



Jefferson County School District 509J

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Jefferson County School District 509-J
445 SE Buff Street, Madras, OR 97741
Board of Directors **BOARD MEETING** Minutes of:
July 13, 2020, 7:00pm

509-J BOARD
APPROVED
August 10, 2020

REMOTE ACCESS ONLY

Due to the COVID-19 state-wide restrictions and Governor Brown's "Stay Home, Save Lives" order, the Jefferson County School District 509-J Board Meeting will meet virtually via ZOOM.

<https://us02web.zoom.us/j/83930308702?pwd=WFdrVXISZjEyQzFtWEdiYThFNctpdz09>

Meeting ID: 839 3030 8702

Password: 51719911

Phone: (253) 215-8782

Meeting ID: 839 3030 8702

Password: 51719911

REGULAR SESSION:

ATTENDANCE: Board Chair Jamie Hurd, Vice-Chair Laurie Danzuka, Courtney Snead, Tom Norton and Kevin Richards

ABSENT: None

REGULAR SESSION – 7:00pm

Board Chair Jamie Hurd called the meeting to order followed by the Pledge of Allegiance.

AGENDA ADOPTION

Tom Norton moved to adopt the agenda as presented; motion passed – **Approved 5/0.**

Board Chair Hurd opened the floor for nominations for 2020-2021 board officers.

2020/2021 BOARD OFFICER NOMINATIONS

- **Board Chair** - Tom Norton nominated Laurie Danzuka for Board Chair. Jamie Hurd asked if there were additional nominations; with no additional nominations, Jamie Hurd motioned to accept the nomination to elect Laurie Danzuka for 2020-2021 board chair; motion passed – **Approved 5/0.**

Jamie Hurd handed the meeting over to new Board Chair Laurie Danzuka. Chair Danzuka called for nominations for Vice-Chair.

- **Vice-Chair** - Jamie Hurd nominated Kevin Richards for 2020-2021 Vice-Chair; with no additional nominations, Laurie Danzuka motioned to accept the nomination to elect Kevin Richards for vice-chair; motion passed – **Approved 5/0**.

PRESENTATIONS/REPORTS/COMMUNICATION/DISCUSSION ITEMS

- **2020 Promise Scholarship Recipients**

Unfortunately, Dalton Keifer and Cheydon Herkshan were not able to join us this evening but Kevin Richards and Laurie Danzuka shared briefly, about how they feel they were both quality candidates and represent our district and community well.

- **Warm Springs Housing AR (ECH-AR) update** – Martha Bewley

CFO Martha Bewley shared the updated AR (ECH-AR) reflecting an additional item (#4) stating the requirement that the residence needs to be employees primary residence and not a second home to stay during the week.

Board Chair Danzuka asked if there were any questions. With no questions posed, she proceeded to the next presentation item.

- **Intradistrict Transfer AR (JECBB-AR Attendance Area Change Form Only) update**

Superintendent Ken Parshall explained that the existing policy and AR does not include the needed form (that is referenced within the policy) – we are only adding the required form at this time; he explained this is not a new form but it is needed when there is a transfer request from school-to-school.

Board Chair Danzuka asked and if there is a place, that family can refer to about the boundaries. Superintendent Parshall said they are currently working on that and hope to have it up on the website during the week.

- **Emergency Operations Plan (includes Disease Prevention Plan)**

HR & Facilities Director Lynn Evans explained the Emergency Operations Plan and its purpose – if there is a major incident that we have communication structure and leadership in place as we think about potential hazards in our area. She said there was a training in June (with High Desert) and they took a template document and customized it to our needs. This document is in draft form and will be a continual work-in-progress. There is a signature page for stakeholders in the plan and those partners have not seen it yet, but will be soon and will acknowledge with signature that they have received it and seen it. She also explained the functional annexes to include the functional disease plan, which includes what we are facing at this time (COVID-19 pandemic). Lynn Evans said she

would be happy to answer any questions the board may have.

Courtney Snead asked a question about the timeline of the plan - when the plan is expected to be in a place, and is “operationalized”; or what is the timeline to rollout to staff and what does it look like – it is great to have a plan but if the plan is one that no one knows about, and there is an incident, that leads to much bigger issues.

Lynn Evans explained that the plan is not fully designed yet; although she does know that the administrators will be required to take some trainings (re: FEMA), and during this time of the pandemic with all the unknowns (and continual changes) they will be working hard to get it completed. She will inform the board of the timeline once it is more developed.

Superintendent Parshall explained that this is coming to the board for information now but it will officially come to the board in August as part of the re-opening of schools plan as part of the requirements for reopening.

Board Chair Danzuka shared with the board and those attending the meeting that Lynn Evans is the new HR Director.

- **2020-2021 Reopening Plan Update**

Superintendent Ken Parshall asked Melinda Boyle to share - the current plan is to have schools open in the fall and it requires much more planning. Melinda Boyle had the meeting host share her report on the screen and explained the State guidance that was received on June 10th mandates all schools in Oregon to have an operational blueprint for reentry and we saw a piece of that when Lynn shared her presentation. Melinda explained the first thing we have to do is collaborate with our public health department and have public health protocols; we have to have a facilities and operational school plan; a response to outbreak and it all has to be equitable. The next, we look at instruction, family and community engagement, mental, social and emotional health for staff/personnel. Melinda explained that since receipt of the guidance they have been working to develop a plan – including communication with stakeholders; collaborative meetings, surveys to families, students and staff. She also explained the three models to choose from for reentry: (1) On-site, where all students would come to school and they would be in a safe environment in our school; (2) Hybrid, some of the students coming to school and some doing online and (3) Distance learning – where students learn online. At this point, we are targeting and preparing for the onsite model. As we work on the plan there are safety procedures we have to follow – she explained the safety measures described in the report. She also explained the importance of cohorts and the fact that if the government required us to shut down due to an outbreak, only the cohort exposed would be required to quarantine and all the other students can continue to be educated.

Melinda also explained the importance of practicing the safety precautions (washing hands, social distancing, cleaning surfaces, etc.) at home as well. Melinda also shared the fact that there will be families that are concerned about sending their children to school (or unable to due to health or physical ability concerns) and we are working on hybrid options that will allow families to also remain at home until they feel safe to reenter as things change.

Melinda explained the resent survey results and said she is happy to answer any questions.

Board Chair Laurie Danzuka asked if the survey is still available or is it closed. Melinda explained that the survey is closed so they could process the results; however there will be another survey and they are working.

Tom Norton asked about the percentage of response of everything that was sent out. Melinda said the first one had 497 responses and the second one we had 541 responses. Tom Norton asked what response rate that reflects. Melinda said we have about 1500 families, so approximately 35%.

Jamie Hurd noted to keep in mind that one of those responses could represent three of the students in our district. Confirmed by Melinda.

Superintendent Parshall explained that the real purpose was to get a feel for what are we seeing from our families; and since we had several hundred respond, the feel was enough to realize that most of our families would like the kids back in school, but also want it to be a safe and sanitary environment. Which tells us we need to be prepared to have safe on-site learning for our kids to return to school but also realize there will be a small number that will not return and we need to be prepared for that as well.

Board Chair Laurie Danzuka asked Superintendent Parshall to share some important dates that we are waiting on to seek more guidance as we prepare to open schools.

Superintendent Parshall explained there are two revision updates from Oregon Department of Education, one expected on July 21st and he thinks August 11th. That is more reason that we are taking our time to gather feedback from families and continue to seek guidance. He is planning to send a draft plan out to families for onsite learning and we need them to respond if they are not planning to send their children to school so we can be prepared for distance learning for those students. We hope to get a rough draft out to families week after next. It will be posted as a draft plan in order to give families the opportunity to respond before we bring the draft plan before the board in August.

Chair Danzuka asked if we know at this point if we will be able to continue with the kindergarten and the freshmen. Superintendent Parshall explained that right now we are planning for the August Academies for kindergarten, sixth grade and ninth grade. He explained the importance of bringing these transition students in for their benefit but also for our staff to prepare and assess with a smaller group prior to opening up for larger numbers after Labor Day.

Chair Danzuka thanked Melinda and expressed how unique our district is and how important it is to get our kids back to school for the many benefits to our community and follow guidelines to keep them all safe when they return.

Superintendent Parshall shared that an article (from NY Times, *Why a Pediatric Group is Pushing to Reopen Schools This Fall*) shared by community member Lisa Holiday was emailed out to the board earlier last week. He wanted to recognize that she is attending the meeting online this evening; there are a lot of articles being shared right now. He also shared that the board attended a virtual OSBA conference on Saturday and Peter Weber, OSAA (Oregon Schools Athletic Association) executive director shared a study of the increase challenges to teenagers mental health around participation (or nonparticipation) of sports and how important athletics and activity is for our students; but also reminding us that they take direction and guidance from the State and he will keep the board updated. The plan is to move forward with sports but we will keep you informed.

Chair Laurie Danzuka shared that when people enter an office at Warm Springs they are required to do a temperature check and asked if it is a requirement at the schools as well. Superintendent Parshall said it is not a requirement right now based on the opening guidance from the State, right now it consists of a visual check but we are not required to take temperatures at this time.

Board Chair asked if there are any additional questions regarding the reopening.

Jamie Hurd asked if we are planning to hire more staff to do the extra cleaning that is required for this new plan. Superintendent Parshall said that is a topic in our planning process – we will be assessing the need. Currently they feel there is a need for additional staff for school buses and at each of our schools for additional cleaning and sanitation that will be required.

HEARING OF CITIZENS / DELEGATIONS

Due to the COVID-19 Statewide restrictions and Governor Brown's "Stay Home, Save Lives" order, the Jefferson County School District 509-J will accept public comment in writing prior to the meeting. If you are a member of the community and wish to provide a public comment, in written format ONLY. Written comments must be received by 1:00 pm on Monday, July 13, 2020 and will be read during the public comment section of the virtual meeting on

Monday, July 13, 2020. - Thank you for your understanding and cooperation.
Please submit your [COMMENT HERE](#):

There were no comments submitted.

ACTION ITEMS

A. **Consent Agenda**

- Approval of Board Minutes of **June 3, 2020**
- Financials (May 2020)
- Accounts Payable Vouchers (January – June 2020)
- Personnel Action

Courtney Snead moved to approve the consent agenda as presented; motion passed – **Approved 5/0.**

B. **Intent to Award Contract** - Facility Assessment and Long Range Facility Planning (from TAP grants that the district were awarded)

Lynn Evans explained the *Intent to Award Contract* to a company named Design West Architects; who will perform our facility assessment for the entire district (in compliance with ODE's TAPP Grant requirements), they will also develop a long-range plan based on the assessment that will include a community process to capture a wide range of stakeholder input so we know where to focus our efforts for the next Bond effort. She offered to answer any questions the board may have and explained a summary was sent to the host and board secretary. Lynn Evans also informed the board that we had seven proposals for this bid.

Board Chair Laurie Danzuka thanked Lynn Evans and asked if there are questions – with none, she called for motion for the intent to award.

Jamie Hurd moved to approve the Intent to Award Contract - Facility Assessment and Long Range Facility Planning as presented; motion passed – **Approved 5/0.**

REMINDERS:

- Next Board Work Session: Monday, August 10, 2020 @5:300pm
- Next Board Meeting: Monday, August 10, 2020 @7:00PM

Board Chair and Superintendent informed the board that these meetings will be virtual. Board Chair also requested that it is clear where the community can provide input for the plan or meetings.

BOARD & SUPERINTENDENT HIGHLIGHTS

- Saturday's OSBA meeting was positive and evidence of the work being done - it is reassuring that a lot of thought and work is being done in order to try and get our kids back in school.
- Grateful that our district is surveying the community.
- Proud of our students who are graduating and coming back into our community to work.
- Community appreciates that we are seeking input as we proceed to opening schools in the fall. There is frustration at the situation but not directed at us as a district. Pleased with the work that is going on.

Board Chair Laurie Danzuka reminded the board about the importance of self-care during this difficult time we are facing.

MEETING CLOSURE/ADJOURNED

With no further business Board Chair Laurie Danzuka adjourned the meeting at 7:56pm.

Tessa Bailey, Executive Assistant

Draft to Board for approval at next meeting.
Monday August 10, 2020

Jamie Hurd, Board Chair

Ken Parshall, Superintendent

Date

Date