

## BUSINESS MEETING MINUTES

9/ A Business Meeting of the Lane County School District No. 19 Board of Education was held on November 12, 2019.

### 1. CALL MEETING TO ORDER

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

#### Attendance

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

District staff and community members identified included Superintendent Todd Hamilton, David Collins, Judy Bowden, Whitney McKinley, Suzanne Price, Brian Megert, Jeff Michna, Brett Yancey, Jenna McCulley, Colleen Hunter, Jeff Butler, Alyssa Nestler, Megan Knight, Colleen Hunter, Brandi Starck, Jeff Butler, Lesa Haley, Elizabeth Miglioretto, Michelle Smith, Jissel Smith, Sara Thornton, Ame Beard, Charles Clark, Amber Mitchell, Anne Goff, Hailee Johnson, Charlie Jett and Linda Hamilton. High School Representatives Isabella Roberts, Corbin Weathers, Niyale Moseby and Mia Damaris were also present. Victoria Stephens of the *Chronicle* and minute's recorder Kathy Savelich.

### 2. APPROVAL OF THE AGENDA

There were no changes made to the agenda.

**MOTION:** Mr. Mann moved, seconded by Dr. Hernandez, to approve the agenda as presented.

Motion passed: 4-0

### 3. SCHOOL PRESENTATION

Principal Jeff Butler introduced Alyssa Nestler and Megan Knight as staff members of the Yolanda Elementary School Leadership Team.

Principal Butler began his presentation by stating that the School Board goals and those of the Yolanda Elementary School Instructional Team matched up well, making it easier to accomplish these goals with the outcome of better student success.

#### School 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

#### Instruction Department

- Guaranteed and Viable Curriculum
- Multi-Tiered Systems of Support
- Quality Instruction
- Equitable and Culturally Responsive Practice, Access, and Outcomes “Every Student, Every Day”

## Yolanda Elementary Goals

- Training staff to be Trauma Sensitive

Alyssa Nester spoke about the next phase of training, which is expected to start in January.

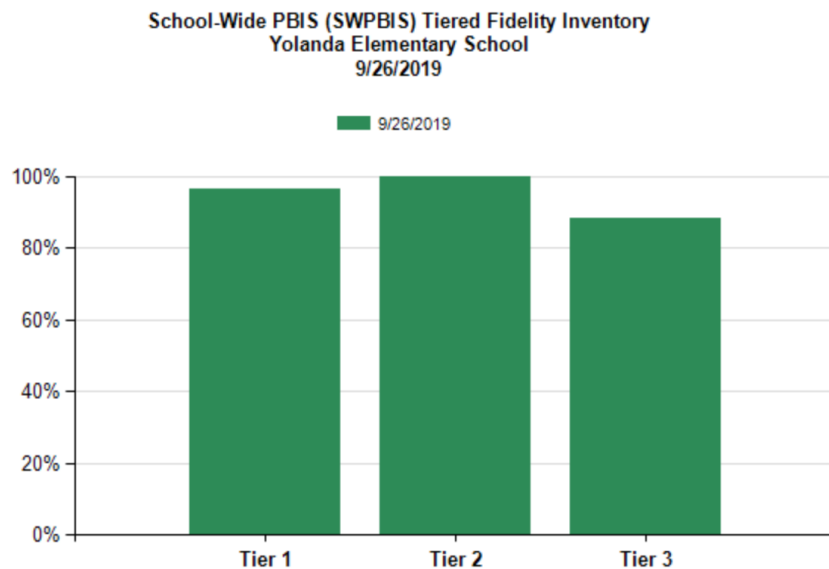
- Providing training with the use of Formative Assessments to guide our instruction

Megan Knight, the Positive Behavioral Interventions Supports (PBIS) Facilitator at Yolanda shared what their team is doing with this training, describing the “WOW” ticket program.

- Enhancing our PBIS programs to insure our student community and environment meets the needs of all students

Principal Butler explained where the school’s students are in the Tiered Behavioral System and what is included in each Tier.

- Continue to develop our Tier Two Behavioral Systems to support and meet the needs of those students and their families



President Butler then answered questions brought forth by Board Members.

## 4. PUBLIC COMMENT

Vice Chair Raven 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.*

Elizabeth Miglioretto, resident of 415 S. 42<sup>nd</sup>, Springfield, spoke about the lower student numbers at Guy Lee Elementary School and the shuffling that had to be done. She shared her appreciation for the attention given to and would like to advocate for the Dual-Immersion program at Guy Lee.

Linda Hamilton, resident of 2718 Martinique Ave, Eugene, addressed the Board Members seeking their support in her pursuit of a position on the OSBA Board of Directors for which she had been nominated.

Colleen Hunter, 4921 Glacier Dr., Springfield, talked about House Bill 2655, and the requirements regarding parental notification for opting out of state testing. She was disappointed in the way the information has been shared, calling it gray. She was hopeful that the information would soon be available in Spanish for those families needing that.

## **5. CONSENT AGENDA**

### **A. October 14, 2019 Board Meeting Minutes**

### **B. October 23, 2019 Board Work Session Minutes**

### **C. Financial Statement**

### **D. Personnel Action, Resolution #19-20.011**

#### **New Hires**

Nicole Jeffers

Hannah Thomas

#### **Retirement**

Mary Ellen Dronzek

### **E. Open Enrollment and Inter-District Transfer Update**

In 2011 Legislature passed House Bill 3681 (HB 3681), which took effect for the 2012-2013 school year. HB 3681 allows school districts to enroll out-of-district students without charging tuition, securing a one-to-one exchange or obtaining consent from the resident school district through an Open Enrollment Transfer process. This process ended July 1, 2019.

Students previously enrolled in a Springfield school through Open Enrollment guidelines are allowed to continue. Students changing school levels, i.e., elementary to middle or middle to high school; reapply for the coming year.

Inter-District transfers (IDTs), previously referred to as 1:1 Exchange transfers, were processed outside the Open Enrollment window. While IDTs no longer require an even exchange with the resident district, they do require consent from both districts.

To date, for the 2019-20 school year, we have 55 new students attending Springfield schools from other districts. There are currently 76 new students from Springfield attending other districts through Inter-District transfer guidelines.

### **F. Budget Calendar Approval, Resolution #19-20.012**

The Springfield Public Schools Board of Directors annually reviews the proposed budget calendar for the upcoming year.

Below is a recommended budget calendar for this year's budget meetings to deliberate on the 2020-2021 proposed budget. Please note that we have scheduled work sessions during the months of January, February and March with the "official" meetings scheduled for May. The Budget Hearing is scheduled for the first board meeting in June and all meetings are scheduled to begin at 6:00pm.

## **BUDGET CALENDAR 2020-2021**

January 9, 2020	Budget Committee/Board Work Session at 6:00 PM
February 13, 2020	Budget Committee/Board Work Session at 6:00 PM
March 12, 2020	Budget Committee/Board Work Session @ 6:00 PM
April 16, 2020	First Notice of First Budget Committee Meeting
April 30, 2020	Second Notice of First Budget Committee Meeting
<b>May 7, 2020</b>	<b>First Budget Committee Meeting at 6:00 PM</b>
<b>May 14, 2020</b>	<b>Second Budget Committee Meeting at 6:00 PM</b>
<b>May 21, 2020</b>	<b>Third Budget Committee Meeting at 6:00 PM (If necessary)</b>
May 28, 2020	Publish Notice of Budget Hearing
<b>June 8, 2020</b>	<b>BUDGET HEARING*</b> Resolutions adopting the budget, making appropriations, and declaring the tax levy
July 15, 2020	Deadline to certify tax levy to the county assessor (ORS 294.444 and ORS 310.060)

- \* Board of Directors may revise the approved budget by 10% in any one fund.
- Calendar built on the following assumptions:  
Meetings of the Budget Committee on Thursday evenings and regular Board meetings are held on second and fourth Monday evenings.

### **G. Board Policy BFE, First Read**

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 the absence of existing board policy.

With the assistance and guidance of the Oregon School Boards Association staff, district staff respectfully submits the proposed policy BFE for your review and inclusion in the Springfield School Board Policy Manual.

Jenna McCulley recommended that the Board of Directors review the following board policy as a first reading:

- BFE – Administration in the absence of policy

### **H. Board Policy ECACA for Approval, Resolution #19-20.013**

The district always prioritizes providing accurate and timely safety information. As technology has continued to advance to support safety initiatives, the district has begun to investigate programs that would utilize Radio Frequency Identification Devices (RFID). Prior to moving forward with any program the district is required to ensure appropriate policy exists to govern any RFID use.

With the assistance and guidance of the Oregon School Boards Association staff, district staff respectfully submits the proposed policy ECACA for your review and inclusion in the Springfield School Board Policy Manual.

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

- ECACA – Radio Frequency Identification Device

**I. Out of State Trip, THS Drama, Resolution #19-20.014**

The objective of our trip is for THS Theater students to travel to New York City, New York to view professional theatre, take master classes, participate in talk backs and provide examples/inspiration for future work. Students will be able to see diverse actors at work on Broadway and in their master classes.

David Collins recommended the Board of Directors approve Thurston High School Theater students' request to travel to New York to participate in the Pro Music Tours. Dates of travel will be March 23-26, 2020.

Students will miss no school days. Trip is during Spring Break.

Theater students have not fundraised any monies 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.

**MOTION:** Dr. Hernandez moved, seconded by Ms. Barrager to approve the Consent Agenda. Motion passed, 4:0

**6. ACTION ITEMS – Brett Yancey**

**A. Declaration of Property Surplus, Resolution #19-20.015**

Under ORS 332.155(5), the school district's Board of Directors has authority to sell any property of the District, which in the judgement of the School Board, will not be required for school district purposes.

The current site, located at 525 Mill Street, Springfield, Oregon, totals 3.3 acres and is home to the "old administration building", a small storage building, the District's Technology Center, the Central Print Services operation, a training center and a secondary warehouse. Through Board consensus, the District went through the process of splitting the single tax lot into two separate tax lots, comprised of a 1.2-acre site, including the "old administration building" and the small storage building. All other facilities are located on the remaining 2.1-acre site.

In April 2015, the District began the process of evaluating the "old administration building" for viability of continued use. The District performed a tier one Seismic Study (4/28/2015), a ground penetrating radar study (5/26/2015), and a tier two seismic study (6/5/2015). The results of these studies revealed that the existing building has several challenges and is not structurally sound. Additionally, the District engaged in a phase one environmental study and hazardous materials study, which revealed several issues that would require abatement in the event that the building was to be remodeled or demolished. In 2015, the estimated costs for repair exceeded \$8 million, which would be substantially more in today's environment.

The Springfield School District Administration Offices were relocated in January 2018, at which time the "old administration building" was vacated and has remained vacant. There is currently no intended use, or plan for future use of the facilities located on the 1.2-acre parcel located at 525 Mill Street, Springfield,

Oregon. The remaining 2.1-acre parcel is intended to continue to serve as a valuable site for the School District's future operations.

Brett Yancey recommended that the Board of Directors declare the 1.2-acre parcel of property located at 525 Mill Street, Springfield, Oregon, including the "old administration building" and small storage building, surplus property and direct staff to engage in the sale of the property.

Additionally, he recommended that the Board of Directors authorize the School Board Chair and Vice-Chair to appoint an evaluation team, which will consider proposals for the sale of the property and forward a recommendation to the School Board for action at a future date.

**MOTION:** Mr. Mann moved, seconded by Ms. Barrager to declare the 1.2-acre parcel of property located at 525 Mill Street, Springfield, Oregon, including the "old administration building" and small storage building, surplus property and direct staff to engage in the sale of the property. Additionally, to authorize the School Board Chair and Vice-Chair to appoint an evaluation team, which will consider proposals for the sale of the property and forward a recommendation to the School Board for action at a future date.

Vice Chair Raven called for discussion. Dr. Hernandez asked what the committee would be tasked with. Mr. Yancey listed some of the options the committee could consider and give their recommendations. He also suggested that board members email Chair Bessett or Vice Chair Raven if they have an interest in serving on the committee.

Motion passed, 4:0.

**B. Oregon School Boards Association Elections, Resolution #19-20.016**

Between November 11, 2019 and December 12, 2019, school boards across the state must take official action on Oregon School Boards Association Board of Directors position. School boards must take official action by December 12, 2019 and submit its vote at Oregon School Board's E-Voting Center, using information provided to board secretaries and superintendents.

The following candidates are running for Board of Directors Position 6:

- Mark Boren, Fern Ridge 28J
- Sherry Duerst-Higgins, South Lane 45J/Lane ESD
- Linda Hamilton, Lane ESD

Superintendent Hamilton recommended the Springfield Board of Directors vote to select one candidate and submit the candidate's name to the Superintendent or designee to submit this vote at the Oregon School Boards Association's E-Voting Center no later than midnight on December 13, 2019.

Vice Chair Raven shared her thoughts about the information shared regarding each of the three candidates and would like to support Linda Hamilton.

Mr. Mann discussed his opinions of the candidates and would like to support Sherry Duerst-Higgins or Linda Hamilton.

Ms. Barrager has liked the past work of Sherry Duerst-Higgins, but likes the idea of having Linda Hamilton serve in this position, bringing new eyes and a fresh outlook.

Dr. Hernandez was also in favor of Linda Hamilton being in this position. He also likes the idea of bringing in someone with fresh eyes.

**MOTION:** Ms. Barrager moved, seconded by Mr. Mann to approve the resolution for the Springfield Board of Directors vote to select Linda Hamilton and submit her name to the Superintendent or designee to submit

this vote at the Oregon School Boards Association's E-Voting Center no later than midnight on December 13, 2019.

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

Motion passed, 4-0.

### **C. Oregon School Boards Association Elections, Resolution #19-20.016**

Between November 11, 2019 and December 12, 2019, school boards across the state must take official action on Oregon School Boards Association Boards Legislative Policy Committee position. School boards must take official action by December 12, 2019 and submit its vote at Oregon School Board's E-Voting Center, using information provided to board secretaries and superintendents.

The following candidates are running for Legislative Policy Committee Position 6:

- Leonora Kent, Lane ESD
- Judy Newman, Eugene 4J
- Guy Rosinbaum, Siuslaw 97J

Vice Chair Raven recommended the Springfield Board of Directors vote to select one candidate and submit the candidate's name to the Superintendent or designee to submit this vote at the Oregon School Boards Association's E-Voting Center no later than midnight on December 13, 2019.

Ms. Barrager felt that Judy Newman had years of valuable experience, and was concerned that Leonora Kent may be too focused on rural schools.

Mr. Mann was leaning towards Judy Newman.

Dr. Hernandez liked Leonora because of her newness and thinks her focus on rural areas has been lacking and needed. He would like to support her.

Vice Chair Raven appreciated both of the women, especially liked Judy's experience with legislation.

Because of the education matters before the legislature, her skill set would be of great value. She felt that either Judy Newman or Leonora Kent would be a good match for this position.

**MOTION:** Mr. Mann moved, seconded by Ms. Barrager to approve the resolution for the Springfield Board of Directors vote to select Judy Newman and submit her name to the Superintendent or designee to submit this vote at the Oregon School Boards Association's E-Voting Center no later than midnight on December 13, 2019.

Vice Chair asked for roll call vote. Lisa Barrager: yes. Todd Mann: yes. Dr. Hernandez: yes. Vice Chair Raven: yes.

Motion passed, 4:0.

## **7. REPORTS AND DISCUSSION**

### **A. Middle School Health Curriculum Adoption**

David Collins and Whitney McKinley shared a report on the Middle School Health Curriculum adoption.

David Collins started with a review for the new board members of the materials adoption process and turned the presentation over to Whitney McKinley. This year has been focused on the middle school curriculum.

#### **Purpose of the Task Force**

- Understand Health Standards
  - Provided Full Scope of Standards

- Identified Priority Standards Embedded in State Statutes
- Communication Loop
- Conduct a Curriculum Audit
  - Building Report
  - Gaps Identified
- Review Materials Adopted by the State
  - Discussion
  - Alignment
  - Flexibility
  - Family Component
- Propose a Recommendation: *The Great Body Shop*
  - Pending Board approval at the 12/9/19 Business Meeting
  - Building (upon approval)
- Support Building Teams
  - Principal and Leadership Team
  - Scope and Sequence
  - Next Step: Healthy Teen Survey

Dr. Hernandez asked if smoking / vaping and HIV/AIDS was part of the curriculum. Ms. McKinley stated that these are all included. Ms. Barrager asked if the curriculum was available in Spanish and was told it was available in several languages. Ms. McKinley said she would verify that Spanish was one of the available languages.

#### **B. Maple Elementary Field Naming Report**

Brett Yancey shared that 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. 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 to 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 with the new softball/baseball season.

Due to the overwhelming support of the generous community donors, the district respectfully submits the request to name the athletic field after Mr. Richard Schwab. Mr. Schwab was a long-time community and youth athletic supporter, as well as the husband of a former Maple Elementary staff member.

To honor Mr. Schwab, the private donation of a metal archway entry gate is being offered by Mr. Ike Olsson and Olsson Industrial Electric.

It is important to note, that with the exception of a small amount of staff time and coordination, the construction of the turf field has been through direct and in-kind donations.

Should the board wish to support moving toward officially naming the athletic field, the district will return next month with a resolution to formally adopt the name.

Vice Chair Raven asked if there was any discussion wanted on the proposal; there was none.



### **C. Student Success Act**

Superintendent Hamilton and Assistant Superintendent Collins shared an update on the Student Success Act. Next steps and guidance for the application process expected to be available the first week of December. Postcards have been dropped (33,813) to businesses and residents in the Springfield Public Schools attendance boundary. Thoughts submitted as a result totaled 1,148, and over 30,000 ratings about those thoughts.

### **D. Student Communication**

Niyale Moseby from Springfield High School shared events that have happened or are upcoming, and the focus on student school attendance this school year with 87 % in September and 90% in October.

Corbin Weathers from Gateways High School stated that Parent Teacher conferences were highly attended and successful. There have been several art events that have been met with great excitement and there are more to come.

Isabella Roberts from the Academy of Arts and Academics (A3) shared that school spirit is a main focus this year. The Administration came up with a school motto, "We are one, we are family, we are leaders". The annual food drive has started, and the food gathered will be donated to Food for Lane County. An annual comedy show was scheduled for the upcoming weekend.

### **E. Superintendent Communication**

Superintendent Hamilton shared the numerous groups he has been able to visit with including the local Rotary Group, United Way of Lane County and Community Catholic Services. He also attended a presentation about the *Kindness Campaign* by Mayor Tate of California.

### **F. Board Communication**

Ms. Barrager thanked everyone for the warm welcome she had received as a new board member. She shared she has been able to attend Team Springfield and the Springfield Education Foundation Board meetings.

Mr. Mann shared that he met with Brenda Wilson of Lane Council of Governments, and discussed the upcoming census. He attended the City Hall Trick or Treat event. He was also able to visit the Relief Nursery preschool at Mt Vernon and is looking forward to the upcoming theater presentation at Thurston High School.

Vice Chair Naomi Raven spoke of participating in the Roles & Responsibilities Training with OSBA and was excited about the progress being made in understanding their roles. She had been able to visit Gateways, Page Elementary, as well as attended a Career Fair held at Willamalane.

Dr. Emilio Hernandez said a lot of work needs to be done to diversify who attends community events and meetings such as the recent Team Springfield event.

## **8. OTHER BUSINESS**

There was no other business.

## **9. NEXT MEETING**

Vice Chair Raven shared that the Board is scheduled to meet on December 9, 2019 for a work session followed by a business meeting.

## **10. Adjournment**

With no other business, Vice Chair Raven adjourned the meeting at 8:40 pm.

*(Minutes recorded by Kathy Savelich)*