

Board of Director's Meeting

Thursday, January 13, 2022 7:00 PM

Estacada High School Room 35, 255 NE 6th St, Estacada, Oregon 97023

Joe Behrman: Present
Will Johnston: Present
Rosa Martinez: Present
Ken Riedel: Present
Rochelle Shibahara: Present
John Walper: Present
Ben Wheeler: Present

A. **General Session-Call to order/Roll call/Pledge of Allegiance** 7:00 p.m.

B. **Adoption of Agenda**

Director Wheeler approves the adoption of the agenda, Director Johnston seconds.

Motion Carries

7-0

C. **Board of Directors Reports**

Vice Chair Shibahara-Excited to see kids back in school and in activities. Grease the musical is performing at the end of the month with middle school students participating with high school students.

Director Johnston-Attended middle school choir, Ms. Hubbard doing a great job. Teachers are also doing a great job. Excited to see classified list that we do not have any bus driver's openings, must be filled.

Chair Riedel-Attended EMS choir also. EMS and EHS students attended the all state choir. This is a good representation for us at that state level.

D. **Strategic Plan Pillar Reports 7:15p.m**

1. Student Success

- Strategic Actions- The pillar leader will provide guidance and accountability for building leaders to utilize the readiness indicators. The pillar leader will support building leaders in leading the discussions on what is working and what is not.

Presenter: Scott Sullivan

- Leading measures- Readiness Indicators Dashboard, rounding logs with instructional leaders plus/delta with instructional leaders.
- Next 30 days- Adding 1:1 meetings with our principals to outline our plan to increase our success in each category. At the secondary level finals week is approaching and predict some strong improvement in this data.

2. Inclusive Culture

- 2022 Top Box- "My learning is important at my school" 52% of students marked this a 5. "I regularly receive feedback from my school staff about my academic progress" 52% of students marked this a 5.
- Employee Engagement- Leader Action Plan focus- Provide clear expectations and increase collaboration on decisions that affect their job.
- District Services- Leader Action Focus- Align systems and resources to improve operations and efficiencies.
- Next 30 days- Rounding, data collection and begin measuring impact of actions.

Presenter: Jason Hobson, Lisa Akins & Kelly Hayes

3. Engaged Family & Communities

- Improvements in action-Business and operations departments are participating in monthly update videos and communications
- Elementaries are working to increase Powerschool accessibility through communication and regular updates.
- EMS is utilizing ParentSquare and making specific phone calls regarding positive growth.
- EHS is increasing SBL&R communication and sending out regular progress reports to families.
- WINS-EMS staff have received ParentSquare training and are beginning to utilize the tool to communicate with families. 30 employees districtwide now utilize Smore to give families regular updates.
- Projects in progress- Academic video series featuring SBL&R, monthly district news updates, translation services transition and website transition.

Presenter: Maggie Kelly

- Completed projects- test to stay communication and protocols established almost 100 families served.
- School closure with 2 hour reunion time and real time Spanish translation
- Almost 1,500 total "All In Live" views.
- Estacada communications receive national award with Superintendent Carpenter named "Superintendent to watch"

4. Building & Facilities Report

Presenter: Mike Waer

- 2022 Goal- to score a 3.97 on my school is clean
- Leader Action Plans- Focused on student engagement and student voice, Improving systems and being more efficient, collaboration and coordination on building improvement projects.
- Next 30 days- Rounding, data collection and measuring impact of actions.
- Winter break projects-carpet/floor cleaning and bulb replacements, completing preventative maintenance on all HVAC units at EHS and RME, grounds clean up, installing new doors at EHS HS gym and repairing heating system in the metals classroom.
- Access control- All exterior doors to schools are now complete, next priority additional buildings added and intrusion.
- EHS Kitchen project completed.
- Buzz Randall Stadium: Turf project- boring complete, 1200C permit, local permits, final design and proposed schedule.
- Ranger woods has been cleared out-The district cleaned some out then contracted out the remainder. The plan is to keep it clear and upkeep to maintain safety.
- Director Walper-When do you expect to have a meeting with the community to help? Mike- We are waiting until final design is completed.
- Vice Chair Shibahara- The design phase, is it field only? Superintendent Carpenter- right now it is location of scoreboard, and replacement of turf.
- Director Johnston- Is there a plan B for graduation? Mike- yes we have a meeting tomorrow to discuss it.

5. Finance & Accountability Report

Presenter: Christina Irish

- Goal-To score a 4.08 in the employee engagement survey "The superintendent manages district finances appropriately. And to maintain a zero finding in the annual audit report.
- Wins- Going to start utilizing Forecast5 and for purchase order turnaround 2020-21 was an average 4.45 days and 2021-22 the average time was 2.88 days.
- Next 30 days- Getting ready to start budget process-planning on how to improve collaboration throughout the district. Working on Department website.
- General fund YTD \$13,728,274
- General fund revenue by source 63% state sources,18% other sources, 18% local sources
- 1% intermediate
- Budget to actuals-YTD-Instruction 36.3%, support services 42.9%
- YTD expenditures by major object- 35% salaries, 19% associated payroll costs, 39% purchased services, 4% supplies and materials, 3% objects
- Enrollment-CRE 406, RME 422, EMS 397, EHS 507 total district enrollment k-12 1732

E. **Superintendent's Report**

- Superintendent Carpenter thanks the leadership team for carrying on the mission, vision and values despite the obstacles that we have had.
- Staffing absences are monitored every night and morning. We have seen an increase in absences lately due to sickness. We have an 8.3% employee absentee rate right now with a 44% teacher sub fill rate and a 26% Para fill rate. We have remained open due to the tremendous work from our staff. They are committed to keeping our schools open. Plans are in place and we are working with the unions.
- We sent a survey out to the certified staff to gather employee voice on evaluations, teacher/specialist voice and school work day/calendar. 79.8% say they love working for the Estacada School District. 74% of the elementary teacher voice say they are satisfied with the districts collection of teacher voice and 93% of the secondary staff say the same.
- 84.6% favor a 4-day student week while 53.8% favor a traditional year compared to 46.2% favor a Balanced year.

F. Reports/Presentations 8:15 p.m.

- Clackamas ESD Local Service Plan- This plan is developed over several months in partnership with the 10 Clackamas County school districts that the ESD supports.
- Each education service district in Oregon provides services that reflect unique regional needs.
- ESD provides highly specialized and personalized support to children ages birth through young adulthood who experience significant challenges and obstacles to learning.
- ESD offers a range of professional development and training opportunities to educators and other school district support.
- Provide secure state of the art data and technology tools and support.
- 2022-2-23 plan highlights increased support for addressing students physical, mental and emotional health needs.
- Superintendent Didway thanks Superintendent Carpenter for being a valued member of the group. He is a real strategic partner and Estacada is a real trail blazer. He also thanks Chair Riedel for serving on the ESD budget committee. Superintendent Didway gives a shout out the Board of Directors for their appreciation and value your public service.

Presenter:
Superintendent Larry
Didway

1. Audit Report Pauly Rogers and CO PC

Presenter: Tara Kamp

June 2021 audit and results

- Purpose of the audit-The audit was conducted using sampling, inquiries, and analytical work to opine on the fair presentation of the basic financial statements and compliance with: generally accepted accounting principles and auditing standards, the Oregon Municipal Audit Law and the related administrative rules and federal, state and other agency rules and regulations related to expenditures of federal awards.
- Results of Audit-Audit opinion letter- A "clean" opinion with no reservations. State minimum standards-no exceptions or issues requiring comment. Federal awards-no issues of

non-compliance and no questioned costs.
Management letter- no separate management letter was issued.

- Significant Audit Findings-None
- Superintendent Carpenter is recommending a separation of duties, adding an additional person back for safeguards.

G. Discussion 8:45 p.m.

1. Pillar Committee Meetings

Superintendent Carpenter-I would like to thank the Board of Directors for their time and commitment to these meetings.

Future and frequency discussion

Director Walper- I have enjoyed attending 2 different pillar meetings but I don't know if they need to be 1x a month maybe quarterly.

Vice Chair Shibahara- I did not know we would lead and monitor the meetings. It seems redundant and didn't think adding much value. I Feel we lost something, like being a part of the other committee's that were going on.

Chair Riedel- I echo that idea, to hear from the leaders is important at meeting. But it is not the most effective use of leader or board time.

Director Behrman-I want more of the on meat of projects, not add extra meeting time to leaders. Agree with quarterly option.

Director Martinez-I am also in agreement about adding additional time, quarterly reports would be sufficient.

Superintendent Carpenter- The pillar meeting are directly related to the strategic plan.

Chair Riedel- Can we have pillar reports separated out so the community can watch it separately.

Superintendent Carpenter- I Propose the pillar leaders will continue to report at board meeting then at the end of 90 days we will take a look at it again.

Presenter:

Superintendent
Carpenter

H. Hearing of Citizens (Action Items Only) 9:00
p.m.
None

I. ACTION ITEMS: 9:03 p.m

1. Consent Agenda

a. Approval of December 9, 2021 Board Meeting
Minutes

b. Approval of Personnel Action as presented in
"Staff Reports"
Director Behrman approves of the consent agenda as
presented, Director Wheeler seconds.
Motion Carries
6-0
Chair Riedel abstains from voting due to conflict of
interest per policy BBFA.

J. **To approve the 2021-22 Clackamas ESD Local
Service Plan**

Vice Chair Shibahara approves the 2021-22 Clackamas
ESD Local Service Plan. Director Behrman seconds.
Motion Carries
7-0

K. **To approve the WRK Engineers to proceed with
the GM/GC method for the River Mill Elementary
Seismic Rehabilitation Project.**

Director Wheeler approves the WRK Engineers to
proceed with the GM/GC method for the River Mill
Elementary Seismic Rehabilitation Project, Director
Johnston seconds.
Motion Carries
7-0

Discussion-Director Wheeler how does this differ
from the middle school roof? Mike- We will be
forming an oversight committee with 2 board members
and other stakeholders.
Director Wheeler- Do we have the ability to add on
if needed? Mike- yes

L.Hearing of Citizens (Non- Action Items) 9:10 p.m.
none

M. Adjournment 9:21 p.m.