



SPRINGFIELD
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Public Comment Information

The Springfield Public Schools Board of Directors desires to hear from the community they serve and sets aside 20 minutes for oral public comment during their regular business meetings.

Members of the community are invited to provide public comment, in-person, virtually, or via written submissions.

Oral Comments – In-person, or virtually:

To sign up to speak to the school board during their regularly scheduled business meeting please send your request to public.comment@springfield.k12.or.us. Clearly label the subject line as: "Oral Public Comment Request" and include *full name, address, phone number, agenda item or topic*. Submissions will be collected the Thursday before the meeting date, once public meeting notice has been made, and will remain open until 12:00 pm on the day of the meeting.

Oral public comment is limited to 3 minutes per person and is scheduled for 20 minutes on the agenda. Due to time limitations not all speakers may be selected to provide oral comment during the board meeting.

Written Comment:

To submit written public comment, send your materials to public.comment@springfield.k12.or.us by 12:00 pm the day of the meeting. Clearly label the subject line as "Written Public Comment". All written comments submitted by the 12:00 pm deadline on the day of the meeting will be provided to the board for their review and posted to the district website by 4:00 pm on the day of the board meeting.



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Información sobre los Comentarios Públicos

La Junta Directiva de las Escuelas Públicas de Springfield desea escuchar a la comunidad a la que sirve y reserva 20 minutos para comentarios orales del público durante sus reuniones regulares de negocios. Hay tres maneras de hacer comentarios públicos en las reuniones regulares de la junta.

Se invita a los miembros de la comunidad a hacer comentarios públicos, en persona, virtualmente o a través de presentaciones escritas.

Comentarios Orales - En persona, o virtualmente:

Para inscribirse para hablar con el consejo escolar durante su reunión de negocios programada regularmente, por favor envíe su solicitud a public.comment@springfield.k12.or.us. Etiquete claramente la línea de asunto como: "Solicitud de Comentario Público Oral". Por favor, incluya su *nombre completo, dirección, número de teléfono, punto del orden del día o tema*. Las solicitudes serán recaudadas entre el jueves anterior a la fecha de la reunión y el mediodía del día de la reunión.

Los comentarios orales del público están limitados a 3 minutos por persona y están programados para 20 minutos en el orden del día. Debido a las limitaciones de tiempo, no todos los oradores pueden ser seleccionados para hacer comentarios orales durante la reunión de la junta.

Comentarios por Escrito:

Para presentar comentarios públicos por escrito, envíe sus materiales a public.comment@springfield.k12.or.us antes del mediodía del día de la reunión. Por favor, etiquete claramente la línea de asunto como "Comentario Público por Escrito". Todos los comentarios escritos presentados antes de la fecha límite se proporcionarán a la junta para su revisión y se publicarán en el sitio web del distrito antes de las 4:00 p.m. del día de la reunión de la junta.

Si tiene alguna pregunta o necesita asistencia favor de comunicarse al (541) 726-3486



SPRINGFIELD
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BOARD OF EDUCATION
June 13, 2022
Administration Building Boardroom
640 A Street
Springfield, OR 97477

6:30 pm Budget Hearing

Streaming Meeting URL:
<http://www.vimeo.com/SpringfieldPS>

AGENDA		TAB
1.	Call Meeting to Order	Board Chair Naomi Raven
2.	Public Comments (Three (3) minutes each; maximum time 20 minutes. Speakers may not yield their time to other speakers.)	
3.	Closing of Hearing	Chair Raven



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BOARD OF EDUCATION
June 13, 2022
Administration Building Boardroom
640 A Street
Springfield, OR 97477

6:45 pm Supplemental Budget Hearing

Streaming Meeting URL:
<http://www.vimeo.com/SpringfieldPS>

AGENDA		TAB
1. Call Meeting to Order		Board Chair Naomi Raven
2. Public Comments (Three (3) minutes each; maximum time 20 minutes. Speakers may not yield their time to other speakers.)		
3. Closing of Hearing		Chair Raven



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BOARD OF EDUCATION
June 13, 2022
Administration Building Boardroom
640 A Street Springfield, OR 97477

[En español](#)

6:00 pm Executive Session (non-public)

The Board will meet in Executive Session (non-public) pursuant to ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations

6:30 pm Budget Hearing

6:45 pm Supplemental Budget Hearing

7:00 pm Board Meeting

Streaming Meeting URL:

<http://www.vimeo.com/SpringfieldPS>

AGENDA		TAB
1. Call Meeting to Order, Pledge of Allegiance and Land Acknowledgement	Board Chair Naomi Raven	
2. Changes or Additions to the Agenda	Chair Raven	
3. Presentation: Willamette Leadership Academy Charter Renewal	Kristen Miles, OSBA	
4. Public Comments: (Three (3) minutes each; maximum time 20 minutes. Speakers may not yield their time to other speakers.)		
5. Action Items		
A. Approve Consent Agenda		
1. May 9, 2022 Board Meeting Minutes		1
2. May 12, 2022 Budget Committee Meeting Minutes	Brett Yancey	2
3. Financial Statement	Brett Yancey	3
4. Personnel Action, Resolution #21-22.037	Dustin Reese	4
5. Board Policy Approval, Resolution #21-22.038	Jen McCulley	5
6. 2022-2023 Nutrition Services Dairy, Res. #21-22.039	Brett Yancey	6
7. 2022-2023 Nutrition Services Fresh Produce, Res. #21-22.040	Brett Yancey	7
8. 2022-2023 Nutrition Services Bakery, Resolution #21-22.041	Brett Yancey	8
9. 2022-2023 Nutrition Services Supplies, Res. #21-22.042	Brett Yancey	9
10. 2022-2023 Board Meeting Schedule, Resolution #21-22.043	Todd Hamilton	10
B. Adopt 2022-2023 Budget, Resolution #21-22.044	Brett Yancey	11
C. Adopt 2021-2022 Supplemental Budget, Resolution #21-22.045	Brett Yancey	12
D. Approve 2022-2023 Designation of District Officers, Clerks, Depositories and Contract Review Board, Resolution #21-22.046	Brett Yancey	13
E. Approve 2022-2023 Property and Liability Insurance, Worker's Compensation Insurance, Resolution #21-21.047	Brett Yancey	14
F. Approve 2022-2023 Designation of District Legal Counsel and Municipal Auditor, Resolution #21-22.048	Brett Yancey	15
G. Approve Agreement between Oregon School Employees Assoc (OSEA) and Springfield School District No. 19, Resolution #21-22.049	Joan Bolls, Jim Crist	16
6. Information/Reports		
A. Superintendent Communication	Superintendent Hamilton	
B. Board Communication	Chair Raven	
7. Next Meetings: June 27, 2022, Time TBD Board Work Session	Chair Raven	
8. Adjournment	Chair Raven	

Springfield Public Schools is an equal opportunity educator and employer.

Persons having questions about or requests for special needs and accommodation at Board Meetings should contact the Office of the Superintendent; 640 A Street, Springfield, OR 97477; Phone: (541) 726-3201. Contact should be made 72 hours in advance of the event.



SPRINGFIELD
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CONSEJO DE EDUCACIÓN
13 de junio 2022
Sala del Consejo de Administración
640 A Street Springfield, OR 97477

6:00 pm Sesión Ejecutiva (no pública)

La Junta se reunirá en Sesión Ejecutiva (no pública) de conformidad con la norma ORS 192.660(2)(d) para llevar a cabo deliberaciones con personas designadas por el cuerpo gobernante para llevar a cabo negociaciones laborales.

6:30 pm Audiencia Presupuestaria

6:45 pm Audiencia sobre el Presupuesto Suplementario

7:00 pm Reunión del Consejo

Junta Transmitida a través de:

<http://www.vimeo.com/SpringfieldPS>

AGENDA		TAB
1. Declarar Abierta la Sesión, Juramento de Lealtad y Reconocimiento de la Tierra	Presidenta Naomi Raven	
2. Cambios o Adiciones a la Agenda	Presidenta Raven	
3. Presentación: Renovación de Willamette Leadership Academy Charter	Kristen Miles, OSBA	
4. Comentarios Públicos (Tres (3) minutos cada uno; tiempo máximo de 20 minutos. Los ponentes no podrán ceder su tiempo a otros ponentes).		
5. Medidas a Tomar		
A. Aprobar la Agenda de Consentimiento		
1. 9 de mayo 2022 Actas de la Reunión de la Junta Directiva		1
2. 12 de mayo 2022 Actas del Comité de Presupuestos	Brett Yancey	2
3. Informe Financiero	Brett Yancey	3
4. Informe sobre el Personal, Resolución #21-22.037	Dustin Reese	4
5. Aprobación de la Póliza del Consejo, Resolución #21-22.038	Jenna McCulley	5
6. 2022-23 Servicios de Nutrición Lácteos, Res. #21-22.039	Brett Yancey	6
7. 2022-23 Servicios de Nutrición Productos Frescos, Res. #21-22.040	Brett Yancey	7
8. 2022-23 Servicios de Nutrición Panadería, Resolución #21-22.041	Brett Yancey	8
9. 2022-23 Servicios de Nutrición Suministros, Res. #21-22.042	Brett Yancey	9
10. 2022-23 Calendario de Reuniones de la Junta Directiva, Directiva, Resolución #21-22.043	Todd Hamilton	10
B. Adoptar Presupuesto de 2022-23, Resolución #21-22.044	Brett Yancey	11
C. Adoptar el Presupuesto Suplementario 2021-22, Resolución #21-22.045	Brett Yancey	12
E. Aprobar la Designación de los Oficiales de Distrito, Secretarios, Depositarios y Junta de Revisión de Contratos para 2022-23, Res #21-22.046	Brett Yancey	13
H. Aprobar el Seguro de Propiedad y Responsabilidad, y el Seguro de Compensación Laboral 2022-23, Resolución #21-21.047	Brett Yancey	14
I. Aprobar la Designación para 2022-23 del Asesor Jurídico del Distrito y del Auditor Municipal, Resolución #21-22.048	Brett Yancey	15
J. Aprobar el acuerdo entre Oregon School Employees Assoc (OSEA) y el Distrito Escolar de Springfield No. 19, Resolución #21-22.049	Joan Bolls, Jim Crist	16
6. Información/Reportes		
A. Comunicación del Superintendente	Superintendente Hamilton	
B. Comunicación del Consejo	Presidenta Raven	
7. Próximas Reuniones: 27 de junio, 2022, (hora por ser determinada) Sesión de Trabajo de la Junta	Presidenta Raven	
8. Aplazamiento	Presidenta Raven	

Las Escuelas Públicas de Springfield es un educador y empleador con igualdad de oportunidades.

Las personas que tengan preguntas o soliciten necesidades especiales, acomodaciones o servicios de traducción en las reuniones de la Junta Directiva deben ponerse en contacto con la Oficina del Superintendente; 640 A Street, Springfield, OR 97477; Teléfono: (541) 726-3201. El aviso debe hacerse con 72 horas de anticipación al evento.

EXECUTIVE SESSIONS

The Board met in Executive Session (non-public) pursuant to ORS 192.660(2)(b) to consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing and under ORS 192.660(2)(f) to discuss information or records exempt by law from public inspection. The session was called to order at 6:04pm and adjourned at 6:22pm.

The Board met in a second Executive Session (non-public) pursuant to ORS 192.660(2)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations. The session was called to order at 6:23pm and adjourned at 6:57pm.

BUSINESS MEETING MINUTES

A Business Meeting of the Springfield School District No. 19 Board of Education was held on May 9, 2022.

1. CALL MEETING TO ORDER AND FLAG SALUTE

Board Chair Naomi Raven called the Springfield Board of Education meeting to order at 7:03 p.m. and led the Pledge of Allegiance.

Attendance

Board Members attending the meeting included Board Chair Naomi Raven, Board Vice Chair Emilio Hernandez, Director Jonathan Light, Director Todd Mann, and Director Kelly Mason.

District staff and community members identified included Superintendent Todd Hamilton, David Collins, Brett Yancey, Dustin Reese, Jeff Michna, Jen McCulley, José da Silva, Lesa Haley, Charlie Jett, Kristen Noor, Shelley Nurre, Josh Donaldson, Bryan Carmichael, James Porter, Kai Mann, Alyssa Kent, Jessica Lemley, Karri Thiele, Wayne Reposo, Krista Parent, Laura Scruggs, Jonathan Gault, Jeff Fuller, Mindy LeRoux, Whitney McKinley, Brian Megert, Joyce Johnson, Jessica Fitzpatrick, Mieli Ward, Judy Bowden and Trenay Ryan, minutes recorder. Johanis Tadeo and Samantha Alcantar attended virtually.

2. APPROVAL OF THE AGENDA

Superintendent Hamilton stated that he would like to amend the agenda by adding item 5D. *Resolution #21-22.036, Agreement Between Springfield Education Association (SEA) and Springfield School District No. 19*, as an action item.

MOTION: Director Jonathan Light moved, seconded by Director Todd Mann, to approve the May 9, 2022 agenda as amended.

Chair Raven called for a roll call vote. Ms. Raven asked each Board member to indicate if they supported the motion in favor of approving the May 9, 2022 agenda as amended: Director Hernandez – yes, Director Light – yes, Director Mann – yes, Director Mason – yes, and Director Raven – yes.

Motion passed, 5:0.

3. PRESENTATIONS

A. School Presentation: Two Rivers Dos Ríos

Mr. Collins introduced Two Rivers Dos Ríos Elementary School Principal Charlie Jett and Assistant Principal Kristen Noor who shared their school's highlights. Ms. Noor was excited to share the wide array of activities and programs provided to the students, to impress upon, enhance and encourage them to be safe, respectful, responsible, and kind. She stated that those activities lifted up their students so they were ready to learn and excited about each school day.

Mr. Jett began by stating that the social and emotional health of the students was at the forefront of everything they did. He was pleased to announce they had received a grant from the Choose Kindness Foundation. It was an amazing addition to their Positive Behavioral Interventions and Support (PBIS) program. He explained that the students had been learning the four tenets of kindness: being friendly, showing appreciation, offering help and reaching out. Mr. Jett presented survey data which indicated that behavior incidents had decreased over the previous years. Systems and supports for all students were in place.

Mr. Jett thanked the Board and the District for additional staff support. He was appreciative of Kristin Noor, Assistant Principal, Kayla Lewis, Behavior Interventionist, Silvia Ceja, Bilingual Family Resource Coordinator, and Jason Clark, Physical Education (PE) Instructor. They had made many beneficial differences and were assets to both students and staff.

Mr. Jett proudly noted that they offer personalized learning opportunities for students which included, morning meeting for students, specifically designed and targeted instruction, Title One reading intervention, English development and social skills support, music class, library time, P.E and the fifth grade after school orchestra program which meets twice a week. Mr. Jett concluded that they had reached fifty percent of their annual growth target and all of these programs and fun incentives promoted growth and success. They offer a welcoming and inclusive environment, with strong core academics as well as supporting teacher collaboration. He concluded his remarks by saying that they want to be a destination school where students want to be every day.

B. Coalition of Oregon School Administrators (COSA) Presentation

Superintendent Hamilton introduced Krista Parent, Director of Executive Leadership and Licensure for the Coalition of Oregon School Administrators. Ms. Parent proudly announced the Oregon 2022 Elementary Principal of the Year as Charlie Jett. Ms. Parent stated that through his consistent passion and energy he had built a culture in the school that exemplified the District's values.

Superintendent Hamilton congratulated Principal Jett and shared that his consistent passion, exuberance and energy is exactly what our district needs as a tireless advocate for children. He added that as demonstrated in his report tonight, he has built a culture and climate that draws on the expertise of all who work at Two Rivers Dos Ríos to create a rich learning space for children. He concluded his remarks by saying how proud we are as a district to have him working for us and for all he does for his staff, his students and their families.

Principal Jett shared that he was very honored with this award and thanked Ms. Parent for coming to share this award with him this evening. He said that he works with a great staff who come to work every day prepared to help students, even if it is sometimes virtually.

C. Student Board Representative Communication

Thurston High School Board Representative Mieli Ward shared a brief summary of Thurston events. Ms. Mieli announced that applications to join Student Leadership had opened. The Mr. & Mrs. T.H.S Pageant

had raised \$37,000 for the Children's Miracle Network. The Spring musical *Pippin* would be performing through May 14th and Advanced Placement (AP) testing had been successfully completed. She moved onto spring sports, with the coed track and field team and the boys and girls tennis teams, all on their way to districts. Students were able to once again enjoy school dances. She concluded on a positive note, by mentioning that last week had been Teacher Appreciation Week. The administrative team and the students acknowledge their appreciation for the teachers through various activities and positive "shout outs".

4. PUBLIC COMMENT

Chair Raven read the following statement concerning public comment:

This is the portion of our agenda for public comment. The board provides three ways for community members to share public comment: written public comment, in person oral public comment and virtual public comment. Written public comment is received via email. Public comment received via email for this evening has been reviewed by the Board and has also been posted on the District's website. The deadline for submitting a request for oral public comment was today at noon. Those who requested an opportunity to speak this evening were notified by the board secretary about their request.

We encourage groups with a common purpose to designate a spokesperson. If your comments will be covered by a group spokesperson, please indicate so when your name is called. I want to remind those members of the public who have indicated a desire to make comments that our policy provides for a limitation of three (3) minutes per person.

The Board will not hear comments regarding any school personnel. We ask those speaking to refrain from using names and titles of school personnel. Any complaints regarding a particular employee must be processed through the procedure set forth in Board policy KL, which requires that complaints be submitted in writing to the Superintendent. This procedure must be followed before there is any Board involvement with such issues. A compliment involving a staff member should be sent to the superintendent, who will forward it to the employee, their supervisor and the Board.

Speakers are reminded that their public comments will be limited to three (3) minutes.

There were three in-person public speakers: Kari Thiele, Jessica Fitzpatrick and James Porter.

Kari Thiele spoke about her thoughts on board member power and duties as set forth in board policy. She said that the Board needed to take action, but they were not. She read several board policies and added that the Board had failed its duties by not sharing the results of the listening sessions and not responding in real time to public comments. She finished by saying that staff have fears regarding retaliation if they speak to the current state of the district.

Jessica Fitzpatrick shared that this was the eighth Board meeting she had attended and was still unsure about the exact duties of the Board. She said the District is putting up walls for people to climb over and it is not helping schools get what they need to help students. She added that students felt like their voices were not being heard.

James Porter shared that his son is in the Life Skills class at Riverbend and he had received information that due to staffing difficulties with his son's class, he was going to have to move to online learning one day each week through the end of the school year. He said he was notified last Friday of this change and it starts tomorrow (Tuesday). He is also having difficulty getting the district issued computer for his son connected to wifi.

Johanis Tadeo and Samantha Alcantar spoke virtually using a zoom link for the meeting.

Johanis Tadeo started his public comment with a land acknowledgement and said that he would like to see the Board create a policy around sharing a land acknowledgement at all the various meetings around the District. He also requested that the public comment format be returned to the way it used to be prior to the pandemic when community members could sign up to speak upon arrival at the meeting. He finished by saying that the community could email him at SAfER if they needed assistance with public comment.

Samantha Alcantar started her public comment with a land acknowledgement and said that she also would like to see the Board create a policy around sharing a land acknowledgement at the beginning of all the various meetings around the District. She does not like the process for signing up for public comment and does not like that there is a time limit for public comment.

The Board took a five-minute recess at 7:45pm and reconvened the meeting at 7:50pm.

5. ACTION ITEMS

A. Approve Consent Agenda

- 1. April 11, 2022 Board Meeting Minutes**
- 2. April 25, 2022 Board Work Session Minutes**
- 3. Financial Report**
- 4. Personnel Action, Resolution #21-22.034**
- 5. 2022-2023 Academic Calendar, Resolution #21-22.035**

MOTION: Director Mason moved, Director Hernandez seconded the motion to approve the Consent Agenda.

Chair Raven called for a roll call vote. Ms. Raven asked each Board member to indicate if they supported the motion in favor of approving the Consent Agenda: Director Hernandez – yes, Director Light – yes, Director Mann – yes, Director Mason – yes, and Chair Raven – yes.

Motion passed, 5:0.

B. Accept Board Policy, First Read

From time to time, changes in laws or operating practice require changes or additions to board policies. In addition, the district subscribes to a policy review service with Oregon School Boards Association and receives samples that are used to craft policy for Springfield Public Schools. Administrative Rules (AR's) are brought to the board for first reading only or when approval is required.

The below three policies along with two administrative rules are presented for Board first reading and review to reflect updated procedures and to reflect legislative changes.

Jenna McCulley recommended the Board of Directors review the following board policy as a first reading:

- GBL – Personnel Records
- GBLA – Disclosure of information (Delete – information incorporated and combined into GBL updates)
- EGBAF – AR – Special Education – Individualized Education Program
- IGBAG – AR – Special Education – Procedural Safeguards
- IBBB – Talented and Gifted Program

Director Light requested clarification to determine what language had been added or removed. Mr. Hamilton replied by saying that an online version was available, however District staff would connect with him to offer further clarification.

MOTION: Director Light moved, seconded by Director Mann to accept the first read of revised board policies.

Chair Raven called for a roll call vote. Ms. Raven asked each Board member to indicate if they supported the motion in favor of accepting the first read of revised board policies: Director Light - yes, Director Mann - yes, Director Hernandez - yes, Director Mason - yes, and Chair Raven - yes.

Motion passed, 5:0.

C. Action on Complaint Discussed in Executive Session

MOTION: Director Mason moved, seconded by Director Light to decline hearing the complaint reviewed in the May 9, 2022 Executive Session and authorized Chair Raven to draft a response declaring this to the complainant.

Chair Raven called for a roll call vote and asked each Board member to indicate if they supported the motion to decline hearing the complaint reviewed in Executive Session, and to , Director Mason - yes, Director Hernandez - yes, and Chair Raven - yes.

Motion passed, 5:0.

D. Ratify Agreement between Springfield Education Association (SEA) and Springfield School District No. 19, Resolution #21-22.036

The District and SEA bargaining teams met beginning in February 2022 to negotiate a successor collective bargaining agreement for licensed teaching employees. The new agreement will be effective July 1, 2022 – June 30, 2025.

Mr. Reese recommended that the Board of Directors approve the new three-year agreement between Springfield School District No. 19 and Springfield Education Association, effective July 1, 2022 through June 30, 2025.

MOTION: Director Light moved, seconded by Director Mason to approve the collective bargaining agreement between Springfield Education Association and Springfield School District No. 19.

Director Light said he was pleased with the contract and felt it would help Springfield remain competitive throughout the state.

Chair Raven noted how proud she was of all the teams that worked together to achieve such successful end results.

Chair Raven called for a roll call vote and asked each Board member to indicate if they supported the motion in favor of approving the collective bargaining agreement between Springfield Education Association and Springfield School District No. 19: Director Light - yes, Director Mann - yes, Director Mason - yes, Director Hernandez - yes, and Chair Raven - yes.

Motion passed, 5:0.

6. DISCUSSION

A. Land Acknowledgement

Equity and Inclusion Coordinator Taylor Madden led a discussion around the use of the recommended Land Acknowledgment at Board Meetings. He introduced the Land Acknowledgement topic, stating it was time to revisit the discussion they'd had at the April 11th Board meeting. He then turned the discussion over to the Board to share ideas and affirm interest and intention in management practices.

Director Mason commented that she would like to adopt a policy rather than a practice. She wished for it to live on beyond her time on the Board.

Superintendent Hamilton said that he was not aware of an existing policy for land acknowledgements. The Oregon School Boards Association (OSBA) would be contacted to see if they had a sample policy that the District could use.

Vice Chair Hernandez inquired if they could submit their idea and that could be accepted by OSBA. Superintendent Hamilton responded by saying they prefer to utilize the OSBA as the expert in writing policy, however the board could certainly work with them to do that.

Chair Raven wondered what would be the pros and cons of having this in policy. Dr. Hernandez stated that there would be no downside. He saw it as a workable long-standing process for the Springfield School District and felt that making a stand by respecting the youth and their families and all who resided on tribal land, would be supportive of what they need and what the school district needs to do in regards to classroom teaching. Dr. Hernandez said that a decision should not be made by the Board without further input from the leadership of the two tribes and their communities.

Mr. Light agreed with Ms. Mason and Dr. Hernandez. He noted that regardless of whether it was in policy or practice, it must be done right the first time. The Board had previously discussed making sure that it would not be just words, but over time becomes the culture of the Springfield School District.

Director Mann suggested the Board begin the practice at their next meeting, then time could be taken in researching what it would look like to add to or make into a policy. A discussion on what it would look like at a district level would be beneficial.

Mr. Madden did not believe that a policy was needed to adopt the land acknowledgement statement. He noted that due to the delicacy of the subject, they would need to tread lightly. His concern was that a committee had looked into this, drafted a statement and had engagement from a wide range of stakeholders. Mr. Madden stated that he would be disappointed if a protracted discussion regarding development of a policy held them up from moving forward and engaging in the practice.

Superintendent Hamilton inquired of Mr. Madden, if there was an opportunity for the Board to move forward with a practice of sharing the land acknowledgment, while staff worked with the OSBA and local tribes, to pursue what a sustainable policy might look like.

Chair Raven had reservations regarding creating a policy for the land acknowledgement statement. Her concern was what the policy would look like and who that would impact. She felt it needed to be closely looked at through the lens of the boardroom. Although being open to discussion, she hesitated to put into policy anything that would direct schools or other spaces on how they would use it.

Director Mann felt they as a board were ready to put it into practice, then explore possibility or policy in the boardroom. He felt they should present a direction in which they would like the district to go, rather than dictating to the schools. Mr. Mann said, “maybe that’s the middle ground that we can take when it comes down to the school level policy.”

Chair Raven clarified that she had heard that the Board members were ready to put the land acknowledgement into practice and that they would hear follow-up information from their District Administrative Team in regards to further conversations.

Following Chair Raven’s comments, Superintendent Hamilton said that the he also heard that the Board was giving staff direction to look in other areas if OSBA did not have a sample policy or resolution the Board could adopt. The Board would also look into what a resolution might look like at both district and school levels.

7. INFORMATION/REPORTS

A. Superintendent Communication

Superintendent Hamilton shared that Board members are attending board meetings for the Wildish Theater, the Springfield Education Foundation (SEF) and Lane Council of Governments (LCOG). The Early Learning Alliance, would continue to focus on pre-K five and pre-K conversations within the community. There were some changes to the preschool promises on their agenda for their next meeting on Friday of this week. He continued with the hybrid non-profit organization, Connected Lane County, which was no longer tied to Lane County Education Service Districts, but is primarily focused on Career and Technical Education (CTE) courses/camps. Mr. Hamilton stated the organization was now fully non-profit and he looked forward to sharing more about their expansion and growth opportunities for the kids. He noted at the previous Board meeting, the Board asked the district to put into place the Hamilton Middle School naming committee. Many community members expressed interest in being on that committee. He summarized that in order to do so in a thoughtful and focused manner, actively including Hamlin stakeholders, staff, students, and parents, they would delay the issue until the fall. Updates would be provided along the way. A meeting was being planned to discuss plans for graduation. Mr. Hamilton attended the Bushnell Teacher and Counseling Advisory Committee. He wished to acknowledge all certified employees. He also wished to publicly thank the nurses that work within the SPS organization because this was National Nurses week. They have carried a heavy load to support health and safety of our students and staff during the pandemic.

B. Board Communication

Chair Raven shared that she would be virtually attending the Board Chair Café meeting that Wednesday. She stated that while the Board had done well in meeting their requirements regarding the public speaking policy, it was important to revisit the policy to see where improvements were needed. Ms. Raven concluded by mentioning that the next Budget Committee meeting would be held on May 12, 2022 and if a third meeting was needed, it would be held on May 19, 2022.

Director Light thanked the District for changing the volunteer policy. Regarding public comments during meetings, he suggested that once speakers who had signed up had finished, that the remainder of allotted minutes be opened to anyone who wished to address the Board. He announced that the Springfield High School Band had qualified for State Band Championships and would be at OSU for the competition on Friday at 2:00 p.m. A String Extravaganza concert would be held at the Springfield High School auditorium the following Tuesday at 7:00 pm. Mr. Light concluded by stating the LCOG meeting, although being mainly budgetary, did extensively discuss cyber security.

Director Mann announced the Springfield Education Foundation (SEF) Board had received twenty-six applications for the Innovative Educator Grants. All grants had been increased this year. The SEF Luau would be held on June 25, 2022 and tickets were now available. Night of 11,000 Stars would be held on October 15, 2022 at the Ford Alumni Center.

Director Mason requested details of the Wildish meeting that she had missed. Superintendent Hamilton explained that the Wildish Board of Directors engaged with a group of students from University of Oregon to conduct a thorough evaluation of their board, make recommendations around future considerations, share information around the structure of the board, develop a strategic plan and view the nature of how the board functions. The Wildish Board planned on creating a summer retreat to gather feedback and put a strategy in place.

Vice Chair Hernandez thanked everyone for their patience during his absence over the past few months. He noted that there was a great ongoing concern regarding issues with public commenting. He said he'd like to see the board hold a work session regarding the public comment process.

8. NEXT MEETING

The next Board meetings are as follows:

- May 12, 2022, 6:00pm Second Budget Committee Meeting
- May 19, 2022, 6:00pm Third Budget Committee Meeting (if necessary)
- June 13, 2022, 7:00pm Board Meeting
- June 27, 2022, Time TBD Board Work Session
- June 27, 2022, 7:00pm Board Meeting

Chair Raven thanked everyone for attending.

9. ADJOURNMENT

With no other business, Chair Raven adjourned the meeting at 8:33 p.m.

(Minutes recorded by Trenay Ryan, LCOG)

BUDGET MEETING MINUTES

A meeting of the Springfield School District No. 19 Budget Committee was held on May 12, 2022.

1. WELCOME

Chair Svoboda called the meeting to order at 6:00 p.m.

Attendance

Board Members attending the meeting included Vice Chair Ken Kohl, Emilio Hernandez, Jonathan Light, Todd Mann, Steve Irvin, Nancy Cameron, and Chair Svoboda. Keina Wolf was absent.

District staff and community members identified included Superintendent Todd Hamilton, David Collins, Brett Yancey, Dustin Collins, and Judy Bowden. Kelly Mason and Naomi Raven were present through zoom.

Vice Chair Kohl suggested that moving forward, more detail and accuracy than used in the previous meeting was desired from LCOG recorders.

2. APPROVAL OF MINUTES

MOTION: Director Light moved, seconded by Director Kohl to approve the May 5, 2022 minutes as presented. Vote: Passed unanimously.

3. PUBLIC INPUT

There was no public input.

4. COMMITTEE DISCUSSION

Mr. Kohl expressed appreciation for the information around the CTE, Measure 98, and the full budget, however he was concerned that since the last biennium, a significant amount of the funds had not been utilized. He wondered what the district or staff could do moving forward, to take full advantage of those resources.

Brett Yancy stated that the funds as they came in, were made available to the staff. He did not believe the budget was wholly accurate due to not meeting in person during the pandemic and that funds spent this year and into the next, would exponentially increase.

Mr. Kohl stated that in the CTE area, there had been a divestment from state and federal. His concern was whether they were adequately funding all of their programs and wanted to keep the teachers out in front of the students, with manageable work weeks while not having to raise donations.

Mr. Yancy replied the funds were bouncing back this year, due to an increase of students. Teachers then submit applications for funding, based on the number of students. The application process is very tedious and long, he speculated that perhaps not all applications were submitted as they should have been.

Chair Svoboda expressed the ongoing concern for the psychological welfare of the students. He wanted to ensure that they were fully funded, enabling them to provide properly for the students. He requested

clarification of the budget, specifically: what was being spent, what amount, where it was being spent, and where it was showing in the budget.

Mr. Yancy explained that staff was supported through substantial medical and mental health coverage, as well as employee assistance.

Dave Collins explained that students received \$130 thousand from the Student Investment Account (SIA). This was specifically for staff positions. Middle schools each received for the following year, a Gateway Specialist, each elementary received a Behavioral Interventionist. The Every Student Succeeds Act (ESSA) fund allows them to partner with outside agencies across all grades. In addition, sixteen classified positions were added. An investment from the Strategic Investment Fund (SIA) provided five assistant principals to the schools. Behavioral Interventionists are trained and vetted through The University of Oregon. Human Resources is where limitations exist.

Dr. Hernandez questioned if the Behavior Interventionists were multi culturally and bilingually trained to work with the students.

Mr. Yancy clarified that while they hired for the positions, the University of Oregon helped with training those staff members. He noted, he would not presently be able to address the equity side of that.

Dr. Hernandez said that would need to be looked into further.

Mr. Collins pointed out on page 119 of The Board Packet, under Investment Goal number 1; the investment from SIA of \$1.87 million, explains where the funds were directed.

Dr. Megert...explained that School Psychologist was a broad skill set associated with evaluating students for special education. School Psychology and School Psychology were separate fields.

Chair Svoboda requested help to correctly read the document. He wished to know where those funds would be located in the budget document.

Mr. Yancy speculated that the funds had been rolled into the Individual with Disabilities Education Act (IEDA) Consolidated Budget, a \$3 million-dollar budget, located on page three.

Mr. Svoboda asked if any of those funds came from SIA.

Mr. Collins answered no.

Mr. Svoboda asked if they did not see the psychological crisis as a short-term crisis, needing to be funded immediately.

Mr. Collins replied, according to the experts in the room, they had provided to the best of their ability a budget that fit the needs of the district.

Mr. Svoboda stated, while he would not oppose the budget, it bothered him that a large amount of money would go to a new track while a mental health crisis was present in the classrooms.

Director Light inquired if they were on the right track or had seen a downward trend in behavioral incidents according to the School Wide Information System (SWIS) data or if it was too early to tell if enough had been spent to adequately fund the schools.

Mr. Collins replied it was too early to tell and difficult to correlate success with direct funds. He stated that having additional trained adults in the schools, available to the students was a success. With the return of sports and of other such activities, the mental health of students benefit from a return to a pre-pandemic life. Staff were continuing to gather information from several data sights including SWIS and would continue to monitor that data. He felt it was too early and that there were still some concerns due to a continued presence of the pandemic.

5. APPROVAL OF DOCUMENT

MOTION: Director Kohl moved, seconded by Director Cameron to approve the 2022-2023 Budget Resolution as presented. Vote: Passed unanimously.

Director Mann expressed interest in members participating in some continued improvement or self-evaluations. He noted the Consolidated Budget could be a very powerful tool the next time around. He wondered when was the best time to give input and have it taken into account during the budget process. He reached out to OSBA for clarification on the matter of best practices regarding the budget committee process and was told that no one knows. Mr. Mann felt that presented The Committee an opportunity to establish, at the suggestion of Director Hamilton, an Ad-Hoc group to discuss, improve, and be an exemplary district in gaining public consent and trust. He also noted that due to great changes it was time to review the Strategic Plan. Mr. Mann proposed that in the near future, they together discuss and work through to form some type of group.

Mr. Yancy noted that the difficulty was in the evaluation process. He said that evaluating was a dangerous area when staff are involved and finding a tool to measure self-assessment would be very difficult.

Mr. Mann agreed that a skilled facilitator, that The Board felt comfortable with, was needed.

Dr. Hernandez suggested skilled facilitators be aware of Oregon laws, as well as understanding how The Board operates.

Superintendent Hamilton concluded by saying that he would work with board leadership to develop what that would look like. He would take into consideration all that was discussed that evening, then follow up with The Board in the Fall of 2022, per Board member suggestions.

6. BUDGET COMMITTEE MEETINGS

(As needed) May 19, 2022

7. ADJOURNMENT

With no other business, Chair Svoboda adjourned the meeting at 6:38 p.m.

(Minutes recorded by Trenay Ryan)

**SPRINGFIELD PUBLIC SCHOOLS
2021-2022 Revenue/Expenditure Forecast
As of May 31, 2022
Please see attached report**

REVENUES:

- Both current year and prior year tax collections are projected for 100% collection. To date there has been a majority of current year tax revenue received (98%) and the remainder is expected over the next two months. Prior year property taxes are currently collected at 67% of anticipated collections. This report is based on the information received through the Lane County Tax and Assessment office.
- The District's most significant portion of revenue is the District's scheduled Basic School Support payments through the Oregon Department of Education. The District projects to receive approximately \$81.03 million for the current year based on 2021-22 projected enrollment and the allocation designated by the Oregon Department of Education. Due to the decline in enrollment Statewide, it is anticipated that the State School Fund will be increased in the per pupil allotment. In addition to this allocation, the final reconciliation for the 2019-20 year has been finalized and the District received an additional 1.09 million in SSF reconciliation and \$237,415 in High Cost Disability funds. Federal Forest fees have been removed from the equalization formula and are therefore reflected in the State School Fund.
- The District is anticipating receiving approximately \$122,000 in County School Funds compared to the budgeted amount of \$300,000. The significant reduction in County School Funds received is due to a decrease in State Timber.
- The District is anticipated receiving approximately \$1.05 million in Common School Funds. To date the District has received \$1,213,248 of the funds, which is greater than originally budgeted.
- The District is anticipating receiving approximately 68% of budgeted resource from the Lane ESD apportionment. The resulting reduction is due to the District utilizing transit dollars for student-based services.
- The District is anticipating receiving \$446,708 in Federal Forest Revenue which is slightly above the amount anticipated.

EXPENDITURES:

- Projected salary expenditures are based upon actual staff allocations adopted during the budgeting process and actual ability to hire and staff vacant positions. This anticipated expenditure is estimated using actual and projected data (per previous year-end estimates). At this point in the

year, and based on projections through the end of the year it is projected that the District will expend approximately 96% of the adopted budget for salaries.

- Benefit amounts are based upon projected staffing expenditures and are directly tied to the salary assumptions, with the exception of PERS expenditures. The District participated in the recent offering of a PERS pension bond and the decreased rates were in effect on September 1, 2021. With the updated salary projections and the decreased PERS rate, it is projected this combined decrease in benefit expenditures will total approximately \$6.2 million, or 14.95% of the adopted budget in this area. In addition, the District is anticipating having to assess the General Fund for insurance costs associated with increased usage and a lack of premiums collected by employees, which is reflected in the numbers presented.
- The purchased services, supplies and capital outlay expenditure projections are based upon budgeted expenditures and anticipated to be expended similar to past trends. This assumption may be revised if comprehensive distance learning continues throughout a majority of the year.
- Other objects include the cost for property and liability insurance and is based upon premiums negotiated after the 2021-2022 adopted budget.
- Fund transfers allocated during the 2021-22 budget process include \$1.5 million (Co-Curricular Fund) and \$471,516 (Debt Service Fund).

Additional Notes: For the 2021-2022 budget year the current estimate of ending fund balance is \$19,188,319. Included in this number is the audited ending fund balance from the 2020-2021 fiscal year (\$17,331,150). As with previous years, this is an estimate and accounts for the reductions/adjustments & assumptions made throughout the current year operating budget.

Submitted by:

Brett M. Yancey
Chief Operations Officer

SPRINGFIELD SCHOOL DISTRICT 19
2021-2022 REVENUE/EXPENDITURE FORECAST
as of
05/31/202

	BUDGET	ACTUAL through 05/31/202	ESTIMATED from 05/31/202 to year end	PROJECTED 2018-2019	PROJECTED as % of BUDGET
REVENUES:					
Property taxes - current	28,491,016	27,996,319	494,698	28,491,016	100.00%
Property taxes - prior years	350,000	248,662	101,338	350,000	100.00%
Other local sources	744,000	459,896	284,104	744,000	100.00%
Lane ESD Apportionment	2,288,083	746,682	813,922	1,560,604	68.21%
County School Fund	300,000	0	122,658	122,658	40.89%
State School Fund	78,508,305	82,531,074	0	82,531,074	105.12%
Federal Forest Fees	400,000	0	446,708	446,708	111.68%
Common School Fund	1,051,611	1,213,248	0	1,213,248	115.37%
Total revenues	112,133,015	113,195,880	2,263,428	115,459,308	102.97%
Beginning fund balance	16,600,000	17,331,150	0	17,331,150	104.40%
Total Beginning fund balance	16,600,000	17,331,150	0	17,331,150	104.40%
Total resources	128,733,015	130,527,030	2,263,428	132,790,458	103.15%
EXPENDITURES:					
Personal services	64,070,714	48,878,325	12,653,326	61,531,651	96.04%
Employee benefits	41,255,410	26,647,236	8,440,957	35,088,193	85.05%
Purchased services	9,940,860	6,941,055	2,800,988	9,742,043	98.00%
Supplies & materials	3,483,633	2,840,542	648,644	3,489,186	100.16%
Capital outlay	682,700	354,623	328,077	682,700	100.00%
Other objects	1,096,851	1,046,627	50,224	1,096,851	100.00%
Fund transfers	1,971,516	1,971,516	0	1,971,516	100.00%
Total expenditures	122,501,684	88,679,924	24,922,216	113,602,140	92.74%
Unappropriated	5,231,331	0	0	0	-
Contingency	1,000,000	0	0	0	0.00%
Total appropriations	128,733,015	88,679,924	24,922,216	113,602,140	88.25%
Total resources		130,527,030	2,263,428	132,790,458	
Total appropriations		88,679,924	24,922,216	113,602,140	
Ending fund balance		41,847,106	(22,658,788)	19,188,319	
Less: contingency			0	0	
Net fund balance		41,847,106	(22,658,788)	19,188,319	

PERSONNEL ACTION

RELEVANT DATA:

Each month the board of Directors is asked to approve personnel action involving licensed employees. Tonight the Board is being asked to approve the attached resignations, retirements and leave of absences. If the Board of Directors would like to discuss any of these recommendations in executive session, in accordance with ORS 192.660(2)(f) Exempt Public Records, the employee should be identified by the number preceding the name and it will be withdrawn pending further instruction from the Board. Dustin Reese is available for questions.

RECOMMENDATION:

It is recommended the Board of Directors approve the personnel action for licensed employees as reflected in this resolution and any addendum presented along with this resolution. Categories include:

- Resignations
- Retirements
- Leave of Absences

SUBMITTED BY:

Dustin Reese
Director of Human Resources

APPROVED BY:

Todd Hamilton
Superintendent

NO	NAME OR EMPLOYEE ID	CURRENT STATUS	FTE	EFFECTIVE DATE	NOTES
	NEW HIRES				
1	LANDER, LINDSAY	PROBATIONARY 1	FT	08/30/2022	HIRE PROBATIONARY FROM TEMPORARY
2	NICHOLLS, NATALIE	PROBATIONARY 1	FT	08/30/2022	REHIRED FROM TEMPORARY
	RESIGNATIONS				
3	1473433	CONTRACT TEACHER	FT	06/17/2022	RESIGNATION
4	911399	CONTRACT TEACHER	FT	06/17/2022	RESIGNATION
5	1576119	TEMPORARY TEACHER	FT	05/27/2022	RESIGNATION
6	2237903	PROBATIONARY 3	FT	06/17/2022	RESIGNATION
7	2431327	PROBATIONARY 1	FT	06/17/2022	RESIGNATION
8	1281380	CONTRACT TEACHER	FT	06/17/2022	RESIGNATION
9	2328577	PROBATIONARY 1	FT	06/17/2022	RESIGNATION
10	890626	CONTRACT TEACHER	FT	06/17/2022	RESIGNATION
11	2112981	PROBATIONARY 1 ADMINISTRATOR	FT	06/30/2022	RESIGNATION
12	2327015	PROBATIONARY 1	FT	06/17/2022	RESIGNATION
13	2297957	PROBATIONARY 2	FT	06/17/2022	RESIGNATION
14	2238438	PROBATIONARY 3	FT	06/17/2022	RESIGNATION
15	738778	CONTRACT TEACHER	FT	06/17/2022	RESIGNATION

16	625892	CONTRACT TEACHER	FT	06/17/2022	RESIGNATION
17	965170	PROBATIONARY 1	FT	06/17/2022	RESIGNATION
18	1576305	CONTRACT TEACHER	PT	06/17/2022	RESIGNATION
19	2089386	CONTRACT TEACHER	FT	06/17/2022	RESIGNATION
	RETIREMENTS				
20	391638	CONTRACT ADMINISTRATOR	FT	06/30/2022	RETIREMENT
21	395838	CONTRACT ADMINISTRATOR	FT	06/30/2022	RETIREMENT

RESOLUTION: #21-22.038

DATE: June 13, 2022

BOARD POLICIES FOR REVIEW

RELEVANT DATA:

From time to time, changes in laws or operating practice require changes or additions to board policies. In addition, the district subscribes to a policy review service with Oregon School Boards Association and receives samples that are used to craft policy for Springfield Public Schools.

The below three policies were brought to the school board for first reading on May 9, 2022 and reflect recent legislative changes. They are now presented as final for Board approval and adoption.

RECOMMENDATION:

It is recommended the Board of Directors approve the following board policies as updated:

- GBL – Personnel Records
- GBLA – Disclosure of information (DELETE – information incorporated and combined into GBL updates)
- IGBB – Talented and Gifted Program

SUBMITTED BY:

Jenna McCulley
Community Engagement Officer

RECOMMENDED BY:

Todd Hamilton
Superintendent

Springfield School District 19

Code: GBL
Adopted: 4/23/07
Revised/Readopted: 5/11/20
Orig. Code: GBL

Personnel Records

An official personnel file will be established for each person employed by the district. Personnel files will be maintained in a central location.

All records containing employee medical condition information such as workers' compensation reports and release or permission to return to work forms will be kept confidential, in a separate file from personnel records. Such records will be released only in accordance with the requirements of the Americans with Disabilities Act or other applicable law.

The superintendent will be responsible for establishing procedures regarding the control, use, safety and maintenance of all personnel records. Employees will be given a copy of evaluations, complaints and written disciplinary actions placed in their personnel file. All charges resulting in disciplinary action shall be considered a permanent part of a teacher's personnel file and shall not be removed for any reason. Employees may submit a written response to any materials placed in their personnel file.

Except as provided below, or required by law, district employees'¹ personnel records will be available for use and inspection only by the following:

1. The individual employee. An employee may arrange with the human resource office to inspect the contents of their personnel file on any day the human resource office is open for business;
2. Others designated by the employee in writing may arrange to inspect the contents of the employee's personnel file in the same manner described above;
3. The comptroller or auditor, when such inspection is pertinent to carrying out their respective duties, or as otherwise specifically authorized by the Board. Information so obtained will be kept confidential. No files will be removed from their central location for personal inspection;
4. A Board member when specifically authorized by the Board. Information will be kept confidential. No files will be removed from their central location for personal inspection;
5. The superintendent and members of the central administrative staff designated by the superintendent;
6. District administrators and supervisors who currently or prospectively supervise the employee;
7. Employees of the human resources office;
8. Attorneys for the district or the district's designated representative on matters of district business;

¹ Includes former employees.

9. Upon receiving a request from a prospective employer issued under Oregon Revised Statute (ORS) 339.374(1)(b), the district, pursuant to ORS 339.378(1), shall disclose the requested information if it has or has had an employment relationship with a person who is the subject of the request, no later than 20 days after receiving such request. The records created by the district pursuant to ORS 339.388(8)(c) are confidential and are not public records as defined in ORS 192.311. The district may use the record as a basis for providing the information required to be disclosed about an employee under ORS 339.378(1);
10. Upon request from a law enforcement agency, the Oregon Department of Human Services, the Teacher Standards and Practices Commission, or the Oregon Department of Education, in conducting an investigation related to suspected abuse or suspected sexual conduct, to the extent allowable by state and federal law, including laws protecting a person from self-incrimination;
11. Upon request from a prospective employer or a former employee, authorized district officials may disclose information about a former employee's job performance to a prospective employer and such disclosure is presumed to be in good faith. Presumption of good faith is rebutted by showing the information disclosed was knowingly false or deliberately misleading, was rendered with malicious purpose or violated any civil right of the former employee protected under ORS 659 or ORS 659A.

The superintendent may permit persons other than those specified above to use and to inspect personnel records when, in their opinion, the person requesting access has a legitimate official purpose. The superintendent will determine in each case, the appropriateness and extent of such access.

Release of personnel records to parties other than those listed above, will be in line with Board policy KBA - Public Records.

No files will be removed from their central location for personal inspection.

END OF POLICY

Legal Reference(s):

[ORS 30.178](#)
[ORS 339.370 – 339.374](#)
[ORS 339.378](#)
[ORS 339.388](#)

[ORS 342.143](#)
[ORS 342.850](#)
[ORS 652.750](#)
[ORS Chapter 659](#)

[ORS Chapter 659A](#)
[OAR 581-022-2405](#)

OSEA v. Lake County Sch. District, 93 Or. App. 481 (1988).

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12112 (2018); 29 C.F.R. Part 1630 (2019); 28 C.F.R. Part 35 (2019).

Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. § 2000ff-1 (2018). **Cross Reference(s):**

ACA - Americans with Disabilities Act
EH - Records and Data Management

Springfield School District 19

Code: GBLA
Adopted: 4/23/07
Revised/Readopted: 5/11/20
Orig. Code: GBLA

Disclosure of Information

Authorized district officials may disclose information about a former employee's job performance to a prospective employer. District officials are immune from civil liability under the following conditions:

1. Disclosure of information is upon request of the prospective employer; or
2. Disclosure of information is upon request of the former employee;
3. The information is related to job performance;
4. The action is presumed to be in good faith;
5. The disclosure is of the disciplinary records of a district employee who has been convicted of a crime listed in Oregon Revised Statute (ORS) 342.143. These records are generally not exempt from disclosure under ORS 192.501 or ORS 192.502. Prior to the disclosure of a disciplinary record an education provider shall remove any personally identifiable information from the record that would disclose the identity of a child, a crime victim or a school employee who is not the subject of the disciplinary record;
6. The disclosure is the result of a request from a law enforcement agency, the Department of Human Services or the Teachers Standards and Practices Commission regarding the records of investigations of suspected child abuse by a district employee;
7. No later than 20 days after receiving a request under ORS 339.374, an education provider that has or has had an employment relationship with the applicant shall disclose the information requested and any disciplinary records that must be disclosed as provided by ORS 339.388(7)

Presumption of good faith is rebutted by showing the information disclosed was:

1. Knowingly false;
2. Deliberately misleading;
3. Rendered with malicious purpose;
4. Violated civil rights.

END OF POLICY

Legal Reference(s):

[ORS 30.178](#)
[ORS 339.370](#) to -339.374

[ORS 339.378](#)
[ORS 339.388\(7\),\(8\),\(9\)](#)

[ORS Chapter 659](#)
[ORS Chapter 659A](#)

OR. ATTORNEY GENERAL'S PUBLIC RECORDS AND MEETINGS MANUAL.

Springfield School District 19

Code: IGBB
Adopted: 6/25/07
Revised/Readopted: 6/22/20
Orig. Code: IGBB

Talented and Gifted Program

The district is committed to an educational program that recognizes, identifies and serves the unique needs of talented and gifted students. Talented and gifted students are those who have been identified as academically talented and/or intellectually gifted.

The Board directs the superintendent to develop a written identification process for identifying academically talented and intellectually gifted students in grades K through 12.

A written plan shall be developed that identifies programs or services needed to address the assessed levels of learning and accelerated rates of learning of identified students and provides an opportunity for the student's parents to discuss with the district the programs and services available to the student and to provide input on the programs and services to be made available to the student.

The district may also identify and provide programs for students who demonstrate creative abilities, leadership abilities or unusual abilities in visual or performing arts.

END OF POLICY

Legal Reference(s):

[ORS 343.391 - 343.401](#)
[ORS 343.407 - 343.413](#)

[OAR 581-022-2325](#)
[OAR 581-022-2330](#)
[OAR 581-022-2500](#)

Senate Bill 486 (2021)

RESOLUTION # 21-22.039

DATE: JUNE 13, 2022

**NUTRITION SERVICES
DAIRY PRODUCTS**

RELEVANT DATA:

The Nutrition Services Dairy Products Bid took place in March of 2018 and established a price agreement for the 2020-21 year with the option to renew annually through the 2022-23 school year.

This action will authorize District staff to exercise the contract renewal option to furnish dairy products for the Nutrition Services program for the 2022-23 school year.

Brett Yancey and Heather Murray will be available to answer questions.

RECOMMENDATION:

It is recommended that the Board of Directors award the dairy products contract to Umpqua Dairy Products Company of Roseburg, OR for an estimated amount of \$460,000.00.

SUBMITTED BY:

Brett Yancey
Chief Operations Officer

APPROVED BY:

Todd Hamilton
Superintendent

RESOLUTION # 21-22.040

DATE: JUNE 13, 2022

**NUTRITION SERVICES
FRESH PRODUCE PRODUCTS**

RELEVANT DATA:

The Nutrition Services Fresh Produce Products Request for Proposals took place in March of 2018 and established a price agreement for the 2020-21 year with the option to renew annually through the 2022-23 school year.

This action will authorize District staff to exercise the contract renewal option to furnish fresh produce products including some locally grown farm to school produce for the Nutrition Services program for the 2022-23 school year.

Brett Yancey and Heather Murray will be available to answer questions.

RECOMMENDATION:

It is recommended that the Board of Directors award the fresh produce products contract to Emerald Fruit & Produce of Eugene for an estimated amount of \$260,000.00.

SUBMITTED BY:

Brett Yancey
Chief Operations Officer

APPROVED BY:

Todd Hamilton
Superintendent

RESOLUTION # 21-22.041

DATE: JUNE 13, 2022

**NUTRITION SERVICES
BAKERY PRODUCTS**

RELEVANT DATA:

The Nutrition Services Bakery Products Bid took place in March of 2018 and established a price agreement for the 2020-21 year with the option to renew annually through the 2022-23 school year.

This action will authorize District staff to exercise the contract renewal option to furnish bakery products for the Nutrition Services program for the 2022-23 school year.

Brett Yancey and Heather Murray will be available to answer questions.

RECOMMENDATION:

It is recommended that the Board of Directors award the bakery products contract to Franz Family Bakeries of Eugene for an estimated amount of \$125,000.00.

SUBMITTED BY:

Brett Yancey
Chief Operations Officer

APPROVED BY:

Todd Hamilton
Superintendent

PURCHASE OF NUTRITION SERVICES SUPPLIES

RELEVANT DATA:

This bid was advertised on the Bend-La Pine School District web site and bid packets were distributed to vendors on the current bidders list. Bids meeting requirements were received by the Applegate Trail Child Nutrition Purchasing Group. This purchasing cooperative represents nutrition service programs in twenty-four (24) school districts. This solicitation establishes a price agreement for the 2022-23 year and provides four optional annual renewals through the 2026-27 school year.

This action will authorize District staff to exercise the contract renewal option to furnish Frozen/Perishable, Canned/Dry Goods, and Paper/Cleaning supplies for the Nutrition Services program for the 2022-23 school year.

Brett Yancey and Heather Murray will be available to answer questions.

RECOMMENDATION:

It is recommended that the Board of Directors approve the purchase of Nutrition Service supplies from the following cooperative agreement for the estimated amount:

U.S. Foods, Rosemont, IL	\$600,000.00
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SUBMITTED BY:

Brett Yancey
Chief Operations Officer

APPROVED BY:

Todd Hamilton
Superintendent

2022-2023 BOARD MEETING SCHEDULE

RELEVANT DATA:

The proposed meeting schedule reflects a similar schedule as was approved for the 2020-2021 and 2021-2022 school years. The format allows more time for in-depth conversation and engagement.

The schedule reflects one business meeting each month and periodic work sessions throughout the school year. Work sessions are typically proposed as a second monthly meeting.

Proposed meetings are adjusted as necessary due to federal holidays.

One business meeting is scheduled for the months of November, December, March and May. There are no meetings scheduled for the month of July. Budget work sessions are traditionally scheduled during the month of May.

RECOMMENDATION:

It is recommended that the Board of Directors approve the 2022-2023 Board Meeting Schedule as presented.

SUBMITTED BY:

Todd Hamilton
Superintendent



Board Meeting Schedule 2022-2023

Springfield Board of Education Business Meetings will typically be held one time per month beginning at **7:00 pm**, **unless otherwise noted on the district website: <https://www.springfield.k12.or.us/boardmeetings>**. Additional Work Sessions will be held throughout the 2022-2023 School Year. **Meeting dates are subject to change**. Only one meeting is scheduled for the months of November, December, March, and May.

<u>Dates</u>	<u>Locations</u>	
August 8	Admin Center	Business Meeting
August 22	Admin Center	Work Session
September 12	Admin Center	Business Meeting
September 26	Admin Center	Work Session
October 10	Admin Center	Business Meeting
October 24	Admin Center	Work Session
November 14	Admin Center	Business Meeting
December 12	Admin Center	Business Meeting
January 9	Admin Center	Business Meeting
January 23	Admin Center	Work Session
February 13	Admin Center	Business Meeting
February 27	Admin Center	Work Session
March 13	Admin Center	Business Meeting
April 10	Admin Center	Business Meeting
April 24	Admin Center	Work Session
May 8	Admin Center	Business Meeting
June 12	Admin Center	Business Meeting
June 26	Admin Center	Work Session

All meetings will be held at the Administration Center, 640 A Street, Springfield, Oregon.

2022-2023 BUDGET RESOLUTIONS

RELEVANT DATA:

The District began holding work sessions with the Budget Committee in January 2022 to discuss parameter and estimates for the 2022-23 fiscal year. All information from District stakeholders, Oregon Department of Education and the Oregon State Legislative process was used to construct the proposed operating budget for the Springfield School District. Following months of preparation, the 2022-2023 proposed budget was delivered to the Budget Committee on May 5, 2022.

During its second Budget Committee meeting on May 12, 2022, the Springfield School District Budget Committee approved the proposed budget for 2022-2023 without modification. There are no modifications from the approved budget to the adopted budget being proposed.

Brett Yancey will be available at the meeting for additional questions.

RECOMMENDATION:

It is recommended that the Board of Directors adopt the 2022-2023 Budget Resolution as presented on the attached sheet.

Submitted by:

Brett M. Yancey
Chief Operations Officer

Recommended by:

Todd Hamilton
Superintendent

2022-2023 BUDGET RESOLUTIONS

BE IT RESOLVED that the Board of Directors of the Springfield School District hereby adopts the budget for the fiscal year 2022-23 in the sum of \$275,287,114 now on file at the Springfield School District Administration Office.

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2022, and for the purposes shown below are hereby appropriated:

General Fund		Student Body Activities	
Instruction	\$ 69,454,470	Instruction	\$ 2,145,000
Support Services	50,529,677	Contingency	300,000
Facilities Acq & Const	1,635,090	* Unappropriated Fund Balance	935,000
Transfers	4,234,246	Total	\$ 3,380,000
Contingencies	1,000,000		
* Unappropriated Fund Balance	7,558,761	Debt Service Fund	
Total	\$ 134,412,244	Support Services	\$ 1,000
		Debt Service	19,804,032
		* Unappropriated Fund Balance	691,214
		Total	\$ 20,496,246
Federal, State and Local Programs		Capital Projects Fund	
Instruction	\$ 15,705,871	Support Services	\$ 358,000
Support Services	6,718,322	Facilities Acq & Const	750,000
Community Services	711,431	Contingencies	91,972
Facilities Acq & Const	1,562,836	Total	\$ 1,199,972
Debt Service	746,000		
Contingencies	900,000	Insurance Fund	
* Unappropriated Fund Balance	5,494,949	Support Services	\$ 24,065,969
Total	\$ 31,839,409	Contingencies	150,000
		* Unappropriated Fund Balance	500,000
		Total	\$ 24,715,969
ESSER Fund		Internal Printing/Duplicating Fund	
Instruction	\$ 11,393,465	Support Services	\$ 794,487
Support Services	6,359,841	Debt Service	28,841
Community Services	150,000	* Unappropriated Fund Balance	13,322
Facilities Acq & Const	20,000,000	Total	\$ 836,650
Transits	846,386		
Total	\$ 38,749,692	Early Voluntary Retirement Fund	
Student Investment Account		Support services	\$ 428,000
Instruction	\$ 5,017,875	* Unappropriated Fund Balance	775,000
Support Services	4,582,125	Total	\$ 1,203,000
Total	\$ 9,600,000		
Nutrition Services Fund		Total Appropriations	
Community Services	\$ 5,084,359		\$ 258,496,099
* Unappropriated Fund Balance	637,869	Total Unappropriated Funds	
Total	\$ 5,722,228		\$ 16,791,015 *
		TOTAL ADOPTED BUDGET	
Co-Curricular Fund			\$ 275,287,114
Instruction	\$ 1,921,803	* Unappropriated Ending Fund Balances are <u>not</u> appropriated.	
Facilities Acq & Const	1,025,000		
* Unappropriated Fund Balance	184,901		
Total	\$ 3,131,704		

BE IT RESOLVED that the Board of Directors of the Springfield School District hereby imposes the taxes provided for in the adopted budget at the rate of \$4.6412 per \$1,000 of assessed value for operations; and in the amount of \$7,684,211 for bonds; and that these taxes are hereby imposed and categorized for tax year 2022-23 upon the assessed value of all taxable property within the district.

	Education Limitation	Excluded From Limitation
General Fund.....	\$4.6412/\$1000	
Debt Service Fund.....		\$ 7,684,211

The above resolution statements were approved and declared adopted on this 13th day of June 2022.

Superintendent

Board Chair

2021-2022 SUPPLEMENTAL BUDGET**RELEVANT DATA:**

This resolution is necessary to recognize the items listed below in the 2021-2022 budget appropriations within the levels as required by Oregon Budget Law. Oregon Budget Law requires that a Supplemental Budget process be conducted if the proposed budget will change any fund's expenditures by more than 10 percent or will create a new fund or a new appropriation category. Not all of the changes listed below require a supplemental budget process, however because some of the changes meet this threshold, the District is including all of the proposed changes in this proposed supplemental budget.

- 1) ESSER Fund – A supplemental budget is needed to create a new appropriation category for community services and to reallocate budget resources to align with spending decisions that were made after the 2021-22 budget was adopted. Items requiring a shift in function codes include approximately \$141,000 for a Covid Nursing Administrator, \$787,000 in Staff retention stipends and additional Covid support, \$847,000 for the purchase of R-Zero disinfecting units, \$150,000 in indirect charges on funds, and \$136,251 in other areas including professional development and software.

Budget adjustments:

Expenditures:

Function 1000, Instruction Services	(\$2,061,251)
Function 2000, Support Services	\$1,814,613
Function 3000, Community Services	\$ 246,638

- 2) Student Investment Account – A supplemental budget is needed to create new appropriation categories for community services and facility acquisition and construction, and to reallocate budget expenditures to align with the proper function codes. EAs supporting the family resource center are charged to community services and costs to finalize installation of covered play structures are charged to facilities acquisition and instruction.

Budget adjustments:

Expenditures:

Function 1000, Instruction Services	(\$555,765)
Function 2000, Support Services	(\$415,059)
Function 3000, Community Services	\$318,384
Function 4000, Facilities Acquisition and Construction	\$652,440

- 3) Federal State and Local Programs (Special Revenue) – After budget adoption, the District and Lane Education Service District (LESD) determined that LESD would manage the Teacher Pathways Grant. Remaining grant funds were paid to LESD as a transit.

Budget adjustments:

Expenditures:

Function 2000, Support Services	(\$198,693)
Function 5000, Other Uses of funds	\$198,693

- 4) General Fund – This budget adjustment is to move \$500,000 in unspent salary and benefits in the maintenance department in the support services function to support a portion of the Hamlin restroom & teamroom project in the facilities acquisition and construction function.

Budget adjustments:

Expenditures:

Function 2000, Support Services	(\$500,000)
Function 4000, Facilities Acquisition and Construction	\$500,000

- 5) Debt Service Fund – The Board authorized a partial refunding of the District’s 2015 General Obligation Bonds. This resolution recognizes the bond proceeds and related Debt Service and refinancing costs.

Budget adjustments:

Revenue:

Function 5100, Bond Proceeds	\$23,525,000
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Expenditures:

Function 5100, Debt Service	\$23,307,764
Function 2000, Support Services	\$ 217,236

- 6) Capital Projects Fund - The District is recognizing insurance proceeds and costs related to the flooding at Walterville Elementary School. The District expects building repair costs and furniture and equipment replacement to total \$2,200,000 for the fiscal year.

Budget adjustments:

Revenue:

Function 5300, Compensation for Lost Assets	\$2,200,000
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Expenditures:

Function 2000, Support Services	\$ 150,000
Function 4000, Facilities Acquisition and Construction	\$2,050,000

RECOMMENDATION:

It is recommended that the Board of Directors for Springfield School District No. 19, hereby recognize additional revenue and re-allocate budget appropriations as listed above for the current fiscal year, 2021-2022.

Submitted by:

Recommended by:

Brett M. Yancey
Chief Operations Officer

Todd Hamilton
Superintendent

**DESIGNATION OF DISTRICT OFFICERS, CLERKS, DEPOSITORIES AND
CONTRACT REVIEW BOARD**

RELEVANT DATA:

Oregon Revised Statutes (ORS) require a governing body to designate at the beginning of each fiscal year the individuals who will have authorization to act as the District officers, clerks, to designate the financial institutions the District uses for the investment of funds and to review the status of, and rules adopted, by the Local Public Contract Review Board.

The resolution designates the following: Budget Officer (ORS 294.331), Clerks of the District (ORS 332.515), Custodian(s) of Funds (ORS 328.441, 328.445), Public Contract Rules (ORS Chapter 279 and OAR Chapter 137), Grant Officer, and Depositories of Funds (ORS 328.441, 294.805 – 294.895).

RECOMMENDATION:

It is recommended that the Board of Directors approve the resolution designating District officers, clerks, and agents, including the depositories for District funds as listed on the attached documents for the 2022-23 fiscal year.

SUBMITTED BY:

Brett M. Yancey
Chief Operations Officer

RECOMMENDED BY:

Todd Hamilton
Superintendent

**DESIGNATION OF DISTRICT OFFICERS, CLERKS, DEPOSITORIES AND
CONTRACT REVIEW BOARD**

BUDGET OFFICER:

Be it resolved, that Brett Yancey is hereby designated to serve as Budget Officer of the Springfield Public Schools for the fiscal year 2022-2023.

DISTRICT CLERKS:

Be it Resolved, that law designates Todd Hamilton, Superintendent of Springfield Public Schools, as Clerk of said District for the fiscal year 2022-2023.

Whereas, it is advisable for additional staff members to be designated as Deputy Clerk.

Be it Resolved, that Brett M. Yancey, Chief Operations Officer and Joan Bolls, Director of Finance be appointed as Deputy Clerks for the Springfield Public Schools for the 2022-2023 fiscal year.

Be it further Resolved, that adequate insurance coverage be obtained for the above-named Clerk and Deputy Clerk(s), in accordance with ORS 332.525.

Be it further Resolved, the Board of Directors authorizes the Superintendent and Chief Operations Officer to have signature authority on all matters and issues related to conducting business of the School District. It is also recognized that the Superintendent shall have the authority to delegate levels of signature, outlining appropriate areas for designees (by content area).

GRANT OFFICER:

Whereas, grant funding may become available through Federal, State or other sources; and,

Whereas, certain available grant funds may be deemed beneficial toward improvement of the District's educational system;

Be it Resolved, that the Superintendent or the Chief Operations Officer be named as the Local Agency Representative(s) and shall hereby be authorized to execute and file

application(s) for and on behalf of the District and otherwise act as the District's representative in all activities related to grants for the fiscal year 2022-2023.

PUBLIC CONTRACT REVIEW:

Be it Resolved, that the Board of Directors will act as its own contract review board granted authority under ORS 279A.060, and also adopts the current Oregon Attorney General's Model Public Contracts Manual stipulated by ORS 279A, 279B, 279C, OAR 137 Divisions 46, 47, 48, and 49.

INVESTMENT DEPOSITORIES:

Whereas, Springfield Public Schools has statutory authority for investment of funds,

Be it Resolved, that the following depositories are hereby approved as official depositories of Springfield Public Schools for the 2022-2023 fiscal year:

Banner Bank, Bank of America, Umpqua Bank, Key Bank of Oregon, Pacific Continental Bank (aka Columbia Banking System), Northwest Community Credit Union, Citizens Bank, OnPoint Community Credit Union, US Bank, Chase Bank, Wells Fargo Bank, Oregon State Treasury Local Government Investment Pool, Wells Capital Management, D.A. Davidson & Company, Siuslaw Bank, Oregon Community Credit Union and Piper Jaffrey & Company.

Be it further Resolved, that the Clerk of the District or the Deputy Clerks, as Custodian of Funds, are authorized to establish accounts and to issue checks against such accounts bearing the original signature of the Clerk or Deputy Clerk(s) or the facsimile signature of the Clerks in accordance with ORS 328.411 and 328.445.

Board Chair

Date

Superintendent

Date

**PROPERTY AND LIABILITY INSURANCE
WORKER'S COMPENSATION INSURANCE**

RELEVANT DATA:

Property & Casualty Insurance:

In preparation for the 2022-2023 fiscal year, the Springfield Public Schools requested the District's agent of record request bids for property, casualty and liability insurance policies. The District has received a premium quotation for property, casualty and liability insurance coverage and the most economical quotation received is approximately 9.54% increase compared to premiums paid for the 2021-2022 fiscal year, which is a total increase of approximately \$82,869. Overall, insurance market conditions are volatile based on several factors., Employment and boundary invasion claims continue to be a concern in the overall market, as well as large property claims from natural disasters. The agent of record (Brown and Brown Northwest) recommends coverage under Special District Association of Oregon that meets or exceeds current levels of coverage.

Worker's Compensation Insurance:

Annually, the Springfield Public Schools reviews insurance and worker's compensation policies to ensure the most cost-effective plans for the upcoming year. For the 2022-2023 fiscal year SAIF Corporation quoted \$410,809, which is approximately \$28,183 more than the current year. Coverage under this proposal is identical and consistent with current plans.

RECOMMENDATION:

Be it Hereby Resolved, that the Springfield Public Schools Board of Directors renew property, casualty and liability insurance coverage, including earthquake and flood coverage under Special District Association of Oregon for the period July 1, 2022 – June 30, 2023.

Be it Hereby Resolved, that the Springfield Public Schools Board of Directors renew worker's compensation insurance coverage under SAIF Corporation for the period July 1, 2022 – June 30, 2023.

Submitted by:

Brett M. Yancey
Chief Operations Officer

Recommended by:

Todd Hamilton
Superintendent

RESOLUTION: #21-22.048

JUNE 13, 2022

**DESIGNATION OF DISTRICT LEGAL COUNSEL AND MUNICIPAL
AUDITOR**

RELEVANT DATA:

Oregon Revised Statutes (ORS) require a governing body to designate at the beginning of each fiscal year the individuals and/or firms who will have authorization to act as the District's legal counsel and auditors.

RECOMMENDATION:

It is recommended that the Board of Directors approve the resolution designating District agents as listed on the attached documents for the 2022-2023 fiscal year.

SUBMITTED BY:

RECOMMENDED BY:

Brett M. Yancey
Chief Operations Officer

Todd Hamilton
Superintendent

**DESIGNATION OF DISTRICT LEGAL COUNSEL AND MUNICIPAL
AUDITOR**

LEGAL COUNSEL:

Be it Resolved, that Garrett, Hemann, Robertson PC is hereby designated to serve as legal counsel of Springfield Public Schools for the fiscal year 2022-2023 for general counsel services and special education services.

Be it Resolved, that Thorp, Purdy, Jewett, Urness & Wilkinson PC is hereby designated to serve as legal counsel of Springfield Public Schools for the fiscal year 2022-2023 for general counsel, contracting services, and property transactions.

Be it Resolved, that the Hungerford Law Firm, Attorney at Law, is hereby designated to serve as legal counsel of Springfield Public Schools for the fiscal year 2022-2023 for labor relations and special education services.

Be it Resolved, that Bullivant Houser Bailey PC, Attorney at Law, is hereby designated to serve as legal counsel of Springfield Public Schools for the fiscal year 2022-2023 for liability, litigation and other specialized services.

Be it Resolved, that Oregon School Boards Association, Policy and Legal Services is hereby designated to serve as legal counsel of Springfield Public Schools for the fiscal year 2022-2023 for general counsel services.

Be it Resolved, that Mersereau and Shannon, Attorney at Law, is hereby designated to serve as legal counsel of Springfield Public Schools for the fiscal year 2022-2023 for litigation and bond counsel services.

Be it Resolved, that Miller Nash Graham & Dunn LLP, is hereby designated to serve as legal counsel of Springfield Public School for the fiscal year 2022-2023 for contract administration, construction law, Civil Rights, Title 9, Immigration and litigation.

All services will be provided on an “as needed” basis at the hourly rates indicated in the proposal responses.

AUDITOR:

Be it Resolved, that the firm of Pauly, Roger & Company PC Certified Public Accountants, are hereby designated to serve as auditors for Springfield Public Schools for the fiscal year 2022-2023.

Board Chair

Date

Superintendent

Date

RESOLUTION #21-22.049

DATE: JUNE 13, 2022

**AGREEMENT BETWEEN
OREGON SCHOOL EMPLOYEES ASSOCIATION (OSEA)
AND
SPRINGFIELD SCHOOL DISTRICT NO. 19**

RELEVANT DATA:

The District and OSEA bargaining teams began meeting in January 2022 to negotiate a three-year compensation and benefit contract for classified employees. The new agreement is effective July 1, 2022 – June 30, 2025 and will re-open during the 2024-2025 school year to discuss compensation and insurance contributions. The school board is being asked to approve the new three-year agreement. Jim Crist and Joan Bolls are available for questions.

RECOMMENDATION:

It is recommended that the Board of Directors approve the new three-year agreement between Springfield Public Schools and Oregon School Employees Association, effective July 1, 2022 through June 30, 2025.

SUBMITTED BY:

Jim Crist
Assistant Director of Human Resources

APPROVED BY:

Todd Hamilton
Superintendent