

**Redmond School District
School Board Meeting
January 25, 2012**

In Attendance: Chair Jim Erickson, Vice-Chair Cathy Miller, Directors Ric Little, Bob Perry, Superintendent Shay Mikalson, RSD Staff; Mike McIntosh, Trish Huspek, Gina Blanchette, Mollie O'Brien, David Burke, Linda Seeberg, Association Representatives – Karen Gray, REA and Dru Carpenter, OEA, Media – Leslie Pugmire-Hole (*Spokesman*), Ben Bodkin (*Bend Bulletin*), and community members, Erin Buckley-Noonan, Bob Shaffery, and Rick Bailey.

Board Chair Jim Erickson called the meeting to order with a quorum of four at 5:30 p.m. A.J. Losoya was absent due to a family illness.

Cathy Miller requested a discussion and potential action item regarding the lease of the Hartman Building be added to the posted agenda. Board members Ric Little and Bob Perry concurred with the addition. The item will be placed on the agenda after review of the Superintendent Mid-year Evaluation.

Jim Erickson stated that the order of the agenda has been changed this evening to facilitate policies being reviewed and adopted prior to the balance of the meeting.

RHS Student Representative Report

Jim Erickson reported the Redmond High School student representative is ill and unable to attend the meeting.

PRESENTATIONS

Audit Presentation

Mike McIntosh stated that auditors, Pauly, Rogers & Co., PC, had been scheduled to present their completed audit for fiscal year June 30, 2011 to the Board tonight but have not arrived yet. He asked if the Board would prefer to postpone the review of the audit until the auditors are available or if they would like to have he and Mollie O'Brien, Business Manager, review the audit findings. Mr. McIntosh reported the finance committee has reviewed the audit findings. Each Board member was provided a written copy of the audit. Board members concurred to proceed with the audit presentation by Mike McIntosh, Mollie O'Brien and Board member Ric Little who is also a member of the finance committee.

Mike McIntosh reviewed with the Board that this is the first year of a five year contract with Pauly, Rogers & Co., PC. This firm was chosen to provide the district a different perspective on their financial records and operations. The district received beneficial feedback during the audit process.

Mike McIntosh stated that Mollie O'Brien, who is the district's business manager, is doing an incredible job of managing district finances. Mollie O'Brien reviewed with the Board a letter that was prepared for them by the audit firm to explain the process of the audit. She further reported the district has been provided a "clean audit." However, the audit did identify three areas where the district needs to make modifications in their processes to ensure compliance. The areas identified were reviewed with the Board as well as the steps being taken to address those areas.

Ric Little reported the finance committee chose this audit firm because they do more audits than any other CPA firm in the state and it allows the Redmond School District to draw upon their expertise from a state-wide level. "They provide a fresh perspective on the entire district financial system." He stated that he was personally

expecting to have more findings, so he was pleasantly surprised with the results of the audit. “The entire financial department should be commended for their work.”

Ric Little reported his only disappointment in the audit process was during a Skype meeting with the audit firm he had some detailed questions that were not answered because the person who did the audit was not available to attend. He assured the other board members that he would get the questions answered.

John Tuck Elementary School

Dave Perdue, principal at John Tuck Elementary welcomed the Board to the school. He stated he is very proud of the staff and the work they do. He introduced Angela Bacuyani who provides speech support to students. He also introduced Kaitlyn and Ethan who are students that Ms. Bacuyani provides services to. He stated that, “Ms. Bacuyani exemplifies what he encourages all of his staff to do in light of declining resources - figure out a way to work smarter not harder.” A couple of years ago Ms. Bacuyani was provided an iPad and it has transformed how she delivers instruction. It has allowed her to get out of her office and into the classroom to identify students who could use assistance

Ms. Bacuyani stated that she has enjoyed the last couple of years and how the use of technology has changed her delivery of instruction. Going into the classroom provides her an opportunity to meet more students. “It helps me to see the students I am currently working with to generalize them in the classroom instead of just in my office.” The use of the iPad engages students and she has noticed that when she uses it students are not as self-conscious.

Ms. Bacuyani, Kaitlyn and Ethan provided the Board with a demonstration on how the iPad is used to assist them in improving their speech skills.

Dave Perdue stated, “This is not an advertisement for Apple or iPads. It is a tool that enhances instruction. When you put a tool into the hands of a master teacher, magic happens.”

Jim Erickson thanked Ms. Bacuyani for sharing her gift of teaching with the students and noted how natural she was as she worked with them.

Bob Perry commented that during the tour of the building today he noticed how quietly the students moved from class to class, staying against the wall. “The teacher was in complete control of the students.” He further commended both Mr. Perdue and the teachers for creating that type of orderly environment for the students.

Jim Erickson stated that he saw extraordinary teaching happening in the school. “Kids are forced to think, infer and defend their answers.” He saw this in all classrooms but especially demonstrated in a third grade classroom. “It is what we absolutely believe what third graders are capable of doing. There were 24 kids actively engaged in high level thinking in explaining math facts.”

Dave Perdue commented he was encouraged to see new instructional strategies being used that have been discussed during School Improvement Wednesdays. “It is a work in progress and we still have some things to work out with professional development but I am encouraged with the progress.”

ACTION ITEMS

Policy BHC – Board Communications – 4th Reading

Jim Erickson stated this is the fourth reading on this policy. The Board has been working to clarify processes in the communication between Board members. “Boards cannot talk about anything behind closed doors. There are many rules and regulations that they need to know and follow.” Mr. Erickson asked if Board members had any further changes or discussion around the policy.

Bob Perry stated that when you get an email you don’t know if it has been “blind-copied.” Jim stated that if it is blind copied the Board member wouldn’t know and should respond as established in policy.

Cathy Miller moved to approve Board communication BHC as presented in the fourth reading. Ric Little seconded the motion. Motion carried 4-0.

Votes: Cathy Miller – Yes; Jim Erickson – Yes; Ric Little – Yes; - Bob Perry - Yes

Policy BD/BDA – Board Meetings/Regular Board Meetings – 3rd Reading

Jim Erickson stated this is the third reading of this policy. The Board reviewed the changes to the policy. There was discussion around attending meetings and when a quorum is in attendance at community meetings. In addition, to assist community members in knowing what to expect at a meeting an informational brochure, based on this policy, has been developed and will be available at each Board meeting.

Jim Erickson stated, “This board believes in public discourse. At the same time boards come together to do business – the issue becomes how do we hear concerns and still process the business we need to do in the most positive way. That is the guideline that led to these policies.” Jim Erickson reviewed the guidelines of the public comment portion of the agenda and the processes the Board will enlist to determine if the issue is a governance or operational issue. “It is critical that everyone understands that not all things should be reported back on in public because some issues are confidential. Superintendent Mikalson will have the discretion to report back or not as appropriate. If the issue is primarily a policy issue it becomes the responsibility of the Board to follow the established process. There needs to be an organized, sequential process to address citizen concerns. This is not an attempt to silence people but to create a functional system that invites wonderful discourse but allows the Board to move forward with the business before them.”

Bob Perry moved to accept the third reading of Board Policy BD/BDA, Board Meetings/Regular Board Meetings as presented. Cathy Miller seconded the motion. Motion carried 4-0.

Votes: Cathy Miller – Yes; Jim Erickson – Yes; Ric Little – Yes; Bob Perry - Yes

PROCEDURAL ITEMS

Citizen Participation for Non-Agenda Items

Bob Shaffery – Was present this evening to follow-up on a question regarding teachers purchasing supplies for their classroom from their personal bank account. He stated that he has a commitment to follow through to make sure the issue is being addressed.

Jim Erickson stated that in following the policy that was just approved, there would need to be three board members who agree there should be a policy to address this issue. At this time it is in the realm of operations.

Cathy Miller stated that she believes it is both an operational and governance issue. It falls under operational because it impacts the classroom but believes it is also governance because of the established core values of providing the teachers the tools they need. She believes the issue should be investigated further to possibly come up with ideas to address the practice. “We need to not only validate the concern, but to also acknowledge what teachers are doing for the kids in the classroom.”

Bob Perry stated there should be enough supplies so teachers don’t need to spend their own money. If not, there should be an approved amount they can show receipts for and be reimbursed.

Karen Gray estimated that 80% of teachers spend a significant amount of money on supplies for their classroom. She further stated that she believes it is a policy issue because staff would be concerned that if budget cuts preclude the discretionary spending at the building, they could spend money that wouldn’t be reimbursed. As a beginning step in researching this topic, she has proposed to their executive board that they request teachers provide them the total amount they have spent on classroom supplies. She further stated that teachers take the \$250 tax credit so the timing will need to be around tax season when they have their receipts gathered.

Superintendent Mikalson stated that a report to the Board on this issue is already being planned.

Rick Bailey – Mr. Bailey asked what the fee would be to get a copy of the district’s audit. Mike McIntosh provided his copy to Mr. Bailey. Mr. Bailey stated that he hopes the chairman will continue to invite comments after the sign up list has been exhausted as he works in Bend and doesn’t always make it back to Redmond in time to sign up to speak to the Board.

PRESENTATIONS

Superintendent Update

Superintendent Mikalson provided the Board with an update on the work that is being done around the Value-Added Model (VAM). VAM is a statistical method for measuring student growth and is a different way of looking at school performance to make sure every student is getting what they need to achieve.

- The primary goal of the VAM calculation is to provide a more informative measure of student academic performance than simply “meets or exceeds.” It measures how much growth we are seeing in students.
- VAM estimates the extent to which students in a school outperform similar students in similar schools across the state.
- VAM tracks improvement on standardized math and reading scores from one year to the next. It does not measure benchmark attainment or Annual Yearly Progress.

Superintendent Mikalson provided an example of how the VAM model would be applied to compare student growth. He stated that it is important to remember that VAM is a different measurement of student achievement. Traditionally we are used to seeing how many students meet or exceed – this measures how much growth is being seen in students. “Trying to take VAM results to a teacher level would be very premature at this time.” Redmond School District is doing very well in comparison to other schools in Oregon based on individual student growth comparisons.

The Federal Teacher Incentive Fund (TIF) is a five-year grant that stipulates the use of VAM as one measure of teacher effectiveness. There are six Oregon school districts who are currently participating in the grant. Redmond School District currently has three schools who are participating. At those schools they have the chance to receive cash incentives based on VAM scores and evaluation. They can get three different bonuses based on the state average. It is critical to know the TIF grant has provided resources across the district.

Association Report

Karen Gray – REA

- Gathering of information on teacher reimbursement is still in the process
- February 20th – Day of Action Rally in support of education. They have secured a bus to transport people from Central Oregon to Salem.
- They have bargaining team in place
- Shay and she met with high school staff last week to talk about tentative teaching assignments for next year
- High School staff also voted to allow for flexibility in the finals schedule. 69% were in favor of adjusting the schedule
- Had preliminary data come back on the evaluation system. 90% of staff have had at least one mini-observation, 78% of the whole has had at least one professional conversation on the mini. Not 100% where they want to be but it looks like progress is being made.
- There is still a great deal of stress and anxiety on lack of time to plan and prep

Dru Carpenter – OEA

- Everything is going well – over the next few meetings other OEA board members will be attending the meeting

Cathy Miller requested that information not only be collected regarding the purchase of supplies but all benevolent purchases for students.

ACTION ITEMS

Superintendent Mid-Year Evaluation

Jim Erickson stated that the Board has the privilege of doing a public mid-year evaluation of Superintendent Mikalson. A summary of the evaluation was provided. An evaluation tool was adopted which focuses on four domains they believe is critical in the evaluation of a superintendent; Proficiency, Climate and Collaboration, Communication and Outreach and Planning and Pro-active Strategy. Jim Erickson reviewed and explained each of these areas and the process the Board engaged in to evaluate the superintendent. Superintendent Mikalson's strongest domains are Planning and Proactive Strategies and Climate and Collaboration.

"The Board wants to commend his willingness to allow this specificity to be released to the public. What typically goes out to the public is less specific. We commend Superintendent Mikalson for the model that he is setting in the district in identifying what his goals are, what his strengths are, and the areas where this Board feels growth needs to occur. We applaud him for that. We are moving into an evaluative cycle with everyone across the district and there is some apprehension in this process and this is a great model. This is a model that we expect across the district." Superintendent Mikalson was provided this evaluation feedback in prior executive sessions.

Cathy Miller stated, "I would like to emphasize that even though this is a mid-year report, the leadership that is being displayed right now is absolutely critical in terms of the validation of where we are moving. You are not just talking the talk but you are walking the walk. This is a validation in what you are doing as an instructional coach which is one of the reasons you were selected as our superintendent."

Jim Erickson stated that Superintendent Mikalson's scores in processes are higher than in outcomes due to a matter of time. "We think a lot of wonderful things are in play but that doesn't mean the system has achieved desired outcomes. We as evaluators understand that change takes time."

The Board has identified five areas of general concerns;

- improvement on communication, create a deeper, more concise understanding and explanation of proficiency,
- steps need to be taken to anticipate and respond to areas of community concern,
- steps need to be taken to engage parents and community members more deeply in both the processes and mission of the Redmond School District
- Steps need to be taken to share/delegate/clarify Superintendent Mikalson's role and responsibilities, to strengthen and foster leadership from within and to create innovative, shared leadership opportunities.

"The Board clearly recognizes and wholeheartedly applauds the efforts of Superintendent Mikalson."

Karen Gray stated she would like to commend Superintendent Mikalson for the incredible amount of time he has spent in improving communications with the associations and the teachers.

Superintendent Mikalson stated that improvements in the district are a collective effort. "My heart and soul have always been in the district because of the innovative spirit and commitment to continually improving as an organization. These feedback mechanisms are critical to my growth as superintendent."

Hugh Hartman Lease Option

Superintendent Mikalson stated that he firmly believes in offering choices to students. We have been looking at increasing those options and one step forward is a proposed solution to increase options and have a sustainable plan for Hartman in addition to having the funds to open Ridgeview High School. The proposal is for the Redmond Proficiency Academy (RPA) to lease the Hartman building to expand their program to become a 6-12

option for students. Costs savings to the district would be approximately \$1 million in reassignment of personnel, technology, library resources, and science equipment that can be used across the district. The RPA would assume the costs of operating the building and educating the additional students who would attend there.

Mike McIntosh stated the district will retain ownership of the building and it will remain a district asset. As a community owned Redmond School District building, the community will have use/access to the gym and playing fields.

Administration recommends moving forward with the lease of the Hartman Building to the Redmond Proficiency Academy.

Ric Little made a motion to authorize district staff to execute the lease proposal for the Hugh Hartman Campus with Redmond Proficiency Academy as presented. Bob Perry seconded the motion. Motion carried 4-0.

Votes: Cathy Miller – Yes; Jim Erickson – Yes; Ric Little – Yes; Bob Perry - Yes

Jim Erickson stated that while there is financial outflow from the district in the RPA broadening their program everyone needs to understand the RPA is an option within the Redmond School District. The Board supports allowing options for students. The RPA will be another middle school in the district.

Superintendent Mikalson stated there will be parent meetings at every school, including the RPA, to inform parents of the great programs across the system.

Consent Agenda

- Personnel Changes
- School Board Regular Minutes from January 4, 2012
- School Board Work Session Minutes from January 4, 2012
- Gifts to the District

It was noted that in the minutes from the January 4, 2012 meeting the cap at the RPA should have been listed as 375 not 37.

Cathy Miller moved and Ric Little seconded a motion to approve the consent as amended. Motion carried 4-0.

Votes: Jim Erickson-yes; Ric Little-yes; Bob Perry-yes; Cathy Miller-yes.

DISCUSSION ITEMS

December Financial Reports

Mike McIntosh reviewed the following reports with the Board; General Fund Revenues 12/31/11, General Fund Expenditures 12/31/11, Statement of Revenues and Expenditures Projections as of January 20, 2012. In addition Investment Reports were presented for the months of November and December, 2012.

Mike McIntosh reported the district has budgeted to the penny in most cases and have implemented the budget in that way. The district is tracking along as planned and projected. They are waiting for the legislature to get done to provide additional budget information.

Mike McIntosh stated he would like to publically thank AJ Losoya and Ric Little for their support in the Finance Committee. He reviewed with the Board the recommendation to liquidate the remaining securities early. By liquidating early additional revenue was earned. The proceeds will be deposited into the LGIP.

Ric Little stated that by liquidating the securities they were able to reinvest the proceeds. However, they are earning more in the district's checking account than they would earn in the investment market currently.

Business Funding Support for Educational Staffing Purposes

Bob Perry provided a document to the Board that lists the impact of increasing PERS expenditures to the district. He stated he believes this to be a good discussion topic to have now because it impacts all of the things we are doing the district.

The impact of increasing PERS expenditures could impact everything we do including teacher count. He provided a document that stated projected PERS expenses from July 2010 – July 2014. These increases affect every district in the state.

There was discussion regarding the current legislative session. Superintendent Mikalson has been advised that not PERS bills will be addressed in this session.

Ric Little reported the finance committee has discussed these increases and have plans to bring the topic forward next month.

Bob Perry recommended a taskforce be established to consider alternate funding sources for academic purposes. He stated possible sources could be business support, selling advertising space on buses and athletic venues, and selling stadium naming rights.

Jim Erickson stated that he and his wife participate in PERS retirement benefits. He believes it is important to remember that for those who are in this system, and have been for many years, it is a source of stress when they now hear their benefits could be cut or changed. There are unintended consequences of anxiety when tackling this issue.

Superintendent Mikalson stated the issue needs to be elevated to get minds around it to figure out what the solution is. Solutions that are tempered and balanced need to be identified.

Karen Gray stated there are little pockets of voice being heard about this issue but if everyone came together for a common purpose, then things will happen.

Bob Perry will work with others to draft an initial letter to the legislature.

Cathy Miller stated the Redmond School District currently does not have a policy on branding. She requests that staff research what the process would be. If a branding policy is adopted, the Board will need to clearly define where the proceeds would be used. She stated she would support using those revenues to hire teachers.

Superintendent Report

- Attended the OEIB Board meeting at COCC in Bend. Superintendent Mikalson reported there is no doubt that reform is underway to create efficiencies in a P-20 system. OEIB's three key strategies are to create a coordinated public education system, focus state investment on achieving student outcomes and to build statewide support systems.
- Provided a document that outlined information on Teachscape, an online training for evaluators. This training provides districts with a complete online solution for training and testing the proficiency of evaluators in the Charlotte Danielson Framework for Teaching. Principals have access to observer training, scoring practice and a proficiency test. By next December every evaluator will have had to complete this training. Chalkboard is providing the funding for this training to occur.
- Superintendent Mikalson will attend the funding coalition meeting. The agenda is packed and he looks forward to providing updates to the board. Within the first week of the legislative session it will be apparent what will be moved forward and what won't.

Board Updates

- Cathy Miller reported:
 - One week from tonight there will be a meeting in the City Council Chambers at 6:30 regarding disaster preparedness.
 - There will be an opportunity to meet the superintendent candidates for the High Desert Education Service District from 4:00-6:00pm on Wednesday, February 8.
 - In accordance with the Board's new communications policy she is following up on a concern that was brought up by a community member at a previous meeting regarding district hiring policies. She reported that she met with district legal counsel to obtain their legal opinion on if the district needs to revise their hiring policies. They advised:
 - Boards are responsible to approve hiring. There needs to be a balance to not "over dictate" by policy but to ensure communication and full disclosure
 - TSPC is the states quality assurance standard– they set regulations and must be in compliance with Oregon statutes. They determine the disqualifications from a licensing position.
 - Not hiring someone with an arrest record is unconstitutional. It would be illegal to put this disqualification into policy.

She stated that her personal conclusion was that the issue is not a matter of policy, but of due diligence. The process, based on current policy, maximized human judgment by having not only the superintendent but all five board members review all documentation to make a joint decision on hiring. After reviewing all of this information she determined the process was thoughtful and the current policy afforded maximum disclosure and discussion. Based on that she does not feel current policies need to be revised

Jim Erickson stated that he concurs with the legal position. The process that Superintendent Mikalson just led the district is a confirmation of our current policies regarding hiring and the steps taken when issues arise. He acknowledged that the process was troubling to the community at times but district policies were followed the whole time.

Bob Perry reported that Gene Whisnant is supporting a bill that relates to transparency in PERS; how much people are receiving, etc. His overall goal is transparency so that everyone knows what our liabilities and obligations are. The good news is that we have local representatives who are trying to improve things.

Requests for Agenda Items

- Discussion from staff perspective of the plausibility of phasing in the use of eBooks instead of purchasing textbooks. (March 7th work session)
- Staff report regarding teacher reimbursement (May)
- Branding Discussion/Policy
- Process how we are going to collect additional feedback for superintendent annual review and Board self evaluation
 - Community member feedback

ADJOURN

*Cathy Miller moved and Bob Perry seconded the motion to adjourn at 9:35 p.m. Motion carried 4-0.
Votes: Jim Erickson-yes; Ric Little-yes; Bob Perry-yes; Cathy Miller-yes.*

Jim Erickson, School Board Chair

Trish Huspek, Executive Assistant