

BUSINESS MEETING MINUTES

A Regular Meeting of the Springfield School District No.19 Board of Education was held on May 11, 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 7:02 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, Jeff Michna, Dustin Reese, Jen McCulley, Brian Megert, Charlie Clark, Don Lamb, Melissa Stalder, Anne Goff, Whitney McKinley, Sherry Moore, Colleen Hunter, Aliya Hall from *The Chronicle* and Lydia Dysart minutes recorder. Some community members attended using Zoom Phone, so their names were not available. There were also some who attended using only their email address for identification purposes, not their name.

2. PUBLIC COMMENT

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. As of the noon deadline, no written comments were submitted for the Board meeting.

3. ACTION ITEMS

A. Approve Consent Agenda

1. April 13, 2020 Board Meeting Minutes
2. Financial Statement
3. Personnel Action, Resolution #19-20.037

MOTION: Dr. Hernandez moved, Mr. Mann 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 2020-2021 Board Meeting Schedule, Resolution #19-20.038

Board members were provided with copies of the proposed 2020-2021 Board Meeting Schedule, as a first reading, at the March 9, 2020 meeting.

The proposed meeting schedule reflects a similar schedule as was approved for the 2019-2020 and 2018-2019 school years. The format allows more time for in-depth conversation and engagement.

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

Proposed meetings are adjusted as necessary due to federal holidays.

One business meeting is scheduled for the months of November, December, March and May. Budget work sessions are traditionally scheduled during the month of May.

<u>Dates</u>	<u>Location</u>	
August 10	Admin Center	Business Meeting
August 24	Admin Center	Work Session
September 14	Admin Center	Business Meeting
September 28	Admin Center	Work Session
October 12	Admin Center	Business Meeting
October 26	Admin Center	Work Session
November 9	Admin Center	Business Meeting
December 14	Admin Center	Business Meeting
January 11	Admin Center	Business Meeting
January 25	Admin Center	Work Session
February 8	Admin Center	Business Meeting
February 22	Admin Center	Work Session
March 8	Admin Center	Business Meeting
April 12	Admin Center	Business Meeting
April 26	Admin Center	Work Session
May 10	Admin Center	Business Meeting
June 14	Admin Center	Business Meeting
June 28	Admin Center	Work Session

Superintendent Hamilton recommended that the Board of Directors approve the 2020-2021 Board Meeting Schedule as presented.

MOTION: Ms. Barrager moved, Vice Chair Raven seconded the motion that the Board of Directors approve the 2020-2021 Board Meeting Schedule as presented.

Chair Bessett called for discussion.

Ms. Barrager asked if things could be amended for them to meet over the summer. Superintendent Hamilton said that they were scheduled for a meeting in June, but nothing else. He added that they could add additional meetings, as long as there was enough time to inform the community of the meeting.

Dr. Hernandez asked what the chances were for them to meet in person, but six feet apart. Superintendent Hamilton replied that they were limited by the Oregon guidelines. If they were able to do so within the guidelines and board members were interested, they could talk about it. Dr. Hernandez noted that the OSBA Summer Conference in Bend was still scheduled. Superintendent Hamilton said that was true and if anything changed, the Board would be notified.

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 Board Meeting Schedule as presented: Ms. Raven – aye, Ms. Barrager – aye, Dr. Hernandez – aye, Mr. Mann – aye and Mr. Bessett – aye.

Motion passed, 5:0.

C. Approve Resolution to Authorize Financing for Property, Resolution #19-20.039

On March 9, 2020 the School Board approved the purchase of a 13.64 acre property parcel located within a larger 100-acre development on Marcola Road. Specifically, the development is located on a portion of Tax Lot 2100 on Map 17-03-25-11, Springfield, Oregon. The developer has submitted plans to the City of Springfield for the development of affordable housing and mixed use. The proposed development is a phased approach with the build-out proposal as follows:

Phase 1: 73 Units

Phase 2: 69 Units (Cumulative 142 Units)

Phase 3: 87 Units (Cumulative 229 Units)

Phase 4: 79 Units (Cumulative 308 Units)

Phase 5: 87 Units (Cumulative 395 Units)

Phase 6: 88 Units (Cumulative 483 Units)

The Springfield School District is proposing to purchase this parcel as a future school site within this 100-acre development. The school site (13.64 acres) would be proposed for development, at the necessary time, a new elementary (K-5) or K-8 school, based on capacity needs. The District does not currently own property that would be able to accommodate this level of need in this geographic area. The buildout of any new school facility would be dependent on a future General Obligation Issue.

As a requirement to move forward, the District Board of Directors must approve a resolution authorizing the financing for this property purchase.

Brett Yancey recommended that the Board of Directors approve the resolution, authorizing the issuance and negotiated sale of a full faith and credit obligation; designating an authorized representative and special counsel; authorizing execution and delivery of a financing agreement and related matters.

MOTION: Mr. Mann moved, Ms. Barrager seconded the motion that the Board of Directors approve the resolution, authorizing the issuance and negotiated sale of a full faith and credit obligation; designating an authorized representative and special counsel; authorizing execution and delivery of a financing agreement and related matters.

Chair Bessett called for discussion.

Superintendent Hamilton said that at their March Board meeting they approved the purchase of the property and that today they were approving the financing of the purchase. Mr. Yancey added that the interest rate for the financing was 2.6%.

Mr. Yancey said the district was still scheduled to close on the property on May 22, 2020. He had not seen any indication that this would change. Mr. Yancey said that the timeline for construction completion was still on track.

Chair Bessett asked for some signage to be installed that would indicate the it was property of Springfield Public Schools. Mr. Yancey told him that once they closed on the property, signs would go up.

Chair Bessett called for a roll call vote. He asked each Board member to indicate if they supported the motion to approve the resolution, authorizing the issuance and negotiated sale of a full faith and credit obligation; designating an authorized representative and special counsel; authorizing execution and delivery of a financing agreement and related matters: Ms. Raven – aye, Ms. Barrager – aye, Dr. Hernandez – aye, Mr. Mann – aye and Mr. Bessett – aye.

Motion passed, 5:0.

D. Approve Resolution – Supplemental Budget, Resolution #19-20.040

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 a Supplemental Budget process be conducted if unanticipated revenue is received and expenditures exceed originally adopted budget appropriations. This resolution recognizes the revenue associated with the General Fund and allocates budgeted appropriations to the function(s) where the expenditures are anticipated. The following actions require a supplemental budget hearing and process:

- 1) During the 2019-2020 budget adoption process, it was not known that the District would be considering the purchase of a 13.64 acre parcel of property within a larger (100 acre) development located within the School District’s boundaries. As this was unknown, there was not sufficient funds allocated for the purchase and it is necessary for the District to finance the purchase over a 10-year period of time.
- 2) The District intends to recognize all additional revenue (\$1,000,000) and appropriate it for the 2019-2020 fiscal year as stated below.
- 3) A recommendation of appropriations (expenditures) is intended to be in alignment with the School District’s adopted policies and procedures.

In summary, the district needs to recognize the loan receipts as revenue and the purchase of the property as an expenditure.

Brett Yancey recommended that the Board of Directors for Springfield School District No. 19, hereby recognize additional revenue, allocate budget appropriations and approve transfers within the 2019-2020 General Fund as listed below:

REVENUE:

100-5150-0850	(Loan Receipts)	\$1,000,000
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EXPENDITURES:

100-4120 (Site Acquisition & Development) \$1,000,000

MOTION: Vice Chair Raven moved, Ms. Barrager seconded the motion that the Board of Directors for Springfield School District No. 19, hereby recognize additional revenue, allocate budget appropriations and approve transfers within the 2019-2020 General Fund as presented.

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 recognize additional revenue, allocate budget appropriations and approve transfers within the 2019-2020 General Fund as presented: Ms. Raven – aye, Ms. Barrager – aye, Dr. Hernandez – aye, Mr. Mann – aye and Mr. Bessett – aye.

Motion passed, 5:0.

E. Approve Network Infrastructure – Technology Firewall Upgrades, Resolution #19-20.041

This purchase reflects pricing associated with the E-Rate RFP-20-007 – Firewall for District Data Networks.

This purchase will provide equipment supporting the upgrade of the District internet edge network infrastructure. Federal E-Rate funding will offset 80% of the total equipment purchase price. The remaining 20% will be provided through Bond proceeds.

District Technology Services staff led by Pat Best selected the equipment to support these infrastructure upgrades in alignment with the District technology and bond implementation plans. Equipment purchased as part of this resolution will be used to upgrade our perimeter network equipment to increase our District’s firewall capacity, allow for higher internet speeds, redundancy and web filtering.

Board Member Naomi Raven reviewed the procurement file.

Jeff Michna recommended that the Board of Directors approve the award for Network Infrastructure Technology Upgrades to Tech Heads of Portland, Oregon for \$183,561.14 of which \$36,712.23 will be paid from Bond proceeds.

MOTION: Vice Chair Raven moved, Mr. Mann seconded the motion that the Board of Directors approve the award for Network Infrastructure Technology Upgrades to Tech Heads of Portland, Oregon for \$183,561.14 of which \$36,712.23 will be paid from Bond proceeds.

Chair Bessett called for discussion.

Vice Chair Raven said that after reviewing the file, she learned that their current firewall was five years all and they would be moving from one gig to two gigs. This would improve the system for both staff and students. She added that the money they were using to buy the firewall was bond money.

Dr. Hernandez asked when the new firewall would be implemented. Mr. Michna replied that it would be implemented over the summer, sometime in July.

Vice Chair Raven asked if the 80% which was reimbursable would come in one big check or multiple installments. Mr. Michna responded that it would be one check from the Federal Government.

Chair Bessett called for a roll call vote. He asked each Board member to indicate if they supported the motion to approve the award for Network Infrastructure Technology Upgrades to Tech Heads of Portland, Oregon for \$183,561.14 of which \$36,712.23 will be paid from Bond proceeds: Ms. Raven – aye, Ms. Barrager – aye, Dr. Hernandez – aye, Mr. Mann – aye and Mr. Bessett – aye.

Motion passed, 5:0.

F. Approve Network Infrastructure – UPS Technology Upgrades, Resolution #19-20.042

This purchase reflects pricing associated with the E-Rate RFP-20-010 – UPS Equipment for District Network Infrastructure.

This purchase will provide equipment supporting the upgrade of the District infrastructure. Federal E-Rate funding will offset 80% of the total equipment purchase price. The remaining 20% will be provided through Bond proceeds.

District Technology Services staff led by Pat Best selected equipment to support these infrastructure upgrades in alignment with the District technology and bond implementation plans. Equipment purchased as part of this resolution will be used to replace failing equipment that provide UPS power (uninterruptable power supplies) to our network closets at Springfield High, Thurston High, Agnes Stewart Middle, Briggs Middle, Thurston Middle, Centennial Elementary and Guy Lee Elementary. The network equipment in these closets is used to provide wireless internet, networking and intercom services for classrooms in these buildings.

Board Member Naomi Raven reviewed the procurement file.

Jeff Michna recommended that the Board of Directors approve the award for the Network Infrastructure UPS Upgrades to CDWg of Vernon Hills, IL for \$269,544.39 of which \$53,908.88 will be paid from Bond proceeds.

MOTION: Vice Chair Raven moved, Mr. Mann seconded the motion that the Board of Directors approve the award for the Network Infrastructure UPS Upgrades to CDWg of Vernon Hills, IL for \$269,544.39 of which \$53,908.88 will be paid from Bond proceeds.

Chair Bessett called for discussion.

Vice Chair Raven noted that she had reviewed this information with Mr. Michna before the meeting. She was happy with this program and how it kept all their technology running and updated.

Chair Bessett called for a roll call vote. He asked each Board member to indicate if they supported the motion to approve the award for Network Infrastructure UPS Upgrades to CDWg of Vernon Hills, IL for \$269,544.39 of which \$53,908.88 will be paid from Bond proceeds: Ms. Raven – aye, Ms. Barrager – aye, Dr. Hernandez – aye, Mr. Mann – aye and Mr. Bessett – aye.

Motion passed, 5:0.

G. Adopt Board Policy Section G, Resolution #19-20.043

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.

Jenna McCulley recommended the Board of Directors approve the adoption of policy section G.

MOTION: Mr. Mann moved, Dr. Hernandez seconded the motion that the Board of Directors approve the adoption of policy section G.

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 adoption of policy section G: Ms. Raven – aye, Ms. Barrager – aye, Dr. Hernandez – aye, Mr. Mann – aye and Mr. Bessett – aye.

Motion passed, 5:0.

4. NEXT MEETINGS

On June 8, 2020 at 6:30 pm there will be a Budget Hearing. The location and format for the meeting is to be determined. Following the budget hearing, the board will meet for a business meeting beginning at 7:00 pm. The location and format for the meeting is to be determined.

Dr. Hernandez saw that their Budget Committee meeting scheduled for May 14, 2020 had been cancelled. Mr. Yancey confirmed that it had been cancelled because the budget had been approved by the Budget Committee on May 7, 2020.

5. ADJOURNMENT

With no other business, Chair Bessett adjourned the meeting at 7:26 p.m.

(Minutes recorded by Lydia Dysart)