

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

The Board of Directors for Bend-La Pine Schools met in a regular session on September 8, 2015 in room 314 of the Education Center, 520 NW Wall Street, Bend, OR 97703.

Board Members Present

Nori Juba
Andy High
Ron Gallinat
Stuart Young
Julie Craig

Board Members Absent

Cheri Helt
Peggy Kinkade

Call to Order

The meeting was called to order at 6:02p by Chair Juba. The Pledge of Allegiance followed.

Review of Agenda

Chair Juba reviewed the agenda, noting the community engagement discussion would take place at the September 22 board meeting.

Superintendent's Report

Superintendent Mikalson shared his excitement for school to start tomorrow, noting enrollment figures look to be up at this point in time. Smarter Balance and ACT test results will be released in mid-September with more communication coming after results are released. Mikalson congratulated Ian Churchill from Bend Senior High on being named a National Merit Scholar and congratulated Mt. View High School alum, Ashton Eaton, for his recent record breaking results in Beijing. Mikalson shared his thanks to all district staff and community members who have worked hard to get schools ready to open their doors tomorrow and added his thanks for the opportunities students were able to access like math and brain camps, extended library hours and learning camps over the summer.

Chari Juba asked about ACT scores and if the improvements of 21.0 to 21.2, for example, represent significant gains or a fairly flat trend. Mikalson views the increase as a significant gain, noting across the state ACT scores barely trend. He will follow up with Dave VanLoo to further analyze the results. Mikalson added the state's trend is flat, but is happy to see Bend-La Pine's results. Juba shared his concern about math scores going down.

Consent Agenda

The board reviewed the Consent Agenda. Andy High asked about current open positions in Nutrition Services and what happens if they are unable to fill those vacancies. Brad Henry explained, overall, the Nutrition Services team is staffed to start the school year well, currently they are looking to increase their pool of substitute employees. **Andy High moved to approve the Consent Agenda. Stuart Young seconded the motion. Unanimous approval.**

Action Items

Chair Juba reviewed Executive Limitations 1, 5 and 6 in the board packet noting the addition of adoption date, monitoring method and monitoring frequency to each limitation. He shared his thoughts on creating a monitoring schedule once all Executive Limitations are complete. He asked the board to consider approval of 1, 5, and 6 with the method and frequency blank at this time. Superintendent Mikalson said each of the limitations had been reviewed by district policy attorneys and no changes were made from

what the board reviewed at the last meeting. **Andy High moved to approve Executive Limitation 1 – Global Executive Restraint, Executive Limitation 5 – Staff Compensation & Development, and Executive Limitation 6 – Staff Evaluation. Ron Gallinat seconded the motion. Unanimous approval.** Chair Juba thanked Peggy Kinkade and Gallinat for their work.

Policy Governance

Executive Limitation 2 – Emergency Superintendent Succession

Chair Juba introduced the work Kinkade and Gallinat have done and shared his appreciation for their time. He asked for any comments or questions regarding EL 2. Andy High asked when the succession plan would be shared. Superintendent Mikalson plans to have it ready once the board adopts EL 2. The board discussed details of communications when Mikalson is unavailable and how the board would be notified. The board agreed to bring back EL 2 for a final read at the September 22 meeting.

Executive Limitation 7 – Facilities

Ron Gallinat reviewed the research and work he and Kinkade have done on EL 7. He would like not to wordsmith the document tonight, but rather, have a conversation about facilities and because the district currently does not have framework or a formal policy, consider this is a starting point for discussion. Gallinat noted the work of committees in the district and how board members interact on those committees is an important area to clarify. He said building and facility use and partners in use is an area he would like to discuss as well.

Juba said discussions in recent board leadership meetings brought up many questions on committee work and how board members participate, or if they do at all, and what their role should be with staff committees. Juba feels there are some committees where it makes more sense for a board member to participate as an observer rather than advise. Part of observing is to understand district work better and then be able to communicate better with the public. He would like to clearly define roles and committee work.

Superintendent Mikalson suggested working through EL 7 numerically so the governance committee can then incorporate specific feedback into the next draft of the limitation.

1. Chair Juba felt this was straight forward and needed no modification. All agreed.
2. Juba asked about the energy and efficiency assessments being done every three years. Ron Gallinat said it was a timeframe he and Kinkade had selected and was open to suggestions. Mikalson noted the costs associated with such assessments and that assessment work is also a part of the Sites and Facilities process. Brad Henry said the district is constantly assessing efficiencies, but the more formal process is part of Sites and Facilities. He explained the district has a 20-year plan and every 5 years the Sites and Facilities Committee updates and refreshes that plan. Henry said there is an ORS about the planning process.

Mikalson asked for clarification on the intentions of the assessment and would it serve the same purpose to align it with the current five year Sites and Facilities formal assessment work. Discussion ensued regarding timeline and process and Juba suggested #2 become a subsection of the #3 and aligning assessments with the Sites and Facility process.

3. Juba suggested including language about “instructional needs” as part of the long range facility planning process. Henry clarified that would be facility specific, and Juba said yes. Mikalson suggested adding wording around capacity.

Juba would like to see more description about the roles, who participates, who directs, and the goals of the Sites and Facilities Committee. Henry explained, in years past, the Superintendent charged the committee with the work and then the committee was tasked with reporting their

findings back to the Superintendent who then reports the recommendation of the committee to the board. The board would then take action on the recommendation. Young suggested leaving the wording as is, but to include something about the makeup of committee members so that the board can ensure it is a well rounded group with varying levels of expertise. Craig agreed and added she really wants a committee who understands the vision and goals of the board, and isn't opposed to a board member serving on such committees to ensure the visions and goals are well represented.

Juba agreed with Craig and said he sees the Sites and Facilities Committee as one that reports to the board. When it comes to facilities and public assets, Juba feels it is the board's role to steer and guide that work. He would like the Sites and Facilities Committee to report to the board and the board will rely heavily on district staff to manage the committee work, adding the work of the past has gone well. More discussion ensued on Sites and Facilities Committee work and how it connects to building new facilities and bond recommendations.

4. Juba suggested including "best practices in school design" to this section. He commented on staff participation in programming work and would like to make sure the Superintendent appoints staff members who are available and can attend focus group meetings and provide valuable input. Staff members should be familiar with best practices in school design and with board goals.

High asked about board involvement in the budget process for building facilities from the beginning stages of the project. Juba felt the board should be involved in costs and timelines as well as be able to provide input on programming and construction. Juba suggested board participation upfront and then updates to the board along the way as facilities are being built to ensure programming goals are being met. Juba also suggested looking at how RFP's are scored for architect and contractor selection, he would like to be a part of revising the scoring guide. He feels the board is responsible for setting the standards and the selection and process is the responsibility of district staff. Mikalson suggested Kinkade and Gallinat continue to work on # 3 and 4 and include Henry and Mike Tiller in their work.

5. Andy High asked if this is replacing current policy, Mikalson answered yes. He suggested including "recommend to the board for approval" and all agreed. Craig felt the Land Committee process has been working well and Juba added that he would like the Land Committee to draft its charge so that the board and staff understands the work and appropriate people to be a part of the team. He suggested including wording about budget needs.
6. Brad Henry noted the current method and matrix of pricing for facility use is defined in an Administrative Regulation. The AR explains who can use district facilities, expectations and contract agreements. Gallinat asked if principals have ultimate discretion at their buildings and Henry said yes. High asked about the sale of alcohol on district property. Henry said it is against state law.

Gallinat asked if the district shares facilities and Henry said yes, with Bend Parks and Recreation. High asked if the programs Parks and Recreation offer are vetted in any way, noting a program that is hosted in district facilities can lend to district endorsement of that program. Henry said he will get a copy of the agreement between the district and Parks and Rec for High to review. Henry noted the legacy of the partnership and Craig asked if other groups have asked to use our facilities for similar programs that Parks and Rec offer, like after school care, and would the district ever consider a similar agreement with those groups. Henry said Boys and Girls Club have approached him about their programs, but no formal request or agreement has been made.

The board agreed the district needs to be more systematic in how building use decisions are made and discussed current hurdles and issues with outside groups using district facilities.

7. Gallinat shared his hopes in defining a smoother process for naming facilities and would like board leadership more involved in the process rather than just hearing the proposed names at the end. Juba suggested honoring the work of the naming committee and ask that the number of names brought to the board for consideration still are three or four, not a long, extensive list to consider.

Craig suggested the EL include language about the board process and that they will give feedback to the committee before making a final decision. Young shared his appreciation with the last naming process and that each committee provided more options after the board shared their feedback. Henry asked if the board would like final approval on the name only or the naming process.

Gallinat thanked everyone for their suggestions and feedback. He and Kinkade will discuss and update EL 7 and work through board leadership to then bring another draft of this back for board members to review.

Mikalson asked if board members would be comfortable with the district beginning the Sites and Facilities process as normal. All agreed. He asked Henry and Tiller to begin to form their committee and reach out to board members as necessary. Chair Juba thanked Gallinat and Kinkade for their work.

Discussion

Board Work Plan

Chair Juba asked board members to review the Board Work Plan he put together, at each of their seats, and explained the seven areas are aligned to Carver's model the board agreed to at the board retreat. There are also four goals the board had adopted listed and each of the seven areas connects to one or more of the board goals.

Juba reviewed each of the seven areas and said he is working on a board meeting calendar to help guide board work for the year. Mikalson's milestone work plan document was also available for board members to review. Juba is hopeful the Board Work Plan will allow for a better flow of board and district work.

Adopted Schools

Julie Craig reviewed the draft commitment and adopted schools at each board members seat, noting this is framework and allows for board members to customize what works best for the schools they have adopted. Andy High suggested changing the word "commitment" to "recommended." Ron Gallinat and Chair Juba both like the framework and creating a better understanding of why board members are in buildings.

Superintendent Mikalson will share this work with building principals next Monday at Leadership Team and help explain the goals of the board. Juba suggested buildings consider their board member speaking at a parent night to help with the board's goal of community engagement. Young said he too likes the framework and is looking forward to building strong, positive relationships. Knowing the intent of the board will help lessen awkward interactions. Mikalson agreed and will deliver the message to the Leadership Team.

Chair Juba noted the Charter School and Programs at the bottom of the list and asked for volunteers to adopt. Ron Gallinat adopted Bend International Charter School. Juba adopted the STRIVE program and suggested Cheri Helt adopt Tamarack. Juba will confirm with Helt. Young thanked Craig and Juba for their work and guidance on the adopted schools program.

Board Comments

Andy High commented on how impressed he was with Skip Offenhauser and his team when he attended an iPad deployment, noting it was well organized and ran smoothly for all student and families. Superintendent

Mikalson agreed and thanked Offenhauser for his leadership and his team for the tremendous amount of work they have done thus far in deploying iPads.

Stuart Young said he is happy the board hired Mikalson as Superintendent. He applauded the opening message delivered at the Welcome Back and felt the energy and event was excellent. Young said he is excited for the first day of school and shared his thanks to all staff members as there seems to be sense of calm and readiness amongst district facilities, something not to be taken for granted. He is hopeful that staff and students will maintain the level of enthusiasm they start the year with for the entire school year.

Julie Craig reminded all of an invitation from Camp Tamarack to tour their facility and encouraged all who could attend to do so and learn about the facility and program. Lora Nordquist said 18 elementary schools will participate in outdoor school at Camp Tamarack this year.

Chair Juba echoed Young's comments and added the excitement for students will come from staff members. The first person students see tomorrow will most likely be a bus driver and it matters that all staff members are engaged. He said he is excited to visit schools and plans to visit Pacific Crest Middle School in the morning. Juba noted the great new school dedication events for Silver Rail Elementary and Pacific Crest Middle School. Juba added, in an effort to provide board members timely communication, board members can expect updates on a variety of district business from either he, Superintendent Mikalson or Andrea Wilson.

Meeting adjourned at 8:02p

Respectfully submitted,

Andrea Wilson
9.8.2015