

JUNCTION CITY SCHOOL DISTRICT
BOARD OF DIRECTORS MEETING

September 24, 2018

MINUTES

Board of Directors		District Office Staff	Administrators
Denise Pratt Wendy Waddell, Chair Dan Allred Judy Croce	Tina Nash Jacque Gerdes Scott Gibson	Stephanie White	Kathleen Rodden Nord, Superintendent Alison Covey, Business Manager Katie Bradford, Special Programs Director Erika Vaughn, Director of Instruction Dina Marschall, High School Co-Principal Brian Young, High School Co-Principal Nadira Rizkallah, Laurel Principal Annette Sisler, Territorial Principal Justin Corey, Oaklea Principal Joy O'Renick, Oaklea Assistant Principal
Staff	Staff & Others	Others	
Darbi Haffner Steve Tedrick Ken Jackson Craig Rothenberger		Jordan Pfeifer, deChase Mark Miksis, deChase Others – 12	

- I. **CALL TO ORDER / PLEDGE OF ALLEGIANCE** – **Chair Waddell** called the meeting to order at 6:00 p.m. and those in attendance said the Pledge of Allegiance.

- II. **AGENDA REVIEW** – There was an addendum to the agenda. Action Item D – Approve the submittal of Lane ESD School District Transit Dollar Request for Fiscal Year 2019-20, not to exceed 50%; and E – Approve the resignation of Anita Watson, special education teacher (SLC) at Laurel Elementary School effective September 21, 2018, were added.

- III. **SPECIAL RECOGNITION**
 - A. **Student Representative to the Board, Emma Motes – Oath of Office.** **Acting Superintendent Dina Marschall** welcomed Emma Motes and Emma recited the Oath of Office.

 - B. **Gifts to the District** – **Chair Waddell** read the list of gifts and thanked those who donated. (List attached to the official minutes in the district office.) A HUGE thank you to Lease Crutcher Lewis for their hard work over the summer on the improvements at all of our in town schools. Not only were they on time, but the came in under budget.

- IV. **DISTRICT UPDATE** – **Acting Superintendent Dina Marschall** – **TERRITORIAL ELEMENTARY** – At TES, we are off to a fantastic start this year, with 146 students enrolled in grades K-5 and an additional 21 preschool spots filled. We have gotten to know our new families, both at the TPA meet-and-greet as well as at parent drop-off and pick-up each day; we also have already seen so many parents volunteering in classrooms and in the library, thank you.

Speaking of parent pick up and drop off, Principal Sisler would like to thank parents for their flexibility with our new dismissal procedures; we are asking parents who are picking up students to wait outside the gate until buses leave around 2:38. While we recognize this is a different routine for families, we have found this new dismissal procedure to be safer, limiting congestion around the buses, and more efficient for students and staff.

We also want to thank parents and families for getting their children to school and on time; attendance is up overall from this time last year, so THANK YOU! Attendance plays a significant role in long-term student success. It does not matter how fabulous the teaching is or how compelling the curriculum might be – if a child isn't in school, he or she is missing instruction time. Missed days can be particular destructive in the early years, when students are learning the fundamentals. Statistically, students are considered chronically absent if they miss 10 percent of the school year – typically that's 18 days of school, or just two school days a month. Whether absences are excused or unexcused, missed days

translate to missed instruction regardless of reason. Please know that we understand sick days, but we truly appreciate your efforts to get your child to school and on time, it makes a big difference. Tony Scurto, Lane ESD Superintendent suggests working on household routines to make getting out the door easier; set out clothes and make lunches the night before, put keys and bags by the door, put permission slips and homework in backpack, and plan ahead. Easier mornings make it easier to get out of bed and into class.

In other TES news, Kindergarten Readiness Assessments and Fall Easy CBM testing for students in grades K-5 are wrapping up. These assessments provide valuable baseline data for each student in Reading and Math, which will be used to measure student growth over the course of the year as well as identify those students in need of targeted interventions in order to achieve year end grade level standards. Creative scheduling and allocation of staff time will allow us to be very strategic as we seek to meet this goal.

We are excited to share that today, September 24th, Territorial was presented with a Merit Level Green School Award by Regional Oregon Green School Coordinator, Joshua Frankel. We are excited to be working with Partners for Sustainable Schools to reduce, reuse, and recycle.

Territorial's Open House will be happening later this week, September 27th, from 6-8pm. We hope to see everyone there. Our book fair will also be open from 6:00 to 7:30pm. So come to open house, meet with teachers, find out more about your child's class and check out our book fair.

In upcoming events, the TPA will sponsor Jog-a-thon on October 11th, an all-school Harvest Party on the afternoon of October 31st and the Taste of Territorial spaghetti feed and art show scheduled to take place on November 6th at the Long Tom Grange. It's clear Territorial and our ever-involved and supportive parent group are off and running this year!

LAUREL ELEMENTARY SCHOOL – The first three weeks of school have been wonderful at Laurel. We kicked the year off with a focus on our Laurel vision and an emphasis on our growth culture.

Laurel's community is an exceptional place because of the support, warmth and compassion of the school community and the community at large. Our staff members understand that their role is not only to teach our children how to read and write, but also to help them develop emotionally and socially. As such, the whole Laurel staff, classified and licensed members are encouraging all kids to "Make the World a Better Place" by showing empathy, compassion, kindness and altruism. In addition, our staff members are engaging in implementing our social/emotional curriculum called Zones of Regulation. This is our second year of implementation, and we can already see the difference it had on helping students express and understand their emotions.

We are celebrating International Dot Day on Thursday, September 27th, which is also our Back-to-School Night. All staff and students are going to "make our mark" and "Be the Difference!" Everyone is invited to wear dots to commemorate this day! International Dot Day is a global celebration of creativity, courage and collaboration. *The Dot* is the story of a caring teacher who dares a doubting student to trust in her own abilities by being brave enough to "make her mark". On Back-to-School Night parents will be able to view an art gallery of our students' "marks" or "Dots" that will line the halls of Laurel Elementary School. Everyone will also get the chance to hear from teachers about their plans for the year to support our culture of growth and learning, including information on curriculum, field trips, programs and much more.

Recently, Principal Rizkallah sent out to all parents a Family Involvement Plan/letter in students' Tuesday folders, as well as in an email, outlining Laurel's family involvement plan for the year. We are asking for the board's full support and participation in this plan as we partner to implement the following:

1. Participate in the Round Table, which is a community comprised of the Superintendent, the Principal, some Board members, licensed and classified staff and a parent representative. This committee serves as a "think tank" to help the school staff create and maintain a positive environment.

2. Participate in a cycle of feedback through surveys and input gathering. The school will be sending surveys out to gather parents' input on issues important to improved family involvement. The hope is to have as many parents participate in taking these periodic surveys to help inform our decisions.
3. Participate in opportunities/projects aimed at getting as many of our families involved at Laurel in the way that suits their families' needs and busy/work life.
4. Attend Coffee with the Principal Days, every second Thursday of the month 3:30-5:00 held in our Media Center. Our first scheduled one will be October 11th following the Parent Group meeting. This will be an opportunity to get to know the Laurel staff and other families better, in addition to receiving information about our systems, structures, decision making, etc., on a much deeper level. This will also be an opportunity to ask questions and give input on how to continue to make Laurel a special place for our students.

Principal Rizkallah is also planning to form a Parent Advisory Committee to support in planning and executing all of these efforts. This committee will meet monthly (date to be determined after we form the committee) to discuss next steps.

Laurel's teachers are preparing for fall conferences which will take place in October. Conferences are parents' opportunity to meet with teachers and ask questions about their child's education, progress, and well-being at school. We hope for 100% participation from our families as we believe building a relationship with families is one of the most important aspects of our children's success at school. To facilitate higher attendance, we will be offering conferences 8:00am-8:00pm on October 25th, and on October 27th conferences will be held from 8:00 AM until noon.

OAKLEA MIDDLE SCHOOL – The first day of school at Oaklea was so eagerly anticipated there must have been a record setting crowd out front of our building; the smiling and excited faces told us students missed school and were eager to return.

Our building has a new look and new entryway that we have started to get the hang of. It is much safer, requiring visitors to check in prior to gaining access to the main part of the school.

While our school building has changed a bit, our daily schedule hasn't and we are still operating three lunches. Students will still have the opportunity for targeted interventions (our ELOs) and Enrichments beyond the core classes. These Enrichments expose students to French, Chess, Graphic Design, and other opportunities. Our 7th and 8th grade students will still have the opportunities to take 'selectives' similar to last year. These classes take the core classes and allow for deeper investigations and applications of the subject matter- a shout to our teachers who are creating such meaningful chances to stretch and explore.

We are excited to announce that just recently Oaklea was one of 7 districts selected to participate in the University of Oregon and Lane ESD's Coder-in-Residence program; Territorial and Laurel participated last year. 1-2 female coders from Lane County's tech industry will be coming to our classrooms to co-teach our 5th graders basic coding functions by programming robots. These lessons will take place once a week for 6 weeks. 5th grade teachers Liz Knutson and Jessica Bevans have already started their training for the program.

This past Thursday was our Open House, and we were proud to show off our building. Once again, our Parent Group organized hotdogs, chips, cookies, and water for all families attending. We cooked over 350 hot dogs! Students and their parents, grandparents, or guardians made their way through a mini-schedule, visiting each Team or period for 10 minutes. It is always great to meet families and see the students showing off our school and the projects they are working on in their classrooms.

Fall sports have kicked off and Oaklea student-athletes are competing well. Football had a jamboree at Pleasant Hill, Cross Country has already had a couple of meets, and Volleyball has had a few matches so far both home and away. We are proud of our student athletes representing Oaklea well with their competition and their sportsmanship.

We are looking forward to Oaklea Spirit Week the first week of October, and conferences on October 24th and 25th. We feel great about the start of the year; we have great staff and great students all working together for great gains. Board members, community members and others are invited to schedule a time to visit and we'll give you a tour of the great things we have going on!

JUNCTION CITY HIGH SCHOOL – At JCHS, the class of 2022 was welcomed in with the return of Freshmen Orientation. Incoming students enjoyed an opening assembly, small group team building time with Junior and Senior leadership students, a campus tour, and lunch with staff.

The school year began with a visit from Governor Kate Brown, Senator James Manning, and Representative Julie Fahey. Governor Brown chose to tour the Career and Technical Education programs at JCHS to kick off the 2018-19 school year on our first day of school. She walked throughout campus visiting with students who have enjoyed their experience working in the metals, woods, and drafting areas, as well as the culinary arts program. We were able to showcase our brand new, state-of-the-art kitchen- built with CTE Revitalization funds. This was an exciting way to open the school year, and a chance for JCHS staff to show our political leaders why these programs matter, and how they help us further connect students to our high school.

Students are settling into their routine and adjusting to the new campus layout and where teachers' rooms are now located. We are enjoying our new parking lot and landscaping. The west wing remodel provides new space for our counseling center. The old media center has been transformed into tech lab and classroom areas, as well as a commons area for students with an eventual coffee/snack bar and student store.

Homecoming week is coming up, with the Noise Parade on Wednesday, October 3rd, the football game on Friday, October 5th, and the Dance on October 6th. Go Tigers!

DISTRICT NEWS – District-wide, we've had a wonderful start to the school year. Our remodeled spaces in the West Wing were done just in the nick of time so that we have adequate classroom space available for our high school students, Lease Crutcher Lewis completed the seismic grant project at Oaklea, the Culinary Arts remodel at JCHS and other bond summer projects throughout the district in a timely and high quality way, and we hired some terrific new staff members for each building to join our tremendously talented district family. Having said that, there also have been some hiccups and concerns that have been raised and I want to make sure the board- and our staff and community- is aware of those and how they are being addressed.

Grounds and playing fields: One concern that has been raised by several parents and coaches is with respect to the "weedy" condition of the softball field and areas around the track- we've developed a plan for not only using our own lead maintenance worker to spray the fields twice a year, but we also will contract with a licensed pest management company to do some further work on the fields in the hopes of getting on top of the issue. I would like patrons to be aware that there are some relatively new state laws that govern what we can spray and when, and this has definitely impacted the condition of our playing fields and grounds. We are prohibited from using any kind of spray for aesthetic purposes only, but definitely plan to use the methods we are legally allowed to use in order to improve the condition of our fields.

Laurel SLC: The next issue is with respect to the Laurel Structured Learning Center (SLC) program. On Friday morning, we received a letter of resignation from the teacher who had just been hired to teach in the program. She was a well-qualified, but brand new, first year teacher and we all had high hopes that she would be the perfect fit for the program and the students. Unfortunately, over the first 3 weeks of school, we had a number of staffing and other issues (e.g., regular, trained IAs for the program being out for various reasons) that led to scheduling inconsistencies, program instability, and escalated student behavior in a program where many of the students are most in need of consistency, stability and routine.

Nadira and Katie are working overtime to stabilize the program and they both cleared their schedules on Friday to be in the SLC all day. We are grateful (and fortunate!) that longtime special education teacher at Laurel Jeanie McDermott has stepped in to take over the classroom to bring stability, order, and clear direction for classified staff in the program. Jeanie- with help from Katie- spent much of the weekend in the classroom getting things organized and purchasing a number of important replacement materials and equipment for the classroom.

Principal Rizkallah and Special Programs Director Katie Bradford also have developed a solid plan to temporarily reassign a number of more experienced, more highly trained regular classroom IAs to move into the SLC from their regular classrooms until we can get things more stabilized. Finally, we are planning for a full day of training with any and all IAs that either serve in the SLC or will be part of the sub plan for when regular SLC IAs are out. Participating IAs will be paid for this additional time and childcare will be provided for those who need it. The training will be conducted by Rachel Gibbons, our behavior consultant from Lane ESD who is in the district 4 days a week. Rachel also spent a great deal of time in the SLC last week and will continue to be a support for the program in the coming weeks and months.

Early Release Days and PLCs: As you know, the board granted us permission to add 6 more Early Release Days to our calendar this year for the purpose of supporting teacher learning, as well as for the work of our Student Support Teams (SSTs) and each school's Professional Learning Community (PLC) work. We had our first Early Release of the school year two Wednesdays ago, and as I visited both JCHS and OMS during that time, I was impressed by what was transpiring during the ER time. In both buildings, teaching staff spent this time working with their administrators and Team Leads on developing and committing to our group meeting norms, and discovering more about Professional Learning Communities.

This past Thursday and Friday, all building and district administrators as well as a large number of teacher leaders from each school participated in training with Janell Keating, superintendent of the White River school district in Washington. We learned more about the PLC process, and how collaborative work will help our staff maximize learning growth for all of our kids. Our Team Leads will be working with our extended teaching staff to build a common vision that will guide our work with students. We want to make our purpose transparent, and then begin to build the teams district-wide that will be working together to improve academic performance for all of our students.

A heartfelt thank you to the board for supporting the additional ER times and the work that we are undertaking with this time.

Finally, I am excited to share that for the first time, our District will be providing comprehensive Employee Assistance Programming through Reliant Behavioral Health. Every District Employee will have access to up to 6 counseling sessions, with support for bereavement counseling, critical incident stress debriefings, mediation services, conflict resolution support and more. Our District Counseling team and Nurse Carol will be working on how to roll out this program to our staff.

- V. **ASSOCIATION REPORTS – Steve Tedrick** – We are looking forward to another successful year of teaching and problem-solving together with the district. Again, thank you to the board for the additional early release days.
- VI. **HIGH SCHOOL REPORT – Emma Motes** – Spirit Week is coming up; working on Noise Night and putting that together; classes are working on the floats and the theme is super heroes. People are excited for the new school. National Honors Society and Fiber Arts Society (sewing) are two new clubs starting up this year. When it's raining, we were hoping to open up the canopy in the cafeteria during transition times so we don't get rained on. Dina will check on that.

VII. **BOND WORK UPDATE – deChase Miksis – Mark Miksis** – A lot has happened between last month and today. Still working on the heating and cooling systems and we will look into the covered walks at the high school. Our goal was to get the school year started and all kids in classrooms- we did that. Still pushing on finishing up the new wing and still targeting November 21st for completion. Exterior work on the building is complete, still waiting on a couple of garage doors, installed later this week, solar is up, admin wing is pretty near complete. Second floor has a little more work to be finished. When I report to you next month, we will have a much better completion date. Culinary Arts floor was not done right and so it will be pulled out over winter break and finished correctly. All the summer work went off without a hitch, other than the Culinary floor work.

VIII. **PUBLIC COMMENT ON NON-AGENDA ITEMS** – (The Junction City School District Board of Directors does not allow public complaints to be made against individuals. Please limit comments to 3-5 minutes.) – **Mike Campbell**, Softball Head Coach – We were in the same scenario four to five years ago with respect to the state of the fields, and nothing has been done. I would hope that if I see an issue and I bring it up to the AD, then it gets taken care of and we don't have to come before the board to have it resolved. Another issue is with the backstop. We cannot play softball on that field as it stands now. **Scott Gibson** – I met with Mike and Bob and walked around the fields and then walked around the other school fields. They are in a pretty sad state of affairs. I wish Chris were here tonight, but I think Kathleen has spoken with him about what was going to be discussed tonight. For many, many years Chris has approached the board every year at budgeting time about needing more help. They are doing what they can with their two-man crew. If we took that job description- grounds maintenance- and took it out of Chris' and Tim's jobs, that would free up almost another person. We should take a look at that. We will put this on October's board agenda as a discussion item. We would need to make sure it is in compliance with the Integrated Pest Management Plan and possibly have a new IPM Manager. The fields between Laurel and Oaklea and those fields are in great shape. The property at 18th and Oaklea is in horrible shape. Scott is willing to help spearhead this and Wendy will help and Brian Young has volunteered to serve as the IPM Coordinator. For the time being, Craig has contracted with a company out of Salem to spray and there is enough in the budget to keep that going. **Mike Campbell** – I think the public is going to be unhappy if we let the new parking lot landscaping get to be as bad as the rest of the fields. **Scott Gibson** – Mike, you mentioned when we were talking that you and your crew spent a lot of time out there and I know the players have put a lot of time and effort out there too. Did you ever bill the school district for that work. **Mike Campbell** – I have not billed the district for the time I have put into the fields. **Dina Marschall** – There are funds in the budget to fix the backstop. **Doug Welsh** – A lot of questions are going around about the drinking water at the schools. **Nadira** – The water that runs through the pipes is City water and is safe to drink. When we tested the fixtures two years ago, we found that there are a couple of fixtures that have some lead in them. Two fountains have been red-taped and we have five functioning fountains. The parent group donated two water systems for the staff. In the staff lounge, there is no running water, so they donated two systems- one for the staff lounge and one on the other end of the building. **Wendy** – The water at Laurel is safe for drinking, and it was just a nice gesture on the part of the parent group. **Doug** – I received a letter from Carla Allen asking for water donations.

IX. ACTION ITEMS

A. Consent Agenda

1. Approve board meeting minutes of August 27

A MOTION WAS MADE BY DIRECTOR GIBSON, SECONDED BY DIRECTOR GERDES, TO APPROVE THE CONSENT AGENDA, AS PRESENTED. The motion was APPROVED unanimously by those board members present.

B. Approve the hiring of Marcia Moores as temporary 1.0 FTE music teacher at Laurel Elementary School beginning September 13, 2018 for the remainder of the 2018-19 school year.

A MOTION WAS MADE BY DIRECTOR GIBSON, SECONDED BY DIRECTOR CROCE, TO APPROVE THE HIRING OF MARCIA MOORES AS TEMPORARY 1.0 FTE MUSIC TEACHER AT LAUREL ELEMENTARY SCHOOL BEGINNING SEPTEMBER 13, 2018 FOR THE REMAINDER OF THE 2018-19 SCHOOL YEAR, AS PRESENTED. The motion was APPROVED unanimously by those board members present.

C. Approve out-of-state travel to San Diego, CA – Craig Rothenberger – Funds needed to make the trip have been pretty much raised at this point. We are set to play at tri county Christian school.

A MOTION WAS MADE BY DIRECTOR GIBSON, SECONDED BY DIRECTOR GERDES, TO APPROVE THE OUT-OF-STATE TRAVEL REQUEST TO SAN DIEGO, CA, AS PRESENTED. The motion was APPROVED unanimously by those board members present.

D. Approve the submittal of Lane ESD School District Transit Dollar Request for Fiscal Year 2019-20, not to exceed 50%.

A MOTION WAS MADE BY DIRECTOR GERDES, SECONDED BY DIRECTOR CROCE, TO APPROVE THE SUBMITTAL OF LANE ESD SCHOOL DISTRICT TRANSIT DOLLAR REQUEST FOR FISCAL YEAR 2019-20, NOT TO EXCEED 50%, AS PRESENTED. The motion was APPROVED unanimously by those board members present.

E. Approve the resignation of Anita Watson, 1.0 FTE special education teacher (SLC) at Laurel Elementary effective September 21, 2018.

A MOTION WAS MADE BY DIRECTOR CROCE, SECONDED BY DIRECTOR GIBSON, TO APPROVE THE RESIGNATION OF ANITA WATSON, 1.0 FTE SPECIAL EDUCATION TEACHER (SLC) AT LAUREL ELEMENTARY SCHOOL EFFECTIVE SEPTEMBER 21, 2018, AS PRESENTED. The motion was APPROVED unanimously by those board members present.

X. DISCUSSION ITEMS

A. SafeOregon Tip Line and District Emergency Preparedness – Brian Young and Ken Jackson – **Brian Young** – SafeOregon is a way for people to anonymously leave tips about a variety of factors. Districts across Oregon are finding this to be very helpful in learning things about their own district. The tip line is monitored 24 hours a day, 365 days per year. The number one tip line call is on bullying and harassment. We have launched this already and we have already received a tip. Immediate tips go straight to the local police and administrator will get an email. At the high school, we are going to get this information to students through TEAM teachers, Oaklea will do it through TEAM, elementary may do it through an assembly or Ken and I can visit schools. **Wendy** – I think it's super important to have a conversation with the smaller kids as to what the definition is of bullying and harassment compared to just rude. I feel there is a misconception in the younger kids as to what bullying really is. **Annette** – We do that at Territorial already- teach the kids what is bullying compared to what is just rude or ignoring. **Nadira** – I agree though, Wendy, that the term bullying is being thrown around too much and we need to do more educating. **Ken** – There are some links on the website on how to market it. **Jacque** – What kind of tip is going to go directly to the police? **Brian** – Immediate threat- suicide, violence, etc. **Jacque** –The police may not know kids as well as the administrators; it would be nice to have some sort of communication between police and school administrators. **Ken** – I understand completely what you are saying. I have been in communication with Chief Morris and Officer Garrity and it is my hope that they would call me immediately. That is something that we talked about at our threat assessment training in Coos Bay. **Doug Welsh** – The teachers know their kids the best, are teachers going to be trained? **Katie Bradford** – We have our

district wide counseling team that includes our school psychologist who are part of our threat assessment team and are trained in threat assessment protocol. They then train staff.

If we had to evacuate our building, we use the standard reunification method from I love you guys foundation. We have evacuation locations, which we do not want disclose where those locations are, and if we had to evacuate all four buildings at the same time, they would each have a location they would be evacuated to.

The board wanted to make sure Ken knows that he can come to the board any time with suggestions, requests, etc. Stephanie will work with Ken to get on some board agendas to give a safety update, maybe every two or three months during the school year.

- B. **2017-18 Assessment Scores – Erika Vaughn** shared assessment score data with the board. Last Thursday the assessment data was released to the public. Across the state there was a slight gain in ELA and either the same or a slight decrease in math across the state. The bottom portion is the participation rate- Oregon is an opt-out state and so some students chose to opt out. **Brian** – Last year 24% of our juniors passed in math, which is below the state average of 33%. That means those students will have to pass an alternate assessment their senior year in order to graduate.
- C. **Financial Update – Alison Covey** – I am closing out last year, which means we are checking into what our EFB will be. I am still making some adjustments, so I don't have a final number. It looks like we will have the funds to make a PERS contribution, but I don't know how much at this point. I will have a better idea next month when the first payroll is done.
- D. **Student Enrollment Update – Dina Marschall** – An updated student count was completed this past Friday, and shows the district with an enrollment of 1719 students, up almost 30 students from this time last year. We have a larger number of students this year than last September at Laurel, Oaklea, and JCHS. Territorial is within one student of where they were last September. We will carefully track student enrollment trends to see if there are new “bubble groups” at specific grade levels or buildings and for whom we need to revisit staffing allocations or program offerings.

XI. INFORMATION ITEMS

- A. **Financial Report**
- B. **Attorney Fees**

XII. FUTURE MEETINGS

- A. August 24 – New Teacher Orientation – 8:30 a.m., District Office
- B. August 27 – All Staff Gathering – 8:00 a.m., Oaklea Cafeteria
- C. September 24 – School Board Meeting – 6:00 p.m., District Office

Adjourned at 8:15 p.m.

Superintendent/Clerk

Chair, Board of Directors