

## BUSINESS MEETING MINUTES

A Regular Meeting of the Springfield School District No. 19 Board of Education was held on December 9, 2019.

### 1. CALL MEETING TO ORDER

Board Chair Zach Bessett called the Springfield Board of Education meeting to order in the Board Room of the District Administration Center at 7:00 pm.

#### 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, Judy Bowden, Whitney McKinley, Suzanne Price, Brian Megert, Jeff Michna, Brett Yancey, Dustin Reese, Jenna McCulley, Ken Kohl, Nancy Cameron, Charlie Clark, Mia Dumars, Niyale Moseby, Corbin Weathers, Chad Towe, Missy Cole, Jeremy Hugo, Brenda Holt, Melissa Stalder, Laura Pavlat, Polly Kohl, Mindy LeRoux, Heather Holt, Jeanette Jacobson, Sheila Minney, Joy Marshall, Heather Murray, Kenny Allen, Linda O'Shea, Jeff Parker, Ashley Bakker, Tom Bakker, Promita Bakker, Haunani Nagel, Vanessa Truett, Anne Goff, Rick Stockton, Paige Sharpe, José da Silva, Jeremy Hugo, Ken Kaymen, Colleen Hunter, Lacey, Macdonald, Ame Beard and Kathy Savelich (Minutes Recorder).

### 2. APPROVAL OF THE AGENDA

There were no changes made to the agenda.

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

Motion passed, 5:0

### 3. APPOINTMENT OF BUDGET COMMITTEE MEMBERS

Chair Bessett reported the Board interviewed three candidates, Nancy Cameron, Charlie Clark and Ken Kohl for Position 2 and 3 on the Budget Committee in a work session that took place earlier that evening. These two terms will expire on December 31, 2019. He called for a motion to appoint the new Budget Committee member for Position 3.

**Motion:** Naomi Raven moved, seconded by Lisa Barrager, to nominate Ken Kohl to serve on the Budget Committee in Position 3 beginning January 1, 2020 through the term ending December 31, 2023.

Chair Bessett called for discussion. Dr. Hernandez thanked the applicants.

Chair Bessett called for a roll call vote. Ms. Raven: yes, Mr. Mann: yes, Mr. Bessett: yes, Dr. Hernandez: yes and Ms. Barrager: yes

The motion passed, 5:0 to appoint Ken Kohl to Position 3 on the Budget Committee.

Chair Bessett called for a motion to appoint the new Budget Committee member for Position 2.

**Motion:** Todd Mann moved, seconded by Chair Bessett, to nominate Nancy Cameron to serve on the Budget Committee in Position 2 beginning January 1, 2020 through the term ending December 31, 2023.

Chair Bessett called for discussion. There was no discussion.

Chair Bessett called for a roll call vote. Ms. Raven: yes, Mr. Mann: yes, Mr. Bessett: yes, Dr. Hernandez: yes and Ms. Barrager: yes

The motion passed, 5:0 to appoint Nancy Cameron to Position 2 on the Budget Committee.

#### **4. PRESENTATIONS**

##### **Consolidated Annual Financial Report and 2018-19 Audit**

Kenny Allen from Pauly, Rogers and Co., PC and Joan Bolls, Springfield Public Schools internal auditor shared a presentation on the Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2019. Ms. Bolls acknowledged the team that helped put together the CAFR, which the district is required by state statute to file each year. The team members included Brett Yancey, Brenda Holt, Laura Pavlat, Melissa Stalder, Heather Murray, Susan Bernatzki, and Doug Darling who facilitated the printing of the document. She said that Board members were provided a copy of the document prior to the Board meeting and that the document was also published on the district's website. She added that extra effort was made to make the report more transparent.

##### **Thurston High School Presentation**

Principal Chad Towe and Assistant Principal Missy Cole shared a presentation with the Board about how their Instruction department goals and mission statement, *Thurston High School is a caring community dedicated to preparing graduates for a successful future by educating, supporting and inspiring all learners* support the Board Goals. The following highlight their graduation rates and some of their programs:

2017-2018

- 81% on time graduation
- 86% five year completion

2018-2019

- 77% regular attenders
- 89% 9th grade on track

2019-2020

- 12% Latina/o
- 10% Multi-racial
- 4% Asian, African- American, Native American
- 23% Students with Special Needs
- 29% Free and Reduced Lunch
- 1264 Students

School Board Goals are reflected in THS Instruction Departments goals:

- Guaranteed & Viable Curriculum
- Multi-tiered Systems of Support
- Quality Instruction

Board Goal #1 – Provide personalized learning opportunities for all students = Educate

- Personalized Learning Interventions
- Expository Writing
- Summer School
- CTE

Board Goal #2 – Support the needs of families so that all students are ready to learn = Support

- Key Behavioral Interventions
- Academic Success Coach
- Attendance Support
- Tutoring Center
- Colt Compliment Cards
- ASK. Check. Tell.

Board Goal #3 – Promote growth and success for every student = Inspire our students. The following are the statistics for the 2019 graduates post graduation plans:

- 6% - Workforce
- 6% - Trade Schools
- 25% - 4-year degree
- 58% - 2-year degree
- 5% - Military

Two new student clubs were created for students:

- ALAS (Advocating for Latina/o Achievement in Schools)
- BSU (Black Student Union)

R.E.A.L. (Respect, Excellence, Advocacy, Leadership) Campaign. They want their students to see themselves in the R.E.A.L. campaign everyday.

Board Goal #4 – Safe and Future-Ready Facilities

- The new Fabrication Lab
- Replacement of the Auxiliary Gym which was damaged in the snow storm last year

## **5. 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.*

Haunai Nagel, 690 Poltava Street in Springfield has four children in Springfield Public Schools and spoke in support of the CTE courses and felt funding from Measure 98 should help with funding the CTE program.

Polly Kohl, 91217 Donna Street in Springfield, who is a metal fabrication teacher at Thurston High School, shared positive feedback regarding the CTE programs and the need for further funding to update and replace equipment for these programs.

Jeff Parker, 2621 Augusta Street in Eugene, is the Executive Director of Northwest Youth Corps. He spoke about the need to make additional investments to supplement financial resources for the CTE program.

Ashley Bakker, 867 T Street, a sophomore at Springfield High School, spoke regarding the CTE classes and her enjoyment in taking them and what they offered her and other students. She would like to see more funding directed towards those classes and programs.

Colleen Hunter, 4921 Glacier Drive in Springfield, thanked the Board for their work. She also shared her excitement about what the district did on parent notification this year and the ability to translate the text by clicking on the translate button on the webpage. She said she is grateful for the new transportation available for families to the library.

## **6. CONSENT AGENDA**

### **A. October 28, 2019 Fall Planning Meeting Minutes**

### **B. November 12, 2019 Board Meeting Minutes**

### **C. Financial Statement**

### **D. Personnel Action, Resolution #19-20.018**

#### **Retirement**

Lucy Nelson

### **E. Out of State Trip, THS Softball, Resolution #19-20.019**

The main objective of this trip is to provide student athletes an opportunity to compete against teams outside our league and state in preparation for the upcoming school season. Other objectives are: to promote group identity through team bonding; to visit the Grand Canyon and Zion National Park.

The travel dates will be March 18-25, 2020. The students will miss three (3) days of school. The rationale for missing two or more school days is that Utah has spring break the week prior to Springfield Public Schools. Therefore, athletes will need to miss two or three days of school, depending on flights and transportation. If the team were to drive, the athletes would miss four or five days of school. The athletes will return to Springfield with five days remaining of break to complete schoolwork, rest and prepare to return to school.

Student athletes have fundraised approximately \$3,600 of the estimated \$13,000 needed to cover the cost of this trip but have planned fundraising activities. There is no cost to the district for this trip. Monies fundraised will also cover costs for substitute teachers.

David Collins recommended the Board of Directors approve Thurston High School Softball Team's request to travel to St. George, Utah to participate in the Spring Break Tournament.

### **F. Board Policy BFE Approval, Resolution #19-20.020**

Following discussion at the Board Work Session on October 23, 2019 with regards to board roles and responsibilities, the board desired the addition of the policy BFE – Administration in the Absence of Policy, to clarify the superintendent's authority to act in circumstances which fall in the absence of existing board policy.

With the assistance and guidance of the Oregon School Boards Association staff, district staff respectfully submitted the proposed policy to the Springfield School Board for first read on November 12, 2019. The

district now submits policy BFE for your approval and inclusion in the Springfield School Board Policy Manual.

Jenna McCulley recommended that the Board of Directors approve the following policy:

- BFE – Administration in the Absence of Policy

**G. Board Policy GCN/GDN, First Read**

As the district continues its work to refine processes by which classified staff are evaluated, district staff respectfully submits the proposed revision to policy GCN/GDN for the board's review.

Dustin Reese recommended that the Board of Directors review the policy revision as a first reading.

**Motion:** Todd Mann moved, seconded by Lisa Barrager, to approve the Consent Agenda.

Motion passed, 5:0.

**7. ACTION ITEMS**

**A. Consolidated Annual Financial Report and 2018-19 Audit, Resolution #19-20.021**

Oregon State law requires an annual audit of all financial transactions of the School District for all operating funds, including grant funds and trust funds. The independent accounting firm of Pauly, Rogers and Co., PC conducted the 2018-2019 fiscal year-end audit and a copy of this document was made available to the school board prior to the December 9, 2019 Board Meeting. A copy of the report is published on the district website. In addition to the Consolidated Annual Financial Report (CAFR) is the management letters for the District addressed to the School Board.

Brett Yancey recommended that the Board of Directors accept the audited financial reports for 2018-2019 as were presented during the meeting by the firm of Pauly Rogers and Co., PC.

**Motion:** Lisa Barrager moved and Vice Chair Raven seconded the motion to accept the audited financial reports for 2018-2019 as presented during the meeting by the firm of Pauly Rogers and Co., PC.

Chair Bessett called for discussion. Dr. Hernandez expressed his appreciation for the work Brett Yancey and staff put into the financial report.

Chair Bessett called for the vote.

Motion passed, 5:0.

**B. Naming of Maple Turf Field, Resolution #19-20.022**

During the 2018-19 academic year, the district was approached by a generous Springfield business owner who had identified the need for additional turf field facilities in Springfield to benefit our youth. Recognizing that financial limitations on the district's ability to build such facilities, Ike Olsson of Olsson Industrial Electric proposed to lead a private campaign to construct a turf field on the Maple Elementary School grounds.

Mr. Olsson's goal was to ensure access for students to exceptional facilities at no additional cost to the district. Through his efforts and the generous contributions of his colleagues, the field is nearing completion and is on schedule to be in full use this spring. When completed, this field will host the students of Maple Elementary on a daily basis, as well as youth baseball/softball and high school/small college softball. This facility is an asset that will be valued throughout our community for years to come.

Due to the generosity and abundance of support from community donors, the district is requesting the School Board name the athletic field after Mr. Richard Schwab. Mr. Schwab was a long-time community member and youth athletic supporter, as well as the husband of a former Maple Elementary School staff member.

Brett Yancey recommended that the Springfield School District Board of Directors approve the naming of the Maple Elementary School turf field as “Rich Schwab Field”.

**Motion:** Vice Chair Raven moved and Dr. Hernandez seconded the motion to approve the naming of the Maple Elementary School turf field as “Rich Schwab Field”.

Chair Bessett called for discussion. There was no discussion

Chair Bessett called for the vote.

Motion passed, 5:0.

**C. Middle School Health Curriculum Adoption, Resolution #19-20.023**

In accordance with Board Policy IIAA, Textbook Selection and Adoption, the titles listed in the resolution are presented to the board for approval as the comprehensive health education and prevention curriculum for grades 6-8.

These titles provide Health components correlated to the Oregon State Health Standards, and reflect the recommendation of the Springfield Public Schools Middle School Health committee.

David Collins recommended that the Board of Directors approve the request of:

*Great Body Shop, The Children’s Health Market, Inc. Grade 6*  
*Great Body Shop, The Children’s Health Market, Inc. M1*  
*Great Body Shop, The Children’s Health Market, Inc. M2*

for use in the Middle School Health Program.

**Motion:** Todd Mann moved and Vice Chair Raven seconded the motion to approve the request of: *Great Body Shop, the Children’s Health Market, Inc. Grade 6; Great Body Shop, the Children’s Health Market, Inc. M1 and Great Body Shop, The Children’s Health Market, Inc. M2* for use in the Middle School Health Program.

Chair Bessett called for discussion. Ms. Barrager asked about parental participation and family involvement and Whitley McKinley shared that there have been plans made for that.

Dr. Hernandez thanked Ms. McKinley for all the research and work put into the selection of these materials.

Vice Chair Raven stated she was impressed with the curriculum and felt it would be a good curriculum for making life-ready students.

Chair Bessett called for the vote.

Motion passed, 5:0.

## **8. Reports and Discussion**

### **A. Student Success Act**

Superintendent Hamilton and Assistant Superintendent Collins shared an update that the next set of guidelines for the Student Success Act was planned to be released December 16, 2019. The Table of Contents was made available and they believed that the district was up to date at this point with the necessary steps for completing the application process. The community input was closed, the district's review of the input had begun and updates would be sent via email.

### **B. Student Communication**

Mia Dumars representing Thurston High School shared events that have happened on campus and other events that are upcoming: promotion of creating post high school plans by students, Football team are the State Champions, girls' volleyball placed 6<sup>th</sup> in the state, Winter Dance, Intermural participation, Theater and Choir performances and the Annual Tree of Joy Project.

Niyale Moseby representing Springfield High School shared information about the school's Miller Food Drive with over 2,600 pounds of food collected, their Tree of Joy project and the band's participation in Springfield's Annual Christmas Parade.

Corbin Weathers representing Gateways High School spoke about their Attendance Challenge, a simulation of "Shark Tank" on December 19, 2019, and on December 20, there would be Holiday Feast with food provided by Texas Roadhouse to invoke a feeling of family among students and staff.

Isabella Roberts, representing Academy Arts and Academics talked about their November Art Walk, a strong student presence at the Chamber of Commerce tour at Lane Community College, a field trip to Dracula at the Very Little Theater and their Giving Tree.

### **C. Superintendent Communication**

Superintendent Hamilton shared about his activities during the previous month which included attending the Oregon School Boards Association's Conference in Portland with the entire school board; participating on a panel discussion with Superintendents Gustavo Balderas from Eugene 4J School District and Chris Parra from Bethel School District at a recent meeting of the Eugene City Club where all three shared an overview of the Student Success Act; helping with the Inclement Weather Watch Team; attending the all-school Thanksgiving luncheon at Briggs Middle School where district and community volunteers served the staff and students; and judging entries for the Maple Elementary School Science Fair.

Superintendent Hamilton asked each Board member to share their greatest take away from the OSBA Annual Convention.

### **D. Board Communication**

Chair Bessett was impacted by workshops he attended which discussed issues of equity and race and how much more there was to learn.

Ms. Barrager shared about a session regarding work practices and how addressing students' trauma is sometimes just as important as teaching the math lesson for that day.

Vice Chair Raven shared her interest and the value she received from the breakaway sessions regarding inclusion and Special Education. She added there is much to be learned and implemented in areas such as expectations of students and equity conversations.

Mr. Mann attended several financial workshops and was interested to learn additional facts around PERS.

Dr. Emilio Hernandez stated that the other members had covered his points and added that he enjoyed many of the same workshops as his colleagues. He felt the OSBA did a great job with this conference each year presenting relevant workshops for board members.

#### **9. NEXT MEETINGS**

Mr. Bessett said the next Board meeting would be a Business Meeting on January 13, 2020 beginning at 7:00pm. Vice Chair Raven will take the lead for the January 27, 2020 meeting because Chair Bessett will be in Washington DC.

#### **10. OTHER BUSINESS**

There was no other business.

#### **11. ADJOURNMENT**

With no other business, Chair Bessett adjourned the meeting at 8:50 pm.

*(Minutes recorded by Kathy Savelich)*