



PHOENIX-TALENT SCHOOLS

EXCELLENCE *for* EVERYONE

Board Work Session
Thursday, November 21, 2024 5:30 PM Pacific

District Office
401 West 4th St.
Phoenix, OR 97535

Michael Campbell:	Present	Rick Nagel:	Present
Nancy Castillo-McKinnis:	Present	Dawn Watson:	Present
Sara Crawford:	Present	Rebecca Weathers:	Present
Polly Farrimond:	Present	Present: 7, Absent: 0	

A. **Call to Order** - The meeting was called to order at 5:30 p.m.

B. Food Service

Supt. Barry introduced the discussion on whether to bring food service in-house or issue another RFP.

Food Service Options and Financial Implications

Yazmin Karabinas provided the following:

- Different scenarios to help determine the best approach, including revenue calculations and reimbursement rates.
- An explanation of the financial impact of the 100% reimbursement rate for free meals, and the carryover of revenues from the pandemic, which has improved the district's financial situation.
- Details regarding payroll estimates for kitchen managers and food service workers, comparing self-operated and outsourced models.
- Potential costs and benefits of self-operating, including the need for Operations Management help and an explanation of the additional costs associated with payroll increases, including PERS and unemployment rates for self-operated food service.
- Estimates for the beginning and ending fund balances under different scenarios, including the impact of payroll increases and unemployment costs.
- Director Crawford inquired about the financial implications of self-operating, including potential charges and reimbursement rates.
- Director Watson discussed legislative changes and the goal of providing free lunches for all students, which could impact the financial model.
- Yazmin emphasized the need to transfer money from the general fund to cover any deficits in the food service fund should we choose the self-operating model.

RFP Process and Timeline

- Yazmin provided the following for this discussion:
 - An outline of the steps involved in issuing an RFP, including template requirements and timelines set by the ODE.
 - The importance of using the ODE template and the penalties for not following it.
 - A timeline for the RFP process, including key dates for approval, publication, and proposal submission.
 - The importance of site visits and pre-proposal meetings to ensure all potential bidders understand the district's expectations.

- The need for a committee to review proposals and make recommendations, including representatives from the district and the community.

Local Food Sourcing and Quality Control

- Supt. Barry and Yazmin discussed the challenges of sourcing local food and the restrictions placed by the ODE.
- Yazmin explained the limitations of fixed-price per meal agreements and the need for a cost reimbursement model as well as the importance of including local food sourcing requirements in the RFP to ensure quality and sustainability.
- Director Crawford inquired about the potential for reducing food options to improve quality, and Yazmin explained the constraints of federal guidelines.
- Yazmin and Supt. Barry discussed the potential for partnerships with local organizations to enhance food quality and sourcing.

Community Involvement and Packaging Concerns

- Director Watson raised concerns about packaging waste and suggested including packaging requirements in the RFP.
- Yazmin acknowledged the issue and discussed potential changes to reduce packaging waste.
- Director Watson suggested involving the community in the RFP process to increase participation and ensure the district's needs are met.
- Yazmin explained the importance of community input and the potential for surveys to gather feedback on food quality and preferences.
- Yazmin and Supt. Barry discussed the potential for partnerships with local organizations to enhance food quality and reduce packaging waste.

C. Facilities

Bear Creek Greenway project and Educational Space

- Facilities Director Jon McCalip discussed the Bear Creek Greenway project, including partnerships with community organizations and potential grant opportunities. Jon explained the collaborative design process and the involvement of students, staff, and community members in the planning. Jon highlighted the potential for educational opportunities, including construction projects and native plantings.
- Directors Crawford and Watson expressed concerns about having the property available to the public, which could lead to vandalism and the need for proper security and maintenance.
- Jon suggested that we could fence the area and just have access for the schools until the city completes the proposed park which would back up to our property.

Solar Projects and Energy Savings

- Jon provided an update on the TMS solar project, including the timeline for installation and the expected completion date. Jon explained the benefits of the solar project, including significant energy savings and the potential for additional projects at other schools. Jon also discussed the importance of training staff on the use of solar power and battery backup systems.
- Director Crawford inquired about the potential for using solar energy to power food service operations, and Jon explained the current limitations.
- Jon highlighted the potential for future projects to expand solar power and battery backup capabilities across the district.

Colver and DEQ Voluntary Cleanup

- Jon provided an update on the Colver Road project, including the application for a project manager through DEQ. Jon explained the timeline for the project and the potential impact on the community and local organizations.
- Supt. Barry discussed the master plan for the Colver property and the involvement of Boys and Girls Clubs in the development.
- Supt. Barry emphasized the need for a pro forma to determine the costs and phasing of the project, including potential grants and funding mechanisms.

Community Impact and Legislative Support

- Director Crawford inquired about reaching out to legislators for support of infrastructure projects and community impact.
- Supt. Barry discussed potential funding sources, including federal and state grants, and the importance of demonstrating the community's need for the projects.
- Jon and Supt. Barry discussed the potential for future projects and the importance of ongoing collaboration with community partners.

The Board took a 10-minute recess from 7:00–7:10 p.m.

D. Board Training & Development / OSBA Debrief

Policy Discussion

- Chair Campbell introduced the topic of board training and development, mentioning a sample policy that was provided for board member participation in conferences.
- Director Crawford suggested expanding the policy to include more specific funding mechanisms and conference attendance options.
- Supt. Barry discussed the increase in conference funding and the budget update provided by Yazmin Karabinas.
- Director Watson and others talked about the importance of attending national and regional conferences and the role of OSBA in funding these events.

Conference Attendance and Budget Considerations

- Director Crawford inquired about the attendance of board members at conferences and the connection to their roles.
- Supt. Barry and others discussed the value of attending conferences like OSBA and NSBA for professional development.
- Chair Campbell suggested having a process for board members to request attendance at conferences and the importance of having a policy in place for fairness to all.
- Supt. Barry proposed using a template similar to the licensed professional development fund for board members to request conference attendance.

Policy Revisions and Approval Process

- Chair Campbell suggested discussing the policy at the summer retreat and having a process for board approval of conference attendance.
- Supt. Barry and others discuss the need for a clear process and budgetary considerations for conference attendance.
- Director Crawford and others talked about the importance of having a form for board members to request conference attendance and the benefits of attending different conferences.

- Director Watson mentions a form used by a member in Eugene and the need for board approval and discussion before attendance.

Feedback on OSBA Conference Experience

- Chair Campbell shared his key takeaways from the OSBA conference, included the importance of having access to a data dashboard for board members to review strategic plan data and best practices for student achievement.
- Supt. Barry discussed the possibility of board members having access to a public view of the dashboard and the need for training.
- Director Crawford suggested using the dashboard for decision-making during the budgetary process and for advocacy work.
- Director Watson and others discussed the benefits of having real-time data access for board members.
- Supt. Barry and others discussed the value of different math experiences and writing development for students.
- Director Weathers and others talked about the challenges of the roundtable discussions and the need for better hearing and logistical planning.
- Director Watson and others discussed the importance of having a clear and engaging presentation for board members.
- Director Nagel joined a rural group for safety. Rick feels that we are very lucky with what we have in place with the SRO's and the safety features in our building remodels.

E. Board/Superintendent Evaluation Planning

- Chair Campbell and others discussed the need to adopt a new board self-evaluation tool and the role of OSBA in facilitating the process.
- Director Crawford and others talked about the importance of having a clear timeline and process for the evaluation.
- Supt. Barry and others discussed the need for training and orientation for board members in the new evaluation process.

Finalizing the Evaluation Timeline and Next Steps

- Chair Campbell and others discussed the need to finalize the timeline for the superintendent. Chair Campbell asked Denise to reach out to Kristen with OSBA and set a date for her to walk the board members through the process of Brent's evaluation and that it should take place in early February if possible. The board can then meet in executive session to actually complete the evaluation and then share the results at the first meeting in March in order to meet the March 15 deadline.

F. Adjournment - The meeting was adjourned at 8:15 p.m.

Michael Campbell, Chair

Brent Barry, Superintendent