

## BUSINESS MEETING MINUTES

A Regular Meeting of the Springfield School District No. 19 Board of Education was held on June 22, 2020. 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.

### 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, Dr. Emilio Hernandez and Todd Mann.

District staff and community members identified included Superintendent Todd Hamilton, David Collins, Brett Yancey, Judy Bowden, Brian Megert, Joan Bolls, Jeff Michna, Jen McCulley, Dustin Reese, Don Lamb, Whitney McKinley, Mindy LeRoux, Suzanne Price, Nicki Gorham, Anne Goff, Jonathan Gault, Sherry Moore, Jessica Shanyfelt, Colleen Hunter and Lydia Dysart, minutes recorder.

### 2. Public Comments

Chair Bessett explained that members of the public were asked to electronically share their ideas and opinions with the Board by noon on the date of this board meeting. One email was received from Jessica Shanyfelt. Board members received the email prior to the meeting for review. The following is the text of the email:

*Hello SPS School Board Members,*

*I have had the pleasure of meeting many of you at the NAACP Freedom Fund Dinner. As we all take time away from our educational responsibilities for some much needed recharge this summer, I implore you to do some personal reflection.*

*As an educator of color, I have witnessed racism and racial bias within our SPS community (staff, parents, and students). In my time at SPS, I have spoken with parents who feel their Black children are not understood by their White teachers. I have spoken with parents who feel there is a lack of balanced discipline actions against children who demonstrate a bias or hatred toward Black students while their children are disciplined. Our school communities are not exempt from being places where our students of color feel left out, targeted, or belittled simply for being who they are, as evidenced in recent SnapChats.*

*To give you a bit of my perspective, I am the only black female staff member in the schools I serve and the only Black School Psychologist in our district. When I walk into a room, I rarely see someone who looks like me or who shares similar cultural values/beliefs. I have had to learn to be "okay" in uncomfortable situations where I may be left out or where my voice does not have value simply because I look different. I have learned to calmly craft a response when students ask me "What are you?" or "Where are you from?" or use the N-word in my presence. What I do not have is the luxury of dismissing these circumstances. Our students deserve an educational system where they do not need to learn to accept these kinds of circumstances. They should have a system that allows them to challenge and resolve these*

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*circumstances. They should have a system that allows them to challenge and resolve these circumstances while striving for a system where these circumstances are no longer a factor.*

*Our students need us to lead courageous and difficult conversations in order to model the ability to challenge bias, listen to one another, stand with our students and families of color and treat everyone with respect and care. Our students need anti-racist educators. I encourage you to consider the role you play in contributing to the preservation of the “status quo”, especially when it comes to our students of color, and how we may make improvements.*

*I urge you to take a stand in moving forward to help our students feel included, represented, and heard. **I want our students of color to know having a life that matters should be the lowest bar of expectation.** They deserve to be heard, valued, loved, and respected. I understand this will not be easy work but I know it is important work and I know it is vital work for a changing society.*

*I encourage you to create the space for conversations about respect, racism, humanity, white privilege and equity as you make decisions for the future of SPS and its member students and families of color. Make a clear statement of standing with our students of color in support of Black Lives Matter and then put actions behind those words.*

*Respectfully Submitted,*

*Jessica Shanyfelt*

*Thoughts I would like you to consider:*

*I have posed similar thoughts to my school colleagues.*

- *The utilization of various cultural representations in SPS curriculum delivery or classroom conversations/books/videos*
- *The dismissal of the feelings of students of color based on their “misperception” of events and subsequent discipline or lack of discipline*
- *The discussion of racism within our SPS system as if it occurred in the past*
- *The lack of acknowledgement of privilege or bias in a given situation*
- *Responding to students from a position of privilege vs. trying to see the situation from different perspectives*
- *Need and utilization of resource officers in SPS schools vs. restorative justice practices*

### **3. Action Items**

#### **A. Approve Consent Agenda**

##### **1. June 8, 2020 Board Meeting Minutes**

##### **2. Personal Action, Resolution #19-20.049**

##### **3. 2020-2021 Nutrition Services Dairy, Resolution #19-20.050**

The Nutrition Services Dairy Products Bid took place in March of 2018 and established a price agreement for the 2020-2021 year with the option to renew annually through the 2022-2023 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 2020-2021 school year.

Brett Yancey recommended that the Board of Directors award the dairy products contract to Umpqua Dairy Products Company of Roseburg, OR for an estimated amount of \$335,000.00.

**4. 2020-2021 Nutrition Services Fresh Produce, Resolution #19-20.051**

The Nutrition Services Fresh Produce Products Request for Proposals took place in March of 2018 and established a price agreement for the 2020-2021 year with the option to renew annually through the 2022-2023 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 2020-2021 school year.

Brett Yancey recommended that the Board of Directors award the fresh produce products contract to Emerald Fruit & Produce of Eugene for an estimated amount of \$220,000.00.

**5. 2020-2021 Nutrition Services Bakery, Resolution #19-20.052**

The Nutrition Services Bakery Products Bid took place in March of 2018 and established a price agreement for the 2020-2021 year with the option to renew annually through the 2022-2023 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 2020-2021 school year.

Brett Yancey recommended that the Board of Directors award the bakery products contract to Franz Family Bakeries of Eugene for an estimated amount of \$98,000.00.

**6. 2020-2021 Nutrition Services Applegate Supplies, Resolution #19-20.053**

The 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-two (22) school districts. This solicitation establishes a price agreement for the 2017-2018 year and provides four optional annual renewals through the 2021-2022 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 2020-2021 school year.

Brett Yancey recommended that the Board of Directors approve the purchase of Nutrition Service Supplies for the following vendors for the following estimated amounts:

McDonald Wholesale company, Eugene, OR	\$445,000.00
Food Services of America, Woodburn, OR	230,000.00
Wallace Packaging LLC, Tucson, AZ	30,000.00
NW Distribution – Tools for Schools, Emmitt, ID	15,000.00
Total Anticipated Award	\$720,000.00

**7. Contract Extension: Chief Operations Officer and Assistant Superintendent, Resolution #19-20.054**

In accordance with board Policy CCD, the following recommendation is presented for the Board's consideration.

Superintendent Hamilton recommended that the Board of Directors approve the contract extensions for the Assistant Superintendent and the Chief Operations Officer.

**8. 2019-2020 Budget Appropriation Transfers, Resolution #19-20.055**

This resolution is necessary to recognize additional revenue and properly record expenditures in the 2019-2020 budget appropriations within the levels as required by Oregon Budget Law. Oregon Budget Law requires that expenditures are recorded within the proper account, and that expenditures not exceed the total amount budgeted by function level (1000 – instruction, 2000 – support services, etc.). Additionally, a formal resolution by the school board is required to transfer budget appropriations between function levels. The net result is to transfer budgetary appropriations from an account that has a positive balance to accounts that have expenditures that are in excess of the original amounts in the budget. These transfers do not increase the budget in any one fund, or the district budget overall. This resolution recommends adjusting the Capital Project Funds, General Obligation Bond Funds, as well as the Grants and Other Funds where the expenditures are taking place. When the budget document is prepared, estimates of where expenditures will occur are made based upon the previous year's expenditure trends and grant awards.

BE IT HEREBY RESOLVED, that the Board of Directors for Springfield School District No. 19, hereby allocate budget appropriations and approve transfers for the 2019-2020 fiscal year within the funds and functions listed below:

Grants and Other Funds (Fund 200):

256-2000	Support Services	(\$22,000)
200-3000	Community Services	\$260,000
200-4000	Building Acquisition/Improvements	(\$260,000)
256-5000	Transits	\$22,000

- This adjustment is necessary to cover costs associated with providing Child Care, as directed by Governor Brown during the COVID-19 pandemic, as well as transit dollars to Willamette Leadership Academy for their portion of High School Success funds.

Capital Projects (Emergency) Fund (Fund 400):

415-1000	Instruction Services	(\$400,000)
415-2000	Support Services	\$400,000

- This adjustment is necessary to recognize a portion of bond proceeds to recognize the purchase of technology in support of distance learning, which was not anticipated at the time of budget adoption.

Capital Projects (Bond) Fund (Fund 400):

411-1990	Miscellaneous Revenue (Insurance)	(\$1,150,000)
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411-4700	Federal Revenue (FEMA)	(\$217,250)
411-2000	Support Services	\$70,000
411-4000	Building Acquisition/Improvements	\$1,297,250

- This adjustment is necessary to recognize anticipated insurance proceeds, anticipated FEMA proceeds and related expenditures for construction of the auxiliary gym at Thurston High School.

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

Chair Bessett called for discussion; there was no discussion.

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

Motion passed, 5:0.

**B. Approve Board Policy, Section I, Resolution #19-20.056**

As the District continues to work with the Oregon School Boards Association to update District policies, the following section has completed the review process and is presented for Board approval and District adoption.

Ms. McCulley recommended that the Board of Directors adopt Policy Section I.

**MOTION:** Ms. Barrager moved, Mr. Mann seconded the motion to adopt Board Policy, Section I, Resolution #19-20.056.

Chair Bessett called for discussion; there was no discussion.

Chair Bessett called for a roll call vote. He asked each board member to indicate if they supported the motion to adopt Board Policy, Section I, Resolution #19-20.056: Ms. Raven – aye, Ms. Barrager – aye, Dr. Hernandez – aye, Mr. Mann – aye and Mr. Bessett – aye.

Motion passed, 5:0.

**C. Approve 2020-2021 Designation of District Officers, Clerks, Depositories and Contract Review Board, Resolution #19-20.5057**

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).

Brett Yancey recommended that the Board of Directors approve the resolution designating District officers, clerks and agents, including the depositories for District funds as listed below for the 2020-2021 fiscal year.

**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 2020-2021.

**DISTRICT CLERKS:**

Be it Resolved, that law designates Todd Hamilton, Superintendent of Springfield Public Schools, as Clerk of said District for the fiscal year 2020-2021.

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, Assistant Director of Finance be appointed as Deputy Clerks for the Springfield Public Schools for the 2020-2021 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 2020-2021.

**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 2020-2021 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.

**MOTION:** Ms. Barrager moved, Dr. Hernandez seconded the motion to approve the 2020-2021 Designation of District Officers, Clerks, Depositories and Contract Review Board, Resolution #19-20.057.

Chair Bessett called for discussion; there was no discussion.

Chair Bessett called for a roll call vote. He asked each board member to indicate if they supported the motion to approve the 2020-2021 Designation of District Officers, Clerks, Depositories and Contract Review Board, Resolution #19-20.057: Ms. Raven – aye, Ms. Barrager – aye, Dr. Hernandez – aye, Mr. Mann – aye and Mr. Bessett – aye.

Motion passed, 5:0.

**D. Approve 2020-2021 Property and Liability Insurance, Worker’s Compensation Insurance, Resolution #19-20.058**

**Property & Casualty Insurance:**

In preparation for the 2020-2021 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 18.82% increase compared to premiums paid for the 2019-2020 fiscal year, which is a total increase of approximately \$123,441. 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 storms and 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 2020-2021 fiscal year SAIF Corporation quoted \$368,167, which is approximately \$35,146 more than the current year. Coverage under this proposal is identical and consistent with current plans.

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, 2020 – June 30, 2021.

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, 2020 – June 30, 2021.

**MOTION:** Dr. Hernandez moved, Ms. Barrager seconded the motion to approve the 2020-2021 Property and Liability Insurance, Worker's Compensation Insurance, Resolution #19-20.058.

Chair Bessett called for discussion.

The Board had questions about the following:

- If the property insurance covered vandalism.
- If the District was meeting or exceeding their coverage range.
- If they were paying the same for kitchen insurance even though usage was low.

Mr. Yancey stated that the insurance covered vandalism, but the disease coverage did not include COVID-19. He added that they were meeting their coverage in most places, but was exceeding it the area of cyber security. Mr. Yancey mentioned that their kitchen payments were lower and that they would be rerated next year.

Chair Bessett called for a roll call vote. He asked each board member to indicate if they supported the motion to approve the 2020-2021 Property and Liability Insurance, Worker's Compensation Insurance, Resolution #19-20.058: Ms. Raven – aye, Ms. Barrager – aye, Dr. Hernandez – aye, Mr. Mann – aye and Mr. Bessett – aye.

Motion passed, 5:0.

**E. Approve 2020-2021 Designation of District Legal Counsel and Municipal Auditor, Resolution #19-20.059**

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.

Brett Yancey recommended that the Board of Directors approve the resolution designating District agents as listed for the 2020-2021 fiscal year.

**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 2020-2021 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 2020-2021 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 2020-2021 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 2020-2021 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 2020-2021 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 2020-2021 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 2020-2021 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 2020-2021.

**MOTION:** Dr. Hernandez moved, Vice Chair Raven seconded the motion to approve the 2020-2021 Designation of District Legal Counsel and Municipal Auditor, Resolution #19-20.059.

Chair Bessett called for discussion; there was no discussion.

Chair Bessett called for a roll call vote. He asked each board member to indicate if they supported the motion to approve the 2020-2021 Designation of District Legal Counsel and Municipal Auditor, Resolution #19-20.059.: Ms. Raven – aye, Ms. Barrager – aye, Dr. Hernandez – aye, Mr. Mann – aye and Mr. Bessett – aye.

Motion passed, 5:0.

**4. Information/Reports**

**A. Graduation and Scholarship Highlights**

For the 2019-2020 school year, Springfield Public Schools graduating seniors were awarded a total of \$4,105,617.00 in scholarships.

Springfield High School had 273 graduates, with 32 students awarded \$2,230,282 from 46 scholarships. Thurston High School had 252 graduates, with 28 students awarded \$300,950 from 58 scholarships. Academy of Arts and Academics (A3) had 44 graduates with 11 students awarded \$1,571,885 from 43 scholarships. Gateways High School had 14 graduates with no scholarships. WLA-HS had 13 graduates. SPS Online had 12 graduates. Alternative Education had three (3) graduates.

Gateways High also had four (4) students receiving their GED, Alternative Education had one (1) student receiving their GED, Springfield High School had six (6) students receiving their GED, and Thurston High School had nine (9) students receiving their GED.

Springfield High School had one student that received the Bi-Literacy Seal.

The Board had some questions around:

- How students would use scholarships concerning COVID-19
- If scholarship issues were in their hands or the college’s

- If there was a way for them to help students feel connected to their colleges
- Ways to highlight the bi-literacy seal
- Focusing on more than just English and Spanish languages (sign language?) for the Bi-Literacy Seal

Mr. Collins said that counselors would be doing their best to help students figure out scholarships and communicate with colleges. There were also some colleges reaching out to them in order to help students feel more connected.

### **B. Summer School Programs Update**

Due to the COVID-19 closures, the majority of summer programs have been paused.

The district is offering a credit recovery summer program for 12<sup>th</sup> grade students who did not graduate as of June 6th. Students will be enrolled in the SPS Online options. Class schedules are not yet finalized. However, summer school will be completed by August 31, 2020.

The district is also offering Extended School Year (ESY) for students with special needs served through our Life Skills Programs. ESY is offered annually and is part of students' Individualized Education Plans.

Bertha Holt Elementary School is hosting the Migrant Education Program (MEP) Summer School for qualifying MEP students from Lane County. MEP Summer School's focus is on math, reading and STEM.

### **C. Superintendent Report**

Superintendent Hamilton shared that the Oregon Department of Education (ODE) gave guidance for the Fall saying that schools should be prepared for every possible situation (online, in-person, hybrid). He reminded everyone that the schools were independent from the county phasing progression and had their own guidelines for re-opening.

Dr. Hernandez was concerned with families being uncomfortable with sending children back to school and said that they should bring the information from their community to ODE. Superintendent Hamilton let him know that they were working on how to accommodate all their students.

Superintendent Hamilton stated that they would get plans for reopening to the Board before August 15, 2020 ahead of them being submitted to ODE. The Board would not have to approve the plans, but ODE required that the District share the plans with the Board. They would also need to get feedback from the community. He shared that a survey had already been sent out. Superintendent Hamilton said that this project was very complicated and involved and required the superintendent, the assistant superintendent, and chief operations officer to work together to split up rolls.

Anne Goff, the retiring President of the Springfield Education Association (SEA), thanked the Board for all their hard work over the years and wished them luck moving forward.

Chair Bessett shared the following statement:

*I want to take this opportunity to thank our board for your commitment this year. We have been thrown a number of curveballs and opportunities to learn together. This work is not easy and you have all jumped into this work with your whole hearts.*

*It is important that you and our community know that we have some unfinished business around hate, racism and equity in our community. We stand with Superintendent Hamilton and his message to our community around the empathy we have for those impacted by hate and the work we have left to do. Making everyone in our district feel that to Just Matter is not good enough. We want students, staff and visitors to feel welcome and empowered to succeed while in our schools and our community.*

*My challenge to this board is to use this time off to dig into deep thinking with your whole heart and come back ready to have conversations about the hate and racism that exists in this community and how we as a board can make positive change.*

*In the meantime, the staff at SPS will continue to work closely with our community to address these issues as they arise.*

*I want to take this opportunity to extend a huge thanks to Superintendent Hamilton and the staff at SPS for courageously working with this board through all the bumps in the road this year.*

## **5. Next Meeting**

The next Board meeting would be held on Monday, August 10, 2020. The location and format would be determined at a later time.

## **6. Adjournment**

With no other business, Chair Bessett adjourned the meeting at 8:20 p.m.

*(Minutes recorded by Lydia Dysart)*