

**Meeting of the School Board
David Douglas School District No. 40
August 12, 2021**

A virtual Board Meeting of the David Douglas School Board was held on Thursday, August 12th, 2021 at 7:00pm.

School Board Members present via virtual meeting: Stephanie D. Stephens, Board Chair; Donna Barber, Vice Chair; Aaron Barrow, Frieda Christopher, Andrea Valderrama, and Hoa Nguyen.

Also present via virtual meeting: Ken Richardson, Superintendent/Clerk; Candy Wallace, Assistant Superintendent; Patt Komar, Director of Administrative Services; Derek Edens, Director of Assessment & Technology; Brooke O'Neill, Director of Curriculum & Instruction; Kelly Devlin, Director of ESL & Equity; Mary Pearson, Director of Student Services; Andy Long, Director of PK-12 Education; Taye Spears, Director of Diversity, Equity and Inclusion, and Laurie Brunelle, Board Secretary.

The agenda included consideration of the following:

Call to Order / Native American Land Acknowledgement

Ms. Stephens requested to take a moment in remembrance of student Jenni Fernandez-Suarez and former student Dohnavinh Saelee who recently passed away.

Public Comment - Full comments located in the David Douglas School District Board Meeting Archives.

Live Testimony – The following District students shared their Summer School experience.

- Terayn Kimmons: Teachers were kind and helpful and kept it safe and sanitized.
- Zamariya Sawyer: Had a lot of fun and her favorite part was swimming.
- Finn Sturgell: He liked the water park project and swimming.

Written Testimony – The documents are considered public record and kept on file at the David Douglas School District.

- Susie Garcia, district parent
 - Both of her kids loved going to summer school and she appreciated that it provided social/intellectual stimulation for her kids.
- Marci Games, district parent
 - Both of her kids attended summer school and she considers it a success. She recommends that this program continues.
- Brita Sorensen, district staff
 - She is grateful that the Governor has mandated mask-wearing indoors and believes we should continue to follow the advice of knowledgeable experts and follow all of the CDC's recommendations.
- Kim Satterthwaite, district parent
 - She represents a group of parents in the District who disagrees with the Governor and OHA's decision for a mask mandate and strongly urges the District to lift this decision when they are given the authority.
- Karen Chadwick, district parent
 - She realizes the mask mandate is beyond the District's decision but is hopeful that when that control returns to individual school districts, we will allow parents to opt-out their students from wearing masks.

A recess was called in order for Ms. Pearson to conduct a public hearing on the Safe Return to In-Person Instruction and Continuity of Services Plan.

- There was no public comment as no members of the public appeared.

David Douglas Aquatics Club and Aquatics Programs – Jim Bowe and Bobby DeRoest, DDHS Swim Coaches provided the following information.

- How the Aquatic Center serves the community.
 - Swimming as Physical Education.
 - High School Sports.
 - Community programs.
- Organizational structure: Non-profit led by a volunteer board.
- Demographics of members:
 - A vast majority of the Aquatics Club is David Douglas students.

- Has the highest percentage of athletes who qualifies for USA Swimming Outreach.
- Strategic plan/challenges:
 - Finding creative ways to increase revenue to help with increased costs.
 - Recruiting and retaining athletes from the David Douglas community.
 - Recruiting parent leaders that represent the diversity of our team and community.
- Personal experience with the Aquatic Club and Aquatic Programs:
 - Jamal Abdullah, district parent: has two daughters in the Aquatic Club.
 - It's given them a great sense of confidence in what do in other parts of their life.
 - Has brought a sense of belonging within the community.
 - Trinity Caudle, district alumni
 - Has put her on a path to success and has helped her throughout school.
 - Gained good quality traits, commitment, and determination.
 - Andy Tan, district student
 - Through the team he has grown socially and has succeeded academically.
 - Has had a positive impact on his life.

Consent Agenda – Ms. Christopher moved approval of the following Consent Agenda Items, seconded by Ms. Valderrama. The motion approved in a vote of 6-0.

- Approval of July Board Meeting Minutes
- Personnel Recommendations
- Contract and Purchasing Approvals
- Approval of Budget Calendar for the 2022/2023 Fiscal Year
- Approval of Sole Source Procurements
- Approval of Administrator Agreement
- Approval of Manager/Supervisor Agreement

District Purchasing and RFP Process – Ms. Komar provided the following information.

- The Director of Administrative Services is appointed by the Board to serve as purchasing agent.
 - Purchasing Clerk handles informal and some intermediate procurements.
 - Director and Director's Assistant handle formal procurements.
- The District follows the Attorney General Model Rules - ORS279.049(1)
- Procurement process:
 - Informal procurement: under \$10,000
 - Intermediate procurement: competitive solicitation for product or services with a contract value exceeding \$10,000 but not more than \$150,000.
 - District obtains 3 quotes and documents best price.
 - Cooperative agreements.
 - Sometimes go to formal procurement options.
 - Formal procurement: request for proposals (RFP)
 - RFP is a method for acquiring products or services that exceed \$150,000.
- The District has the option to do formal bidding at less than \$150,000.
- We often go out for RFP for at least the \$50,000 threshold.
- Minority Business Enterprise and Women Business Enterprise (MWBE).
 - Certifications do not expire and are based on the individual rather than the size of the business.
 - To qualify the business must:
 - Be for profit.
 - Be registered with the Oregon Secretary of State.
 - Have gross annual receipts (3 year average) not exceeding \$26.29 million.
 - To qualify the business owner must:
 - Be a US citizen or lawfully admitted, permanent resident.
 - Own and control 51% or more.
 - Control and manage day-to-day operations.
 - Have proper licensing.
 - Have made a contribution of capital.
 - MWBE Outreach:

- Construction related procurements have outreach sessions for MWBE firms to attend.
- Our current RFP is for a Bond Consultant and was issued on July 7, 2021.
 - We have received one proposal and have issued an intent to award Letter to Wright Public Consulting.

Board Vacancy - Sahar Muranovic resigned effective July 31st.

- Ms. Stephens shared the process for filling an unexpired term.
 - Position will be posted for 30 days.
 - Applicants submit letter of interest to the Superintendent's office, including a resume.
 - Applicants are invited to give a five minute presentation to the Board.
 - The Board will nominate and cast their vote.
- Mr. Richardson shared the timeline and process we used for the last vacancy of an unexpired term and a possible timeline for the current vacancy.
- Board suggestions for the application process.
 - Include the word "citizen" on the application.
 - Find ways to use the community members that aren't selected. They can serve in other ways.
 - It's important to think about how people find out about the vacancy.
 - Helpful for Board members to make themselves available to answer questions.
- The following timeline will be used for the application process.
 - September 9th Board Meeting: Meet and Greet agenda item to listen to the community and answer questions.
 - September 17th: Applications due.
 - September 23rd Board Workshop: Presentations to the Board.
 - October 14th Board Meeting: Board selects a candidate.

RSSL Update – Mr. Richardson provided the following information.

- For the 2021-22 school year, schools must plan to provide full-time, in-person education every school day.
- Our plan is to open to all students coming every day. We will have to implement different safety criteria and follow mitigation measures.
- Layered approach: key practices for reducing the spread of COVID-19 in schools.
 - Vaccination: number one mitigation strategy.
 - Protective equipment: face coverings are no longer advisory they are now mandatory.
 - Physical distancing: 3 feet of distance to the extent possible.
 - Handwashing and respiratory etiquette: we purchased soap and hand sanitizer.
 - Airflow and circulation: we've purchased HEPA filters for all classrooms and updated our air units.
 - Cohorting: one of the number one priorities.
 - Isolation and Quarantine.
 - Environmental Cleaning and Disinfection.
- Care and connect: taking time at the beginning of the school year to work with our families at this difficult time.
 - We have developed a schedule of staggered starts.
 - Reaching out to families who don't show up.
- Planning the navigation of what happens if multiple students have COVID.
- A back to school schedule was shared.

Bond Update – Ms. Komar provided the following information.

- We did the RFP for a Bond Consultant and chose Jeremy Wright Consulting.
- A Bond project list will be brought to the September Board meeting.

Lead Testing Update – Ms. Komar provided a Lead testing memo with the following information.

- Repairs and upgrades were done with no areas of lead detection.

Appointment of Budget Committee Position 1

- Ms. Barber reappointed Tory Campbell for Budget Committee Member Position 1.

Resolution Authorizing Amendment No. 1 to the 2021-22 Budget for School District No. 40, Multnomah County, Oregon - Ms. Christopher moved approval of Amendment No. 1 to the 2021-22 Budget, seconded by Ms. Valderrama. The motion approved in a vote of 6-0.

Committee Updates/Assignments

- Removed as a discussion item. The Board Committee Assignments will be posted on the District website.

Financial and Investment Report – Ms. Komar reported on the following information.

- General Fund: reached the projected \$18.7 million.
 - Utility spending was less and we are finalizing FEMA claims.
- Technology Fund: we received a pass through amount that was less than anticipated and we have an outstanding E-Rate payment.
- Nutrition Services Fund: ending fund balance is \$0.
 - Expenses have been transferred to the ESSER Grant.
- Grants Fund: is slightly up and we are finalizing our last claim for last year.
- Investment Report: cash investment balances totaled \$21.3 million.
 - Interest rates are now down to .6% and have declined 2.55% with the Local Government Investment Pool.

Superintendent's Report – Mr. Richardson reported on the following information.

- We are tracking our enrollment and it's continuing to decline.
- Provided a plaque in recognition of Sahar Muranovic for her two years of service.
- Provided a plaque in recognition of Andrea Valderrama for her two years of service as Board Chair.
- Next week is Administrator Academy, which will be held outdoors in the morning and virtually in the afternoon.
 - Focus on equity, strategic plan, and opening plan.
- The Application pool for open positions in the District is low.
- Shared a video regarding the District's Grow your Own Program.

Other Business – Ms. Valderrama moved approval of the following request, seconded by Mr. Barrow. The motion approved in a vote of 6-0.

- Request for Increase of Amount of Purchase for Dell Chromebooks



Stephanie D. Stephens, Board Chair



Ken Richardson, Superintendent / Clerk