

# MINUTES

2.2

OF THE

## SCHOOL BOARD OF DISTRICT NO. 40, YAMHILL COUNTY McMINNVILLE, OREGON

The Board of Directors of McMinnville School District met in **Regular Session** in a virtual conference meeting on April 13, 2020, in the School District Office at 800 NE Lafayette Ave., McMinnville, Oregon. The meeting was called to order at 7:30 p.m. by Chair Larry Vollmer. Roll call indicated the following:

### BOARD MEMBERS PRESENT:

Dr. Paul Haddeland  
Mr. Gerardo Partida  
Mr. Larry Vollmer  
Mr. Carson Benner  
Mrs. Barbara Carter  
Ms. Janis Braich  
Dr. Tim Roberts

### BOARD MEMBERS ABSENT:

### STUDENT ENVOYS:

Evan Ewing  
Megan Bomberger

### ADMINISTRATION:

Dr. Maryalice Russell, Superintendent  
Melanie Martinoff, Board Secretary

### AUDIENCE:

Susan Escure, Stephanie Legard, David Bousquet, Kim Price, Dan Sheppard, Pete Keenan, Veronica Chase, Kristian Frack, Kathi Fowler, Margie Johnson, Lu Ann Anderson, Darlene Geddes, Allison Eitzen, Tony Vicknair, Hilary Brittan Lack, Steffanie Frost, Marty Palacios, Davey Altree, Laurie Fry, Deb Hilfiker, Brian Crain, Jill Long, Julie Gluff, Amy Fast, Kourtney Ferrua, Lauren Berg, Mark Hinthorn, Robin Van Buren,, Kourtney Ferrua, Norah Martin, Linda Leis, Pete Keenan, Adam Greene, David Bousquet, Mimi Weinreb.

### Introductions and Communications

There were no introductions and communications.

Larry Vollmer read two proclamations: the 2020 School Volunteer Week Proclamation and the 2020 Teacher Appreciation Week Proclamation.

## PROCLAMATION

### 2020 School Volunteer Week

**WHEREAS** public school volunteers contribute unselfishly to the success of Oregon's students, teaching and support staff and the goals of American public

education;

**WHEREAS** school volunteers ensure that every student gets help and encouragement according to need;

**WHEREAS** school volunteers support students and teachers inside and beyond the classroom in myriad ways regardless of the hour and without monetary gain;

**WHEREAS** school volunteers act dependably, creatively and collaboratively to accomplish whatever tasks they are assigned or commit themselves to;

**WHEREAS** school volunteers stretch school-district resources to ensure that all students achieve a complete and well-rounded education;

**WHEREAS**, school volunteer exhibit care, model the best in citizenship and create a climate that fosters learning and a love of education;

We declare our everlasting appreciation to public-school volunteers of the McMinnville School District, who, regardless of situation, age, race, or creed, step forward to help, thus widening horizons for others as well as themselves.

**THEREFORE**, the School Board of McMinnville School District proclaims April 20 to 24, 2020 School Volunteer Recognition Week, and we urge all citizens to join us in recognizing the dedication and hard work of local volunteers in preparing today's students for tomorrow's world.

## **PROCLAMATION**

### **2020 Teacher Appreciation Week**

**WHEREAS**, today's teachers mold our future citizens through their guidance and education, and

**WHEREAS**, today's teachers encounter students of widely differing backgrounds and abilities, and

**WHEREAS**, our society expects public education to provide quality education services to all children, no matter what their backgrounds or abilities, and

**WHEREAS**, our country's future depends, in large measure, upon the education our youth receive today, and

**WHEREAS**, our community recognizes that its teachers are providing quality education services to our children,

**NOW, THEREFORE, BE IT PROCLAIMED THAT** the School Board of McMinnville School District No. 40 designates the week of May 4-8, 2020, as Teacher Appreciation Week in this community, and

**BE IT FURTHER PROCLAIMED THAT** the McMinnville School Board calls on the community to join with it in personally expressing appreciation to our teachers for a job well done.

Review of Agenda: There were no changes to the agenda.

Consent Agenda

**On motion by** Carson Benner **seconded by** Janis Braich, the Consent Agenda was approved on a unanimous vote.

The Board accepted with gratitude, gifts to the District: the McMinnville Kiwanis Foundation donated a check for \$1,500 towards the purchase of exercise mats at Memorial Elementary School, Julie Donnelly donated toiletries and clothes valued at \$150 to the Resource Room at MHS, Meggitt Oregon Inc. donated a check for \$2,500 towards the FTC Robotics group at MHS, Sandra Pierce donated \$150 worth of school supplies, clothes, and personal hygiene supplies to the FTC Robotics group at MHS, Cart-Away Concrete Systems Inc. donated a check for \$500 to the Resource Room at MHS, NW Air Repair Inc. donated a check for \$800 to EASA at MHS, Jake and Jamie Bartley donated \$100 cash to the MHS Resource Room, John C. Holley Jr. donated a check for \$150 to the Carole Newland Whitehead Scholarship fund at MHS.

Minutes of the March 9, 2020 business meeting were approved.

Personnel actions were approved. Licensed retirements: Donald Rutschman. Licensed new hire: Michelle Johnstone, Lydia Driver, Taylor Petersen, Shaylyn Crowston, Danielle Ross, Colby Ottley, Dakota Buhler, Kaitlyn Macuk and Wendy Connelly. Classified retirement: Kathleen Espejo and Gloria Kemper. Classified resignation: Ivone Draper. Classified new hire: Irma Del Rayo Saldana and Adam Ortega.

The board approved the contract award for Snyder Roofing company for Adams Elementary School and Washington Roofing Company for Duniway Middle School roofing needs.

The Board heard Monthly Reports.

Student Envoy Report Evan Ewing and Megan Bomberger presented to the board on what they have been doing recently. They have now officially graduated and are baking, doing yard work and are contacting other students. A former exchange student talked about her experiences during this time. They spoke about distance learning with teachers and students, graduation requirements, and wrapping up their year.

Superintendent's Report: Dr. Russell spoke about the many meetings going on right now at state level, local level and school level in regard to child care, nutrition, distance learning, technology and graduation. Right now they are in the process of planning events for high school and doing training for staff that might have taken place later on. Most of the staff is working remotely. Teachers have been able to get into their classrooms to obtain personal items and/or instructional materials. The ODE has revised guidelines many times as the COVID19 closure has been extended.

Financial Report: Susan Escure discussed the financial packet with the board. Enrollment as of March 13<sup>th</sup> the last day of school before the closure, was the same as the beginning of March. The Oregon Department of Education said districts should not take attendance for purposes of state school funding from now until the end of this school year. They will use the 2<sup>nd</sup> quarter average daily membership collection to fund the district. Susan covered expenditures and income for the nutrition department. Currently the food distribution is under the summer feeding rules. There is a budget work session next week on April 22<sup>nd</sup>.

Facilities and Operations Report Pete Keenan said that facilities staff is disinfecting buildings. The grounds crew is working on projects that can't normally be done at this time of the year because students are usually there; pressure washing buildings, touching up paint and attending to other building needs. First Student has provided help as well. There are now special fire extinguishers in IT rooms that would put out a fire without destroying IT equipment. The district buildings have been re-keyed now which gives an additional level of security with the new badges and codes, we can track who is visiting buildings. There are only a few people who have Grandmasters improving overall building access security.

Principal Report: Kim Price discussed the elementary principal's efforts during this time of COVID19. On average 200 students were given out lunches last week at Memorial. One parent thanked Principal Price for the food distribution as "it gives us something to look forward to every day". Distance learning has begun and the school has been helping parents and students obtain chromebooks and hotspots. There are also paper packets available for families who prefer them. Classified staff are assigned to help with grade levels. On April 3<sup>rd</sup> staff were able to go to their rooms for 30 minutes to gather what they need but with a staggered schedule so there were no more than 10 people in the building at one time. Teachers have come together to provide instruction for their students. They have jumped into the tasks with gusto and it is inspiring. There have been positive messages from families on learning, but also some who are struggling.

#### Under Unfinished Business

The board reviewed policies for second reading.

GBNAA/JHFF – Reporting Requirements for Suspected Sexual Conduct with Students

**On motion by Paul Haddeland seconded by Carson Benner**, the motion to approve these policies was passed unanimously.

#### Under New Business

Susan Escure discussed the suggested First Student Contract revisions in light of the COVID19 situation. The governor's executive order stated to continue paying MSD employees and to continue student feeding. The agreement is to pay first student their base route rate for home to school, but reduced by 12.9%. First Student is making this agreement with other districts as well. The District pays only for the gas we use. There are of course no field trips at this time. There are 31 normal student days after April 28<sup>th</sup>. Local drivers are receiving their standard wages and also supporting school site lunch distribution and supplemental custodial assignments.

**On motion by Carson Benner seconded by Janis Braich, Motion Passed Unanimously** to grant approval for the First Student contract revisions for COVID19 and to allow Susan Escure and Dr. Maryalice Russell to negotiate anything further with First Student through the end of the 2019-2020 school year.

Susan Escure spoke about revisions in the McMinnville School District Budget Calendar due to COVID19 disruption. The worksession is now moved to April 22<sup>nd</sup> because the original calendar had a meeting in March but with the COVID19 disruption, they thought it was wise to move it back. The final budget hearing would be during the June 22<sup>nd</sup> worksession.

**On Motion By Janis Braich Seconded By Barbara Carter Motion Passed Unanimously** make changes to the McMinnville School District Budget Calendar 20-21 due to COVID19 disruptions in schedules.

5.3 COVID19 update.

Dr. Russell spoke about the Governor's Executive Orders 20-08/12. These orders laid out what was expected by the state of Oregon concerning school districts.

David Bousquet gave an update on the chromebook and hotspot distribution to students. David said his staff worked incredibly hard over the last few weeks. David said there have been three distributions of Chromebooks. About 54% of students have taken chromebooks now. Now they are working on the hotspots. Service is free through Sprint. Initial demand has been met.

Kourtney Ferrua reviewed distance learning. The TOSAs helped put all of this together. The district is still waiting on guidance from the ODE on grades 9-11. They are providing social emotional and mental health services as well through counselors and in partnership with county health and Lutheran Community Services. Educators have reached out to families. This is also being done through an equity lens and making sure access is across the board. There will be special student services, talented and gifted programs, English Language services. All students will progress to the next grade. Staff is keeping track of student progress.

There is collaboration across the district between teachers, staff and administrators. There are many translators working really hard at translating all of the materials to assist with our Spanish speaking families.

Cindi Hiatt-Henry spoke about the "grab and go" lunches being distributed to students. Lunch participation has grown every day since it started during the COVID 19 period. A full breakfast and lunch is handed out every day now. There is collaboration between nutrition services staff, bus drivers, and other staff. They are maintaining social distancing themselves and are also doing so at the bus stops. The food staff rotates in and out. The staff has stepped up because they are committed to serving the kids.

Dan Sheppard talked about how the buses are working to deliver food. They have cones to set out to help with social distancing. They have used the lunch bags to deliver messages home. Linda Leis said they have seven bus routes. It is a community effort and the drivers all feel part of it. Drivers helped out at Chromebook check out. Norah Martin, First Student Manager said that she appreciates the bus drivers having this opportunity to keep helping with students. Buses are disinfected after every run.

Steffanie Frost spoke about policy updates needed due to COVID19. Steffanie reminded the board there is a subcommittee policy meeting this Thursday. They need to review policies affected by COVID19.

Susan Escure spoke about fiscal services needed for COVID19. In finance, they determined who could work from home and who couldn't. There are about 300 classified employees who do a monthly timesheet. They created a timesheet for every employee so they can log hours worked.

Dan Sheppard spoke about the social emotional supports that are in place for parents and students with the county health department as well as staff at the schools. Letters have gone out to families, the website shows supports, and staff are available.

Laurie Fry spoke about Communication vehicles used by the McMinnville School district: the district website, school websites, school messenger, social media, and email. Information started going out in February. Posters and flyers were sent out and put up in schools. CDC updates, emotional support items on how to speak with kids about the closure. School cancellations were announced as soon as they were heard

about. Information on the “grab and go: meal plan was sent out along with the bus stop information. Dr. Russell did many videos for parents, students, and staff.

Dr. Russell thanked nutrition services, transportation, custodial, licensed, classified and the district office staff as well.

The Board invited public comment: There were no public comment requests.

Directors Comments

Directors Comments were given.

Carson Benner thanked the staff for all of their hard work.

Janis said that after watching the OSBA Director’s webinar, that their work with the budget this year for next year will be the most important work they have done in the last ten years. She is hoping to celebrate the class of 2020. She said she hopes the CAT tax for the SIA program doesn’t get repealed.

Barbara wanted to thank everyone for the work they have put in to doing this new version of learning.

Dr. Haddeland said the district is so lucky to have a good leader like Dr. Russell to lead during this time. He also thanked the excellent staff. He said there is still uncertainty coming.

Larry Vollmer gave a thumbs up to the nutrition services group. He also said thanks to all staff.

The meeting was adjourned at 9:50 p.m.

Attest:

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Board Chair

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Superintendent