



Via Zoom

**DISTRICT GOALS: Improve Student Achievement, K-3 Literacy, On-Time Graduation**

**MEETING AGENDA**

**1. WELCOME**

- A. Call to Order
- B. Flag Salute

**2. ACCEPTANCE OF LCSD SCHOOL BOARD ELECTIONS RESULTS      Action: Approval Req.**

**3. BOARD MEMBER APPOINTMENT AND OATH OF OFFICE, pg. 4    Action: Approval Requested**

- A. Zone 1
- B. Zone 4
- C. Zone 5

**4. BOARD REORGANIZATION**

- A. Election of Board Chair 2023-24
- B. Election of Board Vice Chair 2023-24

**5. PUBLIC COMMENTS<sup>1</sup>**

This is a time for citizens to address the Board. The Chair will recognize speaker(s) at the designated time. All speakers shall identify themselves and state their name before speaking. Speakers are asked to provide their name, address and telephone number on the Speaker's Sign-in Sheet. Each speaker may address the Board for three minutes.

**6. 2023-24 LCSD BOARD MEETING SCHEDULE, pg. 6      Action: Approval Requested**

**7. RESOLUTION 2324-1 REPRESENTATIONS AND AUTHORIZATIONS, pg. 8    Action: Approval Req.**

**8. ADMINISTRATOR WORKING CONDITIONS      Action: Informational**

**9. CONSENT AGENDA      Action: Approval Requested**

- A. June 15, 2023 Board Meeting Minutes, pg. 13
- B. March 9, 2023, May 18, 2023, & May 25, 2023 Budget Meeting Minutes, pg. 18
- C. Policy Updates – Second Reading, pg. 26

CODE	TITLE
<b>SECOND READING</b>	<b>REQUIRED</b>
BBB	Board Elections

C. Hiring:

NAME	POSITION	FTE	START DATE	END DATE
<b>NEW HIRES 2023-24</b>				
Katherine Carleski	English Language Arts Teacher – Lebanon High School	1.0	8/28/2023	
Madeline Elliott	1 <sup>st</sup> Grade Teacher – Green Acres School	1.0	8/28/2023	
Brian Moore	Special Education Teacher – Lebanon High School	1.0	8/28/2023	
Laura Stentz	English Language Arts Teacher – Lebanon High School	1.0	8/28/2023	
Janelle Swanson	Small Group Intervention Teacher – Hamilton Creek & Lacombe Schools	1.0	8/28/2023	

**10. DEPARTMENT REPORTS**

**Action: Approval Requested**

- A. Operations
- B. Human Resources
- C. Finance

**11. COMMUNICATION**

**Action: Informational**

- A. Board
- B. Superintendent

**12. PUBLIC COMMENTS<sup>1</sup>**

**13. ADJOURNMENT**

<sup>1</sup> The Lebanon Community School District Board of Directors welcomes you to our regular meeting. It is the Board's goal to hold an effective and efficient meeting to conduct the business of the District. In keeping with this goal, the Board provides a place for Public Comments on each of its regular agendas. This is a time when you can provide statements or ask questions. The Board allows three minutes for each speaker. The language below discusses the Public Meetings Law and public participation in such meetings.

*"The Public Meetings Law is a public attendance law, not a public participation law. Under the Public Meetings Law, governing body meetings are open to the public except as otherwise provided by law. ORS 192.630 The right of public attendance guaranteed by the Public Meetings Law does not include the right to participate by public testimony or comment.*

*"Other statutes, rules, charters, ordinances, and bylaws outside the Public Meetings Law may require governing bodies to hear public testimony or comment on certain matters. But in the absence of such a requirement, a governing body may conduct a meeting without any public participation. Governing bodies voluntarily may allow limited public participation at their meetings."*

**Oregon Attorney General's Administrative Law Manual and Uniform and Model Rules of Procedure under the Administrative Procedures Act. Hardy Myers, Attorney General, March 27, 2000**

Upcoming meeting dates:

August 10, 2023 Board Meeting at 6:00 PM  
September 7, 2023 Board Meeting at 6:00 PM  
October 12, 2023 Board Meeting at 6:00 PM  
November 9, 2023 Board Meeting at 6:00 PM  
December 7, 2023 Board Meeting at 6:00 PM

# *Agenda Item 3*

Board Member Appointment  
and Oath of Office

A. Zone 1

B. Zone 4

C. Zone 5

# Lebanon Community Schools

Code: **BBBB**  
Adopted: 6/15/98  
Readopted: 2/4/10  
Orig. Code(s): BBBB

## Board Member Oath of Office

Board members when elected or appointed must take the oath of office before assuming the duties of office. The oath of office must be taken again after each election or appointment of a Board member.

The oath of office will be in the following form:

I, \_\_\_\_\_, having been duly elected a member of the School Board of Lebanon Community School District, Linn County, Oregon, do solemnly swear/affirm that I will support the Constitution of the United States and of the State of Oregon, the laws thereof, and the policies of the Lebanon Community Schools District and that I will faithfully and objectively discharge the duties of a member of said school Board to the best of my ability (so help me God - optional).

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Signed: \_\_\_\_\_  
District Board Member

END OF POLICY

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### Legal Reference(s):

[ORS 332.005](#)

# *Agenda Item 6*

2023-24 LCSD Board  
Meeting Schedule

## 2023-24 LCSD Board Meeting Schedule

Date	Time	Meeting Type	Location
August 10, 2023	6:00 PM	Regular Meeting	Santiam Travel Station
September 7, 2023	6:00 PM	Regular Meeting	Santiam Travel Station
October 12, 2023	6:00 PM	Regular Meeting	Santiam Travel Station
November 9, 2023	6:00 PM	Regular Meeting	Santiam Travel Station
December 7, 2023	6:00 PM	Regular Meeting	Santiam Travel Station
January 11, 2024	6:00 PM	Regular Meeting	Santiam Travel Station
February 8, 2024	6:00 PM	Regular Meeting	Santiam Travel Station
March 7, 2024	6:00 PM	Regular Meeting	Santiam Travel Station
April 11, 2024	6:00 PM	Regular Meeting	Santiam Travel Station
May 9, 2024	6:00 PM	Regular Meeting	Santiam Travel Station
June 6, 2024	6:00 PM	Regular Meeting	Santiam Travel Station
July 11, 2024	6:00 PM	Reorganizational Meeting	Santiam Travel Station

# *Agenda Item 7*

Resolution 2324-1  
Representations and Authorizations



## Lebanon Community School District #9

### Resolution 2324-1 Representations and Authorizations

The Lebanon Community School District Board of Directors resolves the following for Fiscal Year 2023/24:

- A. **Bonding of the Board Chairman, Superintendent/Clerk, Deputy Clerk.** BE IT RESOLVED that the Lebanon School Board of Directors designates Property and Casualty coverage for education (PACE) to provide a Public Employee Dishonesty Coverage in a minimum amount of \$100,000 (fidelity bond) in accordance with ORS 332.525 and ORS 328.441.
- B. **Chief Administrative Officer.** BE IT RESOLVED that the Lebanon School Board of Directors hereby designates Jennifer Meckley as Chief Administrative Officer.
- C. **Deputy Clerk.** BE IT RESOLVED that the Lebanon School Board of Directors hereby designates William Lewis as Deputy Clerk.
- D. **Custodian of Funds.** BE IT RESOLVED that the Lebanon School Board of Directors hereby designates Jennifer Meckley and William Lewis to be the custodian of funds and further authorizes facsimile signature under ORS 328.441, ORS 328.445.
- E. **Authorization to Sign Payroll and Monthly Disbursements.** BE IT RESOLVED that the Lebanon School Board of Directors hereby designates Jennifer Meckley and/or William Lewis to sign monthly disbursements and payroll.
- F. **Authorization to Approve and Pay Accounts Payable.** BE IT RESOLVED that the Lebanon School Board of Directors hereby designates Jennifer Meckley and/or William Lewis to approve and pay all accounts payable and balances on district-issued credit/purchase cards within the limits of the adopted budget document. Licensed administrators may approve purchase orders in amounts of \$250 or less unless revoked by the Superintendent.
- G. **Budget Officer.** BE IT RESOLVED that the Lebanon School Board of Directors hereby designates Jennifer Meckley as the budget officer.
- H. **Official Auditors.** BE IT RESOLVED that the Lebanon School Board of Directors hereby designates Pauly Rogers & Co. as the official auditor for the district's Fiscal Year 2021/22 books.
- I. **Newspapers-of-Record.** BE IT RESOLVED that the Lebanon School Board of Directors hereby designates the Albany Democrat Herald as the district newspaper-of-record.

- J. **Insurance Agent-of-Record.** BE IT RESOLVED that the Lebanon School Board of Directors hereby designates Rhodes Warden Insurance as the district insurance agent-of-record.
- K. **Attorney-of-Record.** BE IT RESOLVED that the Lebanon School Board of Directors hereby designates Garrett Hemann Robertson, PC as the attorney-of-record for all general education related legal services and for collective bargaining services.
- L. **Hearing Officer.** BE IT RESOLVED that the Lebanon School Board of Directors hereby designates Jennifer Meckley to serve as the hearing officer in all matters pertaining to the operation of the school district and/or matters on personnel and further designates Jennifer Meckley or his designee to serve as the hearing officer on student records, including expulsion hearings.
- M. **Authorization to Participate in Federal and State Programs.** BE IT RESOLVED that Superintendent Jennifer Meckley is hereby authorized as the official district representative for IDEA, Title IA, Title IIA, Title III, Title IV, and Title V, Title VI, EBISS, Carl Perkins Grant, other various local grants, Linn/Benton Education Service District, miscellaneous state grants, and miscellaneous federal grants.
- N. **School Board Meetings.** BE IT RESOLVED that the following are the School Board meeting dates for Fiscal Year 2023/24. Regular meetings will begin at 6:00 PM.

Date	Meeting Type	Scheduled Location
August 10, 2023	Regular Meeting	Santiam Travel Station
September 7, 2023	Regular Meeting	Santiam Travel Station
October 12, 2023	Regular Meeting	Santiam Travel Station
November 9, 2023	Regular Meeting	Santiam Travel Station
December 7, 2023	Regular Meeting	Santiam Travel Station
January 11, 2024	Regular Meeting	Santiam Travel Station
February 8, 2024	Regular Meeting	Santiam Travel Station
March 7, 2024	Regular Meeting	Santiam Travel Station
April 11, 2024	Regular Meeting	Santiam Travel Station
May 9, 2024	Regular Meeting	Santiam Travel Station
June 6, 2024	Regular Meeting	Santiam Travel Station
July 11, 2024	Reorganizational Meeting	Santiam Travel Station

- O. **Depository-of-Funds.** BE IT RESOLVED that the Lebanon School Board of Directors here by designates FDIC Wells Fargo, Umpqua Bank, U.S. Bank, Oregon State Treasury and Local Government Investment Pool as the Depositories of Funds.

- P. **Borrowing Limit for the Custodian of Funds.** BE IT RESOLVED that the Lebanon School Board of Directors hereby allows the Custodian of Funds to borrow up to \$5,000,000. Notice is to be given to the Board prior to the loan.
- Q. **Short-term loans between funds.** BE IT RESOLVED that William Lewis, Deputy Clerk/Chief Operations Officer, is authorized to make short-term loans between funds in order to pay district obligations.
- R. **Employees Excluded from Bargaining Units.** BE IT RESOLVED that the Lebanon School Board of Directors hereby affirms that confidential employees and all directors and administrators are excluded from the bargaining units.
- S. **Local Contract Review Board.** BE IT RESOLVED that the Lebanon School Board of Directors hereby reaffirms the Lebanon Community School District as its own Local Contract Review Board.
- T. **Alternative Education Programs.** BE IT RESOLVED that the Lebanon School Board of Directors hereby designates Lebanon High School Alternative Programs, Linn Benton Community College Alternative Program, and Community Services Consortium as alternative education programs.
- U. The following designation of the Fiscal Year 2021/22 ending fund balances and revenues for specific uses in Fiscal Year 2022/23:
1. Committed Fund Balances
    - a. The ending balance of each of the following funds is “Committed” in accordance with the purposes stated for each fund or program in the FY 2023/24 adopted budget.
  2. Restricted Fund Balances
    - a. The ending balance of all grant related special revenue funds (including food service) shall be designated as restricted for the sole uses intended by the granting authorities.
    - b. Ending fund balances in Student Activities Funds are restricted for the benefit and intent associated with each of the student body groups.
    - c. Unemployment Insurance Fund is restricted for expenditures of unemployment claims paid by the State for former District employees.
  3. Debt Service Funds
    - a. Funds are “Restricted” for the accumulation of resources and payment of principal and interest related to associated debt offerings.

PASSED AND ADOPTED this 13th day of July, 2023.

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Jennifer Meckley, Superintendent

# *Agenda Item 9*

A. June 15, 2023 Board  
Meeting Minutes



Santiam Travel Station

750 S. Third Street, Lebanon, OR 97355

## **MEETING MINUTES**

<p><b><u>BOARD MEMBERS PRESENT:</u></b> Tom Oliver, Chair Richard Borden, Vice Chair Nichole Piland, Member Tammy Schilling, Member</p>	<p><b><u>EXECUTIVE STAFF PRESENT:</u></b> Jennifer Meckley, Superintendent William Lewis, Business Director Kim Grousbeck, HR Director</p>
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The meeting minutes were recorded by Executive Secretary Jessica Woody.

### **1. WELCOME AND CALL TO ORDER**

Board Chair Tom Oliver called the meeting to order at 6:06 PM and led the flag salute.

### **2. PUBLIC COMMENTS**

No public comments were made.

### **3. AUDIT RESULTS APPROVAL**

William speaks to the board alongside the lead auditor, Luke, regarding the 2021-22 audit process for the school board. William and Luke explain the reasonings behind the stalled process, and note some new state requirements that caused delay. Overall it is a clean audit with no major issues to work through.

William specifically references the report card for federal funds, where the district was judged on any federal funds above \$750,000. He notes that the district aced that portion, with any findings being small and easy to correct.

William also references the shift in liability for PERS, regarding the GASB pronouncement which puts the debt liability on the district's books which does affect the overall financial picture taking the district from the positive to negative, however that debt is the state debt. This is something across the board for the State of Oregon that has affected the district.

Luke reiterates to the board members that this was a clean audit with no major issues, and explains again the reasons why there were delays, for example GASB 87 with new pronouncements regarding leases, inflow of federal program monies which are invasive and take a longer amount of time in auditing, impaired LGIP, and general turnover.

Luke also reviews GASB 96 and what the requirements and process will look like for this regarding subscriptions.

Luke also references a best practice/recommendation, not to be confused with a finding, which was in governing board monitoring, meaning the board looking at financial activities, controls, asking questions, and just being an overall well-informed board. Tom confirms that this is just general awareness, there is no current issue that is being referred to.

Tom inquires to Luke about the note that LGIP impairment affected the timeline of the audit, and Luke expands upon that explaining how it was affected, and notes that it is not an actual material finding due to it not reaching over the district's materiality threshold.

Luke states as a closing thought, the biggest delays this year were due to the GASB 87, and turnover. GASB 96 will also take some time to implement looking ahead.

The district is seeking approval of the 2021-22 audit. Richard motions to approve, and Nichole seconds the motion. All approved, with a unanimous vote the 2021-22 audit is approved.

#### **4. BUDGET APPROVAL/HEARING**

William shares with the board an update to the budget where about \$213,000 was added due to the missed ESSR payment to Sand Ridge Charter School. He notes that this is the only difference between the proposed budget, and what is provided in the total adopted budget amount.

##### **a. Resolution #2023-3**

Richard motions to approve, and Nichole seconds the motion. All in favor with a unanimous vote, the Resolution #2023-03 Making Appropriation for the 2023-2024 Budget with a total adopted budget of \$88,800,999 is approved.

##### **b. Resolution #2023-4**

Richard motions to approve, and Nichole seconds the motion. All in favor with a unanimous vote, the Resolution #2023-4 Imposing and Categorizing Tax is approved.

##### **c. Resolution #2023-5**

Nichole motions to approve and Tammy seconds the motion. All in favor with a unanimous vote, the Resolution #2023-5 Appropriation Transfer is approved.

#### **5. APPROVAL OF CLASSIFIED CONTRACT**

Kim Grousbeck communicates that this is the classified contract for 2023-2025, and it has been ratified by the LESPA union. The district is seeking approval of the contract.

Richard Borden thanks those who worked so hard to make this happen. Richard motions to approve, and Nichole seconds the motion. All in favor with a unanimous vote, the classified contract is approved by the board.

#### **6. LONGITUDINAL PERFORMANCE GROWTH TARGETS UPDATE**

Jennifer speaks to the board regarding the longitudinal performance growth targets that were discussed at the May Board Meeting. She explains that the next step is to create the targets, and the data points that will be looked at consist of four-year graduation, five-year graduation, third grade reading, ninth grade on-track, and regular attenders. She also explains what had to be done to get to these targets with baseline, stretch, and gap closing goals that are attainable and realistic.

The district cannot officially share the goals until the grant agreement is received. The ODE has approved the districts goals with flying colors, so once the grant agreement comes in the district will share the official numbers.

## **7. CONSENT AGENDA**

Nichole Piland motions to approve and Richard Borden seconds the motion. All in favor with a unanimous vote, the consent agenda made up of the May 11, 2023 Board Meeting Minutes, first reading policy updates BBB and JECB-AR (1), and 2023-24 new hires William Lewis, Bryan Anderson, Corie Casey, Meghan Chrissakis, Brandon DeMarco, Emma Dooley, Elaina Dowdy, Niina Lind, Brooklyn McElroy, Mariah Owen, and Kyle Saulmon is approved in its entirety.

## **8. DEPARTMENT REPORTS**

### **A. Operations**

Jennifer notes that the district will update this summer as the projects begin for a busy summer.

### **B. Human Resources**

Nothing to report.

### **C. Finance**

Nothing to report.

## **9. COMMUNICATION**

### **A. Board**

Tom Oliver thanks Laura Warren and staff that worked diligently to get this contract done during a difficult time, while striking the right balance of meeting the needs of the staff while maintaining the district's financial posture in a healthy manner. Tom also thanks Tammy and Richard for their time as board members.

Tammy speaks to the board and circles back to the dress code topic, she states that the district in fact does have a great dress code policy, it just needs to be enforced. She feels there is no additional work to be done as far as updating the policy. Tammy also sends her appreciations for her time on the board and references her well-remembered quote that "it is all about educating the kids, it is all about the kids". She notes that she has appreciated everything that she has learned and there is a lot of problem solving that can be done at a local table with a great group, great district, and with fantastic kids.

Richard Borden shares his gratitude and thankfulness to his colleagues, teachers, parents, and students. He appreciated the opportunity and remains committed to the well being and success of the students. He enjoyed witnessing the tireless work of the district to enhance the quality of education and fostering a climate of learning. Richard wishes his best to Clyde and Melissa, as well as Jennifer.



## **B. Superintendent**

Jennifer welcomes William Lewis as the district's new Chief Operations Officer, he will join at the table next month. She looks forward to seeing what the district can continue to accomplish with his passion and skillset and where they go next.

Jennifer also shares a gift with both Tammy and Richard from the district's leadership team, thanking them for their time spent on the board.

She acknowledges the class of 2023 and congratulations each of them for making it across the stage, it is an annual reminder of why the district does what it does.

During Jen's Zens, Jennifer also highlights some great moments, including, the graduating class of 2023, the Welcome Center and the success of the Sources of Strength Wellness Fair, as well as some exciting things happening at schools to wrap up the year. Pioneer school continues to host their career and science fairs, Riverview's 1<sup>st</sup> graders test their creativity with their Invention Convention, and Lacombe school partners with their families to bring in a tractor to teach the kinders about safety around big farm equipment. She also highlights the bus drivers at their recent professional development, and specifically Lori Upmeyer for her first-place win at the statewide bus safety exercise in Eugene.

Lastly the recent Apple Award winners are acknowledged, consisting of, Colby Wooten at Seven Oak, Robin Hermans at Ralston Academy, Tim Geoghegan at Lacombe, and Glenda Claborn at Cascades School.

## **10. AUDIENCE COMMENTS**

No audience comments were made.

## **11. ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 6:56 PM.

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Tom Oliver, Board Chair

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Jennifer Meckley, Superintendent

# *Agenda Item 9*

B. March 9, 2023, May 18,  
2023, & May 25, 2023

Budget Meeting Minutes



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## **BUDGET COMMITTEE MEETING MINUTES**

<b><u>BOARD MEMBERS PRESENT:</u></b> Tom Oliver, Board Chair Richard Borden Board Vice Chair Mike Martin, Member Nichole Piland, Member William Barish, Budget Committee Member Cory McEldowney, Budget Committee Member Roger Maurer, Alternate Budget Committee Member	<b><u>EXECUTIVE STAFF PRESENT:</u></b> Jennifer Meckley, Superintendent William Lewis, Business Director
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The meeting minutes were recorded by Executive Secretary Jessica Woody.

### **1. WELCOME AND CALL TO ORDER**

Board Chair Tom Oliver called the meeting to order at 5:02 PM.

Superintendent Jennifer Meckley goes through introductions of the present members and discusses the district goals and how they align with the budget.

### **2. ECONOMIC TRENDS**

William Lewis, business director, explains the trends to the members regarding enrollment, with projections for the year to come. He explains funding mechanisms that are based on the district's enrollment consisting of a small uptick in birth rates in Linn County, kinder enrollment coming in lower than senior class, and lower building permit activity. He notes that enrollment is down about 241 students overall for the district.

William also explains that he is projecting flat enrollment this coming year. It is noted by William Barish that there has been conversation taking place that Lebanon will have about 1,000 doors coming to the service area, and Mr. Lewis notes that if all of those doors indeed bring families, the district will need to be prepared to grow. At this point the district does have some capacity for more students that could come in.

Mr. Lewis also notes the revenue trends and the national and state economics at this point, consisting of high inflation rate and low unemployment rate. As well as an estimated state school fund/local property tax rate of 4.83% for 2023-24. He explains that the federal reserve is in a bind

due to the rising rates. He also notes that the district is okay at this time but will need to be prepared for these things to come. William also refers to the US Treasury Yield Curve which accurately suggests a recession as it goes into the negative.

Mr. Lewis also refers to the ESSR, emergency relief funds, that are remaining state wide and how districts will be required to spend the remaining money in 2023 and some in 2024.

Board Chair Tom Oliver also notes that ESSR is just one pot of federal money, which is through 2024, we will begin to see the infrastructure funding that is coming which is for a prolonged period of time with an artificial insertion of capital, continuing to drive unemployment low and inflation high for quite some time.

Referring to the state school fund, Mr. Lewis notes that the district is on track through the end of this year. For the 2023-25 Governor's proposed budget at \$9.9 billion with a 49%/51% split, it provides only a 2.28% increase in year 1 and a 4.08% increase in year 2. William refers to a conference he attended where he learned that school district insurance rates will be going up 15-20% in the upcoming year, which is equivalent to a position in the district budget – these will be items that may be coming up in the future. Many groups are lobbying for more money, for example COSA. He also notes that there are several bills on the plate currently, and those will challenge the district and may also impact the financial position of the district.

William discusses measure 98, student success act, and high school success act, as well as the federal stimulus and how the funding is being used and reported. Noting that these funds are very targeted. ESSR II with a remaining 2.5 million is earmarked for the Seven Oak Project, and in the remaining ESSR III 2.6 million out of the 5.5 million remaining is also earmarked for the Seven Oak Project. ESSR II must be spent by September of 2023 and ESSR III must be spent by September of 2024.

William also reviews the expenditure trends which consist of a 1.25% PERS rate increase, salaries and benefits negotiations with labor groups, and a higher rate for services, supplies, and dues and fees. He notes that future economic risks may be inflation, the fiscal cliff, and geopolitical risks.

### **3. ENROLLMENT UPDATE**

Enrollment updates are discussed during agenda item 2, economic trends.

### **4. CURRENT YEAR BUDGET PROJECTIONS**

Current year budget projections are discussed during agenda item 2, economic trends.

### **5. KEY DATES AND FUTURE MEETINGS**

#### **a. BUDGET CALENDAR**

William notes that the Budget Committee meetings will take place in May, and the district will have estimates regarding negotiations since it is not likely that those will be settled by that time.

**b. QUESTIONS/CLARIFICATION/REQUESTS**

Tom Oliver questions if the district has any opportunities to set aside a pool of money for the PERS increase, and William confirms that the district does have a significant pool of money set aside for the PERS increases, and money goes in every other year.

Regarding PERS, William Barish questions if there is anything coming from the legislature regarding changing how it is being funded or assessed in school districts. William Lewis notes that PERS is a legislative item almost every year, and at this point there are only small tweaks, but nothing that will make a huge difference.

**6. ADJOURNMENT**

The meeting is adjourned at 5:33 PM.

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Tom Oliver, Board Chair

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Jennifer Meckley, Superintendent



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## **BUDGET COMMITTEE MEETING MINUTES**

<b>BOARD MEMBERS PRESENT:</b> Tom Oliver, Board Chair Richard Borden Board Vice Chair Nichole Piland, Member William Barish, Budget Committee Member Roger Maurer, Alternate Budget Committee Member	<b>EXECUTIVE STAFF PRESENT:</b> Jennifer Meckley, Superintendent William Lewis, Business Director
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The meeting minutes were recorded by Executive Secretary Jessica Woody.

### **1. WELCOME AND CALL TO ORDER**

Board Chair Tom Oliver called the meeting to order at 6:01 PM.

### **2. SELECTION OF BUDGET COMMITTEE CHAIR**

Richard Borden motions to appoint William Barish as budget committee chair. Nichole Piland seconds the motion. All in favor with a unanimous vote, William Barish is appointed budget committee chair.

### **3. SELECTION OF BUDGET COMMITTEE VICE CHAIR**

Richard Borden motions to appoint Nichole Piland as budget committee vice chair. Tom Oliver seconds the motion. All in favor with a unanimous vote, Nichole Piland is appointed budget committee vice chair.

It is stated that current budget committee member Ken Mulkey will be stepping down from his budget committee membership. William recommends that Roger Maurer, alternate member, be appointed as an official member of the budget committee in his place. Tom Oliver motions and Nichole Piland seconds the motion. All in favor with a unanimous vote Roger is appointed as an official budget committee member.

### **4. BUDGET MESSAGE**

Jennifer Meckley reads the budget message to the members.

William Lewis speaks to the board explaining the ESSR fund spending requirements and what the district has the capability to do with those. He also explains that many of the funds that the district has access to, are very restricted and formula driven, except for the general fund. He also refers to the proposed budget and explains each section to the members. He also explains the transfers that take place out of the general fund and the reasoning behind it.

Mr. Lewis refers to the district's 3 core goals, being, improved student achievement for all grade levels, all students reading at grade level by the end of grade three, and students entering LHS as freshman will graduate on time.

He also references the construction site at Kees St. which has been an incredible opportunity for the students, and the district would like to continue to grow this program eventually building multiple houses per year.

William Lewis lastly states that the committee may note any questions and bring those back to the next budget meeting.

## **5. NEXT STEPS**

William Lewis states that any questions from the members can be sent directly to him and he will share all questions and answers with the group. It is agreed by the group that no further discussion is needed.

## **6. ADJOURNMENT**

Tom motions to adjourn and Richard seconds the motion. All in favor, the meeting is adjourned at 6:39 PM.

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William Barish, Budget Chair

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Jennifer Meckley, Superintendent



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## **BUDGET COMMITTEE MEETING MINUTES**

<b><u>BOARD MEMBERS PRESENT:</u></b> Tom Oliver, Board Chair Richard Borden Board Vice Chair Nichole Piland, Board Member & Budget Committee Vice Chair William Barish, Budget Committee Chair Roger Maurer, Budget Committee Member Kris Latimer, Budget Committee Member Via Zoom	<b><u>EXECUTIVE STAFF PRESENT:</u></b> Jennifer Meckley, Superintendent William Lewis, Business Director
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The meeting minutes were recorded by Executive Secretary Jessica Woody.

### **1. WELCOME AND CALL TO ORDER**

Budget Committee Chair, William Barish, called the meeting to order at 6:00 PM.

### **2. BUDGET QUESTIONS AND DISCUSSION**

Roger Maurer proposes the questions that he sent to William and discussion and answers follow in suit.

When asked why the time frame to review the budget is only one week, Tom Oliver explains that this year the district is on a more compressed timeline because of negotiations and awaiting the final state school funds. William Lewis notes that next year he would like to meet with the budget committee prior to March to ensure that the budget committee members are up to speed equally with the board members regarding the status of the budget.

William Lewis presents the total revenue and expense summary to the members. He also shows the adjustments that were made to the general fund revenue where items were missed or corrected.

### **3. BUDGET APPROVAL**

Richard Borden motions that the budget committee of the Lebanon Community School District #9 hereby approve the budget for the fiscal year 2023-2024 in the total amount of \$88,587,303. Tom seconds the motion. All in favor with a unanimous vote, the budget is approved as stated above.



Tom Oliver motions that the budget committee of the Lebanon Community School District #9 hereby approve the taxes provided for in the adopted budget: At the rate of 4.9925 per \$1,000 of assessed valued for operations; In the amount of \$4,345,896 for bonds; and that these taxes are hereby imposed and categorized for tax year 2023-2024 upon the assessed value of all taxable property within the district as follows: permanent rate tax 4.9925/\$1,000, debt service levy \$4,345,896 which is excluded from limitations. Nichole Piland seconds the motion. All in favor with a unanimous vote, the taxes are approved as stated above.

William Barish sends thanks for the effort and work from all involved with the budget.

**4. ADJOURNMENT**

Tom motions to adjourn and Richard seconds the motion. All in favor, the meeting and budget committee is adjourned for the 2023-24 fiscal year at 6:15 PM.

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William Barish, Budget Chair

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Jennifer Meckley, Superintendent

# *Agenda Item 9*

C. Policy Update – Second  
Reading

# Lebanon Community Schools

Code: **BBB**  
Adopted: 3/2/09  
Readopted: 2/4/10, 4/18/13, 12/5/13  
Orig. Code(s): BBB

## Board Elections

### Number of Directors

The Board will consist of five members elected from zones and will be known as the district school board. The term of office shall be four years.

### Designation of Zones

Zones of approximate equal population shall be designated for Board member representation. Voter precincts in close proximity shall be combined to constitute the Board zones. Zones will be reevaluated for approximately equal population following receipt of updated census data.

Board zones shall be composed as follows:

Board Position No. 1 shall be composed of Linn County voter precinct(s) # 35, Portion of # 41, Portion of ~~#50~~, #51, #66 and Portion of ~~#104~~ #72;

Board Position No. 2 shall be composed of Linn County voter precinct(s) #21, #3, Portion of #22, #23, #45 #68, #71, Portion of ~~#51~~ ~~50~~ and #86;

Board Position No. 3 shall be composed of Linn County voter precinct(s) Portion of #36, Portion of #41, #70, ~~Portion of~~ #74, #78 and #79;

Board Position No. 4 shall be composed of Linn County voter precinct(s) ~~Portion of~~ #3, #37, #38 and #39;

Board Position No. 5 shall be composed of Linn County voter precinct(s) #6, Portion of #36, Portion of ~~#50~~, #57, ~~Portion of~~ #74, and ~~#84~~ ~~#88~~ and ~~#108~~.

### Designation of Board Positions

Board members' positions and their respective successors in office will be designated by numbers as Position No. 1, No. 2, No. 3, No. 4 and No. 5. In all proceedings for the nomination or election of candidates for or to the office of Board member, every petition for nomination, declaration of candidacy, certificate of nomination, ballot or other document used in connection with the nomination or election will state the position number to which the candidate aspires.

Individuals may seek more than one elected position such as school board and education service district board. However re-elections for Board positions will occur as follows:

Board Elections - BBB

1-2

- Position No. 1: Spring 2011, and every four years thereafter;
- Position No. 2: Spring 2009, and every four years thereafter;
- Position No. 3: Spring 2009, and every four years thereafter;
- Position No. 4: Spring 2011, and every four years thereafter;
- Position No. 5: Spring 2009, and every four years thereafter.

END OF POLICY

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**Legal Reference(s):**

- [ORS 249.013](#)
- [~~ORS 255.075~~](#)
- [ORS 255.235](#)
- [ORS 255.245](#)
- [~~ORS 255.335~~](#)
- [ORS 332.011](#)
- [ORS 332.018](#)
- [ORS 332.118 - 332.138](#)
- [~~ORS 335.505~~](#)