



BOARD OF EDUCATION

June 14, 2021

Virtual Meeting

6:00 pm Executive Session (non-public) pursuant to ORS 192.660(2)(e) to conduct deliberations with persons designated by the governing body to negotiate real property transactions.

6:45 pm Findings of Fact Hearing

6:55 pm Budget Hearing

Board Meeting Immediately Following the Budget Hearing

To comply with the Governor's executive orders, the Board will conduct this meeting by video conference only. Members of the public may,

- *Watch the meeting via Zoom Webinar:* <https://us02web.zoom.us/j/88926236859>
- *Listen by Zoom Phone:* +1-929-205-6099 with Webinar ID 889 2623 6859

AGENDA		TAB
1.	Call Meeting to Order	Board Chair Zach Bessett
2.	Changes or Additions to the Agenda	Chair Bessett
3.	Public Comments: Submitted Electronically	Chair Bessett
<i>Members of the public may submit written comments by email public.comment@springfield.k12.or.us. Clearly label the subject line as: "Public Comment: Board Meeting – June 14, 2021." The deadline for receiving public comment for the Board to review prior to the Board Meeting is noon on Monday, June 14, 2021. Public comment submitted by noon on Monday, June 14, 2021 will be posted to the District website as a handout by 4:00pm the day of the Board Meeting. The Board is committed to the public comment process and will consider all public comment seriously.</i>		
4.	Action Items	
A.	Approve Consent Agenda	
1.	April 26, 2021 Board Work Session Minutes	1
2.	May 10, 2021 Board Meeting Minutes	2
3.	May 13, 2021 Budget Committee Meeting Minutes	3
4.	Financial Statement	Brett Yancey 4
5.	Personnel Action, Resolution #20-21.041	Dustin Reese 5
6.	Board Policy, First Read	Jen McCulley 6
B.	Adopt 2021-2022 Budget, Resolution #20-21.042	Brett Yancey 7
C.	Approve Resolution for Bus Purchases, Res. #20-21.043	Brett Yancey 8
D.	Approve High School Science Program, Res. #20-21.044	David Collins/Mindy LeRoux 9
E.	Approve Resolution for Design Build Authorization, Resolution #20-21.045	Brett Yancey 10
5.	Discussion	
A.	Board Self-Evaluation	Chair Bessett/Supt. Hamilton
6.	Information/Reports	
A.	Superintendent Communication	Superintendent Hamilton
B.	Board Communication	Chair Bessett
7.	Next Meetings: June 28, 2021, 7:00 pm Business Meeting	Chair Bessett
8.	Adjournment	Chair Bessett

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.

WORK SESSION MINUTES

A Work Session of the Springfield School District No. 19 Board of Education was held on April 26, 2021. In order to comply with the Governor's executive orders, the Board conducted this meeting by video conference only. The public was invited to watch or listen to the Board Work Session via Zoom Webinar or Zoom Phone. Information for participating was shared with the public on the district website and news media outlets.

1. CALL MEETING TO ORDER

Board Chair Zach Bessett called the Springfield Board of Education virtual work session to order at 5:02 p.m.

Attendance

Board Members attending the Zoom webinar included Board Chair Zach Bessett, Board Vice Chair Naomi Raven, Dr. Emilio Hernandez, and Todd Mann. Lisa Barrager was excused due to illness.

District staff and community members identified included Superintendent Todd Hamilton, David Collins, Brett Yancey, Mindy LeRoux, Brian Megert, Jonathan Gault, Kellie, Taylor Madden, Whitney McKinley, Jeff Michna, Charles Jett, Anthony Reed, Dustin Reese, Maria Smith, Jen McCulley, Summer Merrifield, Judy Bowden, Vincent Adams from Oregon School Boards Association, Emma Routley from The Chronicle and Jayson Hayden, minutes recorder. There was also one community member who attended using Zoom Phone, so their name was not available.

2. APPROVAL OF THE AGENDA

Chair Zach Bessett called for a motion to approve the agenda as presented.

MOTION: Vice Chair Raven moved and Mr. Mann seconded to approve the agenda as presented.

Chair Bessett called for a roll call vote. Chair Bessett asked each board member to indicate if they supported the motion to approve the Agenda as presented: Ms. Raven – yes, Dr. Hernandez – yes, Mr. Mann – yes and Chair Bessett – yes.

Motion passed, 4:0.

3. OREGON SCHOOL BOARD ASSOCIATION TRAINING

Chair Bessett welcomed back Vincent Adams from Oregon School Boards Association. Mr. Adams began the third installment of the scholarship training program. He began with a recap of previous trainings in September, January, and February and outlined the components of equity and racial justice.

Mr. Adams asked the Board to share their reasons for attending this training and doing equity work. Board members shared the following:

- Provide safe, supportive spaces for all students.
- Importance of extracurricular activities and connecting with others.
- Returning to normal safely and successfully.
- Sympathy for young people of color and in poverty fearing the police. The reason for these trainings must be constantly changing to keep up with the changing times.

- Helping those with mental health and other issues.
- Situations were always changing and there was always room for personal growth.
- Be able to better understand how the definition of racism had changed over time and come to a common working definition.
- Importance of focusing on both individual students and also the adults on the staff and in community.

Mr. Adams facilitated a conversation about structural racism in which the following points were shared:

- Racism was inherent from the start. For example, only white men were able to vote and the treatment of Native Americans.
- Structural racism was passed down through the generations.
- These conversations present learning opportunities.
- Individual responsibility was key to engaging in these conversations and facilitating change.
- Racism has become institutionalized.

Prior to the meeting, Mr. Adams had asked the Board to review other districts' policies for Educational Equity and compare them to the policy which Springfield Public Schools uses. He commended the Board and District for hiring an Equity and Inclusion coordinator who would start on July 1st.

The Board took a recess from 6:35 p.m. to 6:45 p.m.

Following the break, Mr. Adams and the Board engaged in a discussion about which parts of the various policies seemed important to include in an Educational Equity policy and which ones needed more clarity or additional definitions.

Other items they pointed out included:

- Avoiding the unnecessary use of negative terminology and themes in policy.
- Clearly underline the differences between equity of opportunity and equity of outcomes.
- Clearly define how the policy should be implemented and a process for accountability.
- Language should be very specific in order to achieve the desired outcome.
- A student's role and responsibilities should not be left out of the policy.
- An equity lens should be used when writing or amending policy.

Following the discussion, Mr. Adams commended the Board on the work they had accomplished and felt the discussions had been very informative and helpful. The Board responded that they felt the discussion had revealed areas where the board could continue to strive to make improvements in educational equity. They also expressed appreciation to their fellow Board members for the vulnerability that is required to engage in these types of conversations.

4. NEXT MEETING

The next Board meeting will be held on Monday, May 10, 2021 beginning at 7:00 p.m.

5. ADJOURNMENT

With no further business, Chair Bessett adjourned the work session at 7:43 p.m.

(Minutes recorded by Jayson Hayden)

BUSINESS MEETING MINUTES

A Business Meeting of the Springfield School District No. 19 Board of Education was held on May 10, 2021. In order to comply with the Governor's executive orders, the Board conducted this meeting by video conference only. The public was invited to watch or listen to the board meeting via Zoom Webinar or Zoom Phone. Information for participating was shared with the public on the district website and news media outlets.

1. CALL MEETING TO ORDER

Board Chair Zach Bessett called the Springfield Board of Education virtual meeting to order at 7:00 p.m.

Attendance

Board Members attending the Zoom webinar included Board Chair Zach Bessett, Board Vice Chair Naomi Raven, Lisa Barrager, and Dr. Emilio Hernandez. Todd Mann was excused due to illness.

District staff and community members identified included Superintendent Todd Hamilton, David Collins, Brett Yancey, Judy Bowden, Mindy LeRoux, Darian Gorman, Ame Beard, Dustin Reese, Lesa Haley, Joan Bolls, Jen McCulley, Marion Malcolm, Amber Mitchell, Marilyn Williams, Whitney McKinley, Taylor Madden, Kelly Mason, Brian Megert, Charles Jett, Krystal, Lacey Macdonald, Jeff Fuller, Jonathan Light, Colleen Hunter, Jonathan Gault, Nicki Gorham, Chris Reiersgaard, Clark Morberg, Sherry Moore, Jeff Michna, Kim Sherman, Emma Routley from *The Chronical* and Jayson Hayden, minutes recorder.

2. APPROVAL OF AGENDA

Chair Zach Bessett called for a motion to approve the agenda as presented.

MOTION: Dr. Hernandez moved, Ms. Barrager seconded the motion to approve the agenda as presented.

Chair Bessett called for a roll call vote. Mr. Bessett asked each board member to indicate if they supported the motion to approve the agenda as presented: Ms. Raven – yes, Ms. Barrager – yes, Dr. Hernandez – yes, and Mr. Bessett – yes.

Motion passed, 4:0

3. PRESENTATION

A. Student Communication

A3 Principal Ame Beard introduced student Darian Gorman who shared a PowerPoint presentation about the activities happening at A3. Mr. Gorman shared that the school would return to in-person instruction on April 19th while still observing safety restrictions. He said the school received a \$15,000 grant for a temporary stage and silk screening material. He said the silk screening material would be used at the annex for merchandise printing. Principal Beard added that silk screening was part of an internship art class and that the stage would be used for theater and music performances.

Mr. Gorman shared that they had virtual open houses for prospective students. He said that student art installations had been added to the lobby of the school and he outlined their Earth Day observation. During the week of April 26th, there was a photo op for any students who wanted to participate. During the week of May 3rd, students began forecasting for next year's classes and also celebrated teacher appreciation week.

The board expressed appreciation for Mr. Gorman's presentation.

4. PUBLIC COMMENT: Submitted Electronically Only

Chair Bessett explained that members of the public were asked to share electronically their ideas and opinions with the Board by noon on the day of this Board meeting. As of the noon deadline, the District had not received any public comment for the meeting this evening.

5. ACTION ITEMS

A. Approve Consent Agenda

- 1. April 12, 2021 Board Meeting Minutes**
- 2. Financial Statement**
- 3. Personnel Action, Resolution #20-21.036**
- 4. 2021-2022 Board Meeting Schedule, Resolution #20-21.037**
- 5. High School Science Program, First Read**

MOTION: Ms. Barrager moved, Ms. Raven seconded the motion to approve the Consent Agenda.

Chair Bessett called for a roll call vote. Chair Bessett asked each board member to indicate if they supported the motion to approve the Consent Agenda : Ms. Raven – yes, Ms. Barrager – yes, Dr. Hernandez – yes, and Mr. Bessett – yes.

Motion passed, 4:0

B. Approve PERS Pension Bond, Resolution #20-21.038

Chair Bessett asked Mr. Yancey to introduce this resolution.

Earlier this spring, it was reported that the District was considering the issuance of PERS pension bonds to assist in addressing the (growing) unfunded actuarial liability, and has been an ongoing discussion. In the early 2000's, this issue was dealt with by some municipalities issuing PERS Pension Bonds, allowing them to pay off their outstanding debt, at the time of issuance. For Springfield School District, we previously participated in the pension bond program in 2005 to address our (at the time) \$61,250,000 liability. We were able to issue bonds at an interest rate of 4.77%, saving significant resources over time. By participating in this program and addressing the outstanding liability, at that time, the cost saving for our District has totaled approximately \$16.6 million over the past 15 years. It is anticipated that the total savings could exceed \$20 million when the bonds fully mature in the year 2028.

With the current status of the financial market, staff have been analyzing the opportunity to participate in this program, once again. The District's actuarial liability, since 2005, is estimated to be approximately \$107 million and this tool may provide another opportunity to realize significant cost savings for the District. As due diligence, Springfield School District hired ECONorthwest to conduct a statistically based assessment to assist in evaluating potential risk.

As PERS currently manages the District's unfunded actuarial liability at a rate of 7.2%, the District would like to move forward with this bond program at a maximum true interest cost of 4.5%, given market conditions. This pension program would essentially "pay off" the approximate \$107 million liability at a maximum rate of 4.5%, instead of the current 7.2% offered through PERS.

As a requirement of participation, each municipality must adopt and return an authorizing resolution to our underwriter (Piper Sandler & Co.) no later than May 21, 2021. The underwriter will prepare a Preliminary Official Statement that contains information about each participating district. Following this procedure, Districts will participate in due diligence and structuring conversations. The issue is expected to price on or about July 20th, and close on August 19, 2021. Funds will be sent directly to PERS and payroll rates will be reduced on September 1, 2021.

Each participating School District will be responsible for the debt service (only) on its bond. No district will be responsible for any other district's obligations under this program. The sale of the obligations of all participating districts will be coordinated through the Piper, Sandler & Co. and the financing team, including bond counsel, which will negotiate an intercept agreement with the Department of Education for purposes of making debt service payments directly from State appropriations. Such funds will be diverted from the existing State appropriation.

Brett Yancey recommended that the Board of Directors approve the resolution authorizing Full Faith and Credit Pension Obligations, series 2021.

Mr. Yancey said that they would be working with other districts to get the resolution to an underwriter by May 21st, and would close around the third week of July. The impact would be a reduction in PERS payroll rates effective September 1st. This money would be added to an investment account managed by PERS which would lead to further interest earned. This method had saved almost \$17 million dollars in 15 years. Mr. Yancey outlined the different risk factors at different interest rates. In response to inquiry, Mr. Yancey explained that the board would be the authority to vote on this matter.

MOTION: Dr. Hernandez moved, Ms. Raven seconded the motion to approve the resolution authorizing Full Faith and Credit Pension Obligations, series 2021.

Chair Bessett asked if there was any discussion.

Mr. Yancey explained that the school board would be responsible for the approval of this resolution, but that he would announce to the community when there were any PERS changes. Mr. Yancey explained the other districts considered were all Oregon school districts.

Hearing no further discussion, Chair Bessett called for a roll call vote. Chair Bessett asked each board member to indicate if they supported the motion to approve the resolution authorizing Full Faith and Credit Pension Obligations, series 2021: Ms. Raven – yes, Ms. Barrager – yes, Dr. Hernandez – yes, and Mr. Bessett – yes.

Motion passed, 4:0

The Board thanked Mr. Yancey for his presentation.

6. Discussion

A. HVAC Design/Build Process Review and Exemption

May 10, 2021

3 of 6

Brett Yancey shared the following report:

As the District continues to focus on maintaining safe and healthy learning environments for students and staff (Board Goal #4), operations staff are considering options for upgrading/replacing aging HVAC systems in a number of our educational facilities. Many of our facilities are not positioned to comfortably welcome occupants year round and require a significant amount of attention, upkeep and financial resources to maintain.

While this may be an exciting opportunity to upgrade systems, this is also a very technical process with many considerations prior to purchase and installation. Mechanical operating systems for large facilities can be difficult to design to realize maximum capacity, while at the same time maximizing maximum operating efficiencies. Due to these goals, there needs to be consideration when deciding “how” to move through the procurement process.

Design/Bid/Build Process

The most common procurement method in municipal government, and the minimally required process in Oregon State Statute (ORS 279C.335), is the design/bid/build process. Also referred to as “low bid”, this process focuses on hiring a design firm that produces construction documents and submits them to the owner. The owner then advertises the construction documents for interested contractors to submit a proposal (bid). The owner conducts a review process and selects the lowest responsible, responsive bidder. This process involves a separate contract with the design firm and a separate contract with the builder.

The design process does not involve a builder as that would be perceived as limiting competition. This process, often times, results in a number of clarifying questions and/or change orders throughout the construction process. While the initial goal of this method is to be more cost effective; this can also present risk to the owner by not fully understanding the challenges of constructing a product that has not involved the builder.

Design/Build Process

As an exception to the traditional procurement method, the design/build process is often times considered to be a more cost-efficient process, resulting in a better product for the owner. This process requires competition, however it's accomplished during the beginning stages, rather than the final steps. In this process, the owner issues a request for proposal inviting any qualified firm to design and build the desired product. Operating under one contract, the owner, designer and builder are involved in the entire process from beginning to completion. The process identifies the available budget on the front end and a negotiated, guaranteed maximum price, thereby eliminating the need for change orders. This process is often a much quicker process that takes less time and tends to stay on budget better than the design/bid/build process, as a result of less change orders or revisions. This process is becoming a more preferred method amongst municipalities.

Mr. Yancey also shared the following information in response to board member questions in regards to this process:

- This allows the District to get the lowest priced product for our needs,
- Gives the District the flexibility to define the quality of the product, giving us more control,
- All buildings would have the same climate control and the efficiency of the systems would be consistent across all buildings,

- The District will be able to incorporate the air purifiers that were installed last year into the new systems and
- ESSER dollars are guaranteed 2022 thru 2023 and the District hopes to start installing the systems beginning in the summer of 2022.

Chair Bessett thanked Mr. Yancey for his presentation.

7. Information/Reports

A. Superintendent Communication

Superintendent Hamilton shared that he had been working with High School Director Mindy Leroux on the final details for the upcoming graduation ceremonies. He shared that many students and families expressed a desire for some form of in-person graduation.

The Oregon Department of Education released guidelines for summer learning and there were teams planning and preparing for a large extended learning and unfinished learning program including academic support and enrichment opportunities. One concern was a shortage of staff to teach these classes, but when an email was sent to staff members, over 120 staff expressed interest.

The Oregon Department of Education began meeting with superintendents and other leaders to gather feedback on what next fall will look like as students return to school. Mr. Hamilton commended the board on approving the regular school calendar for next fall, expressing a desire to return to as normal as possible, while still observing evolving health and safety requirements. He expected the release of these guidelines by July 22nd. Mr. Hamilton would provide more information as it became available.

B. Board Communication

The board did not have anything to share.

Dr. Hernandez suggested waiting to discuss board assignments until the new board members were sworn in.

8. NEXT MEETINGS

The next meetings will be:

- May 13, 2021, Budget Committee Meeting 6:00pm
- May 18, 2021, Budget Committee Meeting 6:00pm, if necessary
- June 14, 2021, Business Meeting 7:00pm

9. The Board met 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.

The Board moved into Executive Session at 7:48 p.m.

The Board returned from Executive Session at 8:05 p.m.

10. Action Item

A. Approve Oregon School Employees Association (OSEA) Contract Memorandum of Agreement, Resolution #20-21.039

Chair Bessett asked Dustin Reese to introduce the resolution.

The District and OSEA bargaining teams met in April 2021 to negotiate wages and insurance contributions as part of the reopener obligations agreed upon in the 2020-2022 collective bargaining

agreement. The District and OSEA came to agreement on terms of a Memorandum of Agreement (MOA), with the effective dates of July 1, 2021 – June 30, 2022. The school board is being asked to ratify the MOA.

Dustin Reese recommended the Board of Directors approve the Memorandum of Agreement (MOA) between Springfield Public Schools and Oregon School Employees Association (OSEA), effective July 1, 2021 through June 30, 2022.

MOTION: Ms. Barrager moved, Dr. Hernandez seconded the motion to approve the Memorandum of Agreement (MOA) between Springfield Public Schools and Oregon School Employees Association (OSEA), effective July 1, 2021 through June 30, 2022.

Chair Bessett asked if there was any discussion.

Hearing no discussion, Chair Bessett called for a roll call vote. Chair Bessett asked each board member to indicate if they supported the motion to approve the Memorandum of Agreement (MOA) between Springfield Public Schools and Oregon School Employees Association: Ms. Raven – yes, Ms. Barrager – yes, Dr. Hernandez – yes, and Mr. Bessett – yes.

Motion passed, 4:0

B. Approve 2021-2021 Springfield Administrators and Confidential (SAAC) Agreement, Resolution #20-21.040

Chair Bessett asked Dustin Reese to introduce the resolution.

The District and SAAC leadership met in April 2021 to discuss terms for a new one-year agreement. The District and SAAC leadership came to agreement on terms of a new agreement, with the effective dates of July 1, 2021 – June 30, 2022. The school board is being asked to approve the agreement.

Dustin Reese recommended the Board of Directors approve the agreement between Springfield Public Schools and the Springfield School District Licensed and Non-Licensed Administrators, Supervisory and Confidential Employees (SAAC), effective July 1, 2021 through June 30, 2022.

MOTION: Dr. Hernandez moved, Ms. Raven seconded the motion to approve the 2021-2021 Springfield Administrators and Confidential (SAAC) Agreement, Resolution #20-21.040.

Chair Bessett asked if there was any discussion.

Hearing no discussion, Chair Bessett called for a roll call vote. Chair Bessett asked each board member to indicate if they supported the motion to approve the agreement between Springfield Public Schools and the Springfield School District Licensed and Non-Licensed Administrators, Supervisory and Confidential Employees (SAAC), effective July 1, 2021 through June 30, 2022: Ms. Raven – yes, Ms. Barrager – yes, Dr. Hernandez – yes, and Mr. Bessett – yes.

Motion passed, 4:0

11. Adjournment

With no other business, Chair Bessett adjourned the meeting at 8:09 p.m.

(Minutes recorded by Jayson Hayden)

MINUTES

A meeting of the Springfield Public Schools (SPS) District No. 19 Budget Committee was held May 13, 2021 via the online platform Zoom.

ATTENDANCE

Budget Committee members in attendance were Todd Mann, Lisa Barrager, Nancy Cameron, Emilio Hernandez, Ken Kohl, Steve Irvin, Zach Bessett, Naomi Raven and John Svoboda.

Others in attendance included District staff, students and community members identified included Superintendent Todd Hamilton, Brett Yancey, Joan Bolls, Brenda Holt, David Collins, Don Lamb, Judy Bowden, Gary Cole, Melissa Stalder, Jenna McCulley, Brian Megert, Dustin Reese, Whitney McKinley, Jeff Michna, Mindy LeRoux, Kim Donaghe, Marilyn Williams, Jonathan Gault, Jon Bridges, Jonathan Light, Laura Pavlat, Lesa Haley, Charlie Jett, Jon Bridges, Demian Laudati, Ryan Booth, Lydia Dysart and Sheryl Cramer.

1. CALL MEETING TO ORDER

Mr. Svoboda opened the Budget Committee at 6:01 p.m.

2. APPROVAL OF MINUTES

MOTION: Mr. Bessett moved, seconded by Ms. Cameron, to approve the May 6, 2021 Springfield Budget Committee minutes as presented. The motion passed unanimously.

3. PUBLIC INPUT

There was no public input.

4. BUDGET QUESTIONS AND/OR CLARIFICATIONS

The Committee asked:

- About was some concern brought up from the community related to musical instruments at two schools through the ESSER funds. They wanted to know how that fit into next steps.
 - Superintendent Hamilton replied that that issue was not something that was brought to the Committee in time. He asked Committee members to direct anyone with questions to the District staff so they could respond.

5. APPROVAL OF DOCUMENT – COMMITTEE

MOTION: Dr. Hernandez moved, seconded by Mr. Kohl, to approve the Springfield School Budget with the aggregate amount of \$226,473,145 be approved and the permanent tax rate of \$4.6412/thousand assessed value be assessed and supportive of the General Fund, the permanent tax rate was expected to raise \$28,491,016. The tax of \$7,578,947 was approved for the debt service fund for the purpose of the retirement of bond and debt owed by the school district.

The Committee asked:

- For the salary lines concerning administrative staff.
 - Mr. Yancey replied that the line item for all administrative staff with benefits was \$428,214.
 - This covered 70 employees.
- If they were billing students for Summer school.
 - Mr. Yancey replied that money was set aside incase they had additional tuition that was charged. They never knew what would come down from the State so they prepared for more than they expected.
 - They might not collect any Summer school money because of the funding come down from the State that year.
 - The Committee asked where that number came from.
 - Mr. Yancey noted that they had to include a line item for Summer school tuition, but since the total collected was usually so small they just guessed.
 - He emphasized students would not be charged for Summer school that year.
- How could the District be ahead to make sure they never billed students for Summer school.
 - Mr. Yancey replied that they could target that as a focus in future years. They were unsure how much State or Federal money they would be given in the next few years.
- About the School Board non-instrutional professional and tech line item and how it increased from \$39,000 to \$70,000. The Committee asked what that accounted for.
 - Mr. Yancey replied that it covered the cost of items like the facilitator from Oregon School Board Association (OSBA) that the Board had been working with. There were also potentially new Board members who would need to be trained.
 - He mentioned that the total in that category had not changed. They just moved money around.
 - Superintendent Hamilton noted that their payments to LCOG for a minutes recorder was included in that amount, as well as the Team Springfield funds and their chamber memberships.
- Where the \$112,000 high school extra curricular budget from 2018-2019 which fell off went.
 - Mr. Yancey responded that they received money for extra curricular activities through other funding, and that \$112,000 meant they needed to offset some underfunding with General Fund dollars.
- What the “other payroll costs” had a increased.
 - Mr. Yancey said that it increased as a result of unemployment payments.
- Where the tutors program was at.
 - Mr. Yancey replied that the program was for home-bound students and was based on need. That meant it changed yearly. Staff did their best to estimate that need and plan for it. If they needed more money in that area then staff moved funds around to support those students.

VOTE: The motion passed – 9:1. Mr. Svoboda voted against.

Mr. Svoboda shared that he voted against the motion because he wanted the public to have more time to respond, even if they chose not to use it. The budget was very detailed and having just two weeks was not enough time.

6. BUDGET COMMITTEE MEETINGS (IF NEEDED) – JOHN SVOBODA

A. MAY 28, 2021 6:00 PM

Mr. Svoboda stated that since they approved the budget no further meeting would be necessary.

7. ADJOURN MEETING – JOHN SVOBODA

Mr. Svoboda thanked Sheryl for all her work and good luck in retirement. He adjourned the meeting at 6:33 p.m.

**SPRINGFIELD PUBLIC SCHOOLS
2020-2021 Revenue/Expenditure Forecast
As of May 31, 2021
Please see attached report**

REVENUES:

- Both current year and prior year tax collections are projected for 100% collection. To date there has been approximately 98% during the month of November through May. Minor tax payments will continue to be collected through the remainder of the year. 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. Originally, the District was projected to receive approximately \$84.1 million for the current year based on 2020-21 projected enrollment, however this projection is reduced due to an unanticipated loss of enrollment in the current pandemic environment. As a key point, the District is funded on the higher of two consecutive years weighted enrollment (2019-20 or 2020-21). This year, we anticipate being funded on the 2019-20 year, as we have realized a reduction in enrollment for the 2020-21 school year. The anticipated revenue for this current year is projected at \$82.9 million, which is a reduction of approximately \$1.2 million from the adopted budget. In addition to this primary allocation, High Cost Disability revenue for the current year is estimated at \$705,783, the final State School Fund reconciliation from 2019-20 is estimated to be \$886,149, and the final reconciliation of High Cost Disability for the 2019-20 fiscal year is an additional \$188,000. As we continue to navigate the current COVID environment, we will continue working to further refine these estimates and coordinate through Oregon Department of Education.
- The District is anticipating receiving approximately \$190,000 in County School Funds. To date the District has not received anticipated funds.
- The District is anticipating receiving approximately \$1.55 million in flow through revenue from the Lane Education Service District. To date the District has received \$813,358 of the anticipated revenue.
- The District is anticipating receiving approximately \$1.178 million in Common School Funds. To date the District has received \$1,178,217 and is not anticipating any further revenue.

EXPENDITURES:

- Projected salary expenditures are based upon staff allocations adopted during the budgeting process and is estimated using actual and projected data (per previous year-end estimates). The current projection of reduced expenditures (5.85%) is based on the anticipated reduction in need for employee substitutes, assumed reductions in supplemental pay and other

areas that may not be utilized in a Comprehensive Distance Learning environment. As the school year continues, staff will closely monitor the potential for these projections to be refined.

- Benefit amounts are based upon projected staffing expenditures and are directly tied to the salary assumptions.
- The purchased services, supplies and capital outlay expenditure projections are based upon budgeted expenditures and anticipated to be expended slightly less than past trends. This assumption may continue to be revised as we approach the end of the current year.
- Other objects include the cost for property and liability insurance and is based upon premiums negotiated after the 2020-2021 adopted budget.
- Fund transfers allocated during the 2020-21 budget process include \$1.5 million (Co-Curricular Fund), \$1 million (Instructional Materials Fund), \$700,000 (Technology Fund) and \$546,578 (Debt Service Fund).

Additional Notes: For the 2020-2021 budget year the current estimate of ending fund balance is \$16,593,716. Included in this number is the audited ending fund balance from the 2019-2020 fiscal year (\$13,705,101). As with previous years, this is an estimate and accounts for the reductions/adjustment and assumptions made in the current year operating budget, as well as the use of reserves as a strategy for adjusting to the unanticipated loss of enrollment. Increasing ending fund balance will assist with projected reductions for the 2021-22 fiscal year.

Submitted by:

Brett M. Yancey
Chief Operations Officer

SPRINGFIELD SCHOOL DISTRICT 19
2020-2021 REVENUE/EXPENDITURE FORECAST
as of
5/31/21

	BUDGET	ACTUAL through 05/31/21	ESTIMATED from 05/31/21 to year end	PROJECTED 2020-2021	PROJECTED as % of BUDGET
REVENUES:					
Property taxes - current	27,529,344	27,109,605	419,739	27,529,344	100.00%
Property taxes - prior years	350,000	336,770	13,230	350,000	100.00%
Other local sources	730,100	339,456	25,000	364,456	49.92%
Lane ESD Apportionment	1,550,000	813,358	736,642	1,550,000	100.00%
County School Fund	190,000	0	190,000	190,000	100.00%
State School Fund	84,182,892	84,283,582	0	84,283,582	100.12%
Federal Forest Fees	400,000	0	400,000	400,000	100.00%
Common School Fund	<u>1,022,219</u>	<u>1,148,109</u>	<u>30,108</u>	<u>1,178,217</u>	<u>115.26%</u>
 Total revenues	 115,954,555	 114,030,880	 1,814,718	 115,845,598	 99.91%
 Beginning fund balance	 <u>12,450,000</u>	 <u>13,705,101</u>	 <u>0</u>	 <u>13,705,101</u>	 <u>110.08%</u>
 Total Beginning fund balance	 12,450,000	 13,705,101	 0	 13,705,101	 110.08%
 Total resources	 <u><u>128,404,555</u></u>	 <u><u>127,735,981</u></u>	 <u><u>1,814,718</u></u>	 <u><u>129,550,700</u></u>	 <u><u>100.89%</u></u>
 EXPENDITURES:					
Personal services	62,041,467	46,671,996	11,739,964	58,411,961	94.15%
Employee benefits	40,540,902	30,323,551	7,550,892	37,874,443	93.42%
Purchased services	10,066,475	5,819,239	1,065,735	6,884,974	68.40%
Supplies & materials	3,335,000	3,064,828	358,441	3,423,269	102.65%
Capital outlay	1,685,870	1,134,955	316,036	1,450,991	86.07%
Other objects	1,165,047	1,146,220	18,548	1,164,768	99.98%
Fund transfers	<u>3,746,578</u>	<u>3,746,578</u>	<u>0</u>	<u>3,746,578</u>	<u>100.00%</u>
 Total expenditures	 122,581,339	 91,907,368	 21,049,616	 112,956,983	 92.15%
 Unappropriated	 4,823,216	 0	 0	 0	 -
Contingency	<u>1,000,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.00%</u>
 Total appropriations	 <u><u>128,404,555</u></u>	 <u><u>91,907,368</u></u>	 <u><u>21,049,616</u></u>	 <u><u>112,956,983</u></u>	 <u><u>87.97%</u></u>
 Total resources		127,735,981	1,814,718	129,550,700	
Total appropriations		<u>91,907,368</u>	<u>21,049,616</u>	<u>112,956,983</u>	
 Ending fund balance		35,828,614	(19,234,897)	16,593,716	
Less: contingency		<u>0</u>	<u>0</u>	<u>0</u>	
 Net fund balance		<u><u>35,828,614</u></u>	<u><u>(19,234,897)</u></u>	<u><u>16,593,716</u></u>	

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 new hires, resignations, retirements, and leave of absence. 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:

- New Hires
- Resignations
- Retirements
- Leave of Absence

SUBMITTED BY:

Dustin Reese
Director of Human Resources

APPROVED BY:

Todd Hamilton
Superintendent

NO	EMPLOYEE ID	CURRENT STATUS	FTE	EFFECTIVE DATE	NOTES
	NEW HIRES				
	AMBRUSKO, ANTHONIA	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	BOFTO, NATHAN	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	BRAUD, MEGAN	PROBATIONARY 2	FT	08/31/2021	NEW HIRE
	BRIMMER, DEREK	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	BROWN, DONALD	PROBATIONARY 2	PT	08/31/2021	NEW HIRE
	BUFFONI, JAMES	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	CARY, ASHLEY	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	CLARK, JASON	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	CLARK, MEILELANI	PROBATIONARY 2	FT	08/31/2021	NEW HIRE
	CRANMER, JAIME	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	DALY, NORA	PROBATIONARY 2	FT	08/31/2021	NEW HIRE
	DAVENPORT, BRITTNEY	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	DENNIS, TYLER	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	DE LA CRUZ, CARMEN	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	DEROSIA, CALLIE	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	FAUGHT, PAOLA	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	FERGUSON, RILEY	PROBATIONARY 2	FT	08/31/2021	NEW HIRE

	FRANCO-FLORES, DANIELA	PROBATIONARY 2	FT	08/31/2021	NEW HIRE
	FRAZIER, ALEXANDRIA	PROBATIONARY 2	FT	08/31/2021	NEW HIRE
	GOLDSTEIN, LAURA	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	HOLTE, HEATHER	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	ISHAM, KARI	PROBATIONARY 1 ADMINISTRATOR	FT	07/01/2021	NEW HIRE
	JOHNSON, LAKEN	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	KAYSER, ZACHARY	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	KLYM, ALLISON	PROBATIONARY 2	FT	08/31/2021	NEW HIRE
	KRAFT, KATELYN	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	LOCKE, MELISSA	PROBATIONARY 1 ADMINISTRATOR	FT	07/01/2021	NEW HIRE
	LUCAS, ERIN	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	MANRING, ANN	PROBATIONARY 2	FT	08/31/2021	NEW HIRE
	MARSLAND, DEVON	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	MEAD, KARA	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	MCLAUGHLIN, WILLIAM	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	MELENDREZ, MELINDA	PROBATIONARY 2	FT	08/31/2021	NEW HIRE
	MILLER, PAXTON	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	MULLEN, EMMA	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	OLINGER, MICHELLE	PROBATIONARY 2	FT	08/31/2021	NEW HIRE

	O'NEILL, COLEEN	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	PERRY, JEFFREY	PROBATIONARY 1	PT	08/31/2021	NEW HIRE
	PEREZ, GEORGE	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	PIOLI, DONNA	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	PRESLEY, SHELBY	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	RANDALL, MATTHEW	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	REPOSA, WAYNE	PROBATIONARY 1 ADMINISTRATOR	FT	07/01/2021	NEW HIRE
	ROELOFS, ASHLEY	PROBATIONARY 1	PT	08/31/2021	NEW HIRE
	ROGERS, JULIA	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	STEVENS, MARIAH	PROBATIONARY 2	FT	08/31/2021	NEW HIRE
	THOMPSON, BONNIE ROSE	PROBATIONARY 2	FT	08/31/2021	NEW HIRE
	UZAL, SILVINA	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	WHISLER, SARAH	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	ZSIGA, LELIA	PROBATIONARY 1	FT	08/31/2021	NEW HIRE
	RESIGNATIONS				
	2298120	PROBATIONARY 1	FT	06/18/2021	RESIGNATION
	391719	CONTRACT TEACHER	PT	06/18/2021	RESIGNATION

	1995987	CONTRACT TEACHER	FT	06/18/2021	RESIGNATION
	395005	CONTRACT COUNSELOR	FT	06/18/2021	RESIGNATION
	385298	CONTRACT TEACHER	FT	06/18/2021	RESIGNATION
	393910	CONTRACT ADMINISTRATOR	FT	6/30/2021	RESIGNATION
	1046993	CONTRACT TEACHER	FT	06/18/2021	RESIGNATION
	1271504	CONTRACT COUNSELOR	FT	06/18/2021	RESIGNATION
	1861360	CONTRACT TEACHER	FT	06/18/2021	RESIGNATION
	1765620	CONTRACT TEACHER	FT	06/18/2021	RESIGNATION
	1038605	CONTRACT TEACHER	FT	06/18/2021	RESIGNATION
	1861085	CONTRACT TEACHER	FT	06/18/2021	RESIGNATION
	394610	CONTRACT TEACHER	FT	06/18/2021	RESIGNATION
	1861557	PROBATIONARY 3	FT	06/18/2021	RESIGNATION
	1576313	CONTRACT TEACHER	FT	06/18/2021	RESIGNATION
	RETIREMENTS				
	392499	CONTRACT TEACHER	FT	06/30/2021	RETIREMENT
	392715	CONTRACT TEACHER	FT	06/30/2021	RETIREMENT

	385484	CONTRACT TEACHER	FT	06/30/2021	RETIREMENT
	394335	CONTRACT TEACHER	FT	06/30/2021	RETIREMENT
	393762	CONTRACT TEACHER	PT	06/30/2021	RETIREMENT
	LEAVE OF ABSENCE				
	395129	CONTRACT ADMINISTRATOR	FT	2021-2022	FULL YEAR LEAVE

FIRST READING/REVIEW

DATE: JUNE 14, 2021

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 current policies are presented for Board first reading and review to reflect updated procedures and to reflect legislative changes.

RECOMMENDATION:

It is recommended the Board of Directors review the following board policies as a first reading:

- IIBGA – Electronic Communications systems
- CBA – Qualifications and Duties of the Superintendent
- KL – Public Complaints

SUBMITTED BY:

Jenna McCulley
Community Engagement Officer

APPROVED BY:

Todd Hamilton
Superintendent

Springfield School District 19

Code: IIBGA
Adopted: 10/10/11
Revised/Readopted: 6/22/20
Orig. Code: IIBGA

Electronic Communications System

The district's electronic communication system will be used to provide statewide, national and global communications opportunities for staff and students and for the advancement and promotion of teaching and learning.

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The Board is committed to the development and establishment of a quality, equitable and cost effective electronic communications system. The system

The superintendent will establish administrative regulations for the use of the district's electronic communication system including compliance with the following provisions of the Children's Internet Protection Act:

Deleted: s sole purpose shall be for the advancement and promotion of teaching and learning. ¶

Deleted: or designee

1. Technology protection measures, installed and in continuous operation, that protect against Internet access by both adults and minors to visual depictions that are obscene, child pornography or, with respect to the use of the computers by minors, harmful to minors;
2. Educating minors about appropriate online behavior, including cyberbullying awareness and response, and how to interact with other individuals on social networking sites and in chat rooms;
3. Monitoring the online activities of minors;
4. Denying access by minors to inappropriate matter on the Internet and World Wide Web;
5. Ensuring the safety and security of minors when using e-mail, social media, chat rooms and other forms of direct electronic communication;
6. Prohibiting unauthorized access, including so-called "hacking" and other unlawful activities by minors online;
7. Prohibiting unauthorized disclosure, use and dissemination of personal information regarding minors; and
8. Installing measures designed to restrict minors' access to materials harmful to minors.

Deleted: cyber-bullying

Deleted: electronic

Deleted: communications

[¹] Administrative regulations developed shall ensure compliance with privacy rights under applicable federal and state laws and regulations, including but not limited to the Age Discrimination in Employment Act of 1967 (ADEA), the Americans with Disabilities Act (ADA), the Genetic Information Nondiscrimination Act of 2008 (GINA) and the Health Insurance Portability and Accountability Act of 1996 (HIPPA).]

¹ If the district allows staff to download and store district proprietary information, including personally recognizable information about district students or staff, OSBA recommends including this content and an indicated related item in the model administrative regulation. See #3 on page 2 of model sample administrative regulation IIBGA-AR.

Administrative regulations will be consistent with sound guidelines as may be provided by the education service district, the Oregon Department of Education and/or the Oregon Government Ethics Commission, copyright law, and will include a complaint procedure for reporting violations.

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Deleted: Standards and Practices

Failure to abide by district policy and administrative regulations governing use of the district's electronic communications system may result in the suspension and/or revocation of system access. Additionally, student violations may result in discipline up to and including expulsion. Staff violations may result in discipline up to and including dismissal. Violations of law may be reported to law enforcement officials and may result in criminal or civil sanctions. Fees, fines or other charges may also be imposed.

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The superintendent or designee will also establish administrative regulations for use of the district

Deleted: s electronic communications system to comply with copyright law. ¶

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END OF POLICY

Legal Reference(s):

ORS 167.060 - 167.100	ORS 332.107	OAR 581-021-0055
ORS Chapter 192	ORS 339.250	OAR 584-020-0040
ORS 260.432	ORS 339.270	OAR 584-020-0041
	OAR 581-021-0050	

Children's Internet Protection Act, 47 U.S.C. §§ 254(h) and (l) (2018); 47 C.F.R. Section 54.520 (2019).
Copyrights, 17, U.S.C. §§ 101-1332 (2018); 19 C.F.R. Part 133 (2020).
Safe and Drug-Free Schools and Communities Act, 20 U.S.C. §§ 7101-7117 (2018).
Drug-Free Workplace Act of 1988, 41 U.S.C. §§ 8101-8107 (2018); 34 C.F.R. Part 84, Subpart F (2020).
Controlled Substances Act, 21 U.S.C. § 812, Schedules I through V (2018); 21 C.F.R. §§ 1308.11-1308.15 (2020).
Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2018); 29 C.F.R. Part 1630 (2020); 28 C.F.R. Part 35 (2020).
Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g (2018); 34 C.F.R. Part 99 (2020).
Every Student Succeeds Act, 20 U.S.C. § 7131 (2018).
Americans with Disabilities Act Amendments Act of 2008, 42 U.S.C. §§ 12101-12133 (2018).

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Springfield School District 19

Code: CBA
Adopted: 2/09/15
Revised/Readopted: 12/14/20
Orig. Code: CB/CBA

Qualifications and Duties of the Superintendent

The Board requires the superintendent be a strong educational leader who has the following professional experience and training:

1. A current license that qualifies the individual to serve as' superintendent of the district^{1};
2. A master's degree or higher in the field of education, preferably in educational administration;
3. Successful teaching experience at the elementary or secondary school level;
4. Service as a superintendent or administrative experience in the central administration of a school system.

In lieu of the experience and training requirements above, the Board may consider as a candidate for its superintendent's position an individual who meets alternative licensure requirements. The Board may take steps to assist an individual to qualify for such a license.

The superintendent will have the following personal and professional qualities:

1. Success in leadership roles with staff, community and professional peers;
2. Ability to communicate effectively, both orally and in writing;
3. Scholarship, intelligence and excellent ability to plan and organize;
4. Training, experience and success in personnel selection, evaluation and development;
5. Knowledge of curriculum development, implementation and evaluation;
6. Knowledge of business and support service systems which facilitate planning, control and accountability;
7. Experience in administering collective bargaining agreements;
8. Ability to motivate other administrators and significantly involve them in the decision-making process;
9. Strong management skills; and the desire and ability to motivate and innovate, taking advantage of the district's strengths.

^{1} Please contact the Teacher Standards Practices Commission (TSPC) with questions regarding licensure. }

General Functions

1. The superintendent is the chief executive officer **of the district** and, under the direction of the Board, is responsible for control and operation of the school system, and for implementing the decisions and policies of the Board.
2. The superintendent has the authority to formulate and delegate duties and responsibilities to subordinate administrative personnel. The delegation of such duties and responsibilities, however, will not relieve the superintendent of responsibility for the action taken under such delegation.

Specific Functions

The superintendent will have the duty and authority to perform the following specific functions:

1. **Review data regularly and lead the district in enacting equitable changes to improve educational outcomes for every student;**
2. Serve as educational leader to the Board, staff and community;
3. Act as the **district's** chief administrative officer;
4. Serve as district school clerk, performing such duties as required by law or by the Board;
5. Schedule meeting places, prepare an agenda and record minutes for all Board meetings and other committee meetings authorized by the Board;^{2}
6. Attend all regular and special meetings of the Board, except when excused;
7. Serve as executive officer of the budget committee and prepare an educational plan that is the basis for formulating the district's budget;
8. Administer adopted Board policies;
9. **Regularly** review adopted Board policies and make recommendations for needed changes;
10. Advise, inform and make recommendations to the Board on matters of policy and other required action(s), and inform the Board on all phases of district operation;
11. Provide an ongoing program of communication to and from the community, staff and Board concerning district **programs and** activities;
12. Assess trends and changing procedures in salary negotiations and assist the Board in collective bargaining and salary consultation with district employee groups;
13. Serve as a member of the Board's salary consultation and negotiations teams, and make recommendations to the Board on all issues;

^{2} Review policy BDDC to ensure consistency.

14. Direct the implementation and administration of all agreements resulting from the consultation or negotiation process;
15. Develop and file a complete list of position descriptions, with job descriptions within each classification for all classes of personnel; review and change those descriptions as needed or directed by the Board;
16. Formulate and recommend for Board adoption such personnel policies as may be necessary for efficient functioning of the district staff;
17. Make rules and reasonable regulations to govern routine matters and see that such rules and regulations are communicated to employees concerned;
18. Resolve problems of operations and settle disputes referred through administrative channels;
19. Work with staff organizations and committees in the development of sound personnel practices and procedures and provide for their implementation;
20. Assume responsibility for the development, maintenance and operation of a constructive program of in-service, training and education for all school system employees. For this responsibility, the superintendent may employ lecturers, grant temporary leave from work, approve reimbursement for extension or college courses and develop professional library facilities as required, subject to Board approval;
21. Recommend to the Board, the appointment, renewal, contract extension, contract **nonrenewal**, contract non-extension or dismissal of licensed district employees in accordance with state law, Board policy and the employee's collective bargaining agreement, as applicable;
22. Appoint, promote, demote or discharge classified and **non-represented** employees as provided by state law, Board policy, collective bargaining agreements and meet and confer agreements, as applicable;
23. Assign or transfer all district employees in accordance with state law, Board policy and the employee's collective bargaining agreement, as applicable;
24. Evaluate the performance of all district administrative personnel in accordance with state law and Board policy, and make recommendations for those positions to the Board before March 15 of each year;
25. Evaluate the performance of licensed and classified personnel in accordance with state law, Board policy and the employee's collective bargaining agreement, as applicable;
26. Assign and control the promotion of students;
27. Maintain a continuous inventory of all district property, furniture, material and supplies;
28. Recommend plans for repairs to district property and for new construction and see that all plans adopted by the Board are properly executed;

29. Establish procedures to involve teachers, principals, supervisory personnel and representatives from student and community groups in the preparation and selection of courses of study and other instructional materials;
30. Recommend instructional materials, instructional supplies and school equipment to be purchased by the district;
31. Direct the preparation of the budget, prepare the budget message for presentation to the budget committee, supervise the administration of all fiscal policies of the district and serve as custodian of all district funds;
32. Develop and recommend to the Board long-range plans for educational programs, facilities and financial resources that are consistent with population trends, district goals and community needs;
33. Direct the district in its relationships with federal, state and local government agencies;
34. Cooperate with universities and colleges in their student-teacher training programs;
35. Attend local, state and national meetings, conferences and workshops as deemed beneficial to the interests of the district;
36. Visit, as may be required, all district schools as a regular part of a schedule and institute and carry out such regulations, as may be necessary, to attain their efficient operation;
37. Direct the administrative staff in establishing and changing, as needed, school attendance area boundaries subject to Board approval;
38. In cases of matters not specifically covered by Board policies, take appropriate action and report such action to the Board no later than the next regular Board meeting;
39. Have other power and duties as may be approved by the Board, and as may be necessary to fulfill the functions of the office of superintendent.

END OF POLICY

Legal Reference(s):

[ORS 332.075](#)
[ORS 342.143](#)
[ORS 342.173](#)

[ORS 342.850](#)
[OAR 584-020-0000 - 0035](#)
[OAR 584-046-0003 - 0024](#)

[OAR 584-080-0151](#)
[OAR 584-080-0152](#)
[OAR 584-080-0161](#)

Springfield School District 19

Code: KL
Adopted: 4/11/16
Revised/Readopted: 9/14/20
Orig. Code: KL

Public Complaints

The district will develop and implement effective means of resolving concerns voiced by employees, students and the public in order to reduce potential areas of complaints, and to establish and maintain recognized channels of communication.

The Board advises that the process for resolving a complaint is as follows:

1. Teacher/Employee;
2. Principal/supervisor;
3. Level/Department Director
4. Superintendent;
5. Board.

The complaint procedure is available at the district's administrative office and on the home page of the district's website.

If your complaint addresses one or more of the issues identified below, you may use the complaint process available in any of the following policies and administrative regulations (AR):

1. Discrimination or harassment on any basis protected by law: Board policy AC, AC-AR;
2. Bias incidents or display of symbols of hate: Board policy ACB, ACB-AR;
3. Sexual harassment (staff): Board policy GBN/JBA, GBN/JBA-AR(1), GBN/JBA-AR(2);
4. Sexual harassment (student): Board policy JBA/GBN, JBA/GBN-AR(10), JBA/GBN-AR(2);
5. Hazing, harassment, intimidation, bullying, menacing or cyberbullying (staff): Board policy GBNA, GBNA-AR;
6. Hazing, harassment, intimidation, bullying, menacing, cyberbullying, teen dating violence or domestic violence (student): Board policy JFCF, JFCF-AR;
7. Sexual conduct with a student (staff): Board policy GBNA/JHFF, GBNA/JHFF-AR;
8. Sexual conduct with a student (student): Board policy JHFF/GBNA, JHFF/GBNA-AR;

9. Instructional resources or instructional materials: Board policy IIA, IIA-AR;
10. Complaints regarding the Talented and Gifted Program (TAG): Board policy IGBBC, IGBBC-AR.

Any complaint about school personnel other than the superintendent will be investigated by the administration before consideration and action by the Board. The Board will not hear complaints against employees in a session open to the public unless an employee requests an open session.

A complaint of retaliation against a student or a student's parent who in good faith reported information that the student believes is evidence of a violation of state and federal law, rule or regulation, should be reported to the administrator.

Complaints against the principal may be filed with the superintendent.

Complaints against the superintendent should be referred to the Board chair on behalf of the Board.

Complaints against the Board as a whole or against an individual Board member should be made to the Board chair on behalf of the Board.

Complaints against the Board chair may be made directly to the district counsel on behalf of the Board.

The superintendent will administer the general complaint process, as appropriate.

If a complainant, who is a parent or guardian of a student who attends school in the district, a student, or a person who resides in the district, alleges a violation of Oregon Administrative Rule (OAR), Chapter 581, Division 22 (Division 22 Standards), Oregon Revised Statute (ORS) 339.285 - 339.303 or OAR 581-021-0550 - 581-021-0570 (Restraint and Seclusion), or ORS. 659.852 (Retaliation) and the complaint is not resolved through the complaint process, the complainant may appeal¹ the district's final decision to the Deputy Superintendent of Public Instruction under OAR 581-002-0001 – 581-002-0023 (See KL-AR(2) - Appeal to the Deputy Superintendent of Public Instruction).

Charter Schools of which the District Board is a Sponsor

[The district Board, [through its charter agreement with [name of public charter school sponsored by the district board]] [through a board resolution] [through this policy], will not review an appeal of a decision reached by the Board of the [name of public charter school] on a complaint alleging a violation of ORS 339.285 - 339.303 or OAR 581-021-0550 - 581-021-0570 (Restraint or Seclusion), ORS 659.852 (Retaliation), or applicable OAR Chapter 581, Division 22 (Division 22 Standards), for which the district Board has jurisdiction, and recognizes a decision reached by the Board of [name of public charter school] as the district Board's final decision. A final decision reached by this district Board may be appealed to the Oregon Department of Education under OAR 581-002-0001 - 581-002-0023.]

END OF POLICY

Legal Reference(s):

¹ An appeal must meet the criteria found in OAR 581-002-0005(1)(a).

[ORS 192](#).660
[ORS 332](#).107

[ORS 659](#).852
[OAR 581](#)-002-0001 - 002-0005

[OAR 581](#)-022-2370

Anderson v. Central Point Sch. Dist., 746 F.2d 505 (9th Cir. 1984).
Connick v. Myers, 461 U.S. 138 (1983).

Cross Reference(s):

AC - Nondiscrimination
IIA - Instructional Resources/Instructional Materials

2021-2022 BUDGET RESOLUTIONS

RELEVANT DATA:

The District began holding work sessions with the Budget Committee in January 2021 to discuss parameter and estimates for the 2021-22 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 2021-2022 proposed budget was delivered to the Budget Committee on May 6, 2021.

During its second Budget Committee meeting on May 13, 2021, the Springfield School District Budget Committee approved the proposed budget for 2021-2022 without modification. Following the approval of the document, the Oregon State Legislature finalized the K-12 apportionment in its budgetary process, which was consistent with the assumption used by the District (\$9.3 billion, K-12 allocation). 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 2021-2022 Budget Resolution as presented on the attached sheet.

Submitted by:

Brett M. Yancey
Chief Operations Officer

Recommended by:

Todd Hamilton
Superintendent

2021-2022 BUDGET RESOLUTIONS

BE IT RESOLVED that the Board of Directors of the Springfield School District hereby adopts the budget for the fiscal year 2021-22 in the sum of \$226,473,145 now on file at the Springfield School District Administration Office.

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2021, and for the purposes shown below are hereby appropriated:

General Fund

Instruction	\$	69,946,601
Support Services		49,883,481
Facilities Acq & Const		700,086
Transfers		1,971,516
Contingencies		1,000,000
* Unappropriated Fund Balance		5,231,331
Total	\$	128,733,015

Federal, State and Local Programs

Instruction	\$	13,439,809
Support Services		6,882,000
Community Services		540,387
Facilities Acq & Const		3,283,731
Debt Service		778,000
Contingencies		900,000
* Unappropriated Fund Balance		3,094,398
Total	\$	28,918,325

ESSER Fund

Instruction	\$	3,996,170
Support Services		1,810,000
Facilities Acq & Const		4,517,702
Transits		361,205
Total	\$	10,685,077

Student Investment Account

Instruction	\$	3,576,454
Support Services		3,395,546
Total	\$	6,972,000

Nutrition Services Fund

Community Services	\$	4,607,056
* Unappropriated Fund Balance		80,109
Total	\$	4,687,165

Co-Curricular Fund

Instruction	\$	1,823,723
Facilities Acq & Const		494,500
Total	\$	2,318,223

Student Body Activities

Instruction	\$	2,605,000
Contingency		300,000
* Unappropriated Fund Balance		795,000
Total	\$	3,700,000

Debt Service Fund

Support Services	\$	1,000
Debt Service		13,990,836
* Unappropriated Fund Balance		986,358
Total	\$	14,978,194

Capital Projects Fund

Support Services	\$	335,877
Facilities Acq & Const		117,500
Contingencies		167,904
Total	\$	621,281

Insurance Fund

Support Services	\$	22,273,610
Contingencies		136,390
* Unappropriated Fund Balance		500,000
Total	\$	22,910,000

Internal Printing/Duplicating Fund

Support Services	\$	733,465
Debt Service		28,773
* Unappropriated Fund Balance		37,627
Total	\$	799,865

Early Voluntary Retirement Fund

Support services	\$	646,500
* Unappropriated Fund Balance		503,500
Total	\$	1,150,000

Total Appropriations \$ 215,244,822

Total Unappropriated Funds \$ 11,228,323 *

TOTAL ADOPTED BUDGET \$ 226,473,145

* Unappropriated Ending Fund Balances are not appropriated.

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 \$7,578,947 for bonds; and that these taxes are hereby imposed and categorized for tax year 2021-22 upon the assessed value of all taxable property within the district.

	Education Limitation	Excluded From Limitation
General Fund.....	\$4.6412/\$1000	
Debt Service Fund.....		\$ 7,578,947

The above resolution statements were approved and declared adopted on this 14th day of June 2021.

Superintendent

Board Chair

**PURCHASE OF
PROPANE SCHOOL BUSES**

RELEVANT DATA:

This purchase reflects pricing associated with an existing Eugene 4J permissive cooperative agreement for school buses. Pursuant to ORS Chapter 279A.215, government agencies may utilize an existing permissive cooperative agreement of another public agency if all of the statutory requirements covered under this section have been met. Springfield purchasing staff reviewed the original solicitation document and cooperative agreement to assure alignment with statutory requirements.

As part of the Transportation Fleet Management Plan, we identified the need to establish a regular replacement cycle for district owned school buses. While the length of the replacement cycle was not set in stone, it was recommended that the district establish a replacement cycle somewhere between 12-15 years.

Since the time of the original fleet plan, there continue to be improvements in the school bus industry that have increased the number of propane powered buses. Propane power reduces emissions and the buses are less expensive to purchase and operate than the currently available diesel powered buses. Over the past five years, the District purchased 38 propane powered buses and they have worked well. In anticipation of next year we are proposing adding seven (7) additional propane powered, 77 passenger, regular route buses. School buses of this type should provide Springfield School District with a life cycle of 12+ years or 200,000 miles.

Funding for this purchase will be provided through the District equipment replacement fund. This expenditure is 70% reimbursable from the State at a rate of 7% annually for the first 10 years of ownership. Additionally, the District was successful in obtaining a Department of Environmental Quality (DEQ) Federal grant to cover the 30% that is not reimbursable through the State of Oregon.

Again, this year the district will be making arrangements to fund this bus acquisition through a lease purchase at a market driven interest rate associated with a municipal lease, which has already been secured. It is important to note that, similar to the purchase cost of the bus, the interest associated with a bus lease is 70% reimbursable by the state and the remaining 30% is covered through the DEQ grant.

Board Member Naomi Raven reviewed the procurement file. Brett Yancey will be available to answer questions.

RECOMMENDATION:

It is recommended that the Board of Directors approve the purchase of the following school buses from Western Bus Sales, Inc. of Boring, OR for amounts indicated:

Qty	Description	Unit \$	Total \$
7 Each	Type C Propane Blue Bird Vision 77-passenger front engine school buses	\$137,916	\$965,412

SUBMITTED BY:
Brett Yancey
Chief Operations Officer

RECOMMENDED BY:
Todd Hamilton
Superintendent

RESOLUTION: #20-21.044

DATE: June 14, 2021

9-10 High School Science
INSTRUCTIONAL RESOURCES/INSTRUCTIONAL MATERIALS

RELEVANT DATA:

In accordance with Board Policy IIAA, Instructional Resources/Instructional Materials, the titles listed below are presented to the Board for approval as the instructional materials in high school Physics and Chemistry courses.

These instructional materials provide science components correlated to the Next Generation Science Standards, and reflect the recommendation of the Springfield Public Schools Science Adoption team. *Please see materials request for details.*

David Collins and Mindy LeRoux are available for questions.

RECOMMENDATION:

It is recommended that the Board of Directors approve the request of:

Patterns, Chemistry, Jomae Sica
Patterns, Physics, Bradford Hill

for instructional materials use in the High School Science Program.

SUBMITTED BY:

DAVID COLLINS
ASSISTANT SUPERINTENDENT

RESOLUTION: #20-21.045

DATE: JUNE 14, 2021

**RESOLUTION TO APPROVE
DESIGN-BUILD AUTHORIZATION**

RELEVANT DATA:

Earlier in the evening, the Board held a public hearing of the Local Contract Review Board to review Findings of Fact supporting the use of the Design-Build process for projects where use of this process is determined by the administration to be in the best interest of the district. These are projects eligible under the Elementary and Secondary School Emergency Relief (ESSER) funds. Specifically in support of creating healthy learning environments for students and staff.

This process is an allowed method of procurement by Oregon Revised Statute and will use a Request for Proposals process to select contractor(s) that best meet the needs of the district.

RECOMMENDATION:

BE IT RESOLVED, the Board of Directors, acting in the capacity of the Local Contract Review Board, adopts the Finding of Fact and grant a specific exemption from competitive bidding requirements for use of a Design-Build procurement process for select HVAC projects identified by the administration to be in the best interest of Springfield School District #19.

SUBMITTED BY:

Brett Yancey
Chief Operations Officer

RECOMMENDED BY:

Todd Hamilton
Superintendent