



**BOARD OF EDUCATION**  
**August 13, 2018**  
**Administration Center Board Room**  
**640 A Street • Springfield, OR 97477**

**7:00 pm Board Meeting**

<b>AGENDA</b>		<b>TAB</b>
1. Call Meeting to Order and Flag Salute • Changes or Additions to the Agenda	Board Chair Zach Bessett	
2. Election of Officers	Zach Bessett	
3. Introduction of New Administrators	David Collins/Suzanne Price Brian Megert/Brett Yancey	
4. Public Comments (Three (3) minutes each; maximum time 20 minutes. Speakers may not yield their time to other speakers.)		
5. Consent Agenda		
A. June 25, 2018 Board Meeting Minutes		1
B. Personnel Action, Resolution #18-19.001	Dustin Reese	2
C. 2017-2018 Grants and Development Report	David Collins	3
D. 2017-2018 Restraint & Seclusion Report	Brian Megert	4
6. Action Items		
A. Academy of Arts & Academics (A3) Charter Closure & Status Change, Resolution #18-19.002	David Collins	5
7. Reports and Discussion		
A. Summer Planning Meeting Agenda Items	Chair Bessett	
B. Superintendent Communication	Bruce Smolnisky	
C. Board Communication	Chair Bessett	
8. Other Business		
9. Next Meeting:	August 27, 2018, 4:00 pm, Summer Planning Session September 10, 2018, 7:00 pm, Business Meeting	
10. Adjournment	Chair Bessett	

### WORK SESSION MINUTES

16/ Board members met in a work session on June 25, 2018 to interview applicants to fill Board Position 5, as a result of the resignation of Board member Erik Bishoff on May 14, 2018.

Chair Zach Bessett called the work session to order at 4:02 pm, in the Board Room of the District Administration Center, 640 A Street, in Springfield.

Board members present included Board Chair Zach Bessett, Vice Chair Dr. Emilio Hernandez, Laurie Adams and Tony Jobanek.

District staff and community members identified included Jenna McCulley, David Collins, Brett Yancey, Suzy Price, Tom Lindly, Brian Megert, Bruce Smolnisky, Kevin Ricker, Judy Bowden, Jeff Michna, Dustin Reese, Michelle Webber, Vonnie Mikkelsen, Naomi Raven, Michael Bean, Rosio Hernandez Estrada, Mike Eyster, Steve Dustrude, Jennifer Brown, Sally Storm, Bruce Webber, Whitney McKinley and Linda Henry.

Board Secretary Judy Bowden reviewed the process that was to be followed during the interview process. Each candidate would have the opportunity to answer the questions during the 20 minutes allotted for each candidate. Ms. Bowden confirmed that the Board member chosen today would run for election in the spring of 2019.

Applicants interviewed for Position 4 included:

- Michelle Webber
- Naomi Raven
- Michael Bean
- Rosio Hernandez Estrada
- Clark E. Rasche

Chair Bessett shared that the Board would appoint a new member at the Regular Board Meeting, later in the evening, to serve out the remainder of the current term. The person appointed would then run for election at the end of the current term. The term for this position expires June 30, 2021.

Board Members debriefed the interviews. Ms. Adams said she was impressed with the candidates.

### Superintendent Search Process

Ms. McCulley offered a PowerPoint presentation entitled Superintendent Search. Ms. McCulley gave an overview of the search process and outlined a few choices the Board would have moving forward. They were:

- Would this be a public or confidential process?
- Would the search be regional or national?
- Need to consider if the Board would use OSBA or another search firm?
- Key stakeholders would need to be identified.

Ms. McCulley said there would be no decision tonight about the search process. Discussions would begin in August.

Mr. Bessett said he looked forward to participating in the Superintendent search process.

Dr. Hernandez suggested checking with people about when they intended to take vacations to determine if beginning the search process in August was doable.

The work session was adjourned at 6:29 pm.

## **BUSINESS MEETING MINUTES**

A Regular Meeting of the Lane County School District No. 19 Board of Education was held on June 25, 2018.

### **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 7:02 pm and led the Pledge of Allegiance.

Chair Bessett asked if there were any changes or additions to the agenda. There were no changes proposed.

#### **Attendance**

Board Members present included Board Chair Zach Bessett, Laurie Adams, Dr. Emilio Hernandez and Tony Jobanek.

District staff and community members identified included David Collins, Brett Yancey, Judy Bowden, Jenna McCulley, Kevin Ricker, Suzy Price, Brian Megert, Tom Lindly, Bruce Smolnisky, Jeff Michna, Diana Michna, Chris Reiersgaard, Whitney McKinley, Jennifer Brown, Sally Storm, Joan Bolls, Chad Towe, Peter Raven, Naomi Raven, Michael Bean, Rosio Hernandez Estrada, Clark E. Rasche, Michelle Webber, Bruce Webber, Dustin Reese and Linda Henry.

### **2. BOARD MEMBER APPOINTMENT**

Chair Bessett reported in a Work Session which took place earlier in the evening, the Board interviewed five candidates, Michelle Webber, Naomi Raven, Michael Bean, Rosio Hernandez Estrada and Clark E. Rasche for the vacant School Board position. He called for a motion to appoint the new Board member.

**Motion:** Mr. Jobanek moved, seconded by Ms. Adams, to nominate Michelle Webber to serve on the Springfield Board of Education through the term ending June 30, 2021. The vote carried 4:0.

- Oath of Office

Mr. Bessett administered the Oath of Office to Ms. Webber.

### **3. INTRODUCTION OF NEW ADMINISTRATORS**

Mr. Collins introduced Whitney McKinley as the new Interim K-12 Teaching and Learning Director. This is a one-year position.

Bruce Smolnisky introduced Dustin Reese the new Director of Human Resources.

Next Mr. Smolnisky introduced Jeff Michna who would serve as the new Director of Technology Services replacing Tom Lindly who is retiring.

The terms for Ms. McKinley, Mr. Reese and Mr. Michna would begin on July 1, 2018.

#### 4. PUBLIC COMMENT

Chair Bessett read the following statement:

*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.*

No public comment was offered.

#### 5. CONSENT AGENDA

##### A. May 17, 2018 Budget Committee Meeting Minutes

##### B. June 11, 2018 Board Meeting Minutes

##### C. Personnel Action, Resolution #17-18.059

Bruce Smolnisky recommended the Board of Directors approve the personnel action for licensed employees as reflected in the resolution. Categories include:

##### New Hires

Chelsea Anderson  
Tiffany Beattie  
Samantha Bennett  
Tashina Davis  
Dana Grant  
Sarah Huppert  
Emily Johnson  
Rachel Knabe  
Chiffonia Lam

Josiah Mankofsky  
Carrie Strauch  
Paula Tereault  
Kimberly Thompson  
Valeri Rankins

##### Resignations

Misty Bisby  
Marisa Silver

##### Leave of Absence

Jaylene Crawford

##### D. Alternative Education Program Approval, Resolution #17-18.060

In accordance with ORS 336.631(3) and Board Policy IGBHA, the district must annually evaluate and approve each alternative education program it operates, participates in or contracts with to provide services to students. During 2017-2018 Springfield School District #19 operated programs within the district and contracted with Board approved contractors to provide educational services to district students.

The programs have been evaluated on several criteria. The primary factors examined were the type of service provided, the age and number of students enrolled and maintained in the program, the ability of each program to address the educational and other pre-identified needs of the students enrolled.

Participation in the Oregon State Assessment is required of all alternative education providers under ORS 336.637, so continuation of contract with programs is dependent upon compliance with the required assessment of students placed with outside alternative education contractors.

### **High School Options Team**

The High School Options Team (HOT) was developed and implemented in 2011-12 to better serve students at the high school level. This team meets weekly to consider a range of options to include placement at any of our high school programs as well as potential placement in outside programs. This team engaged in conversation specific to approximately 345 students in 2017-18 and has become a critical group in supporting our system's ability to serve all students.

Student needs at the elementary and middle school level for outside placements are facilitated through the Special Programs Office. The Instruction Department also utilizes a team-based approach that is specific to each case.

The following provides a brief overview of Springfield School District's current in-district and out of district alternative education programs:

### **In-District - Alternative Programs**

- **Memorial Building Night School Program:** Night School is operated Monday through Thursday evenings from 4:00 – 8:00 PM. Night School provides opportunities for students that need access to educational services outside of the traditional day program due to a number of identified and personalized factors. This program offers a credit recovery option for students near completion of the required credits for a diploma. GED preparation services are also available.
- **Gateway Annex for Tutored & Expelled Youth Program (GATES):** Located in the Memorial Building this program provides services to youth expelled from district schools. Counseling and case management for special education students is provided onsite. The program provides services to both middle and high school age students. In addition, tutorial services are provided at this site. This program operates under the direction of the alternative education administrator.
- **Intensive Tutoring Program (ITP):** Located in the Memorial Building as well as other sites throughout the community, ITP offers individualized programming for students who need small group tutoring. This program is designed to meet individualized needs with specific support designed for small group tutoring environment.
- **Opportunity Program (OP):** The Opportunity Program provides services to students who had previously dropped out of school and is designed around several key dropout recovery principles. The program offers instruction with small teacher to pupil ratios as well as access to on-line programming. This program utilizes space within the Memorial Building to support student success. This program has the ability to support student placement in any of our existing high school programs – depending on the individual interests and needs of the student.

#### In-district Programs

- |   |             |
|---|-------------|
| • Gateways Annex for Tutored & Expelled Youth (GATES) | Grades 6-12 |
| • In-school alternative programs at SHS & THS         | Grades 9-12 |
| • ITP (Intensive Tutoring Program)                    | Grades 6-12 |
| • Dropout Recovery                                    | Grades 9-12 |

- ❑ Contracted Service Providers (See attached Description)
  - Looking Glass: Riverfront School & Career Center (ages 14-21) Grades 7-12
  - Lane Metro Youth Corps (ages 14-19) Grades 9-12
  - Center Point School (ages 14-19) Grades 9-12
  - Department of Youth Services:
    - MLK School (Court School) (ages 11-19) Grades 5-12
  - Wellsprings Friends School Grades 9-12
  - Bridgeway School Grades 1-12
  - Jasper Mountain/SAFE Center Grades K-8

**Springfield School District  
Alternative Education Contracted Service Providers  
2018-19**

**Bridgeway School** – 37770 Upper Camp Creek Road, Springfield, OR 97478

School provides students affected by autism with an individualized, holistic education preparing them to respond within their abilities in our community. The school offers individualized support so students can learn more effectively.

***Target Group:*** 6-18 year olds

**Looking Glass: Riverfront School & Career Center** – 1666 W. 12th, Eugene, OR 97403.

Program provides educational assessment, basic skills instruction, GED preparation and completion, completion of a high school diploma, completion of Adult Education Diploma, vocational assessment, career exploration, pre-employment training (paid & non-paid), work experience, hands-on training in electronics, manufacturing, culinary arts, health occupations, natural resources, teen parent program and special education program services. Full day and 1/2-day options are available.

***Target Group:*** 14-21 year olds, particularly those who are not currently attending school.

**Looking Glass: Lane Metro Youth Corps (Riverfront School & Career Center)** – 1666 W. 12th, Eugene, OR 97403. Offers education and vocational training for at-risk and out-of-school youth. Riverfront’s mission is to "guide and support youth in developing the knowledge, responsibility, and the social skills necessary for productive citizenship."

***Target Group:*** 14-19 year olds, particularly those who are not currently attending school.

**Looking Glass: Center Point**– 1790 West 11th, Eugene, OR 97403. Program provides academic and therapeutic services for youth with mental health concerns.

***Target Group:*** 11-17 year old.

**Wellsprings Friends School** – 3590 West 18th, Eugene, OR 97405. Program provides alternative learning approaches, supportive community, and a culture of individual affirmation, in which teenagers are mentored and assisted towards meeting the challenges of adolescence and adulthood.

***Target Group:*** 11-17 year old.

**Martin Luther King (Court School)** – 2515 Martin Luther King Boulevard, Eugene, OR 97401. The MLK Ed Center serves secondary students who currently have an active case with Lane County Youth Services. The program is a collaboration between Lane County YS and Lane ESD. MLK offers wrap-around services and support to youth who have experienced multiple interruptions in traditional school placements. Our mission is to provide our students with opportunities to develop skills needed to be successful in school, work and our community.

***Target Group:*** 12-19 year old.

**Jasper Mountain Center/SAFE Center** – 37875 Jasper-Lowell Road, Jasper, OR 97438/89124 Marcola Road, Springfield, OR 97402. Program provides a continuum of programs that meets the needs of emotionally disturbed children and their families. Services include an intensive residential treatment program with a therapeutic school, a short-term residential center, treatment foster care program, community based wraparound program and crisis response services.

***Target Group:*** 8-14 year olds

### **E. Summer School Programs Update**

The district is offering Extended School Year (ESY) for students with special needs served through our Life Skills Programs. ESY is offered annually and is part of students' Individualized Education Plans.

Riverbend, Guy Lee and Maple Elementary schools will be hosting a KITS (Kids In Transition to School) Program during July, August and September. While we have three host sites, both Two Rivers Dos Río and Mt. Vernon schools are able to participate, as well, bringing our total program capacity to 80. KITS is an evidence-based school readiness program developed at the Oregon Social Learning Center. The program provides a boost to children's literacy, self regulation and social skills just prior to kindergarten via a system of positive teaching and behavior change strategies.

For the second year, the Chifin Native Youth Center will be offering a Natives' Summer School opportunity during the first two weeks of August. The program is designed for students, K-12, and will focus on academic support, skill building and cultural enhancements to support increased student achievement.

Hamlin Middle School is also hosting an academic Summer program for students who live in the Hamlin boundaries and are entering grades 6-8. Due to summer construction at HMS, the program will be held at Briggs Middle School. The program runs Monday through Thursday, from June 25 – August 2. No classes will be held July 4 & 5.

Springfield High is offering camps at Guy Lee or Two Rivers Dos Ríos Elementary Schools. The July 9 through July 19 camps include Bike Repair, Leadership & Business, Audio Production, Boxing. The July 23 – Aug 2 camps include Video Production, Cooking, Song Writing and Improv and Acting.

Thurston High is offering a Strong Start Freshman Academy, August 13-17. Strong Start Freshman Academy is a week long camp experience for incoming Thurston High freshmen which focuses on building community, leadership, and self-awareness.

Lastly, the district is offering a credit recovery summer program for students at Springfield High School and Thurston High School. Thurston and Springfield are offering classes to 9th-12th grade students. These classes are for students that need to recover credits to either 1) graduate or 2) be on track to graduate.

High School Summer classes information:

- Springfield High July 9 – August 2 9:00 –3:30 Monday - Thursday
- Thurston High July 5 – 27 8:30 –3:00 Monday - Friday

The High School Summer School credit recovery programs will cost the district approximately \$15,300.

**F. Graduation and Scholarships Report**

For the 2017-2018 school year, Springfield Public Schools graduating seniors were awarded a total of \$8,610,392 in scholarships.

Springfield High School had 246 graduates, with 62 students awarded \$3,072,270 from 113 scholarships. Thurston High School had 255 graduates, with 67 students awarded \$4,750,530 from 230 scholarships. Academy of Arts and Academics (A3) had 68 graduates with 12 students awarded \$782,892 from 24 scholarships. Gateways High School had 48 graduates with four students awarded \$4,000 from five scholarships. WLA-HS had 12 graduates, with three students awarded \$700 from three scholarships.

Gateways High also had seven students receiving their GED and Thurston High School had one student receiving their GED.

**Motion:** Ms. Adams moved, seconded by Dr. Hernandez, for approval of the Consent Agenda.

The motion carried 4:0 with Ms. Adams, Mr. Bessett, Dr. Hernandez and Mr. Jobanek voting in favor of the motion and Ms. Webber abstaining from voting.

**6. Action Items**

**A. Transfer Budget Appropriations, Resolution #17-18.061**

This resolution is necessary to recognize additional revenue and properly record expenditures in the 2017-2018 budget appropriations within the levels as required by Oregon Budget Law. Oregon Budget Law requires that expenditures are recorded within the proper account, and that expenditures not exceed the total amount budgeted by function level (1000 – instruction, 2000 – support services, etc.). Additionally, a formal resolution by the school board is required to transfer budget appropriations between function levels. The net result is to transfer budgetary appropriations from an account that has a positive balance to accounts that have expenditures that are in excess of the original amounts in the budget. These transfers do not increase the budget in any one fund, or the district budget overall. This resolution recommends adjusting the General Fund, Capital Project Funds, General Obligation Bond Funds, as well as the Equipment Replacement Fund (Bus Fleet) where the expenditures are taking place. When the budget document is prepared, estimates of where expenditures will occur are made based upon the previous year’s expenditure trends and grant awards.

**RESOLUTION:**

BE IT HEREBY RESOLVED, that the Board of Directors for Springfield School District No. 19, hereby allocate budget appropriations and approve transfers for the 2017-2018 fiscal year within the funds and functions listed below.

**APPROPRIATION FUNCTION TRANSFERS:**

General Fund (Fund 100):

100-2000	Support Services	\$ 450,000
100-4000	Building Acquisition/Improvements	(\$ 450,000)

\* This adjustment is necessary to cover capital projects including internal work that was required to complete the remodeled administration building.

Grants and Other Funds (Fund 200):

200-1000	Instruction Services	(\$ 25,000)
200-3000	Community Services	\$ 25,000

\* This adjustment is necessary to adjust resources where expenditures actually occurred. During the budget process, it is only an estimate as to where expenditures may occur in the grants and other funds.

**Motion:** Ms. Adams moved, seconded by Mr. Jobanek for approval of the Transfer Budget Appropriations as presented.

The motion carried 4:0 with Ms. Adams, Mr. Bessett, Dr. Hernandez and Tony Jobanek voting in favor of the motion and Ms. Webber abstaining from voting.

**B. Officers/Clerks/Depository, Resolution #17-18.062**

Oregon Revised Statutes (ORS) require a governing body to designate at the beginning of each fiscal year the individuals who will have authorization to act as the District officers, clerks, to designate the financial institutions the District uses for the investment of funds and to review the status of, and rules adopted, by the Local Public Contract Review Board.

The resolution designates the following: Budget Officer (ORS 294.331), Clerks of the District (ORS 332.515), Custodian(s) of Funds (ORS 328.441, 328.445), Public Contract Rules (ORS Chapter 279 and OAR Chapter 137), Grant Officer, and Depositories of Funds (ORS 328.441, 294.805 – 294.895).

**BUDGET OFFICER:**

Be it resolved, that Brett Yancey is hereby designated to serve as Budget Officer of the Springfield Public Schools for the fiscal year 2018-2019.

**DISTRICT CLERKS:**

Be it Resolved, that law designates Bruce Smolnisky, Interim Superintendent of Springfield Public Schools, as Clerk of said District for the fiscal year 2018-2019.

Whereas, it is advisable for additional staff members to be designated as Deputy Clerk.

Be it Resolved, that Brett M. Yancey, Chief Operations Officer and Joan Bolls, Financial Services Supervisor be appointed as Deputy Clerks for the Springfield Public Schools for the 2018-2019 fiscal year.

Be it further Resolved, that adequate insurance coverage be obtained for the above-named Clerk and Deputy Clerk, in accordance with ORS 332.525.

Be it further Resolved, the Board of Directors authorizes the Superintendent and Chief Operations Officer to have signature authority on all matters and issues related to conducting business of the School District. It is also recognized that the Superintendent shall have the authority to delegate levels of signature, outlining appropriate areas for designees (by content area).

**GRANT OFFICER:**

Whereas, grant funding may become available through Federal, State or other sources; and,

Whereas, certain available grant funds may be deemed beneficial toward improvement of the District's educational system;

Be it Resolved, that the Superintendent or the Chief Operations Officer be named as the Local Agency Representative(s) and shall hereby be authorized to execute and file application(s) for and on behalf of the District and otherwise act as the District's representative in all activities related to grants for the fiscal year 2018-2019.

#### **PUBLIC CONTRACT REVIEW:**

Be it Resolved, that the Board of Directors will act as its own contract review board granted authority under ORS 279A.060, and also adopts the current Oregon Attorney General's Model Public Contracts Manual stipulated by ORS 279A, 279B, 279C, OAR 137 Divisions 46, 47, 48, and 49.

#### **INVESTMENT DEPOSITORIES:**

Whereas, Springfield Public Schools has statutory authority for investment of funds,

Be it Resolved, that the following depositories are hereby approved as official depositories of Springfield Public Schools for the 2018-2019 fiscal year:

Banner Bank, Bank of America, Umpqua Bank, Key Bank of Oregon, Pacific Continental Bank (aka Columbia Banking System), Northwest Community Credit Union, Citizens Bank, OnPoint Community Credit Union, US Bank, Chase Bank, Wells Fargo Bank, Oregon State Treasury Local Government Investment Pool, Wells Capital Management, D.A. Davidson & Company, Siuslaw Bank, Oregon Community Credit Union and Piper Jaffrey & Company.

Be it further Resolved, that the Clerk of the District or the Deputy Clerks, as Custodian of Funds, are authorized to establish accounts and to issue checks against such accounts bearing the original signature of the Clerk or Deputy Clerk(s) or the facsimile signature of the Clerks in accordance with ORS 328.411 and 328.445.

Brett Yancey recommended that the Board of Directors approve the resolution designating District officers, clerks and agents, including the depositories for District funds as presented for the 2018-19 fiscal year.

**Motion:** Mr. Jobanek moved, seconded by Dr. Hernandez for approval for designating District officers, clerks and agents, including the depositories for District funds as presented for the 2018-19 fiscal year.

The motion carried 4:0 with Ms. Adams, Mr. Bessett, Dr. Hernandez and Tony Jobanek voting in favor of the motion and Ms. Webber abstaining from voting.

#### **C. Property/Liability/Workers Comp Insurance, Resolution #17-18.063**

In preparation for the 2018-2019 fiscal year, the Springfield Public Schools requested the District's agent of record request bids for property, casualty and liability insurance policies. The District has received a premium quotation for property, casualty and liability insurance coverage and the most economical quotation received is approximately 0.24% increase compared to premiums paid for the 2017-2018 fiscal year, which is a total increase of approximately \$1,474. The District is also exercising the option of adding specific coverage for an excess cyber policy. This policy will provide a greater level of coverage in the event the District experiences a cyber-attack (i.e. ransom, etc.). This additional coverage has a premium of \$8,984, which is within the

appropriations budgeted. Overall, insurance market conditions are stabilized, however employment and boundary invasion claims continue to be a concern in the overall market. The agent of record (Brown and Brown Northwest) recommends coverage under Special District Association of Oregon that meets or exceeds current levels of coverage.

**Worker’s Compensation Insurance:**

Annually, the Springfield Public Schools reviews insurance and worker’s compensation policies to ensure the most cost effective plans for the upcoming year. For the 2018-2019 fiscal year SAIF Corporation quoted \$405,178, which is approximately \$27,532 more than the current year. Coverage under this proposal is identical and consistent with current plans.

Brett Yancey recommended that the Springfield Public Schools Board of Directors renew property, casualty and liability insurance coverage, including earthquake and flood coverage under Special District Association of Oregon for the period July 1, 2018 – June 30, 2019.

Brett Yancey recommended that the Springfield Public Schools Board of Directors renew worker’s compensation insurance coverage under SAIF Corporation for the period July 1, 2018 – June 30, 2019.

**Motion:** Ms. Adams moved, seconded by Mr. Jobanek, for approval to renew property, casualty and liability insurance coverage, including earthquake and flood coverage under Special District Association of Oregon for the period July 1, 2018 – June 30, 2019 and for approval to renew worker’s compensation insurance coverage under SAIF Corporation for the period July 1, 2018 – June 30, 2019.

The motion carried 4:0 with Ms. Adams, Mr. Bessett, Dr. Hernandez and Tony Jobanek voting in favor of the motion, and Ms. Webber abstaining from voting.

**D. Legal Services & Auditor, Resolution #17-18.064**

Oregon Revised Statutes (ORS) require a governing body to designate at the beginning of each fiscal year the individuals and/or firms who will have authorization to act as the District’s legal counsel and auditors.

**LEGAL COUNSEL:**

Be it Resolved, that Garrett, Hemann, Robertson PC is hereby designated to serve as legal counsel of Springfield Public Schools for the fiscal year 2018-2019 for general counsel (real estate, contract review, etc.) services.

Be it Resolved, that Thorp, Purdy, Jewett, Urness & Wilkinson PC is hereby designated to serve as legal counsel of Springfield Public Schools for the fiscal year 2018-2019 for general counsel and contracting services.

Be it Resolved, that the Hungerford Law Firm, Attorney at Law, is hereby designated to serve as legal counsel of Springfield Public Schools for the fiscal year 2018-2019 for labor relations and special education services.

Be it Resolved, that Bullivant Houser Bailey PC, Attorney at Law, is hereby designated to serve as legal counsel of Springfield Public Schools for the fiscal year 2018-2019 for liability, litigation and other specialized services.

Be it Resolved, that Oregon School Boards Association, Policy and Legal Services is hereby designated to serve as legal counsel of Springfield Public Schools for the fiscal year 2018-2019 for general counsel services.

Be it Resolved, that Mersereau and Shannon, Attorney at Law, is hereby designated to serve as legal counsel of Springfield Public Schools for the fiscal year 2018-2019 for litigation and bond counsel services.

Be it Resolved, that Miller Nash Graham & Dunn LLP, is hereby designated to serve as legal counsel of Springfield Public School for the fiscal year 2018-2019 for contract administration, construction law, Civil Rights, Title 9, Immigration and litigation.

All services will be provided on an “as needed” basis at the hourly rates indicated in the proposal responses.

**AUDITOR:**

Be it Resolved, that the firm of Pauly, Roger & Company PC Certified Public Accountants, are hereby designated to serve as auditors for Springfield Public Schools for the fiscal year 2018-2019.

Brett Yancey recommended that the Board of Directors approve the resolution designating District agents as presented for the 2018-2019 fiscal year.

**Motion:** Ms. Adams moved, seconded by Mr. Jobanek for approval of the resolution designating District agents as presented for the 2018-2019 fiscal year.

The motion carried 4:0 with Ms. Adams, Mr. Bessett, Dr. Hernandez and Tony Jobanek voting in favor of the motion and Ms. Webber abstaining from voting.

**E. THS Concessions, Resolution #17-18.065**

This Invitation to Bid (ITB) was advertised in the Daily Journal of Commerce and on the Oregon Procurement Information Network (ORPIN). Four (4) potential general contractors attended the mandatory pre-bid conference and job walk held on June 7, 2018. One (1) response was received to this ITB.

This project includes the preparation of the site and construction of a concrete masonry unit (CMU) block structure. This structure will include restroom facilities, a ticket booth and a unit designated as a concessions booth. Work will begin on this project immediately and be substantially complete by August 31, 2018. Work is scheduled to be provided under a single standard general construction contract.

The original solicitation documents and specifications were developed by Rodd Hansen Architect, in cooperation with District staff. Board Member Dr. Emilio Hernandez reviewed the procurement files. Funding for this project will be provided through Thurston High School fundraising efforts and District facilities staff resources.

Brett Yancey recommended that the Board of Directors approve the award of the Thurston High School Sports Concessions Building Project to Dorman Construction Inc. of Springfield, Oregon for the Base Bid plus alternate #1 in the amount of \$295,473.

**Motion:** Ms. Adams moved, seconded by Dr. Hernandez for approval of the award of the Thurston High School Sports Concessions Building Project to Dorman Construction Inc. of Springfield, Oregon for the Base Bid plus alternate #1 in the amount of \$295,473.

Mr. Yancey said THS had raised over \$200,000 for the project.

The motion carried 4:0, with Ms. Adams, Mr. Bessett, Dr. Hernandez and Tony Jobanek voting in favor of the motion and Ms. Webber abstaining from voting.

**7. REPORTS AND DISCUSSION**

### **A. Board Communication**

Tony Jobanek said he would not be able to attend the August 13, 2018 Board Meeting. Ms. Webber said she could attend the August 13, 2018 meeting.

### **8. OTHER BUSINESS**

Dr. Hernandez said at the last Board meeting he has asked for a review of how the Oregon Administrative Rules (OARs) addressed student completion of the General Equivalency Diploma (GED) requirements to ensure the requirements were applied consistently and fairly for all students.

Mr. Collins said he would bring back that information to the next Board meeting.

Mr. Bessett asked for an update on the status of the old Administration Building.

Mr. Yancey responded to Mr. Bessett that the building had not yet been declared surplus.

Mr. Bessett asked that an update on the old Administration building be placed on the agenda for the August 13<sup>th</sup> Board meeting.

### **9. NEXT MEETING**

Mr. Bessett said the next Board meeting would be on August 13, 2018. He added that the Board is not scheduled to meet during the month of July.

### **10. ADJOURNMENT**

With no other business, Chair Bessett adjourned the meeting at 7:38 pm.

*(Minutes recorded by Linda Henry)*

**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 new hires, resignations, and change of contract status. 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:

- New Hires
- Resignations
- Change of Contract Status

SUBMITTED BY:

Dustin Reese  
Director of Human Resources

APPROVED BY:

Bruce Smolnisky  
Interim Superintendent

NO	NAME	CURRENT BUILDING ASSIGNMENT	CURRENT STATUS	FTE	EFFECTIVE DATE	NOTES
	<b>NEW HIRES</b>					
1	ALBRICH, MICHELLE	A3	TEMPORARY	PT	2018/19	TEMPORARY NEW HIRE
2	BLAKE, TERESA	CENTENNIAL	PROBATIONARY 1	FT	8/28/2018	NEW HIRE
3	CODDINGTON, ANNA	ADMIN BUILDING	PROBATIONARY 1	FT	8/28/2018	NEW HIRE
4	DEVILLE, LOUIS	RIVERBEND	PROBATIONARY 1	FT	8/28/2018	NEW HIRE
5	ERNST, ERINN	A3	PROBATIONARY 1	FT	8/28/2018	NEW HIRE
6	GALVAN, ELDA	A3	TEMPORARY	PT	2018/19	TEMPORARY NEW HIRE
7	GRIMSLEY, ZACKERY	HAMLIN	PROBATIONARY 1	FT	8/28/2018	NEW HIRE
8	HALLEY, AMY	GUY LEE	CONTRACT TEACHER	FT	7/1/18-6/30/19	HIRE AS TEMPORARY ADMINISTRATOR AT CENTENNIAL
9	HEAGY, JONATHAN	SHS	PROBATIONARY 1	FT	8/28/2018	NEW HIRE
10	HORWOOD, NATHANIEL	THS	PROBATIONARY 1	FT	8/28/2018	NEW HIRE
11	KROP, REBECCA	A3	PROBATIONARY 1	PT	8/28/2018	NEW HIRE
12	LATTA, GINGER	CENTENNIAL	PROBATIONARY 1	FT	8/28/2018	NEW HIRE
13	LOUDEN, ROBYN	A3	TEMPORARY	FT	2018/19	TEMPORARY NEW HIRE
14	MASON, HANNAH	YOLANDA	PROBATIONARY 1	FT	8/28/2018	NEW HIRE
15	MCLENNAN, KIMBERLY	HAMLIN	PROBATIONARY 1	FT	8/28/2018	NEW HIRE
16	MILLS, JARED	A3	TEMPORARY	PT	2018/19	TEMPORARY NEW HIRE

17	NEWHART, TORREY	A3	TEMPORARY	PT	2018/19	TEMPORARY NEW HIRE
18	OLSEN, JAMES	A3	PROBATIONARY 1	FT	8/28/2018	NEW HIRE
19	REINHARDT-LUX, TAMI	GUY LEE	TEMPORARY TEACHER	FT	8/28/2018	NEW HIRE
20	ROSENBERG, CODY	A3	PROBATIONARY 1	FT	8/28/2018	NEW HIRE
21	ROSS, KORRINNE	RIDGEVIEW	PROBATIONARY 1	FT	8/28/2018	NEW HIRE
22	SCHWARTZ, ARIANA	A3	TEMPORARY	PT	2018/19	TEMPORARY NEW HIRE
23	WEISS, LAURA	GUY LEE	CONTRACT TEACHER	FT	7/01/18-6/30/19	HIRE AS TEMPORARY ADMINISTRATOR AT ADMIN BLDG
24	WEYAND, BRADFORD	MAPLE	PROBATIONARY 1	FT	8/28/2018-	NEW HIRE
25	WILBORN, MIRANDA	THS	TEMPORARY	FT	8/28/18-2/2/19	HIRE AS TEMPORARY TEACHER FIRST SEMESTER ONLY
	<b>RESIGNATIONS</b>					
26	BERTRAND, ANAHID	THS	PROBATIONARY 1	FT	8/07/2018	RESIGNATION
27	ETTEL, DEBORAH	RIVERBEND	PROBATIONARY 3	PT	7/10/2018	RESIGNATION
28	STERLING, DAN	CENTENNIAL	CONTRACT ADMINISTRATOR	FT	6/30/2018	RESIGNATION
	<b>CHANGE OF CONTRACT STATUS</b>					
29	ROWE HUGHES, AMY	ADMIN BUILDING	CONTRACT	PT	2018/19	INCREASE FROM PART TIME TO FULL TIME

**GRANTS AND DEVELOPMENT REPORT**

**RELEVANT DATA:**

Staff in the Instruction Department has collaborated with other District staff and departments to submit grant applications to the U.S. Department of Education, Oregon Department of Education, and a variety of private and public funding organizations. The goal is to secure funds that benefit District students, teachers and schools.

The District's process for selecting the grant applications it chooses to pursue is established in accordance with District policy and funding opportunities that are aligned with District goals to support existing initiatives, enhance current projects, offset budget and staff reductions, and find funding for projects for which the District currently has budgeted matching funds.

This year the District's Instruction Department grant efforts prioritized projects that were aligned with current District initiatives such as collaboration, college and career readiness, high school success, dual language programming, STEM, and recruiting, supporting and training bilingual/bicultural community members to become highly qualified teachers.

**2017-2018 Highlights:**

- Successfully submitted various grant applications totaling, \$1,586,835.97:
- \$62,527.00 for Title IV-A.
- \$23,794.00 for CTE Career Pathways.
- \$46,375.00 for PEEK 8 Teacher Hire.
- \$24,000.00 for PEEK & Professional Development.
- \$34,334.00 for Measure 99 – Outdoor School.
- \$1,395,805.97 awarded for Measure 98 – High School Success.

SUBMITTED BY:  
David Collins  
Assistant Superintendent

APPROVED BY:  
Bruce Smolnisky  
Superintendent

<b>Fund</b>	<b>17-18</b>	<b>Initial Award \$</b>		<b>Carried Forward from 2016-17 Grant</b>
201	Title IA	3,576,802.00	F	209,321
202	ArtCore	548,764.00	F	274,173
203	SIF – KITS	106,411.00	C	
208	EWEB WET	47,000.00	C	78,261
212	Title IV-B 21 <sup>st</sup> CCLC	459,000.00	C	169,698
214	Title III ELL	82,322.00	F	9,691
216	SOAR	44,227.00	C	42,376
217	ELL Transformation	180,000.00	D	161,380
219	Preschool Promis	203,340.00	C	
220	SPR&I	10,463.00	D	
221	Title VII Indian Education	55,226.00	F	
222	IDEA Part B, 611 17-18	1,919,682.37	F	707,729
224	Title IV-A	62,527.00	F	
225	LTCT GF/SSF	1,483,579.60	F	
225	LTCT Title ID	85,616.90	F	
225	LTCT IDEA	62,565.89	F	
228	IDEA Part B, 619	19,617.51	F	
235	CTE Career Pathways	23,794.00	F	
243	IDEA Enhancement	12,731.00	F	
245	Youth Transition Program	194,347.47	F	
248	Title IIA	458,128.00	F	236,741
254	Title IIC Perkins	43,675.72	F	
256	Measure 98 – High School Success	1,395,805.97	F	
257	Measure 99 – Outdoor School	34,334.00	C	
267	PEEK 8 Teacher Hire	46,375.00	C	
268	Safe Routes to School	44,900.73	C	
270	PEEK & Professional Development	24,000.00	C	
280-777	UO C2SL	50,000.00	C	
281	Extended Assessment	3,600.00	F	
285	SUB	146,066.00	C	129,994
288	Music Matters	5,798.00	C	

F=Formula C=Competitive D=Discretionary

**REPORTING REQUIREMENTS FOR THE USE OF RESTRAINT & SECLUSION**

**RELEVANT DATA:**

This is year six of the restraint and seclusion reporting requirements that took affect in July 2012. The wording of the OAR has been adjusted on more than one occasion in the last few years, but the substance of the physical restraint and seclusion law has remained consistent. As part of the law, the district must make available to the board and to the public all incidents of restraint and seclusion during the school year. Additionally, specific demographic information pertaining to the students involved in the incidents of restraint and seclusion must be made available. The attached report provides the applicable OARs and the required information. This report will be kept on file at the district office and will be available on our website. In some cases the demographic information potentially reveals student identifiable information and that portion has been redacted. For specific information regarding the number of restraint and seclusions, please see pages three and four of the attached report.

Brian Megert will be available to answer any questions.

**SUBMITTED BY:**

Brian Megert, D.Ed.  
Special Programs Director

**APPROVED BY:**

Bruce Smolnisky  
Superintendent

## **Summary Report: 2017-18**

### Use of Physical Restraint and Seclusion in Springfield Public Schools

**581-021-0559**

#### **Reporting Requirements for the Use of Physical Restraint and Seclusion**

(1) Each entity that has jurisdiction over a public education program must prepare and submit to the Superintendent of Public Instruction an annual report detailing the use of physical restraint and seclusion for the preceding school year, including, at a minimum:

- (a) The total number of incidents involving physical restraint;
- (b) The total number of incidents involving seclusion;
- (c) The total number of seclusions in a locked room;
- (d) The total number of students placed in physical restraint;
- (e) The total number of students placed in seclusion;
- (f) The total number of seclusion rooms available; and a description, including the location of those rooms, designated solely for seclusion;
- (g) The total number of incidents that resulted in injuries or death to students or personnel as a result of the use of physical restraint or seclusion;
- (h) The number of students who were placed in physical restraint or seclusion more than 10 times in the course of a school year and an explanation of what steps have been taken by the public education program to decrease the use of physical restraint and seclusion for each student;
- (i) The number of incidents in which the personnel of the public education program administering physical restraint or seclusion were not trained; and
- (j) The demographic characteristics of all students upon whom physical restraint or seclusion was imposed, including race, ethnicity, gender, disability status, migrant status, English proficiency, and status as economically disadvantaged, unless the demographic information would reveal personally identifiable information about an individual student.

(2) Each entity that has jurisdiction over a public education program shall make its annual report about physical restraint and seclusion available to:

- (a) The public at the entity's main office and the website of the entity;
- (b) The school board or governing body overseeing the entity;
- (c) If the entity is an education service district, the component school districts of the education service district;

## **Summary Report: 2017-18**

### Use of Physical Restraint and Seclusion in Springfield Public Schools

- (d) If the entity is a public charter school, the sponsor of the public charter school;
- (e) Parents and guardians of students in a public education program, who shall be advised at least once each school year about how to access the report.

Stat. Auth. 326.051

Stats. Implemented: 2011 OL Ch. 665 (Enrolled HB 2939)

Hist.: ODE 12-2012, f. 3-30-12, cert. ef. 5-1-12; ODE 13-2014, f. & cert. ef. 2-19-14; ODE 15-2014, f. & cert. ef. 3-4-14

**Definitions:** As used in OAR 581-021-0550 to 581-021-0566:

“Physical restraint” means the restriction of a student's movement by one or more persons holding the student or applying physical pressure upon the student.

“Physical restraint” may not be used for discipline, punishment or convenience of personnel of the public education program.

“Seclusion” means the involuntary confinement of a student alone in a room from which the student is physically prevented from leaving. “Seclusion” does not include the removal of a student for a short period of time to provide the student with an opportunity to regain self-control if the student is in a setting from which the student is not physically prevented from leaving.

Physical restraint or seclusion may be used on a student in a public education program only if:

- (A) The student's behavior imposes a reasonable threat of imminent, serious bodily injury to the student or others; and,
- (B) Less restrictive interventions would not be effective.

## Summary Report: 2017-18

### Use of Physical Restraint and Seclusion in Springfield Public Schools

<b>Total Incidents of Physical Restraint and Seclusion:</b>	<u>6</u>
Total number of incidents involving physical restraint:	<u>6</u>
Total number of incidents involving seclusion:	<u>0</u>
Total number of seclusions in a locked room:	<u>0</u>
Total number of students placed in physical restraint:	<u>6</u>
Total number of students placed in seclusion:	<u>0</u>

#### Demographic characteristics:

Race:

African American	0
Asian	0
Multi-Racial	0
Native American/American Indian	0
White	5

Ethnicity:

Hispanic	1
Non-Hispanic	5

Gender:

Female	1
Male	5

Disability Status:

<b>Identified as Disabled under IDEA or Section 504:</b>	
	4
<b>Non-Disabled:</b>	
	2

Migrant Status: 0

## **Summary Report: 2017-18**

### Use of Physical Restraint and Seclusion in Springfield Public Schools

English Proficiency:

  0   Students receiving ELL services.

Status as Economically Disadvantaged:

  4   Students eligible for free and reduced lunch.

Total number of incidents that resulted in **injuries or death** to students or personnel as a result of the use of physical restraint or seclusion:   0   incidents resulted in reported injuries to staff.

Number of students placed in physical restraint or seclusion **more than 10** times in the 2011-12 school year:   0  

Steps taken to reduce the use of physical restraint for each student:

**In each case, the team debriefed the incident, reviewed the behavior support plan, identified triggers and consequences for behavior, and determined next steps.**  
**Following the meeting, the team implemented strategies based on the information collected with the team, including the parents and team members from outside the school system. While the information is confidential, each incident was thoroughly documented as part of the required, formal process.**

Number of incidents in which personnel administering physical restraint or seclusion were not trained:   0

**RESOLUTION: #18-19.002**

**DATE: AUGUST 13, 2018**

**ACADEMY OF ARTS & ACADEMICS (A3)  
CHARTER CLOSURE & STATUS CHANGE**

**RELEVANT DATA:**

2017-18 was a year that surfaced significant concerns with Academy of Arts and Academics (A3). Specifically, it was determined that the school placed students in danger and exposed students to illegal behaviors by adult employees. During the latter half of the 2018-2019 school year, Springfield School District placed A3 administration on leave, gained control of school operations, and conducted multiple levels of investigations with the desire of learning details regarding allegations.

The issue continues as the District has been notified that a federal lawsuit has been filed by one victim of alleged abuse. The District continues to cooperate and work with PACE (insurance trust) and assigned legal counsel.

As we enter the 2018-2019 school year, Springfield School District is planning to continue offering students a high school education and diploma through A3, however not as a Charter School. As the District continues to move through this process, Oregon Department of Education has requested that "official" paperwork be filed. This resolution is intended to fulfill ODE's request.

**RECOMMENDATION:**

It is recommended that Springfield School District Board of Directors approve the closure of Academy of Arts and Academics Charter School and terminate the Charter Agreement, effective June 30, 2018.

It is also recommended that Springfield School District Board of Directors approve the opening of Academy of Arts and Academics as a regular high school program within the Springfield School District effective July 1, 2018.

Submitted by:

Recommended by:

David Collins  
Assistant Superintendent of Instruction

Bruce Smolnisky  
Superintendent