 1883

PRESENTED BY: Roy Burling & Cindy Wallskog

EXECUTIVE SUMMARY:

On May 14, 2019 the Budget Committee approved the FY2019-20 proposed budget.

Oregon Budget Law allows the Board to make changes to Budget Committee approved appropriations, within certain limits, without republishing the budget and holding a hearing.

The budget we are asking the Board to adopt contains a change from the budget approved by the Budget Committee. The requirements in the Special Revenue Fund related to the Student Success Act were removed as funding from this source will not be available in FY2019-20. The change is:

SPECIAL REVENUE FUND			
	As Approved	Offered for Adoption	Change
1000 Instruction	27,042,052	15,512,052	(11,530,000)
2000 Support Services	10,191,132	7,721,132	(2,470,000)
Total	37,233,184	23,233,184	(14,000,000)

The impose tax rate and amount for debt service in Resolution 1883 are unchanged from the tax rate and amount approved by the Budget Committee.

ADMINISTRATIVE RECOMMENDATION:

The district recommends approval of Resolutions 1882 and 1883 to adopt the FY2019-20 budget and impose tax as presented.

RECOMMENDED MOTION:

I move the approve Resolutions 1882 and 1883 to adopt the Fiscal Year 2019-20 budget and impose a tax rate for operations and an amount for general obligation bonds.

**BEND-LA PINE SCHOOLS
ADMINISTRATIVE SCHOOL DISTRICT NO. 1
DESCHUTES COUNTY, OREGON
RESOLUTION MAKING APPROPRIATIONS
RESOLUTION NO. 1882**

BE IT RESOLVED, the Board of Directors of Administrative School District No. 1, Deschutes County, hereby adopts the 2019-20 budget in the amount of \$505,834,398.

BE IT FURTHER RESOLVED, the Board of Directors of Administrative School District No. 1, Deschutes County, hereby directs that for the fiscal year beginning July 1, 2019 the amounts shown below are hereby appropriated for the purposes indicated within the funds listed:

GENERAL FUND		
1000	Instruction	\$115,378,461
2000	Support Services	74,853,651
3000	Enterprise and Community Services	476,932
5100	Debt Service	565,300
6000	Contingencies	500,000
	Total General Fund Appropriation	\$191,774,344
7000	Unappropriated Ending Fund Balance	10,498,049
	Total General Operating and Sub-General Funds	\$202,272,393
SPECIAL REVENUE FUND		
1000	Instruction	\$15,512,052
2000	Support Services	7,721,132
3000	Enterprise and Community Services	10,605,031
5200	Transfer of Funds	500,000
	Total Special Revenue Appropriation	\$34,338,215
7000	Unappropriated Ending Fund Balance	3,426,600
	Total Special Revenue Funds	\$37,764,815
LONG TERM DEBT SERVICE FUND		
2000	Support Services	\$3,000
5100	Debt Service	42,183,770
	Total Long Term Debt Service Appropriation	\$42,186,770
7000	Unappropriated Ending Fund Balance	1,662,480
	Total Long Term Debt Service Funds	\$43,849,250
CAPITAL PROJECTS FUND		
4000	Facilities Acquisition and Construction	\$127,279,720
	Total Capital Projects Appropriation	\$127,279,720
7000	Unappropriated Ending Fund Balance	94,542,520
	Total Capital Projects Funds	\$221,822,240
TRUST FUND		
3000	Enterprise and Community Services	\$25,000
	Total Trust Appropriation	\$25,000
7000	Unappropriated Ending Fund Balance	100,700
	Total Trust Funds	\$125,700

Unappropriated Ending Fund Balances are not appropriated.

Moved by _____ Seconded by _____

YES votes _____ NO votes _____

ADOPTED this 25th day of June, 2019

Board Secretary

Chair

Director

**BEND-LA PINE SCHOOLS
ADMINISTRATIVE SCHOOL DISTRICT NO. 1
DESCHUTES COUNTY, OREGON
RESOLUTION TO IMPOSE TAX
RESOLUTION NO. 1883**

BE IT RESOLVED, the Board of Directors of Administrative School District No. 1, Deschutes County, hereby imposes the taxes provided for in the adopted budget at the rate of \$4.7641 per \$1,000 of assessed value for operations and in the amount of \$35,181,299 for bonds; and that these taxes are hereby imposed and categorized for tax year 2019-20 upon the assessed value of all taxable property within the district.

	Education	Excluded from Limitation
General Fund	\$4.7641/\$1,000	
Debt Service Fund		\$35,181,299

Moved by _____ Seconded by _____

YES votes _____ NO votes _____

ADOPTED this 25th day of June, 2019

ATTEST:

Chair

Board Secretary

Director



ACTION ITEM: New High School Building Package Contractor Recommendation

PRESENTED BY: Mike Tiller, Executive Director of Facilities

SUBMITTED BY: Mike Conon, Project Manager, Facilities Department

EXECUTIVE SUMMARY:

BID SOLICITATION PROCESS:

On May 6 and 8, 2019, the Advertisement for Bids was published in the Daily Journal of Commerce and on the District's contracting webpage requesting proposals from qualified contractors.

Bid Documents were posted in the Public Plan Room managed by the Central Oregon Builders Association for on-line viewing and Bid Documents were also available through multiple plan centers through-out Oregon and Washington.

On May 15, 2019, a Mandatory Pre-Bid Conference was conducted at the Administration Building for the purpose of reviewing the project requirements and to address questions posed by Contractors. This meeting was attended by four general contractors.

On June 13, 2019, Bids were received, opened and read in a public forum. One responsive bid was received as follows:

- Kirby Nagelhout Construction Company Bid \$ 113,573,771

A Notice of Intent to Award letter has been issued to Kirby Nagelhout Construction Company. The contract will be emailed, with requests to be returned signed and with acceptable bonds and insurance. When all bonds and insurance are determined to be acceptable and with board approval, the contract will be signed by Brad Henry and a fully executed copy will be emailed to Kirby Nagelhout Construction Company. A pre-construction meeting will then be held prior to commencement of the project.

ADMINISTRATIVE RECOMMENDATION:

It is recommended that a construction contract be awarded for the bid submitted by Kirby Nagelhout Construction Company in the amount of \$113,573,771.

RECOMMENDED MOTION:

I move to approve a contract for the construction of the New High School Building Package with Kirby Nagelhout Construction Company in the amount of \$113,573,771.

Administrative School District No. 1
Bend-La Pine Schools

RESOLUTION NO. 1884

Call to Climate Action Resolution

WHEREAS, the Bend La Pine School Board values global citizenship and environmental stewardship;

WHEREAS, 97% or more of publishing scientists agree that the earth's climate is warming and the warming trends are exacerbated by human activities;

WHEREAS, climate change is neither a partisan nor a political issue;

WHEREAS, climate change is disrupting our educational environment with increased variations in temperature and precipitation and increased wildfires;

WHEREAS, children represent a particularly vulnerable group because greenhouse gases emitted into the atmosphere will accumulate over the coming decades and will profoundly impact today's children throughout their lives as well as the lives of future generations; and,

WHEREAS, many options and choices exist for schools and their staff to use natural resources more efficiently; to reduce, reuse, and recycle; to produce more sustainably sourced lunches, and to purchase clean energy and environmentally preferable products and supplies to protect our environment; and

WHEREAS, time is of the essence and the actions we take in the next few years will have repercussions, both positive and negative for generations to come; and

WHEREAS, the global impact, urgency, and magnitude of the challenge of addressing climate change calls for leadership in all sectors of society, all institutions and all elected leaders; and,

WHEREAS, as thriving citizens, Bend-La Pine graduates should be knowledgeable about the climate crisis, its local impact, and actions they can take to make a difference.

NOW, THEREFORE LET IT BE RESOLVED THAT:

1. We will strive to be role models for practices that promote conservation, waste reduction and sustainability.
2. We, as a board, call on all staff, voters, leaders, and institutions to join us in advocating for and implementing state and national policies that take effective and sensible action on climate change;
3. We call on all youth, all adults, and all institutions to advocate for and to take climate action in order to protect this generation and future generations.
4. Bend-La Pine Schools can be part of the climate change solution by reducing emissions and promoting environmental stewardship.
5. The district will commit to reviewing and following the adopted sustainability plan, EDDA-AR: Sustainability, and continue to strive to reduce emissions through all operations.

BE IT FURTHER RESOLVED, that the Board of Directors for Bend-La Pine Schools directs staff to transmit signed copies of this resolution to the following: all Oregon Members of Congress, the Congressional Climate Solutions Caucus, The Oregon State Board of Education, the National Association of School Boards, and the Schools for Climate Action Campaign.

Adopted this _____ day of _____, 2019

Signed:

Chair

Attest:

Superintendent



ACTION ITEM: 2019 Middle School Social Studies Curriculum Adoption

PRESENTED BY: Skip Offenhauser, Executive Director of Teaching and Learning

EXECUTIVE SUMMARY:

The 2019 Middle School Social Studies Adoption Team, as listed below, developed a framework and process to review curriculum materials that would support teaching the 2018 Oregon Standards and align with Senate Bill 13 (SB13), an Oregon law requiring education in Tribal History of native Oregon peoples. The 2018 Standards along with SB13 are a departure from previous standards in that they are heavily skill-based and focus on studying native cultures of the Western Hemisphere, especially in sixth grade.

The *Alive*/series materials from publisher TCI was superior to other publisher materials reviewed by the adoption team. The series is infused with inclusive and engaging teaching practices, embedded with accessibility features, and aligned to the Oregon standards and team's guiding curriculum framework. TCI has created a custom Oregon textbook that the team would like to adopt for sixth grade. This custom book pulls together content from three other TCI texts as well as some new content to help support Oregon's updated standards. The content is provided largely in a narrative format, making it engaging and comprehensible for students. The digital texts allow students to change the content reading level in order to match their ability as well language preference (English to Spanish at will). The digital text can also read aloud to students. Open field notes are embedded in every lesson and collected as part of a digital notebook and students have the ability to click key ideas if they are struggling to summarize the content and words can also be highlighted for definition.

The *Alive*/series is infused with inclusive and engaging teaching practices, embedded with accessibility features, and aligned to the Oregon standards and the team's guiding curriculum framework, making it the best choice and fit to meet Oregon standards and the adoption team's framework.

Team Members:

Scott Olszewski	Principal	Sky View Middle School
Jenny Brown	Social Studies Teacher	Pacific Crest Middle School
Diane Schelske	Social Studies Teacher	Sky View Middle School
Jessica Colburn	Social Studies Teacher	La Pine Middle School
Stephanie Waritz	Social Studies Teacher	High Desert Middle School
Ruth Fox	Intermediate Teacher	Pilot Butte Middle School
Theo Wilhelm	Humanities Teacher	Cascade Middle School
Michelle Johnson	Social Studies Teacher	Three Rivers K-8
Laurie Rice	Humanities Teacher	Realms Middle School
Manuel Gutierrez	Intermediate Teacher	High Desert Middle School

Christie Boen	District Librarian	Education Center
Kinsey Martin	Assistant Director of ELL / Dual Immersion	Education Center
Cate Denson-Hill	ELL Program Coordinator	Education Center
Skip Offenhauser	Executive Director of Teaching & Learning	Education Center

ADMINISTRATIVE RECOMMENDATION:

The 2019 Middle School Social Studies Adoption Team is requesting that the district adopt the *Alive!* series materials from publisher TCI.

RECOMMENDED MOTION:

I move the approval of the *Alive!* series materials from publisher TCI as the district-adopted middle school social studies program, starting in 2019.



ACTION ITEM: 2019 Supplemental Health Curriculum

PRESENTED BY: Skip Offenhauser, Executive Director of Teaching and Learning

EXECUTIVE SUMMARY:

The Health Advisory Committee, as listed below, reviewed several programs during the 2018-19 school year and are requesting the programs listed below be added to the district's supplemental health curriculum list. These supplementary curriculum options would be available to teachers to enhance and support the adopted curriculum and to provide additional emphasis for particular standards or topics. Each of these programs went through a comprehensive screening process that included a detailed application and presentation to the Health Advisory Committee. This year the committee received six applications and are recommending four. Below are descriptions of the recommended programs:

PEACE

This 20+ lesson mindfulness-based program is geared specifically towards K-5 student. Its goal is to develop and foster awareness and kindness to ourselves and to others, enhancing both intrapersonal (self-regulation) and interpersonal (prosocial behavior) skills. PEACE compliments other social emotional programs by providing students with simple, practical tools that helps them learn how to self-regulate. In the program, the students will understand the meaning of mindfulness and how it is a way of navigating difficult emotions and experiences while bringing forth more kindness and compassion to one's self and others. This program has previously been sponsored by the High Desert ESD and many of our teachers have participated in PEACE training opportunities.

NAMI

NAMI (National Alliance on Mental Illness) – “Ending the Silence” – An interactive presentation that helps teens to learn about the warning signs of mental health conditions as well as what steps they can take to find support for themselves or friends/family they may be concerned about. Their presentation is intended for middle and high school students. The learning outcomes for their 50-minute are:

- Learn the warning signs of mental illness
- Learn a few facts about mental health conditions
- Understand the impact of stigma/ help reduce stigma
- How to get help for themselves or a friend

CLEAR Alliance

CLEAR Alliance (Children Learning through Education And Research) is a 501(c)(3) non-profit organization based in Redmond, OR. The learning outcomes are to educate youth and adults concerning the consequences of substance abuse and impaired driving. The district currently offers a Teen Marijuana & E-Cigarettes Course (TMEC) which is approved for Grade 7 and above. The curriculum delivers evidence-based strategies in teaching the facts about e-cigarettes (vaping), tobacco, and marijuana to youth and adults including the associated health implications of each, and how marijuana use can impair driving.

RESPONSE

The RESPONSE student curriculum is a comprehensive high school-based youth suicide prevention curriculum designed to increase awareness, heighten sensitivity to depression and suicide ideation, change attitudes, and offer students response procedures to refer another student at risk for suicide. RESPONSE was created for 9th and 10th grade students. In the last year the curriculum has been updated to current pedagogy standards and also updated language for students regarding social media references and ways we as a culture talk about suicide prevention. RESPONSE also includes an option in-service component which can serve to be useful in implementing a comprehensive suicide prevention, intervention, and postvention approach.

Health Advisory Committee Members:

Frank Hanson	Assistant Principal	Elk Meadow Elementary
Terri Wolnick	Primary Teacher	Bear Creek Elementary
Ryan Kelling	Dean of Students	Skyline High School
Tami Pike	Supervisor for Health Services	Education Center
Kristin Cooper	Health & PE Teacher	Bend Senior High
Teri Manselle	Online Teacher	Bend-La Pine Online
Christine Ewing	Counselor	Bend Senior High
Amy Douglass	Health & PE Teacher	Bend-La Pine Online
Mark Alvarado	Middle School Science Teacher	Three Rivers K-8
Julianne Repman	Director of Communications & Safety	Education Center
Denise Horton	PE Teacher	High Lakes Elementary
Nole Kennedy	Dean of Students	High Desert Middle School
Cristina Johnson Hyde	Behavior Coach	Special Programs Department
Ned Myers	Assistant Principal	Pine Ridge Elementary
Skip Offenhauser	Executive Director of Teaching & Learning	Education Center
Jessica Jacks	Prevention Supervisor	Deschutes County Health Svcs.

ADMINISTRATIVE RECOMMENDATION:

The Health Advisory Committee is requesting that the district adopt the following supplemental health curriculum options: PEACE, NAMI, CLEAR Alliance and RESPONSE as described above.

RECOMMENDED MOTION:

I move the approval of PEACE, NAMI, CLEAR Alliance and RESPONSE curriculums to be added to the district's supplementary curriculum list, starting in 2019.



Business Office
520 NW Wall Street
Bend, OR 97701
Phone: (541) 355-1000
Fax: (541) 355-1129

June 18, 2019

To: Mr. Shay Mikalson, Superintendent
From: Roy Burling, Business Manager
RE: FY18-19 4th Quarter Financial Update

Mr. Mikalson,

This is the 4th Quarter financial update for FY18-19. This information includes actual data through June 17, 2019 with projections to June 30, 2019, the end of fiscal year 2018-19.

The FY17-18 ending fund balance, including the FEMA reimbursement, is \$11.07 million, \$1.4 million more than the FY18-19 beginning fund balance budgeted. Total revenues are projected to be about \$1.6 million more than budgeted primarily because of statewide adjustments for property taxes and student enrollment in the formula revenue.

Estimated FY18-19 total expenditures are projected to be about \$514,000 more than budgeted amount. Expenditures for total salaries, payroll costs and benefits are within budget and expenditures for other operating costs are projected to exceed budgeted amounts by \$1.47 million. The increase in other operating costs reflects higher than budgeted payments to charter schools and improvements to the Brinson facility.

The FY18-19 ending fund balance is projected to be about \$11.4 million, about \$2.5 million more than the adopted budget.

A summary of the investment of 2017 Bond proceeds as of May 31, 2019 follows the 4th quarter financial report.

If you have any questions or would like additional information please let me know.

Bend-La Pine Schools
Statement of Revenues and Expenditures
Fiscal Year to Date as of June 17, 2019 with projections to end of year
General Fund - Operations Sub-fund

	FY 2018-19		
	Adopted Budget	June 2019 Projection	Budget Variance
Resources:			
Beginning fund balance	9,666,008	11,066,242	1,400,234
Revenue			
Formula revenue:			
Tax revenue	79,606,880	80,279,910	673,030
State school fund	82,775,221	83,163,146	387,925
Common school fund	1,848,349	1,916,974	68,625
County school fund	275,000	390,026	115,026
Total formula revenue	164,505,450	165,750,056	1,244,606
Earnings on investments	450,000	728,000	278,000
Local sources - other	1,622,500	1,621,400	(1,100)
Intermediate sources	2,400,000	2,400,000	-
State non-formula resources	475,000	542,840	67,840
Federal non-formula resources	28,000	30,920	2,920
Total revenues	169,480,950	171,073,216	1,592,266
Total resources	179,146,958	182,139,458	2,992,500
Expenditures:			
Salaries, payroll costs and benefits:			
Certified	59,559,072	59,165,301	393,771
Classified	22,090,031	22,111,278	(21,247)
Administrators and supervisors	7,804,774	7,793,786	10,988
All other salaries	2,378,916	2,595,547	(216,631)
Total salaries	91,832,793	91,665,912	123,623
Payroll costs & benefits	48,608,287	47,817,520	774,667
Total salaries, payroll costs and benefits	140,441,080	139,483,432	898,290
Other operating costs			
Utilities & purchased services	17,784,475	18,379,870	(595,395)
Supplies, texts, tools	6,514,918	6,896,210	(381,292)
Equipment	73,480	520,490	(447,010)
Dues, fees and liability insurance	939,445	987,650	(48,205)
Transfers	4,448,462	4,448,462	-
Total other operating costs	29,760,780	31,232,682	(1,471,902)
Total expenditures	170,201,860	170,716,114	(514,254)
Excess of revenues over expenditures	8,945,098	11,423,344	2,478,246
Fund balance, ending	8,945,098	11,423,344	2,478,246
As budgeted			
Contingency	500,000	500,000	
Fund balance	8,445,098	10,923,344	
Fund balance, ending	8,945,098	11,423,344	
Fund Balance as a percent of resources			
Contingency	0.3%	0.3%	
Fund Balance	4.7%	6.0%	
Total reserve	5.0%	6.3%	

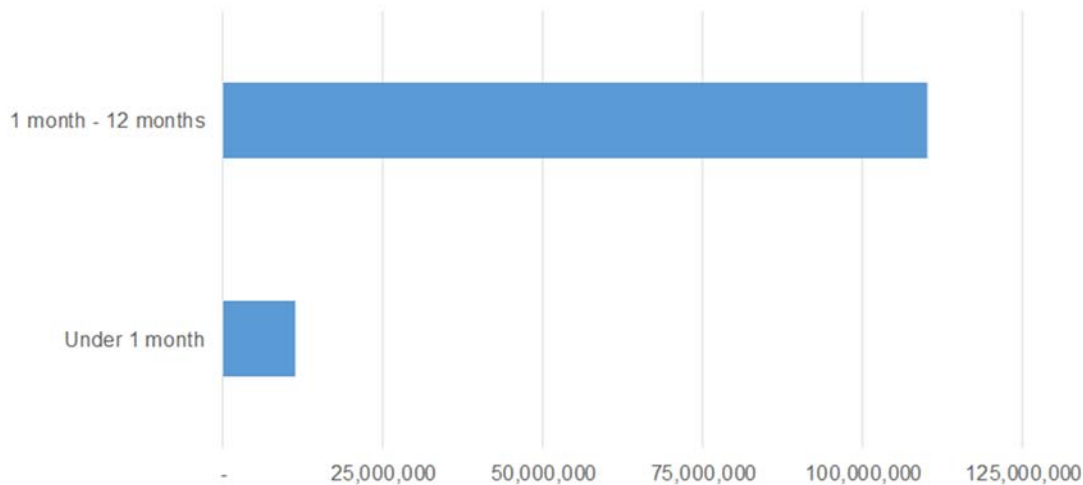
2017 Bond - Investment of Proceeds

May 31, 2019

Distribution by Maturity

Maturity	Number	Market Value	Percent of Holdings	Average Yield to Maturity
Under 1 month	1	11,352,479	9%	2.1%
1 month - 12 months	15	110,071,719	91%	2.3%
Total	16	121,424,198		

Distribution by Maturity



Distribution by S&P Rating

S&P Rating	Number	Market Value	Average Yield to Maturity
AA+	16	121,424,198	2.3%

Distribution by Moody's Rating

Moody Rating	Number	Market Value	Average Yield to Maturity
Aaa	16	121,424,198	2.3%

Issuer	Market Value	% Assets	Yield
Federal Home Loan Banks	21,948,600	18.1%	1.4%
Federal Farm Credit Banks	10,503,759	8.7%	1.5%
Federal Home Loan Mortgage Corporation	10,790,806	8.9%	1.9%
United States Treasuries	78,181,032	64.4%	1.9%
Total	121,424,198		



REPORT: Administrative Policy & Regulation Quarterly Report (3 & 4 of 4)

PRESENTED BY: Superintendent Mikalson

EXECUTIVE SUMMARY:

As part of the May 2018 Executive Limitation Policy Monitoring Report the district suggested implementing a quarterly reporting system to the board to help meet the goal of better communication about new administrative policies and regulations and updates to existing administrative policies and regulations. Board members were supportive of the quarterly report and tonight's report is number two of four that will be presented for the 2018-19 school year.

The following report provides a summary of new, revised and retired administrative policies and regulations for the dates of February 26, 2019 – June 25, 2019. Also noted are any forms that coincide with a policy or regulation and the status of translation for each policy and regulation listed. The district continues to evaluate which policies, regulations and/or forms would be most critical for families and students who speak a foreign language. While nearly all translation is done in Spanish, it should also be noted that the district is beginning to translate some documents into Vietnamese and Chinese for families.

Administrative Policy & Regulation

Quarterly Report (3 of 4 and 4 of 4)

February 26, 2019 - June 25, 2019

REVISED

Title	Summary	Translation Status
EEADB-AR : Student Transportation in Private Vehicles	Updates reflect current district practice for determining if a volunteer is approved to drive, including the requirements for a volunteer driver which was previously described in EEAE-AR. There is clarification that the district does not commit to tracking insurance nor inspecting volunteer driver vehicles.	Spanish translation complete
EFA-AP : Local Wellness Plan	Updates include new provisions established by the Healthy Hungry Kids federal law	Spanish translation complete
GBED-AR : Pre-Employment Medical Exam / Drug Testing	Updates reflect current district practice	Spanish translation in progress
IGBHAB-AR : Choice Option Schools & Programs	Previously titled <i>Magnet School Guiding Principles / Application Process</i> . Updated title speaks to all Choice Option programs and schools, application, lottery, sibling preference and is now consistent with processes taking place for Choice Option enrollment.	Spanish translation complete
JEA-AR : Compulsory Attendance	Updated to align with process that is currently taking place in schools when a student needs to leave school early / check out procedure	Spanish translation complete
JEBA-AR : Guidelines for Entrance and Early Entrance into Kindergarten and 1 st Grade	Updated early entry evaluation process and guidelines	Spanish translation complete
JEC-AP : Admission of Students	Updated language to match student enrollment packet	Spanish translation complete
JHCD-AR : Administration of Medication	Corrected to include dietary food supplements as part of the non-prescription medication group.	Spanish translation complete
KBA-AR : Public Records Requests	Procedural updates and clarification of time frames as defined in SB 481. HB 3646 added legislation that a public body shall not disclose personnel information for the purpose of enforcement of federal immigration laws.	Spanish translation complete
KCA-AR : Volunteers in Schools	Updated language reflects expectations of volunteer drivers as also stated in EEADB-AR.	Spanish translation complete
Public Records Request Form	Updated to align with KBA-AR language updates	Spanish translation complete

RETIRED

Title	Summary
EEAE-AR: Proof of Liability Insurance for Volunteers Transporting Students	No longer necessary with EEADB-AR and KCA-AR updates.

TRANSLATION COMPLETED SINCE LAST REPORT

Title
Student Enrollment Packet : translated in Vietnamese, Chinese Traditional and Chinese Simplified
Field Trip Request and Parent Permission Forms : translated in Vietnamese, Chinese Traditional and Chinese Simplified



REPORT: 2019 Compliance Report for Executive Limitation 7

PRESENTED BY: Mike Tiller, Executive Director of Facilities

EXECUTIVE SUMMARY:

Major Accomplishments from 2018-19

- The maintenance department continues to make ongoing training for staff a high priority. For example, the entire department will have fire extinguisher training in June, the carpentry shop participated in cafeteria table repair training, and the shop foreman and fabricator completed factory training for custodial equipment repair. Trainings such as these increase safety, reduce the number of worker's compensation claims, and save the district money.
- The department is in the midst of carrying out a cleaning and preventative maintenance plan for storm drains across the district.
- To maximize energy and cost savings, the district has completed the following projects: Summit High School exterior LED upgrade; Lava Ridge Elementary interior LED upgrade; DDC (direct digital controls) upgrades at La Pine High School, High Lakes and Miller Elementary Schools, and Sky View Middle School; and replacement of the boilers at Pine Ridge Elementary School.
- In partnership with Bend Park and Recreation District, development has begun on approximately five acres immediately south of Pacific Crest Middle School. The district owns the property and has made a 20-year agreement with Park and Rec, who will fund the site improvements.
- The district has completed its Healthy and Safe Schools (HASS) Plan, including all buildings where students and staff are present. This plan will be updated based on new buildings being constructed, acquired, or leased; or if the plan is modified by the district.
- The district has completed or nearly completed multiple projects this year: Kenwood gym; Pilot Butte Phases I and II; Buckingham painting and roofing; roofing projects at Cascade, Jewell, and Mt. View; vestibule safety upgrades at thirteen schools; multiple paving projects; Marshall High School additions; Bend Senior High School master plan; and North Star Elementary School.

Priorities for 2019-20

- The district will continue projects to maximize energy and costs savings, including DDC upgrades at Summit and Mountain View High Schools and Buckingham Elementary; and Elk Meadow and La Pine Elementary School will have interior LED upgrades.
- In preparation for the 2020 convening of the sites and facility committee, maintenance and facilities staff will meet with school teams to start the process of creating school prioritized lists of needed renovations and repairs.
- The district will continue to prioritize the board of directors' guidelines for processes, as well as responsible management, in its work on multiple 2017 bond construction projects across the district, including construction of the new high school, scheduled for completion in the summer of 2021.

Bend-La Pine Schools
Superintendent Monitoring Report to Board of Directors

Executive Limitation 7 - Facilities

June 25, 2019

Background/Discussion:

The School Board has created a set of policies that are used to help govern Bend-La Pine Schools. Each year, District staff will report to the Board regarding one group of these policies, the Executive Limitations. These reports are designed to provide the School Board with information regarding how the Superintendent is meeting the criteria established within the adopted Executive Limitations.

Monitoring Report

Facilities

The Superintendent shall not fail to assure that physical facilities support the accomplishment of Board policies.

Accordingly, the Superintendent shall not:

- 1. Fail to take reasonable steps to ensure that facilities are clean, safe and not subject to improper wear and tear or insufficient maintenance.**

Evidence of Compliance:

Each school has custodial staff to ensure safe and clean buildings and each month the building engineer conducts a safety check. An online system allows custodial and office staff to submit work orders to maintenance so building needs can be addressed. Maintenance staff identify and correct building and grounds needs as well as equipment and system upgrades.

The District's Safety Officer assesses our schools through site visits, inquiry and communication with staff. As appropriate, maintenance and safety needs are completed throughout the school year using operating funds. Temporary measures to help further secure school entries have been implemented until permanent fixes are constructed. The maintenance department holds monthly safety meetings and trains staff regularly.

The custodial department continues to utilize innovative methods and equipment to make cleaning the schools more efficient. Summer training helps the custodial crew in use of the methods and equipment for better cleaning of the schools. Custodial dollars are being set aside to help with replacing worn walk-off mats in schools' entrances. Team clean is expanding to more schools and we are adjusting the custodial positions to provide clean schools during the school year and assist with summer cleaning the best way possible.

In 2017, the Oregon State Legislature passed SB 1062, which requires that every school district, ESD, and public charter school develop a Healthy and Safe Schools (HASS) Plan. Per ORS 332.331, Bend-La Pine Schools has developed a HASS Plan for all buildings where staff and students are present. This

plan will be updated when new buildings are constructed, acquired, or leased; or if the plan is modified by the district. (See link at the end of this report.)

2. Fail to operate facilities efficiently to realize energy and cost savings.

Evidence of compliance:

We work closely with The Environmental Center to create “green teams” in our schools and to look for ways that our District can operate in a more sustainable manner. The continued implementation of the Strategic Energy Management program will eventually save the district thousands of dollars in utility expenditures. We continue to work closely with Energy Trust of Oregon and The Oregon Department of Energy for cost sharing and reimbursements on efficiency projects. This reduces energy usage and saves money.

All schools now have bottle fill stations to save water and reduce the use of plastic.

3. Fail to refresh the 20 year long-range facilities plan every 5 years or more often to address student capacity, site-specific instructional needs, operational and maintenance needs. The planning shall not fail to include the following:

- a. **Formation of a Sites & Facilities Committee to carry out the board-developed charge. This committee shall be well-rounded and diverse with representation from attendance areas throughout the district. There should be a balanced number of staff and non-staff members on the committee.**
- b. **Compliance with local, state and federal requirements.**
- c. **Consideration of optimal timing of proposed voter construction bond measures.**

Evidence of compliance

The district convenes the Sites and Facilities Committee every five years, with the charge of creating a twenty-year facilities plan. This committee is composed of both school/district staff and community representatives. The work of the committee is divided into two phases. In phase I, district schools create prioritized lists of projects for their sites, and departments such as instructional technology and maintenance create districtwide prioritized lists. From these, the committee will visit each site to review the project and then will create a districtwide prioritized list of projects at our current facilities. The committee will also make recommendations about future capacity needs, based on enrollment projections and other population data.

In phase II, the committee examines funding needs. Staff will estimate the cost of the projects on the prioritized list, with a focus on projects that need to be completed within the next five years. If a bond is needed to fund the projects, the committee makes a recommendation to the board of directors, including a recommendation about whether to adjust the tax rate. If a bond is not needed because the necessary projects can be completed with general funds, the committee simply makes a report to the board.

4. Build new facilities without board approval. For new facilities programming, superintendent shall not fail to ensure the programming and construction team

- a. **Invites board member participation for any project which requires architectural services;**
- b. **Frames its work using board and district goals;**
- c. **Research and visit (in person or virtually) facilities which utilize best practices and innovation in education facility design;**
- d. **Establish an architect and builder RFP process that is approved by the board;**

- e. **Present pre-construction drawings and value engineering recommendations to the board for approval;**
- f. **Get board approval for change orders which alter the scope and purpose of the planned project (e.g. add or subtract from planned square footage or are in excess of \$300,000). Superintendent shall inform board leadership of any change orders which exceed \$100,000 but are less than \$300,000);**
- g. **Regularly update the board on construction progress;**
- h. **Evaluate the quality, value and functionality of projects after completion.**

Evidence of Compliance:

With the passage of the 2017 construction bond, the district began the process of building both a new elementary school and a new high school. The design process for the new high school was particularly extensive, since the district had not constructed a high school since 2000. A large team, including district and school-level staff, as well as two school board members, actively participated in the process, visiting schools in three states and virtually reviewing designs from around the world.

For all projects in the 2017 bond, the district has followed the guidelines outlined in Executive Limitation 7. The board of directors contracted with Plan B, a consultant firm, to review the district processes and action steps in the construction of the new high school and the extensive remodeling work at Pilot Butte Middle School. Plan B's review was extremely positive, citing much of our work as examples of best practices.

- 5. **Recommend (to the board for approval) land acquisition or sale of surplus real property without considering growth patterns, comparative costs, market timing, current budget demands, construction and transportation factors, and community impact.**

Evidence of Compliance:

With the passage of the 2017 construction bond, the district has acquired property for both the new elementary school and the new high school, with additional space available at the high school site for a future middle school.

- 6. **Fail to develop a plan for public use of district buildings and grounds that includes**
 - a. **clear, consistent, and fair levels of access for potential users;**
 - b. **a fair and reasonable fee structure which at a minimum covers any costs of use (e.g. additional maintenance, custodial or repairs) incurred by the district;**
 - c. **clear user expectations**
 - d. **consequences for public users who misuse or damage district facilities and property;**
 - e. **protection of student safety, student function and academic program needs.**

Evidence of Compliance:

The district has a long history of thousands of hours of community use of our facilities. This includes both indoor and outdoor use. Though the primary purpose of our facilities is to meet the educational needs of our students and staff, we welcome community usage of many of our facilities when they are not in use during the instructional day. [KGA-AR](#) , which was last updated in 2017, is the district administrative regulation covering our facility use program.

The largest single user of our facilities is Bend Metro Park and Recreation District (BPRD), with whom we have an intergovernmental agreement defining this usage and responsibilities. We also have a long-standing relationship with Bend Little League (BLL), who uses the majority of our fields in the spring. BLL uses their own resources to maintain the fields during the season. BLL serves

approximately 1,200 youths in the community each year. These two groups serve a large portion of our students and, as a result, are provided scheduling priority.

Every effort is made to accommodate a wide variety of user groups with the limited facilities available. The District uses a four-tier fee schedule that was updated in March, 2018, which covers all costs of community usage. We require each user to have proof of liability insurance and sign a user agreement to ensure the district's expectations are met. The agreement describes the consequences of misuse or damage to district property due to a group's usage.

- 7. Fail to develop a school naming process that requires final approval by the School Board. This includes naming of new schools or support services facilities, naming of part of a school campus or building (e.g., a library, athletic field, gymnasium, or auditorium), or for changing the name of an existing facility. The Superintendent shall not fail to:**
 - a. Establish criteria for naming with the following specifications:**
 - i. Names must reflect the values, vision and goals of the district;**
 - ii. If an individual's name is considered, that individual must embody exemplary qualities that serve as a model of excellence. He or she must also have made a significant contribution to Bend-La Pine Schools, the local community, state or nation or otherwise have a strong connection to the district.**
 - b. Include district staff and community members on an ad hoc naming committee;**
 - c. Differentiate between the naming of facilities and naming sponsorships. In such cases, the district and a sponsor may enter into an agreement to identify the sponsor with the name of a facility (e.g. "ABC Company Stadium") in return for financial consideration and for a negotiated period of time; naming sponsorships require board approval.**
 - d. Invite the school board to issue the charge to committees which will recommend names for new school buildings. In such cases, the committee will provide a monthly progress report of its work to school board leadership for feedback.**

Evidence of Compliance:

The [Bend-La Pine Schools' Facility Naming Process](#) was approved by the board in August, 2017.

Addendum:

- [RFP Process](#)
- [Surplus Property](#)
- [HASS Plan](#)

Bend-La Pine Schools
Real Property owned by District

Property	Community	In Bend		In La Pine		Acres
		UGB?	UGB?	UGB?	Vacant?	
Elk Meadow Elementary	Bend	Yes	No	No	No	13.92
Pine Ridge Elementary	Bend	Yes	No	No	No	11.78
RE Jewell Elementary	Bend	Yes	No	No	No	16.27
Cascade Middle School	Bend	Yes	No	No	No	28.53
Juniper Elementary	Bend	Yes	No	No	No	15.10
Pilot Butte Middle School	Bend	Yes	No	No	No	45.78
Bear Creek Elementary	Bend	Yes	No	No	No	18.70
Kenwood School - Highland	Bend	Yes	No	No	No	4.02
Kingston School - Westside Village	Bend	Yes	No	No	No	3.23
Kingston School north lots	Bend	Yes	No	No	No	0.68
Thompson School - Amity Creek	Bend	Yes	No	No	No	1.41
Ensworth Elementary	Bend	Yes	No	No	No	9.68
Pondorosa Elementary	Bend	Yes	No	No	No	15.00
Mountain View High School - north	Bend	Yes	No	No	No	39.40
Mountain View High School - south	Bend	Yes	No	No	No	5.73
Bend High School	Bend	Yes	No	No	No	29.83
Bend High School - south lots Tech Center	Bend	Yes	No	No	No	1.11
Bend High School - 15th Street	Bend	Yes	No	No	No	9.73
Sky View Middle School	Bend	Yes	No	No	No	20.89
Lava Ridge Elementary	Bend	Yes	No	No	No	13.60
High Lakes Elementary	Bend	Yes	No	No	No	16.73
WE Miller Elementary	Bend	Yes	No	No	No	13.70
Pacific Crest Middle School	Bend	Yes	No	No*	No*	29.54
Summit High School	Bend	Yes	No	No	No	45.33
Marshall High School	Bend	Yes	No	No	No	5.28
Silver Rail Elementary	Bend	Yes	No	No	No	12.50
High Desert Middle School	Bend	Yes	No	No*	No*	74.51
Buckingham Elementary	Bend	No	No	No	No	21.22
O.B. Riley Road - new elementary school	Bend	Yes	No	No	No	10.73
La Pine campus including transportation	La Pine	No	Yes	No	No	67.88
La Pine transportation - included in campus	La Pine	No	Yes	No	No	-
La Pine Elementary - included in campus	La Pine	No	Yes	No	No	-
La Pine Middle School - included in campus	La Pine	No	Yes	No	No	-
La Pine High School - included in campus	La Pine	No	Yes	No	No	-
La Pine north vacant land	La Pine	No	Yes	Yes	Yes	10.02
Rosland Elementary	La Pine	No	Yes	No	No	15.00
Three Rivers Elementary	Sunriver	No	No	No	No	11.00
Three Rivers Elementary	Sunriver	No	No	No	No	4.27
15th Street Property - new high school	Bend	Yes	No	No	No	79.40
Brosterhous Road	Bend	Yes	No	No	No	0.68
Education Center	Bend	Yes	No	No	No	3.85
Distribution Center-Print Shop	Bend	Yes	No	No	No	1.37
Transportation - Bend - east	Bend	Yes	No	No	No	1.43
Transportation - Bend - west	Bend	Yes	No	No	No	4.96
Maintenance Center	Bend	Yes	No	No	No	8.35
Shevlin Road	Bend	No	No	Yes	Yes	33.73
Troy Field	Bend	Yes	No	Yes	Yes	0.80

* These properties have undeveloped land as part of the same taxlot that includes the school