

**Bend-La Pine Schools
Bend, OR 97703
February 28, 2017**

Executive Session 5:15 p.m.
Regular Meeting Immediately Following

The Board of Directors of Bend-La Pine Schools will meet in an executive session under ORS 192.660(2)(a), (2)(f), and (2)(i) at 5:15 p.m., followed by a regular meeting on February 28, 2017 in room 314 of the Education Center, 520 NW Wall Street, Bend, OR.

Agenda

Call to Order	Chair Kinkade
Pledge of Allegiance	Julie Craig
Review of Agenda	Chair Kinkade
<i>Public Input</i> This is the time provided for individuals to address the Board. Visitors who wish to speak must sign up prior to the beginning of the meeting on the sign-up sheet provided. Please state your name and topic when you address the Board.	Chair Kinkade

Consent Agenda

Approval of Minutes – February 15, 2017 & February 16, 2017 Reference: ORS 192.650 and ORS 332.057	Chair Kinkade
Approval of Personnel Recommendations Reference: ORS 332.505	Deputy Superintendent Jay Mathisen
Approval of Recommendations for Renewal or Non-Renewal <ul style="list-style-type: none"> • Probationary teacher and administrator renewal • Contract teacher and administrator extensions • Non-renewal of temporary teachers 	Chair Kinkade

Action Items

Approval of 2017-18 High Desert Education Service District Local Service Plan	Chair Kinkade
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Oath of Office

New Zone 7 Board Member	Chair Kinkade
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**Board Comments
Adjourn**

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

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

The Board of Directors for Bend-La Pine Schools met in a Special Meeting on February 15, 2017 in rooms 223 and 221 at the Education Center, 520 NW Wall Street, Bend, OR 97703.

Board Members Present

Peggy Kinkade
Cheri Helt
Julie Craig
Andy High *left at 7:00 p.m.*
Nori Juba
Stuart Young
Ron Gallinat

Call to Order

The special meeting was called to order at 4:13 p.m. by Chair Kinkade for the purpose of interviewing applicants for the Zone 7 position. Kinkade thanked applicants for being available tonight and reviewed the interview process for the Zone 7 appointment. Each candidate will spend 3-4 minutes with each board member and discuss the two questions provided ahead of time:

1. The “why” – specifically, why do you want to serve on the Bend-La Pine School Board, and what are three things you’d like to accomplish or your three goals as a board member?
2. What are the strengths and weaknesses of the Bend-La Pine School District?

Kinkade said the board will look to narrow down the 26 applicants* to five or fewer finalists who will be invited for a second interview. A regular board meeting is scheduled for February 16, 2017 and the agenda includes a discussion on the Zone 7 appointment, at that time the board anticipates announcing finalists. Kinkade encouraged applicants, if not selected to fill the position, to continue or seek ways to be engaged in the schools. Kinkade shared the same message with the 4:15 p.m. group and the 5:20 p.m. group.

Candidates present for the 4:15-5:15 p.m. interview:

- Megan Michell
- Melissa Barnes Dholakia
- Bill Brant
- Diane Doroski
- Carrie Douglass
- Alison Hohengarten
- Amber Keyser
- Allen Light
- Rick Olegario
- Judy Steigler
- Jon Vollers
- Baruch Zeichner – via conference call
- Kate Lew – via conference call

Candidates present for the 5:20-6:20 p.m. interview:

- Ken Archer
- Laura Boehme
- John Gilmore
- Amanda Gow
- Nicole Hough
- Ken Johnson
- Jason Kropf
- Keith Leitz
- Matthew Murphy
- Troy Reinhart
- David Rosen
- Bonnie Walker

*Terri Mucha withdrew her application prior to the interviews February 15, 2017. Cornileius McCormick will be interviewed in the same fashion on February 16, 2017 prior to the regularly scheduled board meeting. McCormick’s application was misplaced via email, however, was submitted prior to the application deadline.

At 6:20 p.m. the board took a short break, and reconvened at 6:30 p.m. in the conference room of the Teaching and Learning Department to discuss interviews and narrow candidates to a final interview pool. Discussion ensued

regarding the interview process, candidate responses, and Andy High noted that he still may advocate for the Zone 7 position to be filled through the election process rather than by appointment.

Chair Kinkade asked each board member to indicate their top candidates, five at most. Seven candidates rose to the top of the pool and board members discussed each candidate's qualifications, interview responses and how many to offer finalists interviews to; ranging from as many as seven to as few as two. From this discussion board members agreed to interview four finalists.

Board members agreed to make the announcement of finalists during the Zone 7 discussion at the February 16, 2017 board meeting. After the board meeting, all candidates will be notified via email and Carrie Douglass, Rick Olegario, Laura Boehme and Melissa Barnes Dohlakia (in no particular order) will be offered 30 minute interviews on February 27, 2017. Chair Kinkade will work with board members to refine finalist interview questions

Meeting adjourned at 7:32 p.m.

Respectfully submitted,
Andrea Wilson
2.15.2017

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

The Board of Directors for Bend-La Pine Schools met in a regular meeting on February 16, 2017 in room 314 at the Education Center, 520 NW Wall Street, Bend, OR 97703.

Board Members Present

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

Call to Order

The meeting was called to order at 5:17 p.m. by Chair Kinkade. The Pledge of Allegiance followed.

Review of Agenda

Chair Kinkade reviewed the agenda. There were no changes.

Public Input

Kali Quick, student, addressed the board and read a statement about what can be done to help to improve our community, the importance of learning and talking about all sides of history, and the importance of asking questions to understand and learn how to treat each other with equality.

Beth Hoover, retired teacher, and part of Restorative Justice committee spoke of what it really means to be “future ready” and the challenges Bend and La Pine face. Hoover spoke about the importance of teaching about racism and for students to learn about all members of our society. She believes Restorative Justice practices provide an avenue of what needs to be taught in our schools, specifically around racism. She would like to begin a dialogue and work with the board and district to share how Restorative Justice could be used to help teach about racism. Nori Juba expressed his gratitude to Marilyn Burwell, who is passing the torch to Beth Hoover. He is thankful for the work and advocacy of the Restorative Justice group.

Spotlight of Success

Superintendent Mikalson shared his thanks to Nori Juba and John Rexford, High Desert Education Service District Superintendent, for their work and service to the district. With Juba’s resignation and Rexford’s upcoming retirement Mikalson expressed his sincere thanks and noted there was a cake tonight for all to enjoy.

Mikalson introduced Lisa May, Executive Director for the Education Foundation. May thanked the board for their support and partnership and gave a presentation to highlight the mission and vision of the Education Foundation. Since 2004, just over \$2.5 million dollars has gone back into the schools through classroom grants and athletic scholarships. May shared the 2016-17 initiatives the Foundation is working towards and noted their largest fundraising event, the Trivia Bee, will be held on May 11, 2017. Peggy Kinkade, Andy High and Ron Gallinat agreed to represent the board Trivia Bee team.

Superintendent Mikalson thanked the Education Foundation for the support they provide to schools. Classroom grants and athletic fee scholarships make a huge impact in the classroom and provide opportunities for students. Chair Kinkade agreed and expressed her thanks, as did Cheri Helt. Helt noted the Foundation’s partnership with the Perseverance Awards in the recent years and the significant impact it has made.

Consent Agenda

Ron Gallinat moved to approve the Consent Agenda. Andy High seconded the motion. Unanimous approval.

Reports

School Closure Report

Superintendent Mikalson noted the report provided in the board packet. He is hopeful this written report will help the community and other districts understand the severity of the event and what proactive measures the district will take in the future. Mikalson is thankful and grateful that no students or staff were injured in the collapse of the Kenwood gymnasium. He thanked the entire Bend-La Pine team, all 1,900 employees, and the community partners who helped with snow removal and take the responsibility of keeping students safe seriously each and every day.

The demolition of the Kenwood gymnasium is well underway and Mikalson said bricks, hardwood flooring, etc. are being salvaged as best possible and will be considered as the district works through the redesign process. The district continues to work with insurance providers to determine the resources available to rebuild at Kenwood and permanently repair RE Jewell Elementary. Insurance coverage will pay for a like kind of structure, same square footage, along with code upgrades at both Kenwood and RE Jewell. Mikalson offered to answer any questions.

Chair Kinkade asked about the contingency recommendation in the report and if there is a specific amount and what the district's thoughts are around using the ending fund balance. Mikalson said he would not advocate for the board to increase the ending fund balance, but rather, being clear that some of those dollars could be designated for emergency removal of snow, within the 5% contingency, staff would have the authority to spend for emergency purposes. He noted a resolution is included tonight for this very purpose.

Kinkade asked if there is a timeline set for the Kenwood project. Mikalson said a more accurate idea of time would be available in the next week or two, as the district is still working through the claims process with insurance. The district has received approval from insurance to begin the design process and an RFP for architectural services will go out within the next days with a goal to begin building at Kenwood in Fall of 2017. Andy High asked if there are historical building design codes to consider as the new gym is built. Mike Tiller said that the building needs to be a similar style and the district will work with the landmarks commission and city through the design process. He clarified the gym is not on the historical registry but Kenwood School is.

Ron Gallinat was glad to hear the damages could be processed as one insurance claim, and the district would only have to pay one deductible. He asked how the district mitigated costs, as to not overpay for services, during an emergency situation. Mikalson explained how the district approached work with local contractors and ultimately seven contractors agreed to the same rate of pay for labor and equipment and worked together to divide up the work to reopen schools as quickly as possible. High noted the Executive Limitation 7 – Facilities, monitoring report is due within the next months and asked if the procedures and protocols within this report would be appropriate to include. Mikalson said yes and plans to include the district's response to the winter storm as part of the upcoming EL 7 report.

Cheri Helt asked how upgrades to facilities would be paid for. Mikalson said anything that is beyond the like, kind, plus code that the insurance will cover would be at the district's expense, like an increase in square footage. He noted the district is part of the Deschutes County FEMA request and we are hopeful the request will be approved and the district will be reimbursed some of the emergency costs. Helt said she would like to see more detail in the closure report to provide more of a historical record. Nori Juba agreed with Helt and would like to see more specifics and added the new protocols are good, but he would like more clarification on the specific steps that will be taken when the next snow falls.

** Mikalson and Tiller provided the attached addendum.*

Andy High asked about Top Gun Lighting, the largest part of the Approved Emergency Contract, and what services they provided. Tiller said their full business name is Top Gun Lighting and Industrial Supplies, and their primary business is wildlife firefighting. They had a large network of off season firefighters to call upon and were able to work in our facilities. They provided over 70 staff members to work on district roofs and also had the equipment for the most difficult of removal efforts; steamers, lift equipment, etc.

Stuart Young said, as a former superintendent, he understands how difficult the decision to close schools is. He shared perspective and experiences and reminded all that no two catastrophic events are alike and no matter what systems are put in place, there will always be room to improve. He thanked the community and unions for their support and thanked the district's leadership team for their tireless efforts. He is proud of the integrity of the district displayed and appreciates how people came and worked together. Young applauded district staff and shared his high level of confidence in Superintendent Mikalson.

Cheri Helt thanked the community for their outreach and support of schools. She thanked BEA members for working with the district to help make up lost instructional hours. Julie Craig agreed with Young's comments, adding it is easy to look back and criticize and that there will always be areas to improve, especially in events you don't practice for. She felt the communication was the best that it could have been amongst all the moving pieces and thanked everyone for their work and long hours involved to reopen schools safely. She appreciated hearing specifics on additional crew and equipment from Mike Tiller, as it helped her understand the magnitude and what a unique set of circumstances the district was dealing with.

Juba felt the efforts to clear snow was remarkable and appreciated the communication efforts of the district. If the Kenwood gym roof would have collapsed three hours later, there would have been students and staff in the building. He continues to struggle with how close the district was from serious hurt and continues to ask what could have been done proactively to prevent the collapse. Juba added he does not want to lose sight of the fact that there were other entities in town that were more proactive than the district.

Chair Kinkade shared her appreciation for the work that has been done and will continue to be done regarding procedures and protocols. She agreed, the district is very fortunate and will continue to draw from these learnings.

2016-17 High Desert Education Service District Local Service Plan

John Rexford thanked the board for their time and introduced Paul Andrews, who has been designated as Rexford's successor after his retirement. Scott Reynolds, HDESD board member was also present. Rexford shared a bit about his working history with Bend-La Pine Schools, specifically with facilities, and expressed his support of Superintendent Mikalson's efforts over the past weeks.

Rexford gave an overview of the Local Service Plan and funding the ESD receives. The plan is essentially a menu that the district can choose services that will best serve students and families. Andrews noted the approval of the plan is required by law and highlighted the four core service areas: administrative and support, children with special needs, school improvement services, and technology support and offered to answer any questions from the board.

Andy High asked if there are any areas the ESD would like to improve upon in the next year. Rexford said there is a full goals and outcomes report he will send to the board which will provide goals and outcomes for all ESD programs.

Cheri Helt asked if there are plans to expand legal services provided by the ESD as the district continues to grow. Rexford said that is a conversation that Mikalson will continue to have with the legal services team. Ron Gallinat noted the legal services provided by the ESD are done through a collaborative approach which he appreciates.

Chair Kinkade asked about the Oregon Mexico Education Partnership listed in the school improvement services. Andrews shared about the program, its history and who accesses services. He noted this partnership provides a great way to connect with children while their parents are accessing math and reading instruction in Spanish. The outcomes are measured with the adults; however, a strong part of the program is the ability to support children. The program is offered at Bear Creek Elementary and they are looking at possibly expanding to other locations as the demand grows. Lora Nordquist noted the Juntos program is also another successful program, supported by the ESD and Better Together, that continues to grow.

Kinkade thanked Rexford, Andrews and Reynolds for their presentation and partnership. Mikalson also thanked Rexford for being a great leader, mentor and friend. He will be missed in the district and across the region. Mikalson added Andrews is an excellent choice to continue to carry on the ESD's momentum.

Chair Kinkade recessed the regular meeting at 6:47 p.m.
The regular meeting resumed at 6:58 p.m.

Executive Limitation 10 – Financial Planning and Administration

Chair Kinkade noted this is the second time for EL 10 to be monitored, that the report is in the board packet and asked for any questions or feedback.

Under the Financial Planning section the following were discussed:

- #2: Superintendent Mikalson noted a goal of his is to provide a clear history of budgets and resources of the district.
- #5: High asked if the district is in compliance with the percentage chosen to calculate the budget on. Zhai Logan answered yes.
- #6: Kinkade asked what Mikalson's intentions are to get the ending fund balance back to 5% after the emergency costs are paid. Mikalson said no decision has been made yet, as the district is waiting for final numbers from insurance and FEMA that could be put back into the fund.

Under the Financial Administration section the following were discussed:

- #4: Kinkade suggested adding links to all the financial reports provided to the board since the last EL 10 report.

Nori Juba suggested adding a clause to address all vendors being treated fairly. He suggested the board begin to receive an annual report that include a list of the top 40 vendors for the year. Cheri Helt would like to see how the budget aligns with district goals and how dollars are being spent to accomplish identified goals.

Chair Kinkade noted the suggestions and will bring them to the next meeting for the board to discuss and possibly amend EL 10. Kinkade thanked Mikalson and Logan for the report.

Action Items

High Desert Education Service District Budget Committee Member

Chair Kinkade said Julie Craig is willing to continue to serve on the ESD's Budget Committee. Kinkade thanked Craig and asked for a motion.

Ron Gallinat moved to approve Julie Craig as the representative from the board to serve on the High Desert Education Service District's Budget Committee. Stuart Young seconded the motion. Unanimous approval.

Resolution 1848 : Supplemental Budget to Increase Appropriations

Andy High asked to add the words "up to" in front of the \$1.85 million figure. Zhai Logan explained that, by law, the district cannot spend more than what is authorized in the resolution. High understood and was comfortable with not modifying the resolution. Kinkade asked about the difference of \$250,000 from the resolution to what is listed in Exhibit A. Logan explained that the additional dollars have been added as a cushion should the vendor costs, overtime wages, etc. come in higher than expected. Per Resolution 1848, the district cannot spend more than \$1.85 million.

Andy High moved to approve Resolution 1848 to increase the Support Services appropriations for the 2016-17 school year. Nori Juba seconded the motion. Unanimous approval

Resolution 1849 – Classified Employee Appreciation Week

Superintendent Mikalson expressed his thanks to all classified staff, especially in the recent, stressful situations, he is proud of those who came back day after day to clear snow and work long, grueling hours. He also thanked the families of those staff members who worked during the snow removal efforts for their support. Mikalson added, staff who help manage schools, athletics, payroll, support classrooms, feed students, and get them to and from

school are essential to the district's success. Chair Kinkade agreed and read Resolution 1849, proclaiming March 6-10, 2017 as Classified Employee Appreciation Week.

Julie Craig moved to approve Resolution 1849 – Classified Employee Appreciation Week. Ron Gallinat seconded the motion. Unanimous approval.

Declaration of Inter-District Openings for 2017-18 : HB 3681 Open Enrollment

Superintendent Mikalson noted the executive summary in the board packet and numbers at each board member's seat with the recommended seats for the 2017-18 school year. He reviewed the process and formula the district uses to determine available open enrollment seats. He noted the recommendation is to not offer any open enrollment seats for Bend-area schools, including Silver Rail Elementary which was inadvertently left off the list, due to many schools being at or over capacity. There are open enrollment seats available in south county schools.

Andy High moved to approve the number of Open Enrollment seats as presented, including Silver Rail Elementary as having no open enrollment seats available. Ron Gallinat seconded the motion. Unanimous approval.

Discussion

Chair Kinkade asked the board to discuss Education Advocacy first and the Zone 7 Board Vacancy second. All agreed.

Education Advocacy

Andy High opened the discussion and suggested the board narrow down to two or three key areas to focus their advocacy work and efforts. He reviewed the priorities the board adopted in December and asked board members if they would like to use those identified priorities as a means to narrow their advocacy focus. High said tax reform was an area he felt strongly about and Julie Craig agreed. Suggestions of tax reform, PERS reform, mental health services, testing (specifically being able to use the ACT), unfunded mandates, instructional hour requirements (specifically conflicting pressures during the junior and senior year of high school – a credit driven system vs. hours required by the state).

Discussion ensued and High said he will bring back a refined list of areas of advocacy to a future board meeting for approval. He suggested the focus being on short term, immediate items where progress could be made more quickly. Kinkade agreed and noted the importance of the current legislative session. High proposed three short term areas of advocacy as goals for the board: PE hours mandate, high school testing, and instructional time for high school students. Kinkade thanked High for his work.

Zone 7 Vacancy

Chair Kinkade reviewed the interview process that took place on February 15 with 26 candidates; 24 in person and two via conference call. She felt the process gave a good point of contact with all candidates and valued each board member being able to meet with each candidate. After the interviews the board reflected and discussed each candidate and next steps. Kinkade was impressed with the depth and quality of the candidate pool to potentially fill the Zone 7 vacancy.

Ron Gallinat noted a candidate was interviewed today, and while he liked this candidate very much, he did not feel that he rose to the level of other candidates who were in the mix of finalists discussed last night. Julie Craig agreed and encouraged anyone who applied and is not chosen, to continue to seek ways to volunteer and stay involved in the schools. Stuart Young added he was stunned by the talent of the applicant pool and agreed with Craig, and is hopeful they will all continue to be a part of the district.

Andy High noted his advocacy for not appointing and having the election determine results. He asked where board members landed last night, as he had to leave the meeting early. Kinkade explained there were four candidates that clearly rose to the top and the board discussed inviting each back for a more in-depth interview on February 27. Interviews would be with the full board in a public session and if the board is ready that evening, they may vote on a top candidate and invite that person to be sworn in at the February 28 board meeting.

Kinkade said Carrie Douglass, Laura Boehme, Rick Olegario and Melissa Barnes Dholakia are the four the board would like to extend a finalist interview to.

Nori Juba shared about the interview process and qualities he was looking for, skill sets, and a perspective that may not currently be represented on the board. It was hard to choose just four, but he feels these four are extremely qualified and competent and was impressed with each one for a variety of reasons. Cheri Helt agreed and feels appointing is the right move as there is important board work ahead and each of these four could jump in and help support the vision of the board immediately.

Kinkade will extend an interview to Douglass, Boehme, Olegario and Barnes Dholakia. She thanked all board members for their time last night and will continue to work with board members to refine the final interview questions.

Board Comments

Nori Juba shared some parting thoughts and pictures. He said it has been an honor to serve the community for the past 11.5 years. He shared how different his sons are from one another and how that translates larger into how different each student in the district is and emphasizes the importance and need for personalized learning.

He said there is a never the perfect time to change and he urged remaining board members not to lose their sense of urgency nor their ability to work together. There is still much work to be done and students don't have years to wait. He encouraged board members to work together and seek out mentors, find partners and allies that can help the district move forward.

Juba thanked his fellow board members for their leadership and highlighted qualities and the passions of each that he appreciated. He encouraged all to never be satisfied with incremental gains, to have the hard conversations, and to be blatantly transparent with the community. Juba said his biggest regret is that the district has not done better in serving students in poverty. He will continue to sit on the AVID board of directors and will continue to advocate for all students.

Chair Kinkade recessed the regular meeting at 8:07 p.m. to executive session.
Executive session recessed and the regular board meeting resumed at 9:18 p.m.

Meeting adjourned at 9:18 p.m.

Respectfully submitted,
Andrea Wilson

Report on School Closures Addendum
February 16, 2017

Staffing & Resources		
Bend-La Pine Schools Maintenance Staffing 3 Divisions, with 33 total crew members 3 additional employees (office and supervisor)	ROOF SNOW REMOVAL Additional staff and resources	GROUND SNOW REMOVAL Additional staff and equipment
Building Services (12 employees) Areas of service: heating, ventilation, boilers, electrical, door hardware, plumbing systems, kitchen equipment <ul style="list-style-type: none"> • 4 Electricians • 1 Plumber • 4 HVAC Technicians • 1 Boiler Technician • 1 Locksmith • 1 Manager 	Additional staff used daily <ul style="list-style-type: none"> • 6 contracted firms with 100+ staff • +/- 70 additional district staff 	Additional staff used daily <ul style="list-style-type: none"> • 7 contracted firms with 150-200 staff
Outside Services (15 employees) Areas of service: grounds, mowing, snow removal, concrete, fencing, storm water systems, asphalt repair <ul style="list-style-type: none"> • 1 Welder / Fabricator • 1 Mechanic • 13 Crew including foreman and manager 		
Building Maintenance (6 employees) Areas of service: carpentry, furniture, doors, windows, siding, roofs, paint, glass <ul style="list-style-type: none"> • 5 Crew • 1 Manager 		
Bend-La Pine Maintenance Equipment Owned	ROOF SNOW REMOVAL Additional equipment and resources	GROUND SNOW REMOVAL Additional equipment and resources
<ul style="list-style-type: none"> • 14 snow plows • 1 backhoe • 1 mini excavator • 2 bobcats / skid steer • 2 10yd. dump trucks 	<ul style="list-style-type: none"> • 50+ snow blowers 	<ul style="list-style-type: none"> • 40-50 backhoes • 30-40 mini excavators • 5-10 front end loaders • 30-40 bobcats / skid steers • 25-30 10yd. dump trucks • 10-15 30yd. end dumps

District Statistics		
Schools & Facilities 18 elementary schools 7 middle schools 5 high schools 1 administration building 2 transportation facilities 1 print shop / warehouse / distribution	300+ million sq feet of roof ## overtime staff hours (Dec. 14-Jan. 11)* ## overtime staff hours (Jan. 12-all open)* ## days / hours additional contractors were hired for roof and ground* <i>* hours currently being calculated</i>	



HUMAN RESOURCES
Education Center
 520 N.W. Wall Street
 Bend, Oregon 97703-2699
 (541) 355-1100
 Fax: (541) 355-1109

DATE: February 24, 2017

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

FROM: Jay Mathisen, Deputy Superintendent
 Jon Lindsay, Director of Human Resources - Certified

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

The Human Resource Department recommends approval of the following hires, resignations and retirees at the school board meeting on February 28, 2017. All hires are subject to successful drug testing, background check, and Oregon licensure.

CERTIFIED HIRES

NAME	POSITION	LOCATION	STATUS	HIRE DATE
Arnold, Steven	Counselor 106545	Special Programs	Temporary	02/28/2017
Ewing, Christine	Counselor @ ,60 106520	Pine Ridge ES	Temporary	02/28/2017
Gomez, Kyle	Math 106519	Three Rivers ES	Temporary	02/28/2017
Johnson, Ryan	Physical Ed/Health 106540	Pacific Crest MS	Temporary	02/28/2017

CERTIFIED RESIGNATION

NAME	POSITION	LOCATION	HIRE /RESIGN DATES

ADMINISTRATIVE RESIGNATION- Revised

NAME	POSITION	LOCATION	HIRE DATE
Logan, Zhai	Business Manager	Business Office	Revised: 05/16/2017

ADMINISTRATIVE HIRE

NAME	POSITION	LOCATION	HIRE DATE
Burling, Roy	Insurable Claims Manager/Business Manager 106509	Business Office	03/01/2017



HUMAN RESOURCES

Education Center

520 N.W. Wall Street

Bend, Oregon 97703-2699

(541) 355-1100

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February 23, 2017

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 and Resignations

The Human Resources Department recommends approval of the following hires and resignations at the School Board meeting on February 28, 2017

Classified Hiring

Name	Position/Posting No.	Location	Temp/Regular Position	Hire Date
Grijalva, Mike	#106525 Bus Driver	Transportation	Reg 4.25 hrs / day	2/19/17
Groth, John	#106525 Bus Driver	Transportation	Reg 4.5 hrs / day	2/19/17
Hartman, Jason	#106525 Bus Driver	Transportation	Reg 4.5 hrs / day	2/23/17
Jones, Karen	#106276 Nutrition Server 1	Bend High	Reg 3.0 hrs / day	2/22/17
LaMont, Mark	#106534 EA – Pre-K	Bear Creek	Temp 3.75 hrs / day	2/9/17
Lumley, Hanalei	#106501 Speech & Language Pathology Assistant	Special Programs	Reg 7 hrs / day	1/31/17
Moffenbeier, Cathi	#106515 EA – Student Instruction	Pine Ridge	Temp 6 hrs / day	2/17/17
Ramirez, April	#106534 EA – Pre-K	Bear Creek	Temp 3.75 hrs / day	2/9/17
Sutton, Preston	#106489TMP Custodial Rover I	Maintenance	Temp 8 hrs / day	2/21/17

Classified Resignations

Name	Position	Location	Resign Date
Blake, Andrew	EA – Campus Monitor	Bend High	1/11/16 – 3/3/17
Larsen-Iacovetta, Vonda	Curriculum Secretary II	Pilot Butte	2/14/07 – 2/15/17
Porterfield, Angela	Records Clerk	Special Programs	1/6/92 - 2/24/17
Stephenson, Michelle	Nutrition Server I	Bend High	9/1/15 – 2/26/17

Bend-La Pine Schools Annual Personnel Report

February 28, 2017

Summary of Findings

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

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

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

Summary of Specific Action

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

Recommendations for Renewal or Non-Renewal

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