



# Springfield Public Schools

**BOARD OF EDUCATION**  
**June 25, 2018**  
**Administration Center Boardroom**  
**640 A Street • Springfield, OR 97477**

## 4:00 pm Work Session

**Board Member Candidate Interviews**  
**Superintendent Search**

## 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	Chair Zach Bessett
2. Board Appointment • Oath of Office	Chair Bessett
3. Introduction of New Administrators	Bruce Smolnisky
3. Public Comments (Three (3) minutes each; maximum time 20 minutes. Speakers may not yield their time to other speakers.)	
4. Consent Agenda	
A. May 17, 2018 Budget Committee Meeting Minutes	1
B. June 11, 2018 Board Meeting Minutes	2
C. Personnel Action, Resolution #17-18.059	Bruce Smolnisky 3
D. Alternative Education Program Approval, Res. #17-18.060	Brian Megert 4
E. Summer School Programs Update	Kevin Ricker & Suzy Price 5
F. Graduation and Scholarships Report	Kevin Ricker 6
5. Action Items	
A. Transfer Budget Appropriations, Resolution #17-18.061	Brett Yancey 7
B. Officers/Clerks/Depository, Resolution #17-18.062	Brett Yancey 8
C. Property/Liability/Workers Comp Insurance, Res. #17-18.063	Brett Yancey 9
D. Legal Services & Auditor, Resolution #17-18.064	Brett Yancey 10
E. THS Concessions, Resolution #17-18.065	Brett Yancey 11
6. Reports and Discussion	
A. Board Communication • Agencies & Civic Organizations Reports	Chair Bessett
7. Other Business	
8. Next Meeting: August 13, 2018, Business Meeting	
9. Adjournment	Chair Bessett

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MINUTES

**A meeting of the Springfield Public Schools (SPS) District No. 19 Budget Committee** was held May 17, 2018 in the Boardroom of the Administration Center.

**Attendance**

Budget Committee members in attendance were Nancy Cameron, Ken Kohl, Steve Irvin, John Svoboda, Keina Wolf; District staff, students and community members identified included Superintendent Dr. Sue Rieke-Smith, Brett Yancey, David Collins, Tom Lindly, Jenna McCulley, Brian Megert, Suzy Price, Sheryl Cramer, Bruce Smolnisky, Melissa Stalder, Gary Cole, Don Lamb, Kim Donaghe, Laura Pavlat, Joan Bolls, Brenda Holt, Judy Bowden, Whitney McKinley and Linda Henry.

Zach Bessett and Laurie Adams arrived at 6:07.

**1. CALL MEETING TO ORDER – John Svoboda**

Mr. Svoboda called the Budget Committee meeting to order in the Board Room of the District Administration Center at 6:02 p.m.

**2. FLAG SALUTE**

Mr. Svoboda led the Pledge of Allegiance.

**3. MAY 10, 2018 MEETING MINUTES APPROVAL – John Svoboda**

Mr. Svoboda called for corrections to the May 10, 2018 Budget Committee Minutes. No corrections were offered and Mr. Svoboda said the minutes would stand as presented. Mr. Yancey asserted a motion was needed for approval of the minutes.

**MOTION:** Ms. Wolf moved, Mr. Kohl seconded for approval of the May 10, 2018 Budget Committee minutes. The motion passed unanimously, 5:0.

**4. INFORMATION REQUEST AND RESPONSE – Brett Yancey**

Mr. Yancey noted he had sent information to Budget Committee members this week and did not intend to go over it at the meeting. He asked if Budget Committee members had questions about the material.

**a. Ballot Measure 98 (BM98) Four Year Budget Summary – Dave Collins—**

Mr. Kohl asked if there was a written plan on how SPS would implement BM98.

Mr. Yancey noted the implementation strategy of BM98 had been reviewed by Mr. Collins at the December 2017 Budget Committee meeting.

**c. Budget vs Actuals Summary – Brett Yancey**

Mr. Collins said staff had presented a summary at the December 2017 Budget Committee meeting which included proposed expenditures. The current plan was a proposal to the State of Oregon which the State was reviewing and would provide feedback to SPS staff. Staff would continue to look at the metrics that refined the plan and make adjustments as needed. He would provide Budget Committee members information about expenditures for the current fiscal year.

Dr. Rieke-Smith said the plan was currently at the State and she had received notification from the State today that they were in the process of reviewing plans that had been submitted. SPS would receive feedback by early June 2018 related to how SPS had met three major categories SPS was required to meet. The three categories included, Career and Technical Education (CTE) pathways, dropout prevention, and college and career readiness. Due to the manner in which SPS received funding, it must cover the three areas. This information had been submitted to the State. When the plan was approved by the State and SPS had made necessary amendments to be aligned with the State's rules around BM98, SPS would present a formal plan to the community.

Ms. Cameron asked what were the primary reasons for students dropping out of school and how did the SPS strategy address those reasons.

Mr. Bessett and Ms. Adams arrived at 6:07 p.m.

Mr. Collins responded SPS was working on being more able to accurately identify the reasons for students dropping out of school. There were several reasons for dropping out which included home, health and other situations, and the lack of alternative programs with outside agencies for those students who were not successful in traditional educational settings. One indicator that interfered with students working towards graduation was that working towards graduation was more challenging than dropping out. SPS sought to engage the students and their families in dropout recovery through SPS's attendance truancy support person, and to have conversations and identify the barriers and reintegrate those students back into SPS's system.

Dr. Rieke-Smith added SPS was excellent in bringing funds to the District from BM98 and the District had also dedicated funding for mental health support systems that provided wrap around services at the schools. Mr. Ricker recently completed a plan that provided wrap around services at District schools in partnership with Direction Services, Looking Glass, CAHOOTS, the Child Center and Ophelia's Place.

Mr. Svoboda said there were discussions at the last Budget Committee meeting about the Academy for Arts and Academics (A3) becoming a magnet school. He asked what the impact would be on the District.

Mr. Yancey explained the option that would have the biggest economic impact on the District would be if it was reestablished as a charter school. The District had discussed A3 becoming a magnet school or regular high school similar to the District's comprehensive high schools, Springfield High School (SHS) and Thurston High School (THS). An alternative program

similar to Gateways High School (GHS) could also be considered. These options would have equivalent financial impacts on the District. The District was budgeting for 252 students and Mr. Collins, Mr. Ricker and Mr. Smolinsky were struggling with staffing to ensure that all available options were available to students. The District had four different budgets prepared to meet the needs of enrollment from 252 to 350 students. Funding for 252 students was included in the current proposed budget. A3 would be in a transition year and additional funds could be provided to ensure a smooth transition.

**d. Safety Plans & Funding – Brett Yancey**

Referring to the Safety and Security Plans the District had sent to Budget Committee members, Mr. Svoboda asked if Resource Officers were included in the proposed budget and if there were any K-9 units.

Mr. Yancey explained that Resource Officers were Springfield Police Department (SPD) officers. Although SPD did have K-9 officers, they were not at the schools on a daily basis. He noted SPD used the old SPS Administration Building when training and certifying the dogs.

Mr. Svoboda asked if more money were available, how would the District use it?

Mr. Yancey explained the District already had submitted a request for an additional Resource Officer. However, the SPD currently did not have enough officers to cover its patrol needs. Until SPD had enough officers, they could not provide another Resource Officer thereby reducing the number of officers available to cover SPD's other needs. Mr. Yancey added that the District was working on pushbutton entries at all schools and he expected the work would be completed this summer. There may be as much as \$100,000 left from the wall infill at Yolanda Elementary School. If no bond money was available, the District did have sufficient funds to cover security needs. He said the rekeying of schools may need to be done over several years. The District was implementing a new system the would allow people to enter buildings with scanned ID cards and lockdown buttons would be installed at all schools. The District was also developing a security screening program for visitors to District buildings.

In response to Ms. Adams, Mr. Yancey said the District had reached out to the Lane County Sheriff's Office (LCSO) to inquire if a Lane County Deputy would be available to serve as a Resource Officer. She noted on a recent visit to THS, staff were pleased with the rekeying of building locks and using a card entry system. She noted THS staff also wanted bullet proof windows.

Mr. Yancey said the District struggled to make schools as safe as possible, but there would always be a human factor which the District had no control over.

Mr. Jobanek commended staff for pursuing the various safety improvement efforts. Board members understood that in a free society, if people wanted to do harm they would do harm. The District's actions were moving in the right direction. He asked if Mr. Yancey could provide identify costs of future upgrades at District facilities.

Mr. Yancey said some costs have been identified. Electrical service for gates was already in place and the District would need to purchase software for card readers and other needs. He added the District currently had a person who was in charge of distribution and tracking building keys.

Responding to Mr. Jobanek, Mr. Yancey said the District had been in conversation with SPD in looking at the downtown core area where individuals with nefarious motives combined with alternative programs presented problems and the District was constantly in the position of having to pull Resource Officers away from the schools to deal with other issues related to drugs and other issues. While stationed at the high schools, the officers also respond to feeder schools.

In response to Ms. Wolf, Mr. Yancey said officers did go to other schools when called to do so.

Mr. Bessett noted the University of Oregon (UO) had its own police department and asked if that was something SPS should consider.

Ms. McCulley establishing its own police department would be quite an undertaking. The District would be required to get approval from the State of Oregon, to do so.

Mr. Yancey did not believe any school district in Oregon had its own police department. Some large districts in other states, including Florida, Texas and California, with enrollments of 100,000 or more students, did have their own police departments. He was most concerned that SPD was not able to hire enough officers to meet its needs. He noted that Dr. Rieke-Smith and other District administrators have had conversations with the SPD Chief, and he understood the District's concerns.

Mr. Kohl directed staff and Budget Committee members to page 95 in the 2018-2019— Operating Budget—Proposed document and the Ending Fund Balance.

Mr. Yancey explained there was \$4 million in unappropriated funds and \$1 million in contingency funds, which would be rolled over to the next fiscal year if not spent. He cautioned Board members that a significant Public Employees Retirement System (PERS) increase was coming.

In response to Ms. Wolf, Mr. Yancey concurred that rental costs in the General Fund had increased due to contracts in place for A3. The District would be reviewing A3's needs before the fall semester.

Responding to Ms. Wolf, Mr. Yancey said the District had recently become self insured, and had partnered with the City of Springfield to provide a wellness center for employees.

In response to Mr. Irvin, Mr. Yancey said the District did have a stop loss allocation of \$250,000.

Responding to Mr. Kohl, Ms. Price said the District had been able to supplement Talented and Gifted (TAG) funds with other funding, and planned to have more resources for the TAG program this fall, which would enable additional enrichment activities.

**b. VER Projections – Brett Yancey**

Mr. Yancey asked if there were any clarifying questions regarding the VER and there none.

**5. PUBLIC INPUT – John Svoboda**

There was no one who wished to offer public comment.

**6. APPROVAL OF DOCUMENT - Committee**

**MOTION:** Mr. Irvin moved, Ms. Adams seconded for approval of the 2018-2019 Springfield Public Schools Operating Budget. Budget Committee minutes. The motion passed unanimously, 7:0.

Mr. Bessett asked if the District had allocated funds for the search for a new superintendent.

Mr. Yancey said the Board had appointed an Interim Superintendent at its May 14, 2018 meeting. He noted the Interim Superintendent intended to work less than full time. Salary and benefits for a full time superintendent were included in the Proposed Budget, which would provide sufficient funding for the search for a new superintendent.

In response to Ms. Adams, Mr. Yancey said the District would adhere to by Oregon budget law for the recruitment.

Mr. Yancey read The Resolution to Approve the 2018-2019 Budget.

BE IT HEREBY RESOLVED THAT:

1. The Springfield School District budget in the aggregate amount of \$192,287,139 be approved and that the permanent tax rate of \$4.6412 per \$1,000 of assessed value be assessed in support of the General Fund. This permanent rate is expected to raise \$25,236,816, and
2. A tax of \$7,052,631\* is approved for the debt service fund for the purpose of retirement of bonded debt owed by the School District.

SIGNED:     John Svoboda                                     17 May 2018  
                  Budget Committee Chair Person             Date

ATTEST:     Susan R. Rieke-Smith                             17 May 2018  
                  Superintendent of School                     Date  
                  Springfield School District

The motion passed unanimously, 7:0.

**7. BUDGET COMMITTEE MEETINGS – Mr. Svoboda**

Mr. Svoboda said it was not necessary for the Budget Committee to meet again this year.

Mr. Yancey said staff would take the Proposed Budget to a hearing and formal adoption at the Board's first meeting in June 2018.

**8. ADJOURN MEETING – Mr. Svoboda**

The meeting was adjourned at 6:38 p.m.

*(Minutes recorded by Linda Henry)*

### **BUDGET HEARING**

A Budget Hearing of the Lane County School District No. 19 Board of Education was held on June 11, 2018.

#### **1. CALL BUDGET HEARING TO ORDER AND FLAG SALUTE**

The hearing was called to order in the Board Room of the Administration Building at 6:30 pm by Board Chair Zach Bessett and was followed by the Pledge of Allegiance.

Board members present included Chair Zach Bessett, Dr. Emilio Hernandez and Tony Jobanek. Laurie Adams was excused from the meeting.

Others in attendance included Superintendent Sue Rieke-Smith, Brett Yancey, David Collins, Kevin Ricker, Suzy Price, Tom Lindly, Judy Bowden, Jenna McCulley, Brian Megert, Bruce Smolnisky, Anne Goff, Joan Bolls, Brenda Holt, Melissa Stadler, Whitney McKinley, Kim Donaghe, Jeff Michna, Brad McEntire and Linda Henry.

#### **2. PUBLIC COMMENTS**

No one wished to make comments.

#### **3. CLOSING OF HEARING**

The Budget Hearing was concluded at 6:35 pm.

### **BUSINESS MEETING MINUTES**

15/A Regular Meeting of the Lane County School District No. 19 Board of Education was held on June 11, 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 Building at 6:35 pm.

Chair Bessett asked if there were any changes to the agenda. The Brain Bowl Recognition was moved to later in the meeting.

#### **Attendance**

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

District staff, students and community members identified included Superintendent Sue Rieke-Smith, Tom Lindly, Jenna McCulley, Brian Megert, Kevin Ricker, David Collins, Suzy Price, Bruce Smolnisky, Brett Yancey, Judy Bowden, Anne Goff, Kim Donaghe, Michelle Bassi, José da Silva, Michelle Webber, Bruce Webber, Mike Eyster, Colleen Hunter, Jeff Michna, Brad McEntire, Sally Storm, Jen Brown, Chad Towe, Whitney McKinley, Brenda Hansen, Becky Willis, Richard Willis, Vonnie Mikkelsen, Chris Reiersgaard, Naomi Raven, Peter Raven and Linda Henry.

#### **3. SPRINGFIELD EDUCATION FOUNDATION REPORT**

Sally Storm, Executive Director of the Springfield Education Foundation (SEF) introduced Jennifer Brown,



Associate Director of Development of SEF. They provided the SEF's annual report to the Springfield Public Schools (SPS) Board of Education and Cabinet. Dr. Storm thanked SPS for the help and support she had received from SPS. SEF had a new mission and a new vision. The Mission was: To empower student success through community engagement. The Vision was: To see the exceptional become the expected – in the ways students learn, teachers innovate, and our community unites around them. She added SEF's overarching purpose was to help improve graduation rates of SPS students by giving SPS great programs to help keep students engaged and to inspire a love of learning.

Dr. Storm offered a PowerPoint presentation entitled *Springfield Education Foundation*. She shared information about Ridgeview Elementary School's chicken hatching program that had been supported with a SEF grant. She added SEF raised \$359,559 last year, with 50% directed to SPS initiatives; 38% directed to donor designated gifts; 11% directed to innovative educator grants; and 1% directed to scholarships.

Dr. Storm introduced SEF Board Chair Brenda Hansen.

#### **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.*

Mike Eyster commended the Board and Dr. Rieke-Smith on recent improvements in the graduation rate and development of a new strategic plan. This was a pivotal time for SPS with a vacancy on the board and the upcoming departure of Dr. Rieke-Smith. He encouraged the Board to set a bold goal for the future, and suggested that the Board set a goal of 10 in 10---being one of the top 10 school districts in the State of Oregon within 10 years. He thanked the Board for the service it provided to SPS and the community.

Bonnie Mikkelsen, President and Chief Executive Officer (CEO) of the Springfield Area Chamber of Commerce, echoed Mr. Eyster's comments about the importance of the Chamber's partnership with SPS and the City of Springfield. The obligations and responsibilities of the partnership were broad and could be overwhelming, as it continued to build the community. The partnership had full confidence in the appointment of Bruce Smolnisky as SPS's Interim Superintendent. It had been critical for the business community to have this partnership. She thanked the Board for its support and encouraged it to be bold as it looked for a new leader for SPS.

#### **5. CONSENT AGENDA**

**A. May 14, 2018 Board Meeting Minutes**

**B. Financial Statement**

**C. Personnel Action, Resolution #17-18.054**

Bruce Smolnisky recommended that the Board of Directors approve the personnel action for licensed employees as reflected below:

**New Hires**

Jarek Bartels  
Amethyst Beard  
Tiffany Brown  
Sierra Chochrane  
Haley Damian  
Amber Dyemartin  
Robyn Eicks  
Laura Farrelly  
Christine Grose  
Jeremy Hugo  
Brenda Joseph  
David King  
Amy Lehm  
Kendra Litalien  
Tina McClellan  
Chelsea McKinnon  
Melissa Nixon

Kevin O’Dea  
Agnes Picard  
Leah Price  
Katelyn Schroeder  
Wendy Shara  
Jennifer Shelton  
Johanna Solares  
Sarah Sperry  
Sarah Steele  
Katherine Waugh  
Steven Twomey  
Annie Jo Wilson  
Francesca Wilson  
Hope Zima  
Hope Koen  
Lisa Marxer  
Kathryn Tiernan  
Megan Girod

**Resignations**

Kevin Cave  
Colin Farnsworth  
Timothy Moore  
Kristin Page  
Nastalia Raines  
Susan Rieke-Smith  
Rebekah Whittaker  
Zachary Scotton  
Hannah Miller

**Leaves of Absence**

Joanna Mari Guhit  
Amberly Trano

**Change of Contract Status**

McCall Habermehl  
Kelli Ngariki  
Julie Steyding

**D. Board Policy Approval, Resolution #17-18.055**

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

- IGBJ Magnet Schools and Magnet Programs

**MOTION:** Dr. Hernandez moved, Mr. Jobanek seconded, for approval of the Consent Agenda. Carried 3-0.

**6. ACTION ITEMS**

**A. 2018-2019 Budget Adoption, Resolution #17-18.057**

The District began holding work sessions with the Budget Committee in December 2017 to discuss parameters and estimates for the 2018-19 fiscal year. Additionally, the Superintendent, Chief Operations Officer and Community Engagement Officer visited with every site to share information and solicit feedback. All of this information was used to construct the proposed operating budget for the Springfield School District. Following months of preparation, the 2018-2019 proposed budget was delivered to the Budget Committee on May 10, 2018.

During its second Budget Committee meeting on May 17, 2018, the Springfield School District Budget Committee approved the proposed budget for 2018-2019 without modification. Following the approval of the document, the District closed on a financing agreement for the purchase of seven (7) new school buses and new equipment for Print Services. While this financing has no impact on the General Fund, there is an anticipated increase in the beginning fund balances in the Equipment Replacement Fund and the Print Services Fund. While the district will receive the funding during the current fiscal year (June 2018). This is the only modification being proposed.

Brett Yancey recommended that the Board of Directors adopt the 2018-2019 Budget Resolution as presented on the attached sheet.

**MOTION:** Mr. Jobanek moved, Dr. Hernandez seconded, for approval of the 2018-2019 Budget Resolution. Motion carried 3-0.

**B. Agnes Stewart Middle School Siding Replacement Project, Resolution #17-18.058**

This Invitation to Bid (ITB) was advertised in the Daily Journal of Commerce and on the Oregon Procurement Information Network (ORPIN). Three (3) potential general contractors attended the mandatory pre-bid conference and job walk held on May 15, 2018. Two (2) responses were received to this ITB.

This project consists of removal of the existing EIFS siding system and replacement with a new metal siding system with related flashing, sealant joints, repointing of masonry joints, and application of a new anti-graffiti finish at the existing Agnes Stewart Middle School. Work may begin on this project on June 18, 2018. Phase 1 work will be substantially completed by August 31, 2018 in time for the 2018-19 school Year. Phase 2 work will continue in areas not disruptive to school being in session and will be substantially completed on September 28, 2018. Work will be provided under a single standard general construction contract.

The original solicitation documents and specifications were developed by Robertson Sherwood Architects PC, in cooperation with District staff. Board Member Dr. Emilio Hernandez reviewed the procurement files. Funding for this project will be provided through bond proceeds.

Brett Yancey recommended the Board of Directors approve the award of the Agnes Stewart Middle School Siding Replacement Project to Bineham Construction Inc. of Eugene, Oregon for the Base Bid plus alternates #1, #2 and #3 amount of \$803,103.00.

**MOTION:** Mr. Jobanek moved, Dr. Hernandez seconded, for approval of the award of the Agnes Stewart Middle School Siding Replacement Project to Bineham Construction Inc. of Eugene, Oregon for the Base Bid plus alternates #1, #2 and #3 amount of \$803,103.00. Motion carried 3-0.

**2. RECOGNITION**

• **Brain Bowl**

Kathy McCumsey, Briggs Middle School (BMS) teacher, introduced BMS 8<sup>th</sup> graders Brain Bowl winners: Aidan Boals, Shyann Kephart, Madelyn Nover, Trevor Patterson and Corben Short.

**7. Reports and Discussion**

**A. Technology Bond Update**

Tom Lindly and Brad McEntire provided a Technology and Bond Update and offered a PowerPoint presentation entitled *Bond Projections—2018 (05/31/2018)*. Mr. McEntire reviewed the spreadsheet.

**Bond Projections--2018 (05/31/2018)**

	Original	Current	Staffing	Actual			Total	Projected		Forecasted
	Bond	Bond	Cost	Staffing	%	%	Projected	Cost At	5%	Ending
	Budget	Budget	Estimates	Expenditures	Complete	Spent	Revenue	Completion	Contingency	Balance
Core Network	\$1,572,216	\$2,070,390	\$98,605	\$94,322	90%	138%	\$632,963	\$2,370,875	\$78,611	(\$194,307)
Central Server Infrastructure	\$653,068	\$346,286	\$40,959	\$39,179	59%	59%		\$653,068	\$0	\$0
Enterprise Wireless	\$205,627	\$461,177	\$12,896	\$12,336	85%	230%	\$220,889	\$543,120	\$10,281	(\$126,885)
Unified Communications	\$923,200	\$559,711	\$57,901	\$55,385	100%	67%		\$615,096	\$0	\$308,104
Classroom Equipment	\$2,523,484	\$2,128,603	\$158,267	\$151,391	95%	90%	\$5,133	\$2,393,994	\$0	\$134,623
Staff Computer Equipment	\$1,352,760	\$865,833	\$84,842	\$81,156	61%	70%		\$1,315,583	\$67,638	(\$30,461)
Student Computer Devices	\$6,069,645	\$3,169,922	\$380,673	\$364,135	74%	58%		\$4,439,517	\$303,482	\$1,326,646
Professional Technical	\$300,000	\$302,919	\$18,815	\$17,998	100%	107%	\$2,000	\$318,815	\$0	(\$16,815)
	<b>\$13,600,000</b>	<b>\$9,904,841</b>	<b>\$852,958</b>	<b>\$815,903</b>			<b>\$860,985</b>	<b>\$12,650,067</b>	<b>\$460,012</b>	<b>\$1,400,905</b>

**Notes:**

1. The initial estimates for Enterprise Wireless were based on adding 583 new wireless access points. With new higher capacity devices, we elected to replace all existing access points as part of the bond. The result is the need to install a total of 1,000 access points.
2. The scope of the Central Server Infrastructure and Professional Technical projects will be determined by the project budgets.
3. Total technology bond \$13,600,000
4. Generally contingency dollars will be released when the projects are 95% or more complete.

Mr. Yancey said the bond was passed four years ago. He had the opportunity to be part of the most visible project supported by the bond, the Hamlin Middle School project. He, Mr. Lindly and Mr. McEntire had co-managed the bond. He commended Mr. McEntire, who would retire this week after working in the District for 23 years, and Mr. Lindly who had worked 20 years in the District. He asserted the District owed both of them an enormous amount of gratitude. In response to Mr. Jobanek, Mr. Yancey said the District would continue to invest in technology with any unspent bond funds, and the District would continue to invest in the changing technology in the future.

**B. Superintendent Communication**

Dr. Rieke-Smith said:

“Your education is a basket that you make...some people make baskets that are small...some people make baskets that are really big. Just make sure you fill that basket with good things to share with your people.” These are the words of Shirod Younker, shared with our Native graduates on June 2 during the bestowing of graduation blankets. Mr. Younker is a citizen of the Coquille/Miluk Coos, a Native artist and a program manager for the “Journeys in Creativity” program at the Oregon College of Art and Craft, a pre-college art program for Native American teens in the United States. Basket weaving is a practical, as well as religious act in the life of First nation tribal communities. As the basket maker weaves, the basket forms an inner wall interlaced with an outer wall. It is the tension between the inner wall interlaced with the outer wall that gives strength to the basket. For the basket maker, this strength from the tension between the two walls also gives the basket its integrity – for a strong basket is a useful basket. Yet, the art form is not without its challenges. When the basket weaver comes to a place where they are having difficulty, they call upon the elders to help them get through that challenge. In so doing, they acknowledge those who taught them the art of basket making as critical to the weaver’s ultimate success. Mr. Younker’s basket weaving imagery beautifully captures the complexities, interrelatedness and frankly, the challenges of our district’s work, that it truly takes the entire village to ensure each and every student grows towards becoming a strong basket filled with knowledge and skill for use in our community.

And so tonight I highlight this year’s successes with thanks to those who made it possible. First to you, board, for keeping all students at the heart of your decisions and actions, specifically calling out through the district strategic plan a vision that student academic growth, support for families and personalization of educational pathways is our primary mission. Second, the tireless work of all central office, school and department staff throughout the year. Last, to our community at large: SEF, city, chamber and business leaders and partners, too numerous to mention this evening. As a result of this year’s communal work, we realized:

1. An increase in the graduation rate for the first time in ten years, putting us well on our way to meeting the goal of 85% or better by 2021. This past week 699 students participated in graduation ceremonies with many more students expected to complete graduation requirements this summer.
2. An increase in the 2017-18 percentage of Freshman On Track for graduation, up from 78.7% to 83%, an increase of 4.3%.
3. Continued expansion of CTE personalized pathway options across our secondary system

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thanks to the board strategic plan, Chamber business and civic supports to work force development, as well as strategic district deployment of state Measure 98 funding. For the first time in SPS history, 95 Springfield High School graduating seniors earned their National Career Readiness Certificate. The NCRC is sought by employers as it measures and certifies a student possesses essential work skills, critical to success in careers across industries and occupations nationally.

4. 70 K-12 English Language Development students celebrated English language proficiency promotion and/or program exit while maintaining proficiency in their first language. These students and their families were celebrated June 5 in a first ever ELD Promotion Ceremony.

5. Successful completion and inauguration of the new Hamlin Middle School in support of STEAM project based instruction.

6. Continued progress in the expansion of mental health and health care provider partnerships, providing services directly to students and families through our schools.

And so, I leave you with a basket that is strong and filled to the brim with good gifts for all in our village, thanks to its weavers and elders. I have no doubt that in the coming years this village will ensure the weave of the basket remains strong and continues to be filled with good things to share with the people of Springfield.

### **C. Board Communications**

Tony Jobanek said it had been a humbling experience to attend the graduations this week. As he shook the hands of the students and gave them their diplomas, he saw the future of the community in their eyes. The teachers, administrators, Superintendent and Board worked hard to support the students. The District was about working toward getting those students to a position where, if they were destined to go to college, they would go to college and work towards their degrees. Other students would go directly into the work force. Regardless of what their path was, they had day to day contact and mentorship, which made SPS special. He thanked everyone for all they did.

Dr. Emilio Hernandez said he attended the Gateways High School (GHS) graduation. He asked that the Board and staff review how the Oregon Administrative Rules (OARs) addressed student completion of the General Equivalency Diploma requirements, to ensure the requirements were applied consistently and fairly for all students. He said it had been a pleasure working with Dr. Rieke-Smith. It was important for the Board and staff to work together in support of the students. He thanked Mr. Eyster for the help the District received from the business community and looked for their continued help with the 10 in 10. He thanked everyone for a great year.

Zach Bessett said it had been a great year. He thanked everyone for their support.

### **8. OTHER BUSINESS**

There was no other business.

### **9. NEXT MEETING:**

The next meetings would be held on June 25, 2018. A work session would begin at 4:00 pm followed by a business meeting at 7:00 pm. Both would be held in the Board Room at the Administration Building.

### **10. ADJOURNMENT**

With no other business, Chair Bessett adjourned the meeting at 7:46 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 leave of absence. 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. Bruce Smolnisky 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
- Leave of Absence

SUBMITTED BY:

Bruce Smolnisky  
Director of Human Resources

APPROVED BY:

Susan Rieke-Smith, Ed.D.  
Superintendent

NO	NAME	CURRENT BUILDING ASSIGNMENT	CURRENT STATUS	FTE	EFFECTIVE DATE	NOTES
	<b>NEW HIRES</b>					
1	CHELSEA ANDERSON	RIVERBEND	PROBATIONARY 1	FT	2018/19	NEW HIRE
2	TIFFANY BEATTIE	ADMIN BUILDING	PROBATIONARY 1	FT	2018/19	NEW HIRE
3	SAMANTHA BENNETT	PAGE	PROBATIONARY 1	FT	2018/19	NEW HIRE
4	TASHINA DAVIS	GHS	PROBATIONARY 1	PT	2018/19	NEW HIRE
5	DANA GRANT	RIVERBEND	PROBATIONARY 1	FT	2018/19	NEW HIRE
6	SARAH HUPPERT	THS	PROBATIONARY 1	FT	2018/19	NEW HIRE
7	EMILY JOHNSON	HMS	PROBATIONARY 1	FT	2018/19	NEW HIRE
8	RACHEL KNABE	MT VERNON	PROBATIONARY 1	FT	2018/19	NEW HIRE
9	CHIFFONIA LAM	PAGE	PROBATIONARY 1	FT	2018/19	NEW HIRE
10	JOSIAH MANKOFSKY	BMS	PROBATIONARY 1	FT	2018/19	NEW HIRE
11	CARRIE STRAUCH	RIVERBEND	PROBATIONARY 1	FT	2018/19	NEW HIRE
12	PAULA TEREULT	TRDR	PROBATIONARY 2	FT	2018/19	REHIRE PROBATIONARY 2 FROM TEMPORARY
13	KIMBERLY THOMPSON	SHS	PROBATIONARY 2	FT	2018/19	REHIRE PROBATIONARY 2 FROM TEMPORARY
14	VALERI RANKINS	CENTENNIAL	PROBATIONARY 1	FT	2018/19	NEW HIRE

	<b>RESIGNATIONS</b>					
15	MISTY BISBY	GHS	CONTRACT TEACHER	FT	6/15/18	RESIGNATION
16	MARISA SILVER	MAPLE	CONTRACT TEACHER	FT	6/15/18	REIGNATION
	<b>LEAVE OF ABSENCE</b>					
17	JAYLENE CRAWFORD	YOLANDA	CONTRACT TEACHER	FT	2018/19	PART TIME LOA 2018/19



## ALTERNATIVE EDUCATION PROGRAM APPROVAL

### RELEVANT DATA:

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.

### **Out-of-District - Alternative Programs**

Please see attached descriptions.

### **RECOMMENDATION:**

It is recommended that the board approve the following in-district programs and private contractors for alternative education services for the 2018-2019 academic year.

- 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

SUBMITTED BY:

Brian Megert, D.Ed.  
Director of Special Programs

RECOMMENDED BY:

Susan Rieke-Smith, Ed.D.  
Superintendent

**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

SUMMER SCHOOL PROGRAMS UPDATE

RELEVANT DATA:

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'Rio 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 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 & 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 9<sup>th</sup>-12<sup>th</sup> 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.

SUBMITTED BY:

Kevin J. Ricker, Ed.D.  
Director of Secondary Education

Suzanne Price  
Director of Elementary Education

**2018 Springfield School District  
Summer School Programs**

Elementary Programs		Grades (Fall 2018)	Beginning Date	Ending Date	Begin & End Times	Enrollment	Description	
Chifin Native Youth Center	Natives Summer School	K-12	Aug 6	Aug 24			The program will focus on academic support, skill building and cultural enhancements to support increased student achievement. Dawn Malliett (541-603-6568)	
Douglas Gardens	Open Library	K-5	June 20	Aug 15	10:30 am -11:30 (Wednesdays)		DG will have an open library every Wednesday. The library will be staffed 10:30-11:30 for children to check out books. We are hoping to serve over 100 students this summer!	
Guy Lee	KITS	incoming K	July 2	Aug 16	9:30 - 11:30		please visit: <a href="http://www.springfield.k12.or.us/kits">http://www.springfield.k12.or.us/kits</a> for specific days and more information	
Maple/TRDR (@ Maple)	KITS	incoming K	July 2	Aug 16	1:00 - 3:00		please visit: <a href="http://www.springfield.k12.or.us/kits">http://www.springfield.k12.or.us/kits</a> for specific days and more information	
Mt Vernon	KITS	incoming K	July 2	Aug 16	1:00 - 3:00		please visit: <a href="http://www.springfield.k12.or.us/kits">http://www.springfield.k12.or.us/kits</a> for specific days and more information	
Mt Vernon	Safety Town		July 10	July 21	9:00 - 11:30 am 1:00 - 3:00 pm		please visit: <a href="http://www.springfield.k12.or.us/kits">http://www.springfield.k12.or.us/kits</a> for specific days and more information	
Riverbend	KITS	incoming K	July 2	Aug 16	9:30 - 11:30		please visit: <a href="http://www.springfield.k12.or.us/kits">http://www.springfield.k12.or.us/kits</a> for specific days and more information	
Two Rivers (@ Maple)	KITS	incoming K	July 2	Aug 16	1:00 - 3:00		please visit: <a href="http://www.springfield.k12.or.us/kits">http://www.springfield.k12.or.us/kits</a> for specific days and more information	
Special Educ	Extended School Year	Contact Special Programs for information						
Middle School Programs		Grades (Fall 2018)	Beginning Date	Ending Date	Begin & End Times	Enrollment		
ASMS	Cooking/Sewing Camp (\$20 per student fee)	6 - 8	June 25	June 29	8:30 - 3:00	up to 30	Students will learn basic cooking and sewing skills.	
ASMS	EL Achieve Leadership		June 25	June 29	8:00 - 3:00	100		
HMS (held @ BMS)	Summer Institute (Free)	6 - 8	June 25	Aug 2	9:00 am - 1:00 pm (Mon -Thurs)	up to70	Math, Literacy, Steam and an arts class will be offered to promote academic progress. Students will have a total of 4 classes daily, approximately 50 minutes each.	
High School Programs		Grades (Fall 2016)	Beginning Date	Ending Date	Begin & End Times	Enrollment		
SHS	Academic Summer School SHS*	10-13	July 9	Aug 2	9:00 - Noon 12:30 - 3:30 (Mon - Thurs)			
SHS	Bike Repair, Leadership & Business, Audio Production, Boxing		July 9	July 19	9:00 - 2:00 (Mon - Thurs)		Scott Chase (541-510-8648) scottchase00@gmail.com	
SHS	Video Production, Cooking, Song Writing, Improv & Acting		July 23	Aug 2	9:00 - 2:00 (Mon - Thurs)		Scott Chase (541-510-8648) scottchase00@gmail.com	
THS	Academic Summer School THS*	10-13	July 5	July 27	8:30 - 11:30 Noon - 3:00 (Mon - Fri)		Web-based credit recovery classes offered in Lang Arts, Science, Health & Social Studies. These classes do NOT meet NCAA college admission requirements. Students need to be motivated and able to work independently.	
THS	Strong Start Freshman Academy	incoming 9	Aug 13	Aug 17	9:00 - 3:00	Up to 30	Fun week-long camp experience for incoming Thurston High freshmen wich focuses on building community, leadership, and self-awareness.	
Special Educ	Extended School Year	Contact Special Programs for information						

No bus transportation

\*=\$50 per class for Spfld In-Dist students,

Student not enrolled or attending an SPS school are not eligible to access SPS summer school.

Fees are non-refundable and must be paid in advance.

**\$20 refund for Perfect attendance (SHS & THS)**

6/19/18

**GRADUATION AND SCHOLARSHIPS**

**RELEVANT DATA:**

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 (4) students awarded \$4,000 from five (5) scholarships. WLA-HS had 12 graduates, with three (3) students awarded \$700 from three (3) scholarships.

Gateways High also had seven (7) students receiving their GED and Thurston High School had one (1) student receiving their GED.

Kevin Ricker is available to answer questions.

**SUBMITTED BY:**

Kevin Ricker, Ed.D.  
Director of Secondary Education

**RESOLUTION TO TRANSFER BUDGET APPROPRIATIONS**

**RELEVANT DATA:**

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.

Submitted by:  
Brett M. Yancey  
Chief Operations Officer

Recommended by:  
Dr. Sue Rieke-Smith  
Superintendent



**DESIGNATION OF DISTRICT OFFICERS, CLERKS, DEPOSITORIES AND  
CONTRACT REVIEW BOARD**

**RELEVANT DATA:**

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).

**RECOMMENDATION:**

It is recommended that the Board of Directors approve the resolution designating District officers, clerks, and agents, including the depositories for District funds as listed on the attached documents for the 2018-19 fiscal year.

**SUBMITTED BY:**

Brett M. Yancey  
Chief Operations Officer

**RECOMMENDED BY:**

Susan Rieke-Smith, Ed.D.  
Superintendent

**DESIGNATION OF DISTRICT OFFICERS, CLERKS, DEPOSITORIES AND  
CONTRACT REVIEW BOARD**

**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.

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Board Chair

Date

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Superintendent

Date

**PROPERTY AND LIABILITY INSURANCE  
WORKER'S COMPENSATION INSURANCE**

**RELEVANT DATA:**

**Property & Casualty Insurance:**

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.

**RECOMMENDATION:**

Be it Hereby Resolved, 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.

Be it Hereby Resolved, 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.

Submitted by:

Brett M. Yancey  
Chief Operations Officer

Recommended by:

Susan Rieke-Smith, Ed.D.  
Superintendent

**RESOLUTION: #17-18.064**

**JUNE 25, 2018**

**DESIGNATION OF DISTRICT LEGAL COUNSEL AND MUNICIPAL  
AUDITOR**

**RELEVANT DATA:**

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.

**RECOMMENDATION:**

It is recommended that the Board of Directors approve the resolution designating District agents as listed on the attached documents for the 2018-2019 fiscal year.

SUBMITTED BY:

Brett M. Yancey  
Chief Operations Officer

RECOMMENDED BY:

Susan Rieke-Smith, Ed.D.  
Superintendent

**DESIGNATION OF DISTRICT LEGAL COUNSEL AND MUNICIPAL AUDITOR**

**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.

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Board Chair Date

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Superintendent Date

**RESOLUTION: #17-18.065**

**DATE: JUNE 25, 2018**

**THURSTON HIGH SCHOOL  
SPORTS CONCESSIONS BUILDING PROJECT**

**RELEVANT DATA:**

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 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 and Chris Reiersgaard will be available to answer questions.

**RECOMMENDATION:**

It is 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.

**SUBMITTED BY:**

Brett Yancey  
Chief Operations Officer

**RECOMMENDED BY:**

Susan Rieke-Smith, Ed.D.  
Superintendent