



**SPRINGFIELD**  
**PUBLIC SCHOOLS**  
Every Student, Every Day

**BOARD OF EDUCATION**  
**March 9, 2020**  
**Administration Center Board Room**  
**640 A Street**  
**Springfield, OR 97477**

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**7:00 pm Board Meeting, Board Room**

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<b>AGENDA</b>		<b>TAB</b>
<b>1. Call Meeting to Order and Pledge of Allegiance</b>	Board Chair Zach Bessett	
<b>2. Changes or Additions to the Agenda</b>	Chair Bessett	
<b>3. Presentations</b>		
A. School Presentation: Thurston Middle School	Principal Brandi Starck	
B. Student Communication		
<b>4. Public Comments</b> (Three (3) minutes each; maximum time 20 minutes. Speakers may not yield their time to other speakers.)		
<b>5. Action Items</b>		
A. Approve Consent Agenda		
1. February 10, 2020 Board Meeting Minutes		1
2. Financial Statement	Brett Yancey	2
3. Personnel Action, Resolution #19-20.032	Dustin Reese	3
4. 2020-2021 Board Meeting Schedule, First Read	Superintendent Hamilton	4
5. Policy Section G, First Read	Jenna McCulley	5
B. Approve Letter of Support for Kindness Campaign, Res. 19-20.033	Superintendent Hamilton	6
C. Authorize Purchase of Property, Resolution #19-20.034	Brett Yancey	7
D. Approve Superintendent and Board Operating Agreements, Resolution #19-20.035	Superintendent Hamilton	8
<b>6. Discussion</b>		
A. Student Success Act Update	Supt. Hamilton/David Collins	
<b>7. Information/Reports</b>		
A. Superintendent Communication	Superintendent Hamilton	
B. Board Communication	Chair Bessett	
<b>8. Other Business</b>	Chair Bessett	
<b>9. Next Meetings:</b> April 13, 2020, 7:00 pm Business Meeting April 27, 2020, TBD Work Session	Chair Bessett	
<b>10. Adjournment</b>	Chair Bessett	

## **BUSINESS MEETING MINUTES**

A Regular Meeting of the Springfield School District No. 19 Board of Education was held on February 10, 2020.

### **1. CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE**

Board Chair Zach Bessett called the Springfield Board of Education meeting to order in the Board Room of the District Administration Center at 7:02 pm and led the Pledge of Allegiance.

#### **Attendance**

Board Members present 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, Jenna McCulley, Judy Bowden, Whitney McKinley, Suzanne Price, Brian Megert, Jeff Michna, Brett Yancey, Dustin Reese, Jeff Fuller, Marcia Koenig, Jamie Barnett, Gail Strickland, Ruth Watkins, Kelli Scardina, Laura Weiss, Greg Oldson, Linda Fuentes, Jayson Beaty, Heidi Johnson, Matt Newall, Stacy Newall, Ame Beard, Jamie Hoag Barnett, Amber Mitchell, Kristen Noor, Anne Goff, Jackie Helm, Colleen Hunter, Charles Clark, José da Silva, Lesa Haley, Rachel Allen, Jeff Fuller, Joan Bolls, Kate Lode, Christina San Filippo, Sara Thornton, Andrew Emmott, Elizabeth Migliorette, June Fothergill, Diana Costin, Tim Costin, David Hulbert, Aliya Hall of the *Chronicle* and Kathy Savelich, minutes recorder.

### **2. APPROVAL OF THE AGENDA**

There were no changes to the agenda.

**MOTION:** Vice Chair Raven moved, seconded by Ms. Barrager to approve the agenda as presented.

Motion passed: 5:0

### **3. PRESENTATIONS**

#### **A. Classified Employee Appreciation Week Proclamation**

Chair Bessett read the following proclamation in recognition of Classified Employee Appreciation Week, March 2-6, 2020:

#### *Classified Employee Appreciation Week Proclamation*

**WHEREAS**, the education of youth is essential to the future of our community, state, country and world; and

**WHEREAS**, classified employees are the backbone of our public education system; and

**WHEREAS**, classified employees work directly with students, educators, parents, volunteers, business partners and community members; and

**WHEREAS**, classified employees support the smooth operation of offices, the safety and maintenance of buildings and property, and the safe transportation, healthy nutrition and direct instruction of students; and

**WHEREAS**, our community depends upon and trusts classified employees to serve students; and

**WHEREAS**, classified employees, with their diverse talents and true dedication, nurture students throughout their school years.

**NOW, THEREFORE BE IT RESOLVED** that the Springfield Board of Education proclaims March 2 through 6, 2020, to be Classified Employee Appreciation Week; and

**BE IT FURTHER RESOLVED** that the Springfield Board of Education strongly encourages all members of our community to join in this observance, recognizing the dedication and hard work of these individuals.

DATED this 10<sup>th</sup> day of February 2020.

**B. School Presentation: Douglas Gardens Elementary School**

Principal Carla Smith introduced Gail Strickland and Ruth Watkins who along with Principal Smith shared a presentation about the Douglas Garden Elementary School 2020 Plan:

Their Intensive Learning Team (ILT) focuses on literacy as an ultimate outcome.

Action Plan:

Target 1: School Climate and Culture

- Promote growth and success for every student
- Support families so every child is ready to learn

Target 2: Instruction

- Personalized learning opportunities for every student
- Promote growth and success for every student

Principal Smith shared that they continue to increase their attendance rates by working directly with families, greeting each student when they arrive at school and let them know that the staff is happy they are at school ready to learn. Staff will call home each trimester if a student is absent three or more days during that trimester.

In order to achieve instructional excellence at Douglas Gardens, staff work with their instructional coach, Gail Strickland, to help teachers focus on their individual needs in the classroom, find resources to help bring growth in teaching and learning and to develop a deep repertoire of instructional strategies that ensure the needs of all learners are met.

Finally, they shared that a student's mindset matters. It is the teachers' challenge to help students work towards a growth mindset and positive, confident learning.

**C. Dual Immersion Committee Presentation**

Assistant Superintendent David Collins introduced Assistant Principal at Guy Lee Elementary Laura C. Weiss, Director of Teaching and Learning Whitney McKinley and Dual Language Consultant Kelli Scardina. Laura Weiss introduced the Dual Immersion Program Expansion Advisory Committee Members: Parents Sandra Bautista, Janece Cornejo Rosales and Greg Oldson, School Board members Dr. Emilio Hernandez and Naomi Raven, Teacher Rebecca Long, Principal of Agnes Stewart Middle School Jeff Fuller, Principal of Hamlin Middle School Kevin Wright and Assistant Superintendent David Collins.

Ms. Weiss shared an overview of the work of the Dual Immersion Expansion Advisory Committee as they have moved toward the expansion of the SPS Dual Immersion Program into middle school. The following is a summary of their work:

Purpose:

- 1) Achieve bilingualism and biliteracy

- 2) Ensure high levels of academic achievement in both languages for all students
- 3) Promote cross-cultural understanding and socio-cultural competence

**Program Goals:**

- Promote academic success for all students and close the systemic gap
- Enable participating students to achieve true bilingualism and biliteracy
- Increase culturally responsive teaching throughout the district
- Foster and promote cultural diversity and respect among students and their families
- Promote self-esteem and leadership skills

**Committee Recommendations:**

- Two core-content classes in Spanish in grades six, seven and eight
- Language arts and social studies or humanities block
- Consider expanding the program to three core-content classes in the future

**D. Student Communication**

Mia DuMars, representing Thurston High School, shared the following upcoming events: Cheer Showcase on Feb 13<sup>th</sup>, Cabaret Competition on February 15<sup>th</sup> and 16<sup>th</sup>, Cabaret Spaghetti Feed Fundraiser on February 23<sup>rd</sup>, Juniors will be taking the ACT on February 25<sup>th</sup> and the Hall of Fame Induction Ceremony on February 28<sup>th</sup>. Mr. & Ms. THS competition is underway, the Auxiliary Gym construction is scheduled for completion in March. The school is rolling out a new recycling program and nine seniors have committed to playing sports at the college level.

Niyale Mosely and Cora Hall, representing Springfield High School, shared that the new incentive program to promote GPA would be starting soon. To celebrate Black History Month, teacher David Frost created a crossword puzzle competition. The second annual blood drive of the year is coming with a goal of reaching 100 donors.

Isabella Roberts, representing Academy of Arts and Academics, shared the school produced a play, “All the Presidents’ Wives, J Term had just finished, A3 graduation rate is up 5% and the Art Walk will be Friday, Feb 14<sup>th</sup>.

**4. PUBLIC COMMENT**

Chair Bessett read the following statement concerning public comment:

*This is the portion of our agenda for public comment. I want to remind those members of the public who have indicated a desire to make comments that our policy provides for a limitation of three (3) minutes per person.*

*Those wishing to make public comments must complete a “request to speak” form and speakers will be called upon in the order in which they are received. Audience members who wish to make public comments must state their name and address for the record.*

*We encourage groups with a common purpose to designate a spokesperson. If your comments will be covered by a group spokesperson, please indicate so when your name is called.*

*The board will not hear personal complaints concerning school personnel or against any person connected with the school system. Any complaints regarding a particular employee must be processed through the procedure set forth in policy, which requires that complaints be submitted in writing to the Superintendent. This procedure must be followed before there is any Board involvement with such issues.*

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

Jamie Barnett, of 3323 Ambleside Dr. Springfield, OR 97477, spoke about the Dual Immersion Program. She expressed her thanks to those working on the program and her appreciation that an Assistant Principal was added this year. She is concerned about possible class sizes and wanted to encourage the committee to keep moving forward with program expansion to include the high school level.

Marcia Koenig, 1041 6<sup>th</sup> St., Springfield, OR, stated she was also present regarding the Dual Immersion Program. She said she shared the same concerns just shared by Jamie Barnett. She wanted to express her thanks to the Board and to Laura Weiss and is hoping that the high school Dual Immersion Program would receive the same type of planning that was given to the middle school program.

Colleen Hunter of 4921 Glacier Dr., Springfield notified the Board that a fundraiser for the Alpha Delta Kappa Chapter Scholarships would be coming in April and she would return to share additional information. She was also sharing her thanks to the district's communication team for submitting her story regarding her project at Mount Vernon, resulting in her receiving an Act of Kindness Award.

## **5. ACTION ITEMS**

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

- 1. January 13, 2020 Board Meeting Minutes**
- 2. January 27, 2020 Board Work Session Minutes**
- 3. Financial Statement**
- 4. Personnel Action, Resolution #19-20.027**

#### **New Hires**

Lukian Efseaff

Julie Novakmmersion Program

Brenda Stephenson

Laura Wemple

Miranda Wilborn

#### **Resignations**

Nok Jones

Chiffonia Lam

Sarah Steele

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

Chair Bessett called for discussion. There was no discussion.

Chair Bessett called for the vote.

Motion passed, 5:0.

### **B. Approve Lane ESD Local Service Plan, Year 2, Resolution #19-20.028**

As required by ORS 334.175, Lane Education Service District has developed a Local Service Plan. The process in developing this plan included analysis of all resolution and core service offerings available to component school districts.

The 2019-21 Local Service Plan Year Two was developed in collaboration with component district superintendents, Lane ESD administrators and staff, and reviewed and approved by the Lane ESD Board of Directors on January 7, 2020.

The Local Service Plan contains all services mandated by law. Local Service Plan services are intended to: Improve student learning; enhance the quality of instruction provided to students; assure equitable access to resources; and maximize operational and fiscal efficiencies.

The Board of Directors of the Springfield School District 19 has completed their annual review of the Lane ESD 2019-2021 Local Service Plan – Year two which includes services for:

- Students with Special Needs;
- Instruction, Equity and Partnerships (School Improvement);
- Technology;
- Administrative and Support; and
- Custom Services.

The Lane ESD 2019-21 Local Service Plan provides a two-year framework which must be approved annually by Lane ESD and component district boards no later than March 1 (ORS 334-175 (5)(b)).

Dr. Hernandez pointed out that he and Superintendent Hamilton had gone through the ESD report and that the information included was accurate.

**BE IT RESOLVED** that the Board of Directors of Lane County School District No. 19 hereby authorizes the approval of the Lane ESD 2019-21 Local Service Plan Year - Two and requests the Lane ESD to provide the services described during the 2020-21 (year two) fiscal year in accordance with ORS 334.175.

**MOTION:** Dr. Hernandez moved, Vice Chair Raven seconded the motion to approve the Lane ESD 2019-2021 Local Service Plan Year 2 and to request the Lane ESD provide the services described during the 2020-2021 (year two) fiscal year in accordance with ORS 334.175..

Chair Bessett called for discussion. There was no discussion.  
Chair Bessett called for the vote.

Motion passed, 5:0.

**4. Public Comment** (revisited; additional parent to share)

Elizabeth Miglioretto, 415 S 42<sup>nd</sup> St, Springfield, OR, Guy Lee PTO President, shared her support of the Dual Immersion Program and pointed out that there were no translators at the Board meetings and that was the reason there were no Spanish speaking parents present. The fifth-grade parents have offered their support for the families to follow in the Dual Immersion Program.

**C. Approve 2020-2021 Academic Calendar, Resolution #19-20.029**

The 2020-2021 academic calendar is presented to the Board for approval. This calendar includes 175 school days for students, one (1) full day collaboration for staff (January 4), 15 early release/collaboration days.

This calendar may require adjustments to fit projected budget conditions prior to Board approval in June.

David Collins recommended the Board of Directors approve the 2020-2021 academic calendar as presented.

**MOTION:** Mr. Mann moved, Ms. Barrager seconded the motion to approve the 2020-2021 academic calendar as presented.

Chair Bessett called for discussion. There was none.  
Chair Bessett called for the vote.

Motion passed, 5:0.

**D. Approve 2020-2021 Inter-District Student Transfers, Resolution #19-20.030**

With the sunset of Open Enrollment on July 1, 2019, ORS 339.133(5)(a)(A) indicates district school boards must make the determination whether to limit the number of students whom consent is given by an annual date established by the board.

The district may determine the number of transfer spaces available, indicate any enrollment limits by school and / or grade level; and admission criteria or priorities that will be applied. Additionally, the District may also declare the number of Inter-District requests they will release to leave.

In order to maintain consistent guidelines surrounding student transfers, the district attempts to align Within-District Transfer guidelines with those for students that reside outside district boundaries.

Identifying student transfers assists the district in determining staffing for the 2020-2021 school year.

Students entering grades Kindergarten through 11<sup>th</sup> grades for the coming year are eligible to request transfers. Returning seniors may also apply.

Transfer students granted approval are allowed to continue through the highest grade of that level. However, students changing school levels, i.e., elementary to middle or middle to high school, must reapply for the coming year.

Inter-District Transfer student guidelines require the approval of both the resident and receiving districts. Students approved to finish a school year are notified to reapply through High Priority school they wish to request to attend a school outside their resident boundary school.

David Collins recommended the Board of Directors approve new transfer requests that do not exceed desired building capacity or projected grade level ratios for the 2020-2021 school year. It is also recommended the Board release all students wishing to leave the district.

**MOTION:** Vice Chair Raven moved, Dr. Hernandez seconded the motion to approve new transfer requests that do not exceed desired building capacity or projected grade level ratios for the 2020-2021 school year. It is also recommended the Board release all students wishing to leave the district.

Chair Bessett called for discussion;

Dr. Hernandez shared his concerns about knowing why students are leaving the district. He would like a better way of tracking if it is related to work/income. Superintendent Hamilton explained the process for a student transferring out of the district and some of the historical reasons for transfers. Vice Chair Raven shared her thoughts of making the district a place that people want to come to.

Chair Bessett called for the vote.

Motion passed, 5:0.

**E. Approve Lease Purchase Propane School Buses, Resolution #19-20.031**

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 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 26 propane powered buses and they have worked well. This year we are proposing adding 3 additional propane powered special education buses equipped with wheelchair lifts to the fleet, along with three 77 passenger propane powered route buses. School buses of this type should provide Springfield School District with a live 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 75 annually for the first 10 years of ownership.

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 municipal leases. Initial estimates indicate that we should see an interest rate of approximately 3.0% - 3.5% for this lease, slightly lower than previous bus leases. 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. A formal Board Resolution authorizing the issuance and negotiated sale of full faith and credit obligations to support this vehicle purchase will be presented to the Board at a subsequent board meeting.

Board Member Naomi Raven reviewed the procurement file.

Brett Yancey recommended the Board of Directors approve the purchase of the following school buses from Western Bus Sales, Inc. of Boring, OR for the following amounts:

Qty	Description	Unit \$	Total \$
3 Each	Type C Propane Blue Bird Vision 77-passenger front engine school buses	\$132,959.00	\$398,877.00
3 Each	Type C Propane Blue Bird Vision 48-passenger Special Education Wheelchair Lift front engine school buses	\$137,084.00	\$411,252.00
		Grand Total	\$810,129.00

**MOTION:** Vice Chair Raven moved, Ms. Barrager seconded to approve the purchase of the six school buses from Western Bus Sales, Inc. of Boring, OR for the amounts as presented.

Chair Bessett called for discussion. There was none.  
Chair Bessett called for the vote.

Motion passed, 5:0.

## **6. Discussion**

### **A. Kindness Campaign**

Chair Bessett shared a drafted letter describing the Kindness Campaign that he asked the Board to read and send suggestions or questions to him. He also asked the Board to come prepared to vote on this at the next Board business meeting scheduled for March 9<sup>th</sup>.



## **7. Information/Reports**

### **A. Student Success Act (SSA)**

Superintendent Hamilton and Assistant Superintendent Collins shared there would be additional information about the SSA at the Budget Committee Work Session scheduled for February 13<sup>th</sup>. The previous week he attended a meeting with approximately 80 staff members. He asked all to look at available data and be specific about each area desired to be affected by additional dollars from the Student Investment Account. The online feedback system was available for sharing ideas and commenting on ideas that had already been shared. There were two family events planned at Guy Lee and Riverbend Elementary Schools where parents could share their ideas about how the money should be spent.

### **B. Superintendent Communication**

Superintendent Hamilton shared about events he had attended. He said the MLK Celebration was phenomenal and there was great feedback. PeaceHealth is researching neighborhoods looking for ways to create more Blue Zone areas. He also went to Thurston Elementary for the SMART Read Aloud Day.

### **C. Board Communication**

Chair Bessett shared about his trip to Washington D.C. with United Front.

Vice Chair Naomi Raven spoke about visiting Thurston High School. She was able to observe the metals class and see the confidence of the students as they demonstrated their skills and shared how those skills would be used in a future career. She acknowledged the parents who had come to support the Dual Immersion Program. She added that the SMART Reading event was a great experience and she re-connected with a former student she had taught.

Mr. Mann shared his concern for his daughter and how she is losing her Korean language skills and related that to the Dual Immersion Program and the value it provides.

Dr. Hernandez stated he was concerned about the science curriculum and would like to have more time in the future to discuss and decide on materials.

## **8. OTHER BUSINESS**

There was no other business.

**9. NEXT MEETINGS:** February 24, 2020, 4:00pm Board Work Session  
March 9, 2020, 7:00 pm Business Meeting

## **10. ADJOURNMENT**

With no other business, Chair Bessett adjourned the meeting at 9:05 pm.

*(Minutes recorded by Kathy Savelich)*

**SPRINGFIELD PUBLIC SCHOOLS  
2019-2020 Revenue/Expenditure Forecast  
As of February 29, 2020  
\*\*Please see attached report\*\***

**REVENUES:**

- Both current year and prior year tax collections are projected for 100% collection. To date there has been a majority (97%) of current year tax revenue received (\$25,309,021). To date, \$244,405 of prior year tax collections have occurred. 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 \$84.6 million for the current year based on projected enrollment, however this projection will be reduced due to an unanticipated loss of enrollment. As of September 30<sup>th</sup>, the District's enrollment has realized an estimated 400 student drop from original projections. Currently, the total anticipated reduction in Basic School Support is approximately \$2.96 million (ODE 1/31/2020), which is a 3.5% reduction from original projections. To date, the District has received \$62,894,571 in State School Funds. Further information on how the District is adjusting expenditures to react to the reduced revenue is explained below in the expenditures section.
- 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 \$1.04 million in Common School Funds. To date the District has received approximately \$610,000 of the anticipated revenue.
- Based on information reported by our Federal Delegation partner, Federal Forest Fees are being allocated for the current year. The District's anticipated allocation is \$400,000. To date, the District has not received any of this anticipated revenue.

**EXPENDITURES:**

- Salary amounts are based upon staff allocations adopted during the budgeting process. This is estimated using actual data (per previous year-end estimates). Reflected in the reported salary amounts is a reduction or adjustment in certified staff of approximately 11.0 fte. This decision was based on the loss of enrollment at specific schools, and the elimination of unfilled positions that had not been allocated. It is projected that the District will expend approximately 98.9% of salaries for the 2019-20 year.
- Benefit amounts are based upon adjusted staffing allocations revised during the budgeting process, along with budgeted salaries. Additionally,

**SPRINGFIELD SCHOOL DISTRICT 19**  
**2019-2020 REVENUE/EXPENDITURE FORECAST**  
as of  
**2/29/20**

	<u>BUDGET</u>	<u>ACTUAL through 02/29/20</u>	<u>ESTIMATED from 02/29/20 to year end</u>	<u>PROJECTED 2019-2020</u>	<u>PROJECTED as % of BUDGET</u>
<b>REVENUES:</b>					
Property taxes - current	26,158,778	25,309,021	849,757	26,158,778	100.00%
Property taxes - prior years	400,000	244,405	155,595	400,000	100.00%
Other local sources	730,100	635,201	94,899	730,100	100.00%
Lane ESD Apportionment	1,550,000	725,106	974,894	1,700,000	109.68%
County School Fund	190,000	0	190,000	190,000	100.00%
State School Fund	84,663,409	62,894,571	18,807,052	81,701,623	96.50%
Federal Forest Fees	0	0	400,000	400,000	N/A
Common School Fund	<u>1,040,246</u>	<u>610,649</u>	<u>429,597</u>	<u>1,040,246</u>	<u>100.00%</u>
 Total revenues	 114,732,533	 90,418,952	 21,901,795	 112,320,747	 97.90%
 Beginning fund balance	 <u>8,500,000</u>	 <u>10,703,354</u>	 <u>0</u>	 <u>10,703,354</u>	 <u>125.92%</u>
 Total Beginning fund balance	 8,500,000	 10,703,354	 0	 10,703,354	 125.92%
 Total resources	 <u>123,232,533</u>	 <u>101,122,306</u>	 <u>21,901,795</u>	 <u>123,024,101</u>	 <u>99.83%</u>
 <b>EXPENDITURES:</b>					
Personal services	60,231,137	32,523,558	27,040,319	59,563,877	98.89%
Employee benefits	39,675,581	20,602,077	18,154,822	38,756,899	97.68%
Purchased services	9,804,460	5,384,986	4,331,085	9,716,071	99.10%
Supplies & materials	3,297,873	2,176,750	1,098,701	3,275,451	99.32%
Capital outlay	687,700	368,881	312,443	681,324	99.07%
Other objects	821,833	810,887	10,946	821,833	100.00%
Fund transfers	<u>3,351,996</u>	<u>2,751,996</u>	<u>0</u>	<u>2,751,996</u>	<u>82.10%</u>
 Total expenditures	 117,870,580	 64,619,134	 50,948,316	 115,567,450	 98.05%
 Unappropriated	 4,361,953	 0	 0	 0	 -
Contingency	<u>1,000,000</u>	<u>0</u>	<u>110,000</u>	<u>110,000</u>	<u>11.00%</u>
 Total appropriations	 <u>123,232,533</u>	 <u>64,619,134</u>	 <u>51,058,316</u>	 <u>115,677,450</u>	 <u>93.87%</u>
 Total resources		101,122,306	21,901,795	123,024,101	
Total appropriations		<u>64,619,134</u>	<u>51,058,316</u>	<u>115,677,450</u>	
 Ending fund balance		36,503,173	(29,156,521)	7,346,652	
Less: contingency		<u>0</u>	<u>0</u>	<u>0</u>	
 Net fund balance		<u>36,503,173</u>	<u>(29,156,521)</u>	<u>7,346,652</u>	

\$300,000 is reduced in the projected expenditures through the use of PERS reserve funds for the current year, and a reduction of \$200,000 in VER Assessment is accounted for.

- The purchased services, supplies and capital outlay expenditure projections are based upon budgeted expenditures and anticipated to be expended similar to past trends. As the year progresses, anticipated adjustments will be reflected.
- Other objects include the cost for property and liability insurance and is based upon premiums negotiated after the 2019-2020 adopted budget.
- Fund transfers have been reduced by approximately \$600,000 including a \$300,000 reduction in contribution to the Instructional Materials Fund, and a \$300,000 reduction in contribution to the Technology Fund. All of these transfers were originally allocated during the 2019-20 budget process.
- A Contingency Fund allocation was approved by the School Board on January 13, 2020. \$110,000 was allocated for the replacement of two boilers at Springfield High School, which occurred during the months of December and January. This project was unanticipated during the development of the annual operating budget.

Additional Notes: For the 2019-2020 budget year the current estimate of ending fund balance is \$7,346,652. Included in this number is the audited ending fund balance from the 2018-2019 fiscal year (\$10,703,354). As with previous years, this is only an early estimate and accounts for the reductions/adjustments 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.

Submitted by:

Brett M. Yancey  
Chief Operations Officer

**PERSONNEL ACTION**

**RELEVANT DATA:**

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

**RECOMMENDATION:**

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

- Resignations
- Probationary Administrator Renewals
- Administrator & Teacher Contract Renewals
- Probationary Teacher Renewals
- Contract Non-Renewal
- Temporary Non-Renewals

**SUBMITTED BY:**

Dustin Reese  
Director of Human Resources

**APPROVED BY:**

Todd Hamilton  
Superintendent

NO	EMPLOYEE ID	CURRENT STATUS	FTE	EFFECTIVE DATE	NOTES
	<b>RESIGNATION</b>				
01	2086131	PROBATIONARY 2	FT	01/31/2020	RESIGNED
02	1576119	PROBATIONARY 3	FT	06/12/2020	RESIGNED
03	392235	CONTRACT TEACHER	FT	06/12/2020	RESIGNED
04	1653172	CONTRACT TEACHER	FT	06/12/2020	RESIGNED
	<b>PROBATIONARY ADMINISTRATOR RENEWALS</b>				
05	300675	PROBATIONARY 1 ADMINISTRATOR	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
06	2238403	PROBATIONARY 1 ADMINISTRATOR	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
07	394068	PROBATIONARY 1 ADMINISTRATOR	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
08	1145703	PROBATIONARY 1 ADMINISTRATOR	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
09	396044	PROBATIONARY 1 ADMINISTRATOR	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
10	297046	PROBATIONARY 1 ADMINISTRATOR	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
11	1077546	PROBATIONARY 2 ADMINISTRATOR	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
12	393789	PROBATIONARY 2 ADMINISTRATOR	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
13	1229591	PROBATIONARY 3 ADMINISTRATOR	FT	2020-2023	RECOMMEND MOVE TO CONTRACT ADMINISTRATOR

	<b>ADMINISTRATOR CONTRACT RENEWALS</b>				
14	1230441	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
15	396060	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
16	1451359	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
17	396184	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
18	287814	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
19	395129	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
20	395331	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
21	391638	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
22	395757	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
23	776734	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
24	294527	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
25	1229605	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
26	626384	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
27	395242	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
28	396036	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
29	296414	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
30	393924	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL

31	394858	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
32	626864	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
33	396079	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
34	129321	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
35	396338	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
36	392081	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
37	393401	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
38	260878	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
39	396176	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
40	395374	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
41	394696	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT RENEWAL
	<b>TEACHER CONTRACT RENEWALS</b>				
42	712256	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
43	480118	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
44	395064	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
45	395625	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
46	890626	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
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48	1511262	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
49	778028	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
50	1127365	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL



51	1038818	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
52	237639	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
53	395447	CONTRACT TEACHER	PT	2020-2022	CONTRACT RENEWAL
54	392162	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
55	394521	CONTRACT TEACHER	PT	2020-2022	CONTRACT RENEWAL
56	394475	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
57	947644	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
58	886920	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
59	395102	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
60	385409	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
61	887129	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
62	394963	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
63	674702	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
64	1862111	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
65	385085	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
66	393584	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
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77	1038478	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
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85	393444	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
86	397393	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
87	1861085	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL

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91	394211	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
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93	676683	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
94	385204	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
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310	393622	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
311	876925	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
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351	397016	CONTRACT TEACHER	PT	2020-2022	CONTRACT RENEWAL
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353	394254	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
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420	393002	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL

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469	395269	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
470	887056	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
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493	1229559	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL

494	1862138	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
495	393797	CONTRACT TEACHER	PT	2020-2022	CONTRACT RENEWAL
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497	385069	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
498	393347	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
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502	391999	CONTRACT TEACHER	FT	2020-2022	CONTRACT RENEWAL
503	397261	CONTRACT TEACHER	PT	2020-2022	CONTRACT RENEWAL
	<b>PROBATIONARY TEACHER RENEWALS</b>				
504	2238365	PROBATIONARY 1	PT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
505	300667	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
506	1473646	PROBATIONARY 1	PT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
507	2237741	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
508	2239027	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
509	1996436	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
510	127337	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
511	495913	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
512	1848798	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
513	2238713	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2

514	910325	PROBATIONARY 1	PT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
515	2238926	PROBATIONARY 1	PT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
516	2238683	PROBATIONARY 1	PT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
517	2238306	PROBATIONARY 1	PT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
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519	2237725	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
520	1513222	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
521	1495275	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
522	2086751	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
523	2238829	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
524	2086182	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
525	2001845	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
526	2238799	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
527	2238144	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
528	1618288	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
529	1848356	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
530	2238438	PROBATIONARY 1	PT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
531	1495321	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
532	1434756	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2

533	2237385	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
534	1974211	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
535	2238217	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
536	1436511	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
537	2081296	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
538	1038575	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
539	2237350	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
540	2238624	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
541	1000780	PROBATIONARY 1	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 2
542	1408038	PROBATIONARY 2	PT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
543	1879138	PROBATIONARY 2	PT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
544	1385526	PROBATIONARY 2	PT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
545	1407929	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
546	910708	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
547	1879146	PROBATIONARY 2	PT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
548	1996479	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
549	2089343	PROBATIONARY 2	PT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
550	1707833	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
551	947741	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3

552	390097	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
553	299324	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
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557	1594257	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
558	2086972	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
559	300969	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
560	1754289	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
561	2089424	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
562	391379	PROBATIONARY 2	PT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
563	1532642	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
564	2087227	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
565	2087502	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
566	2089254	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
567	2086352	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
568	1593765	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
569	2086484	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
570	1644211	PROBATIONARY 2	PT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3



571	524468	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
572	2089505	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
573	1038729	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
574	2088754	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
575	1974688	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
576	2088053	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
578	1955268	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
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582	1659227	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
583	2087693	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
584	2088169	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
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587	2087537	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
588	1473433	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
589	2088576	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
590	2088886	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3

591	389250	PROBATIONARY 2	PT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
592	2088371	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
593	2086514	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
594	675504	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
595	1861174	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
596	1917404	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
597	2014696	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
598	2087855	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
599	1671731	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
600	1861557	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
601	2086344	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
602	1852515	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
603	1894048	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
604	879460	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
605	2087979	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
606	1526057	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
607	1894005	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
608	2086123	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
609	973114	PROBATIONARY 2	PT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3

610	1853422	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
611	1921266	PROBATIONARY 2	PT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
612	1525867	PROBATIONARY 2	FT	2020-2021	RECOMMEND MOVE TO PROBATIONARY 3
613	1996452	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
614	1995693	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
615	1996258	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
616	34258	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
617	1862359	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
618	1860631	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
619	1995820	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
620	1996355	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
621	1894072	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
622	1861522	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
623	1893998	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
624	1995677	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
625	1065963	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
626	1754270	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
627	1894021	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
628	1754025	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER

629	1996363	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
630	1995979	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
631	178780	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
632	1125001	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
633	1995308	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
634	1996401	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
635	1749196	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
636	1995634	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
637	1071459	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
638	1996088	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
639	1473654	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
640	1595385	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
641	1995774	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
642	1486594	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
643	1125540	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
644	1996517	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
645	886343	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
646	1995723	PROBATIONARY 3	PT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
647	929867	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER

648	1995235	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
649	1160664	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
650	1754033	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
651	1995952	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
652	1995359	PROBATIONARY 3	PT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
653	1995987	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
654	1322427	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
655	1554964	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
656	1995502	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
657	1862081	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
658	1537466	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
659	1385267	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
660	108650	PROBATIONARY 3	FT	2020-2022	RECOMMEND MOVE TO CONTRACT TEACHER
	<b>CONTRACT NON-RENEWAL</b>				
661	293172	CONTRACT ADMINISTRATOR	FT	2020-2022	CONTRACT NON-RENEWAL
	<b>TEMPORARY NON-RENEWALS</b>				
662	2238225	TEMPORARY ADMINISTRATOR	FT	6/30/2020	TEMPORARY CONTRACT ENDS

663	1237152	TEMPORARY	PT	6/12/2020	TEMPORARY NON-RENEWAL
664	2080753	TEMPORARY	FT	6/12/2020	TEMPORARY NON-RENEWAL
665	1583549	TEMPORARY	FT	6/12/2020	TEMPORARY NON-RENEWAL
666	2088266	TEMPORARY	FT	6/12/2020	TEMPORARY NON-RENEWAL
667	2237792	TEMPORARY	FT	6/12/2020	TEMPORARY NON-RENEWAL
668	2237466	TEMPORARY	FT	6/12/2020	TEMPORARY NON-RENEWAL
669	2238640	TEMPORARY	PT	6/12/2020	TEMPORARY NON-RENEWAL
670	1127179	TEMPORARY	FT	6/12/2020	TEMPORARY NON-RENEWAL
671	1617389	TEMPORARY	FT	6/12/2020	TEMPORARY NON-RENEWAL
672	1769677	TEMPORARY	FT	6/12/2020	TEMPORARY NON-RENEWAL
673	2237938	TEMPORARY	FT	6/12/2020	TEMPORARY NON-RENEWAL
674	240349	TEMPORARY	FT	6/12/2020	TEMPORARY NON-RENEWAL
675	391719	TEMPORARY	FT	6/12/2020	TEMPORARY NON-RENEWAL
676	1009729	TEMPORARY	PT	6/12/2020	TEMPORARY NON-RENEWAL
677	2237423	TEMPORARY	FT	6/12/2020	TEMPORARY NON-RENEWAL
678	1847821	TEMPORARY	FT	6/12/2020	TEMPORARY NON-RENEWAL
679	1996231	TEMPORARY	FT	6/12/2020	TEMPORARY NON-RENEWAL
680	2237903	TEMPORARY	FT	6/12/2020	TEMPORARY NON-RENEWAL
681	395587	TEMPORARY	FT	6/12/2020	TEMPORARY NON-RENEWAL
682	1038494	TEMPORARY	FT	6/12/2020	TEMPORARY NON-RENEWAL
683	1656156	TEMPORARY	PT	6/12/2020	TEMPORARY NON-RENEWAL

**FIRST READING & REVIEW**

**DATE: MARCH 9, 2020**

**2020-2021 BOARD MEETING SCHEDULE**

**RELEVANT DATA:**

Board members are provided with copies of the proposed 2020-2021 Board Meeting Schedule as a first reading.

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.

**RECOMMENDATION:**

It is recommended that the Board of Directors review, as a first reading, the 2020-2021 Board Meeting Schedule as presented.

**SUBMITTED BY:**

Todd Hamilton  
Superintendent



**SPRINGFIELD**  
**PUBLIC SCHOOLS**  
Every Student, Every Day

## Board Meeting Schedule 2020-2021

Springfield Board of Education Business Meetings will typically be held one time per month beginning at **7:00 pm, unless otherwise noted on the district website:** [www.springfield.k12.or.us/boardmeetings](http://www.springfield.k12.or.us/boardmeetings). Additional Work Sessions will be held throughout the 2020-2021 School Year. **Meeting dates are subject to change.** Only one meeting is scheduled for the months of November, December, March, and May; no meetings are scheduled in July.

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 & Business Meeting

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



**BOARD POLICY UPDATES  
SECTION G**

**RELEVANT DATA:**

Consistent with the direction of the school board, the school district has begun the process of updating all district policies over the next 18 months. With the assistance and guidance of the Oregon School Board Association staff, district staff respectfully submit Section G of the Springfield School Board Policy Manual for your review.

**RECOMMENDATION:**

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

- Section G (Link: <http://bit.ly/2xh5Pnf>)

**SUBMITTED BY:**

Jenna McCulley  
Community Engagement Officer

**RECOMMENDED BY:**

Todd Hamilton  
Superintendent

## **SUPPORT FOR SPREADING KINDNESS CAMPAIGN**

### **RELEVANT DATA:**

The Spreading Kindness Campaign is for all citizens of Eugene-Springfield to benefit from greater kindness – at home, at work and as part of our community. Campaign members are trying to create a culture of kindness by giving greater visibility to the many acts of kindness that are already taking place in Eugene-Springfield, encouraging more acts of kindness, engaging in more conversations about kindness, listening to what kindness means to all segments of our communities, recording a million acts of kindness and celebrating our kindness.

Springfield Public Schools believes that student success is our most important outcome. The success of our students depends on the collective community coming together to support *every student, every day*. We believe in fostering safe, healthy and engaging environments and promoting an inclusive culture that draws on the assets of students, staff and community – values and beliefs that are in alignment with the Spreading Kindness Campaign.

Many of our Springfield Public Schools are already participating with the Spreading Kindness Campaign, and are offering students opportunities to perform acts of kindness for fellow students, teachers and family.

At the regular Board meeting in January, Chair Bessett requested that Superintendent Hamilton prepare a formal letter for the Board in support of the spreading Kindness Campaign and declare Springfield Public Schools as a “District of Kindness.”

### **RECOMMENDATION:**

It is recommended that the Board of Directors recognize Springfield Public Schools as a “District of Kindness” and send a letter of support to the Spreading Kindness Campaign.

### **SUBMITTED AND RECOMMENDED BY:**

Todd Hamilton  
Superintendent

March 9, 2020

Stan Paine  
Spreading Kindness Campaign

Subject: Support for Spreading Kindness Campaign

Springfield Public Schools believes that student success is our most important outcome. The success of our students depends on the collective community coming together to support every *student, every day*. We believe in fostering safe, healthy, and engaging environments and promoting an inclusive culture that draws on the assets of students, staff, and community – values and beliefs that are in alignment with the Spreading Kindness Campaign.

We believe that a focused emphasis on proactive kindness can strengthen efforts to support student's social emotional learning, improve school climate, increase attendance and engagement, and decrease bullying and disruptive behavior.

Kindness contributes to improving our well-being and the well-being of those around us. Through acts of kindness we are able to bridge differences and empower individuals and communities. Kindness is free and accessible to everyone.

Increasing the level of kindness and creating a culture of kindness in the district is desirable, as it can make a positive difference in the lives of our students, staff, and families and can aid in the betterment of our community.

The Springfield Public Schools Board of Directors supports the local Spreading Kindness Campaign and the efforts to make Eugene and Springfield "Cities of Kindness."

Furthermore, we support Springfield Public Schools as a "District of Kindness" and encourage our community to join the April 16<sup>th</sup> community kindness event at the Wildish Theater, "Listening to our Youth: Envisioning a Community of Kindness."

Sincerely,

Zach Bessett, Chair  
Board of Directors  
Springfield Public Schools

**PURCHASE OF PROPERTY**

**RELEVANT DATA:**

After years of moving in and out of escrow, the 100-acre parcel of land on Marcola Road has been purchased by a Lake Oswego, Oregon based developer. 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)

Phase 1 is scheduled to begin Spring 2020, without a published timeline for additional phases. Additionally, there is reserved property within the development for approximately 200 apartment units constructed on 9.42 acres, 5.83 acres of senior housing and 5.0 acres dedicated to commercial use. Based on historical trends, the School District would yield an estimated 320 students from this developing neighborhood. The property lies entirely within one existing elementary school's boundaries, one existing middle school's boundaries and one existing high school's boundaries.

Currently the existing elementary school (Yolanda) may absorb (at most) approximately 20% of anticipated new students and the existing middle school may absorb (at most) approximately 40% of anticipated new students. The high school is anticipated to have the capacity to absorb any expected new students.

The Springfield School District is proposing to purchase 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.

The financing authorization will be presented at a future Board meeting. Brett Yancey is available for questions.

**RECOMMENDATION:**

It is recommended that the Board of Directors authorize the purchase of the 13.64 acre parcel of "Marcola Meadows" property, and direct the Superintendent and/or Chief Operations Officer to finalize the purchase agreement and obtain the property for the selling price, not to exceed, \$1 million (one-million dollars), plus applicable closing costs.

**SUBMITTED BY:**

Brett Yancey  
Chief Operations Officer

**RECOMMENDED BY:**

Todd Hamilton  
Superintendent

**BOARD AND SUPERINTENDENT OPERATING AGREEMENTS**

**RELEVANT DATA:**

In an effort to ensure effective district operations and oversight, the Springfield School Board revisited their collective operating agreements articulating how the Board of Directors will interact together as a governing body, as well as with the superintendent and district administration.

On February 24<sup>th</sup>, during a work session of the school board, consensus was reached on the following working agreements. The proposed draft includes revisions from previous meetings.

**RECOMMENDATION:**

It is recommended that the Board of Directors move to approve the following operating agreements as attached: *BOARD AND SUPERINTENDENT OPERATING AGREEMENTS*.

**SUBMITTED & RECOMMENDED BY:**

Todd Hamilton  
Superintendent

## **BOARD AND SUPERINTENDENT OPERATING AGREEMENTS**

### **A. Purpose of Agreement**

The School Board of Directors is the Policy making body for Springfield Public Schools. To effectively meet the system's challenges the School Board of Directors must function with the Superintendent as a cohesive leadership team. To ensure unity in purpose and clarity in process; effective group agreements must be in place. The following are the group agreements for the Springfield School Board of Directors and Superintendent.

### **B. Board Member Job Description**

1. Work as a team to set the long-term direction of Springfield Public Schools with a clear vision, mission statement, measurable goals, and priorities.
2. Focus on policymaking, policy-review, planning, and evaluation.
3. Manage Board processes including Board-Superintendent Operating agreements and participating in an annual self-assessment of the Board's performance.
4. Set priorities for Board professional development annually, pursuing continuous improvement through regular board work sessions and OSBA professional development activities.
5. Supervise the hiring, performance evaluation, and other personnel management processes related to the Superintendent.
6. Work with the Superintendent as a team, recognizing that the Superintendent is the Board's advisor.
7. Respect the Superintendent's responsibility to manage the day-to-day operations of the District and to direct employees in District and school matters.
8. Maintain effective two-way communication with students, staff, and the public. This will include Board highlights and key items from Board meetings in district communication avenues such as the District website.
9. Be accountable for the financial stewardship of the District, including but not limited to the following responsibilities: serving on the Budget Committee, aligning resources with goals and priorities, setting expectations, monitoring progress, officially adopting the Budget, and accepting the annual Budget report.
10. Deliberate and make decisions in accordance with public meeting law. Foster a positive Board environment; encouraging debate, different points of view, and listening, doing so with care and respect.
11. Understand that as an individual, a Board member has no authority. It is when acting as a body that a majority of the Board has influence
12. Board members will adhere to standards of ethical conduct and professionalism. They will also maintain confidentiality according to the Oregon Revised Statute standards, particularly in executive session and administrative function sessions, including when interacting with staff, elected officials, and the community.

### **C. Role of Board Leadership: Board Chair/Vice Chair**

1. Manage the Board's process; convene meetings; develop the Board agenda with the Superintendent, seeking Board member input; and execute documents, as appropriate.
2. Serve as the authorized spokesperson for the Board with regard to Board policy, process, and decisions. The Chair may delegate this responsibility to other Board members and/or the Superintendent.
3. Communicate with individual Board Members concerns shared with the Chair by other Board members regarding issues agreed to in the Operating Agreement.
4. Facilitate the orientation of new Board Members.
5. Assist the Superintendent in communicating important information to the full Board. Keep Board members apprised of information exchanged with the Superintendent.
6. The Vice Chair will perform these duties when the Chair is not available.

### **D. Role of the Superintendent**

1. Manage the day-to-day operations of the District.
2. Work as a team with Board Members.
3. Work with the Board to establish a clear vision for the District and affirm it annually.
4. Collaborate with the Board to set annual District goals.
5. Work with the Chair and Vice Chair to effectively bring information and issues to the Board to facilitate proactive, data-driven decisions on policy and budget/revenue issues.
6. Facilitate and direct communication between the central office staff and the Board that will require more than 20 minutes of staff time or when confidential by nature.
7. Provide regular communications to the Board. This may include: scheduling information for activities and events, as well as notice, follow-up or resolution of issues.

### **E. Meeting Operations and Decision Making**

1. Respect the scheduled starting and ending times for meetings. Executive sessions and work sessions will end no later than 10 minutes before Board meetings. The Vice Chair will assist the Board Chair with keeping on schedule.
2. Attend and be fully engaged with a minimal distraction from cell phones, etc. at regularly scheduled Board meetings unless prevented by sickness or an unavoidable cause.
3. Cooperate in scheduling special meetings and/or work sessions for planning and training purposes.
4. Prepare for Board meetings by completing the following:
  - a. Read the complete Board packet prior to the meeting. Board Packets will be provided via email or posted online no later than the Friday prior to a Board meeting. A hard copy may also be picked up at the District Office on the Friday afternoon prior to a meeting.
  - b. Ask questions you may have regarding the information in the Board Packet of the Superintendent or members of the Executive Team prior to the day of the meeting if possible.
  - c. If after you have asked questions you intend to pull an item from the consent agenda, please notify the Board Chair and/or Superintendent before the meeting.
  - d. Be clear in communication with the Superintendent and Board Chair prior to the meeting to avoid surprises at Board meetings.

- e. Make it a goal to make no new proposals on the night that the Board is scheduled to make a decision or take action.
- f. Items for discussion should be brought first to the Board Chair or Superintendent to be placed on the agenda by Monday the week prior to a scheduled Board meeting.
- 5. Board meeting discussions should be thorough yet concise and pertinent to the issues on the agenda.
- 6. Cast a vote on all matters except when a conflict of interest arises.
- 7. Uphold decisions that have been made by the Board.

## **F. Communication**

- 1. Communicate openly and honestly.
- 2. Respect differences and listen well and for positive intent.
- 3. Operate as representatives and make decisions in the best interest of the whole District. Consider research, best practices, evaluative data and public input in making mindful and purposeful decisions. Being mindful of the needs of ALL the children in our District and the interests of our collective community.
- 4. Focus on the situation, issue, or behavior- not the person.
- 5. When a Board Member receives an informal complaint, listen carefully and empathetically. Direct the person to solve the problem at the lowest level.
  - a. Please talk with the teacher.
  - b. Please talk with the principal.
  - c. Please talk with the Superintendent.
- 6. Formal complaints must be forwarded to the Superintendent; the Superintendent or designee hears these. Complainants may appeal the Superintendent's decision to the School Board.
- 7. If a complainant is unwilling to speak to the Superintendent, a Board member may share the issue and the source of the complaint/concern/criticism of the District with the Superintendent. The Superintendent will keep the Board informant "source" confidential at the request of a Board member but every effort should be made to encourage trust and open communication. This is the best hope for full understanding and resolution.
- 8. Community Communication with the entire Board via Email: When the entire Board receives communication from a community member, the Board Chair will respond. A "footnote" statement will be added to the bottom of the response so that patrons understand that it is the practice of the Board that the Board Chair will respond on behalf of the Board. The footnote will read as follows:
 

"To assure that Board conversations and deliberations do not occur through email, the Board Chair will respond on behalf of the Board. School Board Members only deliberate when gathered as a quorum as outlined in the Public Meeting Law. All Board members will receive the response given by the Board Chair."
- 9. When a single Board member receives a communication from a member of the public he/she may respond to that patron as an individual Board member. The Board member may elect to forward the email and his/her response to the Board Chair or full Board if he/she wishes.



10. When a concern or problem arises with an individual Board Member, communicate first with the Board Member. If the issue is not resolved, communicate with the Board Chair and finally with the Superintendent if necessary.
11. To increase transparency in district operations and Board oversight, the Superintendent should be included in meetings between a Board Member and key stakeholders.
12. When possible and appropriate, responses to public questions should be included in Superintendent-Board updates.

#### **G. Board or Superintendent Committees**

**Board Committees:** The committee chair is responsible for implementing the charge of the Board. The committee chair will provide regular updates of committee progress to the Board. External communication of committee progress is the responsibility of the committee chair – the committee chair will provide advanced copies to the Board and the Superintendent of any external communication 36 hours before release.

**Superintendent Committees:** Board members may be asked to serve on a Superintendent or District committee. The Board member is a representative of the Board to staff, student, parent and community members. Board members serving on a committee should temper their participation, mindful of their position as an elected official. Board members serving on a committee are to respect the role of the committee chair and refrain from initiating a new direction for the committee or initiating formal community input except when requested by the committee chair. The Board representative on a Superintendent or District committee will assist the Superintendent in reporting committee progress to the Board. Voting rights will be determined on a case-by-case basis.

**SPRINGFIELD SCHOOL DISTRICT 19**  
**SECTION A/B: BOARD GOVERNANCE AND OPERATIONS**  
**TABLE OF CONTENTS**

<b>POLICY TITLE</b>	<b>CODE</b>
The People and Their School District .....	AB
Nondiscrimination .....	AC
Discrimination Complaint Procedure .....	AC-AR
Americans with Disabilities Act .....	ACA
Educational Philosophy .....	AD
District Goals .....	AE
Board Goals .....	BA
Board Legal Status .....	BB
Board Powers and Duties .....	BBA
Individual Board Member's Authority and Responsibilities .....	BBAA
Board Elections .....	BBB
Board Member Qualifications .....	BBBA
Board Member Resignation .....	BBC
Board Member Removal from Office .....	BBD
Vacancies on the Board .....	BBE
Board Member Ethics .....	BBF
Board Member Ethics and Conflicts of Interest .....	BBFA
Board Member Ethics and Nepotism .....	BBFB
Board Organization/Board Organizational Meeting .....	BC/BCA
Board Officers .....	BCB
Board-Superintendent Relationship .....	BCD
Advisory Committees to the Board .....	BCF
Attorney for the District .....	BCG
Board Meetings .....	BD/BDA
Special and Emergency Board Meetings .....	BDB
Executive Sessions .....	BDC
Board Meeting Procedures .....	BDD
Notification of Board Meetings .....	BDDA
Quorum at Board Meetings .....	BDDD
Conduct of Board Meetings .....	BDDF
Minutes of Board Meetings .....	BDDG
Public Participation in Board Meetings .....	BDDH
Public Hearings .....	BDE
Policy Development .....	BF
Adoption and Revision of Policies .....	BFC
Administrative Regulations .....	BFCA
Board Policy Implementation .....	BFD
Suspension of Policies .....	BFF
Orientation of New Board Members .....	BH/BHA
Board Member Compensation and Expense Reimbursement .....	BHD
Board Legislative Program .....	BI
Board Memberships .....	BJ
Evaluation of Board Operational Procedures .....	BK