

UPDATED

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**Bend-La Pine Schools
Bend, OR 97703
June 9, 2020**

Regular Meeting at 5:30 p.m.

VIRTUAL MEETING NOTICE

To support Governor Brown's orders for social distancing, the Board of Directors for Bend-La Pine Schools will conduct the June 9, 2020 School Board Meeting by conference call only through [Cisco Webex](#).

Please click [here for access instructions](#)

Agenda

Call to Order	Co-Chair Craig
Review of Agenda	Co-Chair Craig

Public Input

The Board of Directors will only accept written public comment for the June 9 meeting. Public comments may be submitted the following ways: <ul style="list-style-type: none">Email to : school-board@bend.k12.or.us please clearly label the subject line as "public comment" and include the topicMail to : Bend-La Pine Schools Board of Directors, 520 NW Wall Street, Bend, OR 97703	Co-Chair Craig
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Board Statement

Resolution 1901 : School Board Commitment to Equity and Anti-Racism	Co-Chair Craig
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Public Hearing

2020-21 Budget	Co-Chair Craig
The Board of Directors will only accept written public comment for the June 9 2020-21 Budget Public Hearing. Comments may be submitted the following ways: <ul style="list-style-type: none">Email to : BLSBudget@bend.k12.or.us please clearly label the subject line as "public comment" and include the topicMail to : Bend-La Pine Schools Board of Directors, 520 NW Wall Street, Bend, OR 97703	

Consent Agenda

Approval of Minutes – May 12 & May 26, 2020 <i>Reference: ORS 192.650 and ORS 332.057</i>	Co-Chair Craig
Approval of Personnel Recommendations <i>Reference: ORS 332.505</i>	Jay Mathisen
Approval of 2020-21 Interim Deputy Superintendent Contract	Co-Chair Craig

Action Items

Resolution 1899 : 2020-21 Budget Appropriations	Brad Henry
Resolution 1900 : 2020-21 Impose Tax	Brad Henry

Reports

City of Bend – Core Area Tax Increment Finance (TIF) Plan	Brad Henry
4 th Quarter Financial Report	Leah Bibeau
EL 7 – Facilities Policy Monitoring Report	Lora Nordquist

Board Comments

Adjourn

Administrative School District No. 1
Bend-La Pine Schools

RESOLUTION NO. 1901

School Board Commitment to Equity and Anti-Racism

WHEREAS, the recent incidents of violence against Black Americans highlights the systemic bias and institutional racism in our society that has senselessly and atrociously devastated so many Black lives throughout our country's history;

WHEREAS, as school board members we are committed to actively interrupting systemic racism and eliminating inequities in our education system and therefore are compelled to speak out;

WHEREAS, this violence, racism, and disregard of human dignity and life reflect and perpetuate a system within which students, families, and staff of color and their families are oppressed and attacked, both through explicit racist actions as well as unconscious bias and microaggressions;

WHEREAS, our community and nation's future requires that this systemic bias and institutional racism be dismantled, to promote equity, and ensure ALL children and families are able to thrive;

WHEREAS, education is a key lever for creating this more equitable and anti-racist community, nation, and world;

WHEREAS, our district is committed to promoting equity within and across our schools, in conversation and partnership with students, families, staff, and community stakeholders;

WHEREAS, in moving from planning to action, our district is committed to drawing on the perspective and feedback from the collection of diverse voices received through the Excellence and Equity review process to identify concrete actions that must be taken to advance this work, and continuing to ensure that these voices are elevated in decision-making processes.

WHEREAS, as a school board and district we value each and every student, family, and staff member and are committed to creating an equitable and anti-racist system that honors and elevates all.

WHEREAS, we recognize that the experiences and outcomes in our district are not consistent for historically underserved and marginalized groups, including people of color; those experiencing poverty, homelessness, or foster/kinship care; students who identify as LGBTQ+; students receiving special education instruction; and students who are linguistically diverse.

NOW, THEREFORE BE IT RESOLVED, by the Board of Directors for Bend-La Pine Schools that:

1. The Bend-La Pine Schools Board of Directors stands in solidarity with the Black community, in our schools, district, and nation to condemn this violence and the blatant disrespect by some Americans for Black lives - we see it, we hear it, and we are committed to changing the system.

2. The Bend-La Pine Schools Board of Directors commits to its own work as individuals and our collective work overseeing the district in continuing to become equitable and anti-racist in behaviors, actions, and policies;
3. The Bend-La Pine Schools Board of Directors calls on and commits to working with our local governmental agencies to strengthen the collective work of diversity, equity, and inclusion in our community. This specifically includes participation on a multi-discipline inter-agency task force by one or more board member representatives.

LET IT FURTHER BE RESOLVED, that the Bend-La Pine Schools Board of Directors shall take specific action to revise its governance tools - goals, guardrails, procedures, and budget - to reflect this focus on equity and anti-racism:

4. The Bend-La Pine Schools Board of Directors commits to completing a full revision of its Board Goals prior to the commencement of the 2020-21 school year, holding diversity, equity, and inclusion at the center of this work. These revised goals will allow monitoring and transparency of progress by the Board and stakeholders.
5. The Bend-La Pine Schools Board of Directors commits to adopting an Executive Limitation on Equity and Anti-racism prior to the commencement of the 2020-21 school year, which will govern the superintendent's work and clearly delineate the expectations on actions the superintendent shall not fail to do to advance equity and anti-racism.
6. The Bend-La Pine Schools Board of Directors commits to reviewing and revising all existing Executive Limitations over the course of the 2020-21 school year, adopting revisions to each as necessary to ensure a focus on equity and anti-racism across our district's functions.
7. The Bend-La Pine Schools Board of Directors commits to reviewing and revising all existing Board Governance Processes over the course of the 2020-21 school year, adopting revisions to each as necessary to ensure a focus on equity and anti-racism across all Board responsibilities.
8. The Bend-La Pine Schools Board of Directors and staff commits to updating JBB-AP: Educational Equity, AC-AP: Non-Discrimination, and other related policies over the course of the 2020-21 school year, and committing our board to holding diversity, equity, and inclusion at the center of all conversations moving forward.
9. The Bend-La Pine Schools Board of Directors commits to holding these resolutions at the center when reviewing and approving the district budget to ensure adequate funding to support this work.

Adopted this _____ day of _____, 2020

Signed:

Co-Chair

Co-Chair

**Bend-La Pine Schools
Board of Directors Budget Committee Meeting Minutes**

Meeting Date: May 12, 2020

Meeting Location:

To support Governor Brown's executive orders for social distancing, the Board of Directors conducted the Budget Committee Meeting virtually, through Cisco Webex.

Board Members Present

Julie Craig
Carrie Douglass
Shimiko Montgomery
Caroline Skidmore
Melissa Barnes Dholakia
Amy Tatom
Stuart Young

Budget Committee Members Present

Natasha McFarland
Matt Hillman
Heidi Slaybaugh
Tom Bahrman
Marcus LeGrand
Sharon Bellusci

Budget Committee Members Absent

Rick Olegario

Call to Order

The meeting was called to order at 5:04 p.m. by Budget Chair McFarland, roll call followed.

Review of Agenda

Budget Chair McFarland reviewed the agenda. There were no changes.

Approval of Minutes

Tom Bahrman moved to approve the April 14, 2020 Budget Committee Meeting Minutes. Heidi Slaybaugh seconded the motion. Unanimous approval

Public Input

There was no public input.

Budget Update

Budget Chair McFarland thanked all for attending virtually and invited Superintendent Mikalson to share an update on the 2020-21 budget message. Mikalson thanked all for attending and shared about the potential financial impacts districts in Oregon are facing due to COVID-19. The budget presented does not reflect any of the financial impacts, however, the district is fully aware and prepared to adjust and possibly reduced spending once the state releases more specific funding information for the 2020-21 school year. A revenue forecast is expected on May 20 which will hopefully include a better picture of what Oregon school districts are facing.

Mikalson noted there will be some fiscal relief provided by the Federal CARES Act and possibly from Governor Brown and the Legislature, with a Special Session anticipated in mid to late summer of 2020. Mikalson thanked Brad Henry for his leadership, noting Bend-La Pine Schools is in a much better fiscal situation than many other districts in Oregon. He is hopeful the district will continue to operate at current service level for the 2020-21 school year.

Budget Question & Answer

Superintendent Mikalson and Brad Henry offered to answer any questions. Melissa Barnes Dholakia asked what the specific impact of the proposed budget shortfall will be for Bend-La Pine Schools. Henry said the district is about 3% of the state's K-12 budget. Tom Bahrman asked where additional cuts might be made and how would the ending fund balance be considered. Mikalson shared the district is currently in a hiring freeze and has revised staffing plans for the 2020-21 school year which do not include SIA funds. He feels confident the district will be able to maintain its current service level. The proposed budget includes a 5% ending fund balance as defined by Board policy. Henry noted that any change or consideration of using the ending fund balance would be a decision of the Board.

Henry also reviewed the Question & Answer document prepared with questions received after the April 14 Budget Committee Meeting.

Budget Deliberation / Approval

Budget Chair McFarland opened asked if there was further discussion about the proposed budget. Bahrman noted the role of the Budget Committee and said he would be comfortable approving the budget as presented. As the funding picture becomes more clear, he asked Board to consider including Budget Committee members in discussions to advise and consult regarding large decisions. McFarland agreed and would appreciate continued participation and conversation beyond the approval tonight. Melissa Barnes Dholakia agreed including Budget Committee members in updates and future discussions is a good idea.

Brad Henry reviewed the timelines districts must adhere to with budget approval. Oregon law requires districts to approve a budget by June 30 each year. Prior to the approval, the Budget Committee must approve the proposed budget and a Public Hearing about the proposed budget must take place. He reminded all that a Board can continue to include the Budget Committee in updates and changes to the budget, but formal approval of the Budget Committee is not necessary once the Budget Committee has approved the proposed budget.

Discussion ensued on the budget approval process related to the potential news of additional resources and funding.

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 \$36,821,292 in the Debt Service Fund for the purposes of the payment of bonded debt owed by the school district, and to approve the budget in the aggregate amount of \$481,511,977. Tom Bahrman seconded the motion. Unanimous approval.

Budget Chair McFarland thanked all Budget Committee Members, School Board Members for their service.

Budget Committee Chair McFarland adjourned the budget committee meeting at 5:52 p.m.
Co-Chair Craig said the regular board meeting would begin at 6:00 p.m.

Recorded by: Andrea Wilson

Bend-La Pine Schools Board of Directors Meeting Minutes

Meeting Date: May 12, 2020

Meeting Location:

To support Governor Brown's executive orders for social distancing, the Board of Directors conducted the regular School Board Meeting virtually, through Cisco Webex.

Board Members Present

Julie Craig
Carrie Douglass
Shimiko Montgomery
Caroline Skidmore
Melissa Barnes Dholakia
Amy Tatom
Stuart Young

Call to Order

The meeting was called to order at 6:04 p.m. by Co-Chair Craig, roll call followed.

Public Input

There was no public input.

Consent Agenda

Melissa Barnes Dholakia moved to approve the Consent Agenda. Amy Tatom seconded the motion. Unanimous approval.

Reports

❖ **Wishcamper Development Partners – Affordable Housing Development**

Superintendent Mikalson introduced Tyson O'Connell with Wishcamper Development Partners and Lynne McConnell with the City of Bend to share about Wishcamper Development Partners' affordable housing project, Stillwater Crossing Apartments, and their request for property tax exemption.

O'Connell and McConnell thanked the Board for their time and shared about Stillwater Crossing Apartments which, once complete, will provide 240 affordable apartment homes in SW Bend near SW Atwood Drive and HWY 97. The project is set to begin in August 2020 and be completed in April 2022. McConnell said the City of Bend is in support of this project and encouraged Board members to support the request for property tax exemption. Discussion ensued on the project, accessibility, safe routes to school and the monetary impact to the district. Mikalson noted a similar request was approved by the Board in 2016.

Co-Chair Craig said she supports the need for affordable housing and feels the monetary impact is minimal considering the number of community members and students this could positively impact. Caroline Skidmore shared her appreciation for the project explanation and said she is supportive of providing more affordable housing options. Shimiko Montgomery agreed, adding affordable housing now, more than ever, will help support families in crisis and she too is supportive of the project and request.

Action Items

❖ Resolution 1897 : Wishcamper Development Partners Property Tax Abatement

Co-Chair Craig noted the resolution in the Board packet and thanked O'Connell and McConnell for their time and informative presentation. She appreciates the efforts to provide more affordable housing options.

Amy Tatom moved to approve Resolution 1897 : Wishcamper Development Partners Property Tax Exemption. Caroline Skidmore seconded the motion. Unanimous approval.

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

Co-Chair Craig noted the executive summary in the Board packet and said Peggy Kinkade, who is currently serving in this role, was the only applicant for the position. Kinkade's application materials were included in the Board packet and Craig shared her support for Kinkade to continue.

Amy Tatom moved to elect Peggy Kinkade to serve as Bend-La Pine Schools' Representative on the High Desert Education Service District Board of Directors. Shimiko Montgomery seconded the motion. Unanimous approval.

❖ Desert Sky Montessori Charter Contract Renewal

Superintendent Mikalson noted the executive summary in the Board packet as well as the proposed charter renewal contract and offered to answer any questions. There were no questions or discussion. Mikalson shared his support for Desert Sky Montessori's Charter Contract renewal.

Melissa Barnes Dholakia moved to approve Desert Sky Montessori's Charter Renewal Contract as presented. Shimiko Montgomery seconded the motion. Unanimous approval.

❖ Resolution 1898 : 2019-20 Supplemental Budget

Brad Henry reviewed the executive summary in the Board packet as well as the proposed supplemental budget and offered to answer any questions. There were no questions.

Shimiko Montgomery moved to approve Resolution 1898 : 2019-20 Supplemental Budget as presented. Amy Tatom seconded the motion. Unanimous approval.

Discussion Items

❖ Superintendent Search

Co-Chair Craig shared that she, Co-Chair Douglass and Melissa Barnes Dholakia had an opportunity to connect with HYA & Associates about how to proceed with the superintendent search. HYA is committed to completing the search and Craig asked Board members for thoughts on how they would like to move forward. Discussion ensued on when to possibly resume the search, how COVID-19 may impact the search and elements of the interview process, reopening the application timeline while also considering those who have already applied, and the possibilities of continuing with an extended interim. Co-Chair Douglass noted that there will be Board positions as part of the May 2021 election and would like to take that into consideration as the Board decides on next steps.

Lora Nordquist said she is willing to support the district in whatever capacity the Board feels is appropriate. Craig suggested the Board continue this discussion as part of the May 26 Special Session.

Board Comments

Melissa Barnes Dholakia shared her appreciation to all staff members for their tremendous efforts during uncertainty. She is looking forward to planning for the next school year and said she will send out some reading to Board members in preparation for the visioning discussion on May 26.

Amy Tatom thanked staff members for their continued efforts and feels that these past weeks have proven more than ever, the value of educators and increased the respect for education as a whole.

Caroline Skidmore also shared her thanks to teachers and staff members for their continued efforts and shared a communication she recently received that could assist with funding for electric school buses.

Shimiko Montgomery thanked Nordquist for her commitment and dedication to the district's future and is thankful with Superintendent Mikalson leaving, there is a continuation of great leadership.

Co-Chair Craig also thanked staff members for their continued efforts and is looking forward to next school year and a return to some form of continuity and connection. She is hopeful that teachers and schools will be prepared for students who need time and support to catch up.

Meeting adjourned at 7:08 p.m.

Recorded by: Andrea Wilson

draft : pending board approval

Bend-La Pine Schools Board of Directors Special Session Meeting Minutes

Meeting Date: May 26, 2020

Meeting Location:

To support Governor Brown's executive orders for social distancing, the Board of Directors conducted the special session meeting virtually, through Cisco Webex.

Board Members Present

Julie Craig
Carrie Douglass
Shimiko Montgomery
Caroline Skidmore
Melissa Barnes Dholakia
Amy Tatom
Stuart Young

Call to Order

The meeting was called to order at 5:35 p.m. by Co-Chair Craig, roll call followed.

Discussion

❖ **Summer Board Retreat**

Board members agreed to hold the Summer Board Meeting / Retreat on August 4, with location and time details to be determined.

❖ **Visioning**

Co-Chair Craig welcomed and thanked all for attending and thanked Melissa Barnes-Dholakia for her efforts to organize and lead the visioning conversation.

Barnes Dholakia provided a recap of the visioning discussion from the April 28, 2020 Special Session and reviewed handouts and examples of visioning work from other districts. She led Board members through a sharing exercise, asking each to share about a recent connection they made with another person, paying special attention to how important connection with others is in light of current circumstances and restrictions on interactions as a result of COVID-19.

Barnes Dholakia led Board members through a brainstorming exercise specific to the district and Board's mission. She noted the current mission and vision and the Bend-La Pine promise and asked how the Board might want to expand on, redefine, or modify each. Board members shared about the knowledge, skills and dispositions they would like to consider including in the district's mission and/or vision statements.

Barnes Dholakia led the Board through an exercise to reflect and discuss the current Board Goals. Discussion ensued on Board Goals vs. Board Ends and possible ways to consolidate. Board members discussed priorities they would like to highlight in revised Goals and/or Ends and ways to link to the district's Strategic Plan. Board members also discussed ways to measure and metrics that could be used to reflect on the work and progress of the Goals and/or Ends. Barnes Dholakia said she would like to work with Nordquist on Strategic Priorities, asked for any other volunteers, and suggested bringing this work back to the Board at their retreat for review and discussion. Amy Tatom and Co-Chair Douglass volunteered to help.

❖ **Superintendent Search Update**

Co-Chair Craig asked Board members to share their thoughts on the Superintendent search. Discussion ensued on resuming the search, timelines, options of extending the interim status, challenges to consider with COVID-19, and an upcoming election in May 2020. Board members agreed to resume the search in October 2020 with HYA & Associates, to reopen the application for any new candidates who would like to apply, and set a goal of announcing the new superintendent by February/March of 2021. The Board agreed to continue the discussion as the process established and timelines may need to be adjusted due to COVID-19.

Board Comments

Stuart Young thanked Barnes Dholakia for her organization and leading the special session discussions.

Co-Chair Craig clarified the goal of the Board Retreat will be to come to agreement on the Mission / Vision and Goals / Ends. Barnes Dholakia added she would like to have better alignment with the Ends and Executive Limitations and will include this effort in her work over the next months with Nordquist.

Meeting adjourned at 7:11 p.m.

Recorded by: Andrea Wilson

draft : pending board approval

DATE: June 5, 2020

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 9, 2020. All Hires are subject to successful drug testing, background check, and Oregon licensure.

CERTIFIED HIRES

NAME	POSITION	LOCATION	STATUS	HIRE DATE
Baltodano, Alexandra	DI Language Teacher PS108210	Bend Senior HS	Regular Full Time	06/09/2020
Crawford, Taylor	SPED Teacher PS108199	Special Programs	Regular Full Time	06/09/2020
Stern, Kristan	SPED Teacher PS108199	Special Programs	Regular Full Time	06/09/2020

CERTIFIED RESIGNATIONS

NAME	POSITION	LOCATION	HIRE/RESIGNED DATES
Abernethy, Bruce	Grant Writer .20 of 1.0 FTE	Teaching and Learning	08/01/2004 – 06/30/2020
Brown, Diane	French Teacher .667	Bend Senior HS	08-26-2007 – 06/30/2020
McFarlane, Lori	Primary Teacher 1.0	La Pine Elementary	09/07/1988 – 06/01/2020

ADMINISTRATIVE HIRES

NAME	POSITION	LOCATION	STATUS	HIRE DATE

ADMINISTRATIVE RESIGNATIONS

NAME	POSITION	LOCATION	HIRE/RESIGNED DATES
Etnier, Hayley	Behavior Programs Administrator	Special Programs/Tamarack	08/26/2013 – 06/30/2020



HUMAN RESOURCES

Education Center

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

June 4, 2020

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 9, 2020

Classified Hiring

Name	Position/Posting No.	Location	Temp/Regular Position	Hire Date
Keeling, Tina	PS108296 Transportation Specialist	Transportation	Reg 8.0 hrs / day	06/01/20
Sabins, Paul	PS108296 Transportation Specialist	Transportation	Reg 8.0 hrs / day	06/01/20
Stafford, Amy	PS108211 District Office Secretary II	Teaching and Learning	Reg 6.4 hrs / day	05/04/20

Classified Resignations

Name	Position	Location	Resign Date
Butterfield, Leslie	EA – Inclusion	Marshall	08/28/18 – 06/11/20
Cleveland, James	Custodial Foreman	Bend High	07/15/13 – 06/01/20
Crites, Hud	Custodial	Elk Meadow	06/15/12 – 05/26/20
Dickensheets, Patrick	EA – Inclusion	Pilot Butte	08/27/19 – 06/11/20
Gilmer, Charissa	School Secretary II	La Pine Middle	07/20/15 – 06/08/20
Johnston, Kimberly	Bus Driver	Transportation	09/27/18 – 05/12/20
Kirksey, Frances (Annie)	Bus Driver	Transportation	12/16/13 – 05/12/20
Lindley, Allison	EA - Inclusion	Mountain View	10/15/19 – 06/11/20
Tian, Lina	Nutrition Server I	W.E. Miller	06/11/18 – 05/26/20
Westmoreland, Ryan	Repair Technician	Transportation	10/11/05 – 05/28/20

Classified Retirements

Name	Position	Location	Resign Date
Ford, Dennis	Bus Driver	Transportation	12/16/13 – 06/11/20
Warbington, Laurie	EA – Inclusion	Ensworth	10/18/07 – 06/11/20
Wenick, Wanda	EA – Transition Coop	Special Programs	10/23/02 – 06/11/20

**BEND-LA PINE SCHOOLS
ADMINISTRATIVE SCHOOL DISTRICT NO. 1
DESCHUTES COUNTY, OREGON
RESOLUTION MAKING APPROPRIATIONS
RESOLUTION NO. 1899**

BE IT RESOLVED, the Board of Directors of Administrative School District No. 1, Deschutes County, hereby adopts the 2020-21 budget in the amount of \$481,511,977.

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, 2020 the amounts shown below are hereby appropriated for the purposes indicated within the funds listed:

GENERAL FUND		
1000	Instruction	\$122,609,433
2000	Support Services	78,795,807
3000	Enterprise and Community Services	495,755
5100	Debt Service	740,700
5400	PERS UAL Lump Sum Payment to PERS	1,000,000
6000	Contingencies	500,000
	Total General Fund Appropriation	<u>\$204,141,695</u>
7000	Unappropriated Ending Fund Balance	12,682,366
	Total General Operating and Sub-General Funds	<u><u>\$216,824,061</u></u>
SPECIAL REVENUE FUND		
1000	Instruction	\$23,405,368
2000	Support Services	15,569,405
3000	Enterprise and Community Services	11,013,833
5200	Transfer of Funds	500,000
	Total Special Revenue Appropriation	<u>\$50,488,606</u>
7000	Unappropriated Ending Fund Balance	3,508,852
	Total Special Revenue Funds	<u><u>\$53,997,458</u></u>
LONG TERM DEBT SERVICE FUND		
2000	Support Services	\$3,000
5100	Debt Service	44,343,662
	Total Long Term Debt Service Appropriation	<u>\$44,346,662</u>
7000	Unappropriated Ending Fund Balance	2,250,128
	Total Long Term Debt Service Funds	<u><u>\$46,596,790</u></u>
CAPITAL PROJECTS FUND		
4000	Facilities Acquisition and Construction	\$115,958,806
	Total Capital Projects Appropriation	<u>\$115,958,806</u>
7000	Unappropriated Ending Fund Balance	48,000,000
	Total Capital Projects Funds	<u><u>\$163,958,806</u></u>
TRUST FUND		
3000	Enterprise and Community Services	\$25,000
	Total Trust Appropriation	<u>\$25,000</u>
7000	Unappropriated Ending Fund Balance	109,862
	Total Trust Funds	<u><u>\$134,862</u></u>

Unappropriated Ending Fund Balances are not appropriated.

Moved by _____ Seconded by _____

YES votes _____ NO votes _____

ADOPTED this 9th day of June, 2020

Co-Chair

Board Secretary

Co-Chair

**BEND-LA PINE SCHOOLS
ADMINISTRATIVE SCHOOL DISTRICT NO. 1
DESCHUTES COUNTY, OREGON
RESOLUTION TO IMPOSE TAX
RESOLUTION NO. 1900**

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 \$36,821,292 for bonds; and that these taxes are hereby imposed and categorized for tax year 2020-21 upon the assessed value of all taxable property within the district.

	Education	Excluded from Limitation
General Fund	\$4.7641/\$1,000	
Debt Service Fund		\$36,821,292

Moved by _____ Seconded by _____

YES votes _____ NO votes _____

ADOPTED this 9th day of June, 2020

ATTEST:

Co-Chair

Board Secretary

Co-Chair



CORE AREA TIF PLAN & REPORT

BEND-LA PINE SCHOOLS – JUNE 9, 2020

Matt Stuart – Urban Renewal Manager

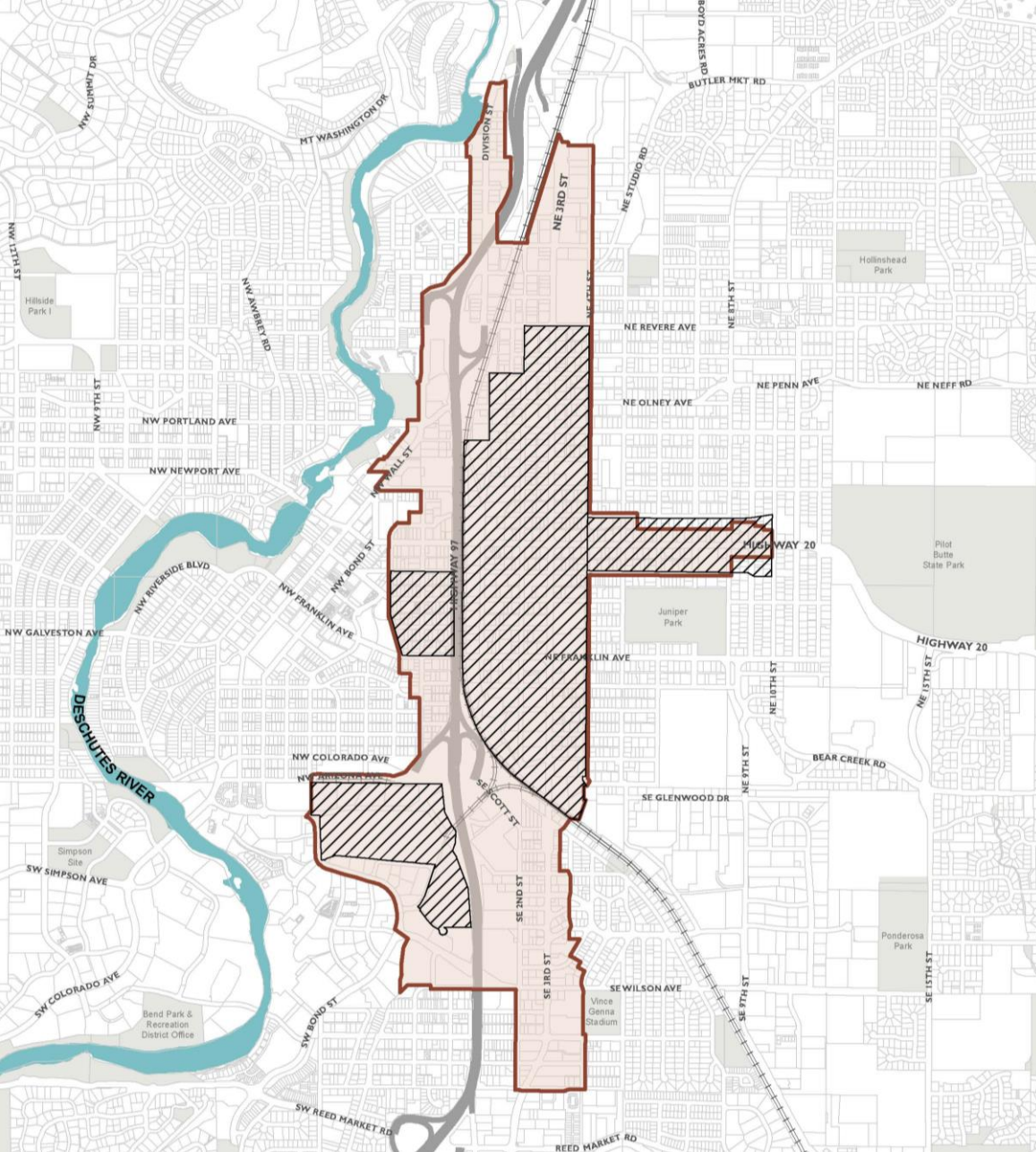


- Background & Area
- TIF Plan & Report Components
- URAB Recommendation
- BURR Resolution
- Adoption Schedule

BACKGROUND & AREA



- 637.15 Acres
- Opportunity Areas
 - East Downtown
 - KorPine
 - Inner Highway 20/Greenwood
 - Bend Central District



TIF PLAN & REPORT COMPONENTS

MAXIMUM INDEBTEDNESS



- \$195,000,000
 - Total amount to be spent on projects, programs and administration over the estimated 30-year life of Plan
 - Does not include interest paid on debt



- Duration
 - BURAs intends not to collect tax increment revenues after FYE 2051
 - No Projects will be initiated unless proceeds can be paid on or before FYE 2051
 - BURAs shall structure all indebtedness to be paid in full on or before FYE 2051
- Under-Levy
 - Pursuant to ORS 457.455, BURAs may elect to collect less TIF generated on an annual basis

PROJECT CATEGORY COST ESTIMATES



Project Category	UR Funding Allocation	Project Cost (Approx.)*
Transportation, Streetscape, & Utility Infrastructure	52%	~\$100.5 million
Affordable Housing Re/Development Assistance, Partnership, & Support	18%	~\$36.4 million
Business & Re/Development Assistance, Partnership, & Support	15%	~\$28.6 million
Open Space, Facilities, Amenities, & Wayfinding	10%	~\$18.8 million
Plan Administration, Implementation, Reporting, & Support	5%	~\$9.7 million
	100%	~\$194 million

*YOE \$'s (Year of Expenditure)

FUNDING CAPACITY OVER TIME



Assessed Value (“frozen base”)	\$439,054,462
Net TIF (YOE \$’s)*	\$237,334,824
Maximum Indebtedness (YOE \$’s)*	\$195,000,000
Capacity (2020 \$’s)	\$111,876,107
Years 1-5	\$10,367,874
Years 6-10	\$26,042,897
Years 11-15	\$13,044,250
Years 16-20	\$19,331,320
Years 21-25	\$20,264,766
Years 25-30	\$22,825,000

*YOE \$’s (Year of Expenditure)

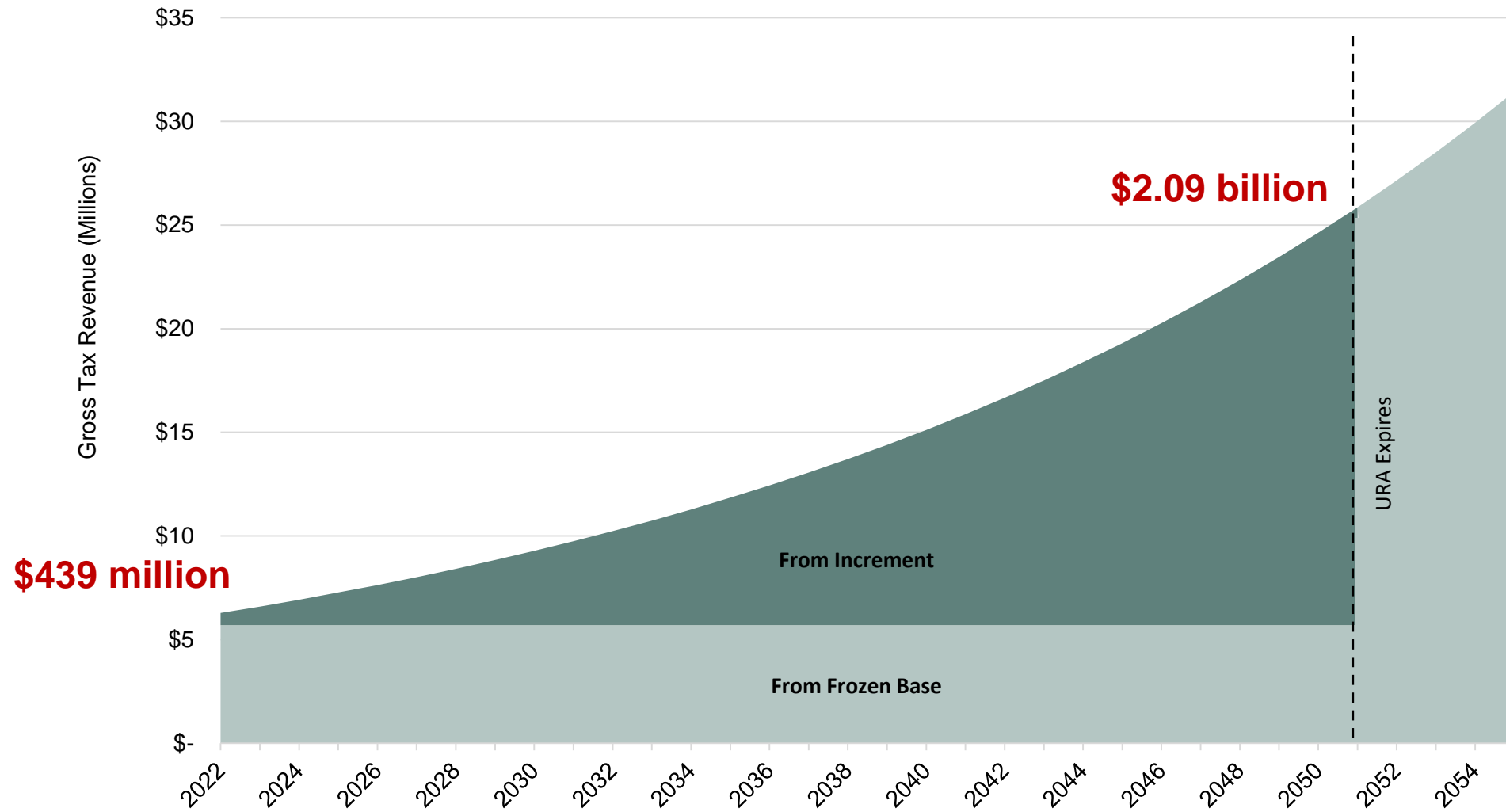
IMPACT TO TAXING DISTRICTS



Taxing District	Total Impact – 30 years	Category Subtotal
Deschutes County	\$22,279,800	
County Library	\$10,058,188	
Countywide Law Enforcement	\$19,750,623	
County Extension	\$409,643	
911	\$6,616,459	
City of Bend	\$51,269,325	
Bend Metro Parks & Rec	\$26,718,204	
Subtotal General Government		\$137,102,241
Bend/La Pine School District	\$87,124,021	
High Desert ESD	\$1,762,926	
Central Oregon Comm College	\$11,345,636	
Subtotal Education		\$100,232,583
Total		\$237,334,824

**Permanent rate property tax collections do not a direct impact on school district budgets. The Bend-La Pine School District is funded though per pupil allocations from the State School Fund which is comprised of many sources, including property tax revenues. The State Legislature sets the per pupil allocations and funds the State School Fund accordingly.*

TIF OVER TIME



URAB RECOMMENDATION



- Meeting #8 – April 14, 2020
 - Recommended the TIF Plan & Report for BURA consideration and future Council adoption
 - 3 issues for BURA to consider during TIF Plan implementation
 - “No net loss” housing policy
 - Future advisory committee composition and compensation
 - Prioritize affordable housing projects

BURA RESOLUTION



- May 20th:
 - Approved Resolution to forward the Plan and Report through the formal public review process including:
 - Transmittal to taxing districts
 - Consult & Confer
 - County Commission briefing
 - Planning Commission review
 - City Council hearing and vote on non-emergency Ordinance

ADOPTION SCHEDULE

**TIF PLAN & REPORT ADOPTION**

<i>May 20</i>	<i>BURA Public Hearing - Resolution</i>
<i>June 8</i>	<i>Planning Commission</i>
<i>June 17</i>	<i>Deschutes County Commission Briefing</i>
<i>July 23</i>	<i>Taxing District Written Comments Due</i>
<i>August 5</i>	<i>City Council First Reading - Ordinance</i>
<i>August 19</i>	<i>City Council Second Reading - Ordinance</i>
<i>September</i>	<i>Ordinance effectuates (30 days) Deliver Ordinance before Oct 1</i>

CONCLUSION / INFORMATION



- Questions?
- More Information:
 - <https://www.bendoregon.gov/government/departments/economic-development/urban-renewal/bend-central-area>
- Contact:
 - Matt Stuart – Urban Renewal Manager
 - (541) 323-5992
 - mstuart@bendoregon.gov



Business Office
520 NW Wall Street
Bend, OR 97703

June 4, 2020

To: Mr. Shay Mikalson, Superintendent

From: Leah Bibeau, Finance Director

RE: Q4 Financial update for FY2019-20

Mr. Mikalson,

This is the 4th Quarter financial update for the FY 19-20. This information includes actual data through May 31, 2020 with projections to June 30, 2020, the end of fiscal year 2019-20.

As stated in previous updates, the beginning fund balance of \$11,483,966 is about \$303,000 more than the adopted budget amount of \$11,180,906.

For 2019-20, the projected total formula revenue of \$178.9 million represents an increase of \$1.37M from the 3rd quarter report. The projected total formula revenue reflects an increase in enrollment compared with projections, as well as an increase in the total revenue per student, based on latest State School Fund Grant estimate dated April 27, 2020.

Latest estimates on projected expenditures in the 4th quarter financial reports are projected to be \$200 thousand under budget. This change from the 3rd quarter projections is primarily a result of the school district's change to a remote learning platform and the closure of the schools, as a result of Governor's stay at home order.

The FY2019-20 ending fund balance is projected to be \$13.5 million, about \$1.5 million more than we included in next year's budget as the beginning fund balance, due in most part to the increase in the State School fund and reduction in forecasted expenditures.

The 2017 & 2019 Bonds – Investment of Proceeds report for May 2020 is included. The District had over \$82 million invested in United States Treasuries. The continued decrease in Yield is a result of continued reductions in interest rates by the Federal Reserve Board.

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

Bend-La Pine Schools
Statement of Revenues and Expenditures
For the Period Ended May 31, 2020 with Year-End Projections
General Fund - Operations Sub-fund
FY 2019-20

	Adopted Budget	May 2020	Budget Variance
Resources:			
Beginning fund balance	11,180,906	11,483,966	303,060
Revenue			
Formula revenue:			
Tax revenue	82,610,000	85,703,600	3,093,600
State school fund	90,423,584	91,023,688	600,104
Common school fund	1,752,206	1,765,464	13,258
County school fund	400,000	365,259	(34,741)
Total formula revenue	175,185,790	178,858,010	3,672,220
Earnings on investments	525,000	525,000	0
Local sources - other	1,622,500	1,622,835	335
Intermediate sources	2,400,000	2,400,000	-
State non-formula resources	500,000	529,845	29,845
Federal non-formula resources	28,000	170,428	142,428
Total revenues	180,261,290	184,106,118	3,844,828
Total resources	191,442,196	195,590,084	4,147,888
Expenditures:			
Salaries, payroll costs and benefits:			
Certified	61,373,278	61,046,113	327,165
Classified	23,186,883	22,867,108	319,775
Administrators and supervisors	8,107,611	8,314,295	(206,684)
All other salaries	2,218,777	3,028,229	(809,452)
Total salaries	94,886,549	95,255,746	(369,197)
Payroll costs & benefits	54,324,459	53,757,681	566,778
Total salaries, payroll costs and benefits	149,211,008	149,013,427	197,581
Other operating costs			
Utilities & purchased services	18,731,830	18,731,830	-
Supplies, texts, tools	6,745,286	6,745,286	-
Equipment	1,579,440	1,949,135	(369,695)
Dues, fees and liability insurance	1,008,690	1,053,619	(44,929)
Transfers	4,593,832	4,593,832	-
Total other operating costs	32,659,078	33,073,703	(414,625)
Total expenditures	181,870,086	182,087,130	(217,044)
Excess of revenues over expenditures	9,572,110	13,502,954	3,930,844
Fund balance, ending	9,572,110	13,502,954	3,930,844
As budgeted			
Contingency	500,000	500,000	
Fund balance	9,072,110	13,002,954	
Fund balance, ending	9,572,110	13,502,954	

Fund Balance as a percent of resources

Contingency	0.3%	0.3%
Fund Balance	4.7%	6.6%
Total reserve	5.0%	6.9%

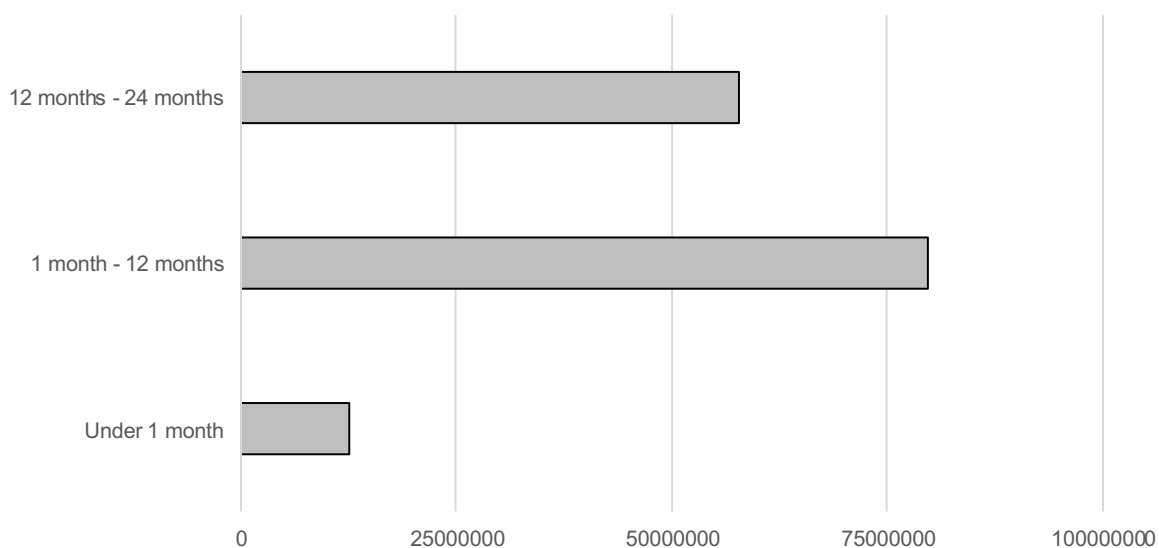
2017 & 2019 Bonds - Investment of Proceeds

May 31, 2020

Distribution by Maturity

Maturity	Number	Market Value	Percent of Holdings	Average Yield to Maturity
Under 1 month	1	5,566,196	7%	0.4%
1 month - 12 months	6	53,139,770	60%	0.2%
12 months - 24 months	3	23,431,696	29%	0.7%
Total	10	82,137,662		

Distribution by Maturity



Distribution by S&P Rating

S&P Rating	Number	Market Value	Average Yield to Maturity
AA+	10	82,137,662	0.2%

Distribution by Moody's Rating

Moody Rating	Number	Market Value	Average Yield to Maturity
Aaa	10	82,137,662	0.2%

Issuer	Market Value	% Assets	Yield
United States Treasuries Notes	82,137,662	100.0%	1.8%



REPORT: 2020 Compliance Report for Executive Limitation 7

PRESENTED BY: Mike Tiller, Executive Director of Facilities

EXECUTIVE SUMMARY:

Major Accomplishments from 2019-2020

- The maintenance department continues to make ongoing training for staff a high priority. Confined Spaces, Asbestos, Commercial Blower & Scissor Lift training were completed by staff and Cascade Natural Gas sent a representative to do gas locate training.
- The department continues a cleaning and preventative maintenance program for storm drains across the district.
- To maximize energy and cost savings, the district has completed the following projects: Sky View Middle School exterior LED upgrade & Education Center Exterior LED upgrade. Completed DDC upgrades are: High Lakes, La Pine HS, Ponderosa, Pine Ridge, Summit HS. DDC upgrades in progress are Mt. View, Buckingham, Ensworth, Bear Creek, Cascade and Kingston.
- Maintenance has completed concrete projects throughout the district. Modular installation at Bend High has started. Security fencing at High Desert MS is complete, WeatherTrak irrigation controls upgrade is complete, storm water infrastructure repairs completed at Buckingham, Miller and Summit. Currently in progress are sewer main line repairs at Pilot Butte and Jewell. Staff are converting electric water heaters with high-efficiency gas water heaters at La Pine High and Summit.
- The district continues to adhere to its Healthy and Safe Schools (HASS) Plan, with continued radon testing. Due to school closures from COVID-19, the testing for 2019-2020 was put on hold and will resume with the 2020-2021 school year. Sites remaining are High Desert, Bend High and South County.
- The district has completed, nearly completed and begun multiple bond projects this year: North Star Elementary School (completed); Caldera High School (in its 2nd year of construction); High Desert gym addition and LED retrofit (begun); gym addition and remodel at Juniper (begun); La Pine MS science room renovation (begun); Mt. View ADA improvement and site work (begun); Pilot Butte renovation Phase III (begun); Thompson renovation (begun); secure vestibules districtwide (completed); Brinson Phase III (begun); Distribution Center fire sprinkler system (completed); Bend High Phase I of the Master Plan and the kitchen remodel (begun); Elk Meadow LED upgrade, stage remodel, HVAC controls, fire alarm panel and fans (completed); paving projects at Buckinham, Lava Ridge, Sky View, Ensworth and Pine Ridge (completed); roofing of buildings B & C at Bear Creek (completed); LED retrofit and interior painting at La Pine Elementary (completed); roofing projects at La

Pine HS and Mt. View, and Pilot Butte (completed); roofing projects at Summit HS and Bend High begun); pavement preservation projects at multiple sites throughout the district (begun).

- Due to school closures from COVID-19, multiple bond and maintenance projects were able to be started sooner than anticipated.

Priorities for 2020-2021

- Due to the COVID-19 pandemic, sites across the district have had to institute new cleaning protocols to meet state and local guidelines. Staff will continue to receive the training and materials necessary to keep our schools and facilities safe.
- The district will continue to complete projects that maximize energy and costs savings, including DDC upgrades at Lava Ridge and LED Upgrades at the Distribution Center and Sky View library. An exterior lighting audit of Three Rivers School and all South County sites is nearly complete. Once the audit is complete, maintenance will begin a complete exterior LED retrofit of the sites.
- In preparation for the 2020 convening of the sites and facility committee, maintenance and facilities staff have met with all school teams and have their list of priorities for 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. Other projects scheduled for completion in January 2021 are Juniper Elementary, High Desert MS and Thompson.

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

Executive Limitation 7 - Facilities

June 9, 2020

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 new facility naming process was approved by the board in August, 2017. During the 2018-19 year, this process was used to name North Star Elementary School; and during the 2019-20 school year, it was used to name Caldera High School.

Addendum:

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