

SCHOOL BOARD APPRECIATION RECEPTION

Board Chair Zach Bessett invited those in attendance to have cake and punch, mingle with the Board members and share their appreciation for the work they do to support our students, families and staff.

BUSINESS MEETING MINUTES

A Regular Meeting of the Springfield School District No. 19 Board of Education was held on January 13, 2020.

1. CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

Board Chair Bessett called the Springfield Board of Education meeting to order in the Board Room of the District Administration Center at 7:01 pm and led the Pledge of Allegiance.

Attendance

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

District staff and community members identified included Superintendent Todd Hamilton, David Collins, Jenna McCulley, Judy Bowden, Whitney McKinley, Suzanne Price, Brian Megert, Jeff Michna, Brett Yancey, Dustin Reese, Jeff Fuller, Anne Goff, Charlie Jett, Lesa Halley, Michelle Reiersgaard, Chris Reiersgaard, Jonathan Gault, Jeremy Hugo, Colleen Hunter, Lacey Macdonald, Amber Mitchell, Abby Bessett, Tanya Gibson, Sandi Eisele, Becky Lamb, Brandi Starck, Vanessa Truett, Tony Scurto, Linda O'Shea, José da Silva, Cora Hall, Jaiden Mitchell, Joan Bolls, Joy Marshall, Mindy LeRoux, Shelley Nurre, Chad Towe, Jeff Mather, Missy Cole, Marilyn Williams, Charlie Clark, Scott Chase, Kathy Savelich, Aliya Hall of the *Chronicle* and Jordyn Brown of the *Register Guard*.

2. APPROVAL OF THE AGENDA

There were no changes to the agenda.

MOTION: Naomi Raven moved, seconded by Todd Mann to approve the agenda as presented.

Motion passed: 4:0

3. PRESENTATIONS

A. School Board Recognition Month Proclamation

Superintendent Hamilton read the following proclamation in recognition of School Board Appreciation Month:

School Board Recognition Month Proclamation

WHEREAS, school boards create a vision for what students should know and be able to do;

WHEREAS, school boards establish clear standards for student performance;

WHEREAS, school boards ensure that student assessments are tied to established standards;

WHEREAS, school boards are accountable to the community for operating schools that support student achievement;

WHEREAS, school boards align school district resources to ensure that students meet standards;

WHEREAS, school boards create a climate that supports the philosophy that all children can learn at high levels;

WHEREAS, school boards build collaborative relationships based on trust, teamwork and shared accountability; and

WHEREAS, school boards are committed to continuous education and training on issues related to student achievement;

NOW, THEREFORE, we hereby declare our appreciation to the members of the *Springfield Public Schools Board of Education* and proclaim the month of January to be School Board Recognition Month.

We urge all citizens to join us in recognizing the dedication and hard work of local school board members in preparing today's students for tomorrow's world.

Dated this 13th day of January 2020.

B. School Presentation: Ridgeview Elementary School

Principal Jeremy Hugo shared an overview of the goals for Ridgeview Elementary School this year, which were based in the following board goals:

- Provide personalized learning opportunities for all students
- Support the needs of families so that all students are ready to learn
- Promote growth and success for every student

Staff worked with the instruction department to focus their work on:

- Guaranteed and viable curriculum: ensure that all students have an equal opportunity to learn, have access to an effective or highly effective teacher and access to the same content, knowledge and skills in each section or class
- Multi-tiered systems of support: use a framework to provide a guaranteed and viable curriculum by implementing quality instructions practices and strategies
- Quality instruction: standards of practice that allow all staff to have a clear understanding of instructional and assessment practices and strategies

From this work they developed their vision for the year: *Equitable and Culturally Responsive Practice, Access and Outcomes "Every Student, Every Day"*

Principal Hugo shared a video highlighting students and staff sharing their experiences at Ridgeview. One of the highlights was their ability to work together and give food boxes to 30 families during the holiday season. There have also been several improvements to the building including a running track, new carpeting, exterior paint, a large wood carving of their Skyhawk and a digital reader board.

Mr. Mann asked for additional information about the Catch Program. Principal Hugo shared they had received physical education equipment, grant funds and training curriculum which provided more physical activity for students during their school day. Staff have noticed this has helped with student behavior.

C. Student Communication

Cora Hall, representing Springfield High School, shared a report about the incentive program intended to recognize and reward students who demonstrated the characteristics of the school motto “SHARP”; Self-aware, honest, appreciative, respectful and persist.

Ms. Hall extended an invitation to the board to attend the SHS Advanced Theater’s presentation of “A Night of One Act Plays” on January 17 & 18 at 7:00 p.m. Admission will be a donation of canned food.

January 23-25 at 7:00 p.m. the SHS Acting Ensemble will present a “Mis-Cast” in a café style setting and canned food donations will be accepted as an entrance fee.

The school was pleased to announce they have new coaches for wrestling and girls’ and boys’ basketball.

The end of the semester is approaching and students are preparing for finals at the end of the month.

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.

Ms. Colleen Hunter, who resides at 4921 Glacier Drive, Springfield, congratulated the board and thanked them for their service. She shared about her experience attending the Oregon State Board of Education meeting in November. She enjoyed listening to Mr. Scott Nine who spoke about the Student Success Act and his desire to see collaboration between school districts. Ms. Hunter asked that Bethel, 4J and Springfield school districts consider collaborating in this way.

5. ACTION ITEMS

A. Approve Consent Agenda

- 1. December 9, 2019 Board Work Session Minutes**
- 2. December 9, 2019 Board Meeting Minutes**
- 3. Financial Statement**
- 4. Personnel Action, Resolution #19-20.025**

New Hires

Karen Belshaw
Quincy Hayden
Julie Kemper

Jamie Smith

Resignations

Jose Araya-Yampey

Amy Page

Phoebe Slocum

Retirement

Diane Ray

Change of Contract Status

Diane Ray

5. Division 22 Compliance Report

Each district in Oregon is required to adhere to the requirements for public education outlined in OAR Chapter 581, Division 22. In response to requests from districts to Oregon Department of Education to lessen the reporting burden, the 2018-19 Assurance submission includes responses to questions about Oregon Administrative Rules

The attached document indicates areas of compliance with OARs for Springfield Public Schools.

District is out of compliance in only three areas. The areas and compliance plan are:

- 581-022-2045 Prevention Education Programs in Drugs and Alcohol.

As part of the Health/PE committee work, we revised standards and planning for 2019-20 compliance.

- 581-022-2055 Human Sexuality Education.

Through our Health/PE committee adoption work we are in compliance at the elementary level with compliance at the secondary level in the 2019-20 school year.

- 581-022-2355 Instructional Materials Adoption.

Due to the recession and lost revenue streams the District became out of compliance. The District is developing a plan to become fully compliant. We have a fiscal investment and adoption plan that will bring the District in compliance.

David Collins recommended the Board of Directors accept the assurance standards as presented.

Motion: Dr. Emilio Hernandez moved, and Vice Chair Naomi 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, 4:0.

B. Adopt Board Policy

1. GCN/GDN – Evaluation of Staff, Resolution #19-20.025

In an effort to continue refining processes by which classified staff are evaluated, district staff respectfully submitted changes to policy GCN/GDN to the Springfield School Board of Directors for a first read on December 9, 2019.

The district submitted policy GCN/GDN for Board approval and inclusion in the Springfield School Board Policy Manual.

Dustin Reese recommended the Board of Directors approve the following policy:

- GCN/GDN – Evaluation of Staff

Motion: Vice Chair Raven moved, and Mr. Mann seconded the motion to adopt board policy GCN/GDN – Evaluation of Staff.

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

Motion passed, 4:0.

C. Approve Contingency Request, Resolution #19-20.026

During the week of December 16, 2019, Springfield High School’s primary boiler in the main gymnasium failed. There is a total of three (3) boilers that provide heat and domestic hot water for the gymnasium complex at the high school. All three boilers are original to the build (late 1960’s) and are no longer able to be repaired. With the failure of the primary boiler District technicians assessed the remaining two (2) boilers continuing to function. It was determined that it was in the District’s best interest to replace all boilers, including the expansion tanks, in the gym complex, as it was likely inevitable that the remaining two units would fail in the near future. Fortunately, with modernized units, the District is able to replace the three (3) original boilers with two (2), higher efficient boilers.

Realizing the importance of having boilers operational as soon as possible, the District immediately located replacement units through Cole Industrial of Tualatin, Oregon. Two units were located, ordered and shipped on Friday, December 20th. These units were received on Thursday, December 26th. Based on prior work experience, District administrators were able to design the fabrication specs and install the primary unit during the week of December 30th, avoiding any further delays. The work accomplished replaced the primary unit for the main gym, providing heat when students and staff returned on Tuesday, January 7th. Domestic hot water should be available within the next week when the District receives the expansion tank. The remaining boiler, original to the gymnasium build, continues to function and will be replaced during the next extended school break (March 23, 2020).

Realizing the District was on a very tight timeline to complete the project prior to the return of staff and students, the District moved forward with the necessary repairs. Unfortunately, there was not the adequate time to competitively bid the units, based on availability and time constraints. The total estimated cost to complete the replacement is approximately \$110,000 (equipment & materials), with the District installing the units in-house. At the time of the 2019-2020 budget adoption this project was unknown, therefore the requirement to allocate contingency resources is necessary.

RECOMMENDATION:

Brett Yancey recommended the Board of Directors allocate contingency resources and authorize the purchase for the Springfield High School Boiler project as follows:

General Fund:

100-6110-0810	(\$110,000)
100-4150	\$110,000

Motion: Todd Mann moved, and Dr. Hernandez seconded the motion to approve the allocation of contingency resources and authorize the purchase for the Springfield High School Boiler Project as presented.

Chair Bessett called for discussion; there was none.

Chair Bessett called for the vote.

Motion passed, 4:0.

6. Discussion

A. 2019-2021 Lane ESD Local Service Plan, Year Two

Lane ESD Superintendent Tony Scurto and Lane ESD Board Director Vanessa Truett shared a presentation about the work of Lane ESD. There are 19 Education Service Districts in Oregon and they receive 4.5% of the State School Fund to provide services to school districts. For many districts, it is more economical to receive the services from the ESD than provide them in house.

The four core service areas include:

- Administration
- Technology
- Special Education, Lane School
- School Improvement

Districts must vote to approve a two-year plan as presented by Lane ESD. 2020-2021 is the second year of the current plan which the board was asked to review.

B. 2020-2021 Academic Calendar

David Collins shared the 2020-2021 academic calendar with the Board. He said the calendar includes 175 school days for students, one (1) full day collaboration for staff (January 4), 15 early release/collaboration days.

Mr. Collins recommended that the Board of Directors review, as a first reading, the 2020-2021 academic calendar as presented.

C. 2020-2021 Inter-District Student Transfers

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 2020-21 school year.

Students entering grades Kindergarten through 11th 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 should they wish to request to attend a school outside their resident boundary school.

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

7. Information/Reports

A. Student Success Act

Superintendent Hamilton and Assistant Superintendent Collins shared an update about where the district is regarding the application for funds from the Student Investment Account (SIA). A district team is developing the next steps to be taken to follow-up on last fall's discussions and work. There are focus groups working to refine the thoughts and priorities that have been shared. Information will be posted online for the community to review and give input before it is presented to the board for approval in April.

B. Superintendent Communication

Superintendent Hamilton shared that he visited Willamalane and came away very impressed and excited by all that they have to offer our community and our schools.

Early Learning Alliance, which is coordinated by United Way, met again the previous Friday. They are currently engaged in the process of applying for the available Preschool Promise Funds, but are being limited by new guidelines. The hope for SPS is to be able to continue with the regulations already in place and not have to reset everything.

He also shared that there was a great community outpouring of caring for the district's children in the form of food, backpacks and other gifts around the holidays.

C. Board Communication

Chair Bessett shared about visiting his wife's classroom to assist her students while they were making ginger bread houses and with the distribution of community donated gifts to her students. He also spoke about meeting with Stan Paine and learning about the Kindness Campaign. He directed staff to prepare a letter in support of the campaign to be reviewed by the board at their February 10th business meeting.

Dr. Emilio Hernandez reminded all about the upcoming dinners at local agencies. During the holiday season he was able to serve lunch at Briggs Middle School and participate in the shoe and backpack giveaway at Guy Lee.

Mr. Mann talked about being at Guy Lee for their shoe and backpack giveaway. He also attended his first LCOG board meeting and was impressed with all they accomplish. He is looking forward to supporting them in all they do. LCOG still needs volunteers to assist with the upcoming census.

Vice Chair Naomi Raven shared her support for the Kindness Campaign and was happy to hear so many of our schools are embracing this campaign. She asked her fellow board members to try to review the draft of the Board and Superintendent Operating Agreements and submit any edits back to her.

8. OTHER BUSINESS

There was no other business.

9. NEXT MEETINGS: January 27, 2020, Mid-Year Planning Meeting (time TBD) February 10, 2020, 7:00 pm Business Meeting

10. ADJOURNMENT

With no other business, Chair Bessett adjourned the meeting at 8:25 pm.

(Minutes recorded by Kathy Savelich)