



**BOARD OF EDUCATION**  
**April 10, 2017**  
**Administration Center Boardroom**  
**525 Mill Street**  
**Springfield, OR 97477**

**6:00 pm Volunteer Reception**

**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 Tina DeHaven
2. Teacher Appreciation Week Proclamation	Chair DeHaven
3. School Presentation: Mt. Vernon Elementary School	Principal Cindy Nees
4. Public Comments (Three (3) minutes each; maximum time 20 minutes. Speakers may not yield their time to other speakers.)	
5. Consent Agenda	
A. March 13, 2017 Board Meeting Minutes	1
B. Financial Statement	Brett Yancey 2
C. Personnel Action, Resolution #16-17.047	Michael Henry 3
D. 2017-2018 Board Meeting Schedule, Resolution #16-17.048	Sue Rieke-Smith 4
E. Ready/i-Ready Math Instruction with Diagnostic, Text Book Adoption, Res. #16-17.049	David Collins 5
F. 2017-2018 School Calendar, First Read	David Collins 6
G. Board Operating Agreements, First Read	Jenna McCulley 7
6. Action Items	
A. Board Policy JBB Approval, Resolution #16-17.050	Jenna McCulley 8
B. Safe & Welcoming Schools for All Students, Res. #16-17.051	Jenna McCulley 9
C. Admin Bldg Interior Renovation, Resolution #16-17.052	Brett Yancey 10
7. Reports and Discussion	
A. Student Communication	
B. Superintendent Communication	Sue Rieke-Smith
C. Board Communication	Chair DeHaven
• Agencies & Civic Organizations Reports	
8. Other Business	
9. Next Meeting: April 24, 2016, 4:00 – 8:00 pm, Spring Planning Meeting	
10. Adjournment	Chair DeHaven

## WORK SESSION MINUTES

16/A Work Session of the Lane County School District No. 19 Board of Education was held on March 13, 2017.

### 1. CALL MEETING TO ORDER

Board Chair Tina DeHaven called the Springfield Board of Education Work Session to order in the Board Room at the District Administration Center at 4:09 pm.

#### Attendance

Board Members present included Chair Tina DeHaven, Laurie Adams and Erik Bishoff. Sandra Boyst was excused due to illness. Dr. Emilio Hernandez arrived late (4:20pm).

District staff and community members identified included Superintendent Sue Rieke-Smith, David Collins, Brett Yancey, Tom Lindly, Jenna McCulley, Brian Megert, Kevin Ricker, Suzy Price, Judy Bowden, Laura Weiss, Amber Mitchell, Adam Harter, Anne Goff, Gloria Rojas de Russell, Stacie Leach, Browyn Plumb, Brent Sasser, Manuel Plascencia, Jamie Hoag Barnett, Ana Maria Vergara, Elizabeth Milioretto, Sara Thornton and Linda Henry.

### 2. WELCOME

Chair DeHaven and Superintendent Sue Rieke-Smith welcomed the Board to the meeting. Ms. DeHaven revised the order of the published agenda to discuss Board Operating Agreements first, followed by the Dual Language Work Group report.

### 4. BOARD OPERATING AGREEMENTS

Jenna McCulley distributed a draft of the Board Operating Agreements for the Board to review. She noted the Board had previously discussed this issue in November 2016 and she had incorporated previously discussed Board Operating Agreements options from the November 2016 meeting into the revised agreements before the Board this evening. She reviewed the agreements, invited comments from Board members, and invited them to wordsmith the document and bring proposed changes to a future Board meeting.

Ms. DeHaven added it would be important for Ms. Boyst and Dr. Hernandez to review the Board Operating Agreements before the Board took final action.

### 3. DUAL LANGUAGE WORK GROUP REPORT

Ms. DeHaven introduced the members of the Dual Language Work Group: Laura Weiss, Springfield Public Schools (SPS) District English Language Development (ELD) Coordinator; and Adam Harter, parent of a Guy Lee Elementary School (GLES) student in the dual emersion program. She thanked Erin Maloney who served as the facilitator for the work group.

Ms. Weiss reviewed the following documents:

- Springfield Dual Language Workgroup School Board Recommendations
  - Workgroup Inception
    - At the direction of the School Board, a workgroup met and crafted a recommendation to the Board for the Springfield Dual Language Immersion Program currently housed at GLES. The group met four times in January and February 2017.
  - Core Values

- We believe in the long-term commitment to a Springfield K-12 Dual Language Immersion program, accessible to all English Language Learners.
  - We believe that the Dual Language Immersion program should enroll an even ratio of students; that is, it should be as close as possible to 50% native-Spanish speaking students, 50% native-English speaking students.
  - We believe that the Dual-Language model should use Spanish at least 50% of the day as the medium through which content in various subject areas is delivered.
  - We believe the goal of the program is to attain high student achievement and bilingualism through instruction and support from bilingual (and preferably bi-cultural) teachers and staff.
- The Original Implementation Plan at Guy Lee
  - Kindergarten—2014-2015
  - 1<sup>st</sup> Grade—2015-2016
  - 2<sup>nd</sup> Grade—2016-2017
  - 3<sup>rd</sup> Grade—2017-2018
  - 4<sup>th</sup> Grade—2018-2019
  - 5<sup>th</sup> Grade—2019-2020
- Considerations
  - The program was funded by a \$120,000, three year grant that ended in 2015-16.
  - No District funds were designated specifically for the program.
  - Space constraints do not allow for the K-5 model expansion at one Springfield school site; there are no classrooms at GLEs for expansion to Grade 3 for 2017-18 and beyond.
  - Coordinator position went from .5 FTE the first year (2014-15), became a stipend position; not feasible for 1 full time teacher to successfully implement the program.
  - Limited community outreach without a full time program coordinator.
  - No District funds designated specifically for the program.
  - Lack of dual language teachers (statewide); challenging to recruit and retain bilingual teachers.
  - Inadequate curriculum and insufficient time to align materials with District curriculum.
  - Clear leadership and program support needed.
  - Commitment to a long term vision necessary for program to continue.
- The Future of Springfield's Dual Language Immersion (Two-Way Bilingual) Program—Recommendation of the Dual Language Workgroup to the Springfield School Board
  - Dual Language Workgroup Recommendations
    - Location: Establish a neighborhood school to become entirely dual-immersion
    - Organization: Hire a Dual Language Immersion Program Coordinator
    - Sustainability: Develop both short-term and long-term plans for Springfield's Dual Language Immersion Program. Deliver regular reports to the Springfield School Board on the progress of recruitment, curriculum support, professional development and best practices for a dual-language immersion program.

Dr. Hernandez arrived at 4:20 pm.

Mr. Harter thanked the Board for supporting the program. He reviewed the Dual Language Workgroup Recommendations on the handout.

Dr. Hernandez asserted the workgroup would continue to meet and he would ensure that information moved back and forth between the workgroup and the Board.

In response to Mr. Bishoff, Dr. Rieke-Smith said the Board had an opportunity before it tonight to direct staff to take the workgroup's recommendations, and model both a systematic impact and fiscal impact, for Board consideration at the April 24, 2017 work session.

Ms. Adams expressed concern about the inadequate curriculum and insufficient time to align materials with the District curriculum.

Ms. Price responded that the District was able to purchase *Maravillas Curriculum Practice Books*, which was a Spanish language development curriculum for kindergarten through 3<sup>rd</sup> grade, using Oregon Department of Education (ODE) grant funds, and the District was prepared for next year. The District also planned to use a math curriculum that was offered in Spanish. Additionally, the District planned to use the *Journeys* curriculum which it purchased last year. The District had sought out expertise advice related to the alignment of its English language program to the Spanish language development program. The District was challenged with aligning the programs because of a lack of a coordinator who would guide the work. She commended the teachers who had worked diligently with Ms. Weiss.

Ms. DeHaven questioned how the District could acquire curriculum materials without the grant funding the District no longer had access to.

Dr. Rieke-Smith said Ms. McKinley, K-12 Teaching and Learning Coordinator, had been looking at State standards requirements, and what other programs the District was working with to prevent duplication.

In response to Ms. Adams, Ms. Weiss explained the workgroup proposed that the immersion school include a larger catchment area (which would require the development of a "super boundary") in order to include students adjacent to the dual language neighborhood school, as well as allowing for the possibility of providing transportation to students whose families had opted out of the immersion school to attend another school within the larger catchment area.

Ms. Price said staff would provide information for the Board related to acquiring a math curriculum for 4<sup>th</sup> and 5<sup>th</sup> grade.

Ms. DeHaven commended the workgroup and Dr. Hernandez for their work on this program. She continued to advocate for SPS to be a competitive district of choice, which was challenging.

There was consensus that additional information would be brought to the Board at the April 24, 2017 work session, and that the Board would continue to support the efforts of staff and the workgroup.

## **5. NEXT MEETINGS:**

April 10, 2017, 7:00 pm, Business Meeting.

## **6. ADJOURNMENT**

With no other business, Ms. De Haven adjourned the meeting at 5:00 pm.

## **CLASSIFIED EMPLOYEE OF THE YEAR RECEPTION**

A reception was held beginning at 6:00 p.m. in recognition of the district's Classified Employees. Tim Stephens, President of Oregon School Employees Association (OSEA) served as the emcee for the event.

Mr. Stephens announced the nominees for Classified Employee of the Year for 2017. Those present were given a folder containing the nomination forms from those who nominated them, a certificate of congratulations and a gift.

Gene Hill, Admin Building  
Pam Skinner, Instruction, Admin Building  
Alex Bauman, Tech Services, Admin Building  
Ron Rattenborg, Agnes Stewart MS  
Camillia Demartine, Briggs MS  
Jeannie Kadrmas, Briggs MS  
Patricia Lyon, Briggs MS  
Bradley Barnhart, Centennial  
Lori Henderson, Douglas Gardens  
Tina O'Neil, Douglas Gardens  
Alva Barnhart, Gateways HS/A3  
Joanne Bantz, Guy Lee  
Julie Meehan, Guy Lee  
Stephen Gallaher, Hamlin MS  
Cynthia Nagao, Hamlin MS  
Deanna Stevens, Hamlin MS  
Pam Skinner, Instruction  
Yvonne Atteberry, Maple  
Karen Carney, Maple  
Jamie Matthews, Mt Vernon  
Brittany Adair, Page  
Arlene Boylan, Page  
Prysilla Garcia, Page  
Christine Grose, Page  
Heidi Hewett, Page  
Chenoa Skaggs, Page  
Jason Smith, Page  
Rebecca Southworth, Page  
Rainbow Tornell, Page  
Tina Anderson, Ridgeview  
Ben Bennett, Ridgeview  
Becky Buescher, Ridgeview  
Susan Canfield, Ridgeview  
Sabrina Chesnut, Ridgeview

Karin Cogburn, Ridgeview  
Cynthia Crump, Ridgeview  
Debbie Eubank, Ridgeview  
Summer Farley, Ridgeview  
Bea Leslie, Ridgeview  
Lashelle Nelson, Ridgeview  
Stephanie Perkins, Ridgeview  
Donna Pineda, Ridgeview  
Deb Richey, Ridgeview  
Don Sacrison, Ridgeview  
Tracy Stephens, Ridgeview  
Susan Wright, Ridgeview  
Deb Conley, Riverbend  
Maritza Fousse, Springfield HS  
Lori Umenhofer, Springfield HS  
Maria Valdez, Springfield HS  
Shauna Drake, Thurston HS  
Jason Frame, Thurston HS  
Lisa Minimum, Thurston HS  
Sharon Plueard, Thurston HS  
Terri Hinson, Thurston MS  
Jackie Rose, Thurston MS  
Lori Sanford, Thurston MS  
Marie Boone, Transportation  
Didier Gohler, Transportation  
Dan Wallace, Transportation  
Rabecca Lamb, TRDR  
Cami Romig, TRDR  
Kathy DeWitt, Waltherville  
Dan Carroll, Warehouse  
Greg Davis, Warehouse  
Tim Stephens, Warehouse  
Suzi Quarterly, Yolanda

Alva "Pudge" Barnhart was selected as second runner up for the 2017 Classified Employee of the Year. Pudge is well-known in the district, having been a custodian at Gateways High School, the Memorial Building and A3 since 2007.

Lori Umenhofer, a special education assistant was selected as the first runner up for the 2017 Classified Employee of the Year. Lori started as the assistant to a student at Centennial and has followed the student to Hamlin Middle School and Springfield High School.

Jason Frame, custodian at Thurston High School since 2014 was honored as the 2017 Classified Employee of the Year. Nominators Principal Chad Towe and Assistant Principal Sun Saetern had this to say about Jason: "We can fully appreciate the manner and method in which Jason has demonstrated his unique abilities to both

encourage and support those around him. Jason exemplifies professionalism at all times, promotes good will with students, is positive and is always willing to take the extra step. Jason is a master at dealing with the numerous additional events at Thurston. Jason will frequently, during the spring, arrive early to volunteer in the greenhouse, working with students. Jason is a talented, hard-working leader.”

All those in attendance were invited to stay for a reception to honor the classified employees.

## **BUSINESS MEETING MINUTES**

A Regular Meeting of the Lane County School District No. 19 Board of Education was held on March 13, 2017.

### **1. CALL MEETING TO ORDER**

Board Chair Tina DeHaven called the Springfield Board of Education meeting to order in the Board Room of the District Administration Center at 7:00 pm and led the Pledge of Allegiance.

#### **Attendance**

Board Members present included Chair Tina DeHaven, Erik Bishoff, Dr. Emilio Hernandez and Laurie Adams. Sandra Boyst was excused due to illness.

District staff, students and community members identified included Superintendent Sue Rieke-Smith, Brett Yancey, Jenna McCulley, Brian Megert, Kevin Ricker, Suzy Price, Judy Bowden, Anne Goff, Jim Crist, Lacey Macdonald, Paul Weill, Mari Kay Miller, Holly Ellinsgon, Tim Canter, Karla Alvarado, Janet Nelson, Jessica Branson, Cinty Martin, Amanda McDonald, Anetra Brown, Ann Salminen, Dave Hulbert, Chad Towe, Zach Towery, Carmen Smith, Kim Donaghe, Avery Pond, Pete W., Lesa Haley, Jeff Mather, Alyssa Dodds, Christy Conner, and Linda Henry.

Student Board Representatives present included: Aden Crafton/Academy of Arts and Academics (A3); Delilah Berger/Gateways High School (GHS); Nathaniel Schiffer/Springfield High School (SHS); and Nick Romig/Thurston High School (THS).

### **2. SCHOOL PRESENTATION – GATEWAYS HIGH SCHOOL**

Principal Paul Weill said he was grateful he was able to attend tonight’s meeting when Pudge Barnhart, GHS’ custodian, was honored as a runner up as the District’s 2017 Classified Employee of the Year. Mr. Weill distributed the following documents: *Gateways High School—Guiding Principles and Discussion Agreements*; and, *Gateways High School—Home of the Phoenix*. He provided a PowerPoint presentation entitled Barriers to Graduation and facilitated a review by Janet Nelson and Mary Kay Miller.

Mr. Weill introduced Janet Nelson, Language Arts Teacher. Ms. Nelson said GHS students were students who had not done well in larger schools. GHS offered a smaller environment and a more relationship oriented environment.

Mr. Weill introduced Mary Kay Miller, Dean of Students. In addition to being Dean of Students, Ms. Miller taught art and was involved in many activities. Ms. Miller said the school had focused on attendance, which was one of GHS’ greatest challenges. Ms. Miller stated GHS had received a \$30,000 career grant from the State of Oregon to create curriculum, apprenticeships and career-readiness skills for underserved populations in the following pathways: healthcare, business/information systems, manufacturing/trades and natural resource management.

Mr. Weill introduced Holly Ellingson, Science Teacher. He noted Ms. Ellingson was a Fulbright Scholar who had studied in Ireland. She shared information about the Tiny House project her students were working on. Mr. Weill noted Ms. Ellingson had written a grant that was funded in partnership with the Springfield Rotary, Willamalane Park and Recreation District, Springfield Public School's Brattain House and the Catholic Community Services for this project. He noted the Springfield Education Foundation (SEF) had been very supportive and provided funding for materials, supplies and equipment. The District had been helpful through Mr. Ricker in acquiring essential equipment that enabled the Child Care Center to meet high standards.

Mr. Weill shared information about GHS' prenatal and teen parent program. He introduced Karla Alvarado, Spanish/Young Parents Teacher/PE Teacher. Ms. Alvarado shared information about the prenatal program, which focused on having healthy pregnancies and offering the young parent class, which focused on conscious parenting. She introduced Amanda McDonald and her son Jonathan. She said the program partnered with community services, including Parenting Now, the Department of Human Services (DHS), and Women, Infants and Children (WIC).

Ms. Alvarado introduced Jessica Branson, from the Springfield High School Child Development Center, who provided information about the Center. The Center could provide services for up to 24 kids, from 6 weeks to 3 years old, of mom and dad teen parents.

Amanda McDonald said she had attended GHS for four years. The parenting classes had helped her with various parenting and communication skills. The Child Development Center had helped her focus on school work, graduate high school one year early and get a head start on her college education.

Mr. Weill said GHS had a half-time mental health specialist, Julie Steyding, who was providing individual and group sessions. She also reached out to identify community resources and was training staff to enable them to better understand the mental health needs of GHS students

Mr. Weill introduced student Avery Pond who led a project on "Self Love." He introduced Delilah Berger, Carmen Smith and Zachary Craig-Toney, who had prepared a video entitled Barriers to Graduation, which they shared with the Board.

Mr. Bishoff said he appreciated the culture of the District that embraced and celebrated all kids.

### **3. UNITED WAY AWARD**

Ms. DeHaven introduced Ann Salminen and Anetra Brown who represented the United Way of Lane County Early Learning Alliance. Ms. Salminen thanked the District and the Board for supporting early learning. They presented an award to Superintendent Dr. Rieke-Smith; Silvia Ceja, Family Resource Coordinator; Shelia Minney, Dave Hulbert, and Jessica Olson, Preschool Promise staff; Melissa Stalder for her help with kids, teachers and staff for their support. She acknowledged Suzy Price and Brian Megert for their overall support of the District's early learning initiatives. She commended the Transportation and Facilities staff for providing the program with adequate space and transportation for students to get to and from these services. Ms. Salminen presented Springfield Public Schools with the Champions of Young Children Award in recognition of its commitment to early learning.

### **4. WORK SESSION SUMMARY**

Chair DeHaven provided a summary of the work session held earlier today. She said the Board and District Leadership staff held a work session where the Board discussed their Board Operating Agreements. A draft of these agreements was presented to the board for their review with the anticipation of adopting them by the end of the school calendar year.

The second topic discussed was the Dual Immersion program at Guy Lee Elementary School. The Board received a report from the work group (comprised of community leaders, parents, district staff and Board member Dr. Emilio Hernandez) which met four times in January and February. The committee shared their findings and their recommendations for continued success of this program.

Following the discussion, there was consensus that additional information would be brought to the board at the April 24, 2017 Work Session for continued discussion.

## **5. PUBLIC COMMENT**

Christy Connor said her son was one of several students at Walterville Elementary School (WES) who had special needs. WES was not a Title I school which did not have the funds to help deal with the challenges of an underprivileged demographic, and did not have staff with the training needed to work with the students with challenging behaviors. She said the faculty at WES was committed, professional and hard working.

## **6. CONSENT AGENDA**

### **A. February 13, 2017 Board Meeting Minutes**

### **B. February 27, 2017 Work Session/Special Board Meeting Minutes**

### **C. Financial Statement**

### **D. Personnel Action, Resolution #16-17.043**

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

#### **New Hires**

Devon Annalora  
Ian Baines  
Marc Horan-Spatz  
Joseph Ma'Aseia

#### **Resignations**

Sharie Borneman  
Jared Williams

#### **Retirements**

Kathleen Berger  
Laurie Grote

#### **Administrative Contract**

##### **Renewals**

Jeffrey G Butler  
Michelle L Cole  
David D Collins  
James R Crist  
José N DaSilva  
Michael B Fisher  
Jeffrey J Fuller

Nicki L Gorham  
Dennis M Gray  
Lesa J Haley  
David B Hulbert  
Lynn M Lary  
Thomas D Lindly  
Jeffrey K Mather  
Whitney A McKinley  
Brian R Megert

Sheila O Minney  
Cynthia M Nees  
Hai N Nguyen  
Christopher Reiersgaard  
Edward J Rotherham  
Brandi L Starck  
Chad R Towe  
Paul A Weill  
Kevin J Wright

#### **Probationary Administrative Renewals**

Rachel K Allen  
Calli A Dean  
Charles H Jett  
Amber R Mitchell  
Carla A Smith

Michael S Henry  
James A Moore  
Kevin J Ricker  
Dan M Sterling  
Deborah K Lange

Lacey A Macdonald  
Rebecca M Morgan  
Suzanne M Price  
Sun C Saeteurn  
Marilyn A Williams

#### **Contract Teacher Renewals**

Jenny A Cathey  
Scott M Crowell  
Nissie S Ellison  
Andrew J Hock  
Kyle A Mullen  
Jason R Valley

Wendy R Zacharias  
Jennifer C Boita  
James K Bolivar  
Dara K Brennan  
Alycia Canavan  
Sheri M Childers

Susan E Coleman  
Jil M Dickison  
Dawn D Gossler  
Shannon K Hagengruber  
Mary K Harwood  
Amy Rowe Hughes



Kari L Isham  
Amy E LeRoy  
Nicole J Nakayama Lillegard  
Katheryn A Lode  
Erica J Pifer  
Michael D Smith  
Erica L Towe  
Matthew J Auxier  
Joey A Barrote  
Joanne C Broh  
Diane K Chaffee  
Amity L Cleary-Evans  
Dana C Demant  
Christine R Gentile  
Holly R Griffith  
Greg S Howells  
Amber R MacKenzie  
Lucy M Nelson  
Jeffrey N Nicholson  
Susan E Oakley  
Scott M Olds  
Carrie C Patterson  
Catherine M Raleigh  
Jeanne W Rose  
Clifford R Schutte  
John D Sperry  
Audrey P Stepp  
Patricia M Stoll  
Jennifer L Utt  
Gregory S VanScholten-  
Crawford  
Kirsten M Woodward  
John C Zrelia  
Anne F Goff  
Laura C Weiss  
Zachary R Adler  
Sherry D Baehler  
Amy M Brooks  
Jennifer L Crouch  
Bobbi L Dano  
Kateri J Davis  
Linda K Erickson  
Mikell E Harshbarger  
Joseph N Haas  
Austin T Hill  
Virginia W Hoke  
Stephen L Jones  
Denise A Keown  
Kathleen J McCumsey  
Angela M Newson  
Michelle R Olson

Jason J Ray  
Laura R Scruggs  
Charles Dave Smith  
Elly J Steinbaugh  
Johannah R Withrow-  
Robinson  
Tiffany L Asumendi  
Jolene N Baron  
Wayne P Burke  
Lionel A Clemons  
Ashley K Drago  
Kristin A Foster  
Hillary B Galloway  
Carol E Granados  
Kimberly S Hernandez  
Jeremy V Hugo  
Michael P Maulding  
Kara Minchin  
Alyssa M Nestler  
Kathy Lynn Smith  
Karen L Tunnell  
Pamala L White  
Jenifer L Wuite De Valle  
Dorian E Buttacavoli  
Rachelle J Depner  
Mick C Drath  
Brandy J Edwards  
Donna L Ellickson  
Sarah L Ferren  
Tracy L George  
Jennifer S Glazier  
Chiara R Ihnat  
Tami S McNamara  
Rachael L Overall  
Teresa R Page  
Mark T Ripley  
Katherine M Schlaadt  
Ruth M Watkins  
Karla J Alvarado  
Misty J Bisby  
Marie A Coonradt  
Holly E Ellingson  
Russell R Hunt  
Susan E Kangail  
Fredrick R Merwin  
Linda K Mooney  
Janet L Nelson  
Amy P Halley  
Stacie L Leach  
Tawnee I Lovell  
Kristen C Noor

Curtis J Norris  
Manuel Plascencia  
Brent M Sasser  
Ellen E Schlotter  
Laurie L Skoog  
Wayne A Strong  
Heidi V VanBrunt  
Ana M Vergara  
Zachary J Allen  
Jennifer K Backer  
Simon P Bernatz  
Karen J Bodeen  
Angela J Brewer  
Jennifer A Butler  
Paul R Cesmat  
Jason A Dixon  
Kessie M Down  
Nelson J Farrier  
Wakerobin Genel Sattler  
Robert B Helm  
Leo R Hernandez  
Trena Jayne  
Thomas J Keeler  
Krista L Kuykendall  
Jennifer J Mays  
Barbara B Moore  
Benjamin C Muir  
Amanda R Ormsbee  
Brandon L Parks  
Zachary K Scotton  
Kathleen B Weaaver  
Misty C Acker  
Gail C Butler  
Kristine A Campbell  
Deborah D Gray  
Carolyn G Hoshaw  
Tracy L Lindsey  
Andria K Martin  
Kristen K Ness  
Hayley S Orton  
Rinku K Ramsey  
Kristyl R Rogers  
Marisa S Silver  
Sara C Starlin  
Marietta E VanEekeren  
Amber R Verkler  
Joni L Warham  
Chris A Beath  
Sally L Mann  
Nan F Minchow  
Peter L Almeida

Tamera R Brown  
Deborah M Carter  
Constance J Cesmat  
Veronica Lanae Cheek  
Rhonda D Durfee  
Karen K Eeds  
Patricia Gagnon  
Grace R Golden  
Melaney N Grenz  
Melinda R Henderson  
Paul W Keppo  
Joshua D Metzger  
William J Odegaard  
Brenda M Ogan  
Sherrill M Olson  
Annette R Peters  
Rama E Rowan  
Moriah Shanahan  
Kaathy D Smith  
Jennifer M Stern  
Leah A Taylor  
Amberly M Trano  
Kara L Anderson  
Amy N Bernatz  
Karen M Blaachly  
Bethany D Boardrow  
Andrew Dempsey-Karp  
James R down  
Bryn A Fredrickson  
Jesse A Grasseth  
Jennifer J Guiley  
Stacia A Hagel  
Robyn R Haas  
Lori M Hornfelt  
Katie A Keeler  
Heather J Klym  
Mitchell C Naylor  
Debra A Pennicott  
Laurel J Ross  
Heidi A Saunders  
Nicola A Shaddon  
Dwight Burdy Smith  
Karri K Thiele  
Patricia G Webster  
Karen A Babcock  
Elery N Baird III  
Theresa M Beach  
Kerri H Dawson  
Angela L Jaros  
Carrie C Langer  
Stephanie L Lovdokken

Sarah C McKee  
Julie A Moore  
Kelsey N Price  
Michele M Reiersgaard  
Lisa M Robbins  
Mary J Stein  
Trevia J Thompson  
Carrie J Thorsby  
Dean A Vanderbush  
Traci L Vaughan  
Larry A Walker  
Mary Jane West  
Abbrielle L Bessett  
Connie S Bramhall  
Christine N Buck  
Sara L Burgin  
Amy Danziger  
Katherine L Domagala  
Autumn D Erickson  
Kelley R Gayle  
Richard J Haas  
Eva D Lamar-Fridlund  
Emily J Minnis  
Alexia C Puderbaugh  
Bryan W Reed  
Holly G Reposa  
Colette M Trotter  
Belinda A Villanueva  
Meegan K Ward  
Matthew R Adams  
Carrie C Brown  
Caroline A Carpenter  
Shannon M Clark  
Rene J Cobb  
Terrisa R Cook  
Maria C Cortes  
Nicole M Danner  
Lisa M Dillon  
Steven W Fleissner  
David C Frost  
Amanda J Greene-Chacon  
Sean W Himmelman  
Christopher L Holt  
Joshua G Jordan  
Ian G Jungjohann  
Erik M Lansdon  
Arthur J Liddle  
James P March  
Ryan L McClintick  
Alicia T McGraw  
Ivan N Miller

Clark T Morberg  
Eric D Orton  
Annelise Ostberg  
Ronald E Otterstedt  
Karen J Partridge  
Jill E Plumb  
Natalie D Rytlewski  
Gregory M Saunders  
Maria T Sayre-Heiss  
David C Schull  
Audrea D Shelley  
Sue Ann M Shih-Rangeloff  
Mark A Simmons  
Susan S Stambaugh  
Paul E Stevens  
Stacy A Swartout-McKee  
Leslie L Taubenfeld  
Suzanne M Teutschel  
Sara L Thornton  
Scott E Touchette  
Robert G Trunnell  
James A Tyser  
William L Wagner  
Leslie R Watson  
Stacey C Whaley  
Jessica M Whelan  
Randy R Wilson  
Kimberly D Winkelman  
Mary L Adams  
Dawn M Caird  
Jennifer M Calicott  
Benton J Canaga  
Jeff R Cardwell  
John R Carey  
Allison M Cunningham  
Alyssa W-R Dodds  
Sarina A Dori  
Kevin B Durfee  
Robin N Erickson  
Jeannine A Evans  
Kenneth C Gillespie  
Sandra G Green  
David L Hagel  
James M Hanson  
Dionne L Hasforth  
Jeremiah L Heacock  
Megan L Helwig  
Ryan P Herlands  
Mark A Huisenga  
Christine A Jesser  
Caroline E Kooopford

Matthew J LaBounty  
John N Lee  
John L Lovdokken  
Rebecca M Macemon  
Rebecca L Medley  
Carol J Molaski  
Robert L Morales  
John C Mosby  
Christopher A Newell  
Joshua Tyler Nice  
Natalie A Nicholls  
Mark W Nordquist  
Erica J Pierson  
Douglas D Piquette  
Katie J Piquette  
Gregory S Proden  
Diane L Ray  
Susan J Reeder  
Raymond William Ritter  
Joseph C Roberson  
Kenneth R Rodgers  
Michael L Simons  
Justin M Starck  
Amy C Stranieri  
Jared A Taylor  
Stacey M Tuers  
James H Underwood  
Timothy A Vian  
Kathryn D Anderson  
Kristin M Archer  
Kurtis A Bonar  
Roseann Coe  
Lorene G Corgain  
Curtis C Crosswhite  
Marylee Culp  
Janet F Dewey  
Nicole A Essman  
Helen M Federico

Sarah J Johnson  
Brian H Jordan  
Nola Kay Kari  
Jocelyn C Mendelssohn  
Sandra L Nelson  
Sharon L Orme  
Tonya R Reichenberger  
Apyrl M Smith  
Katie E Stiles  
Jennifer D Trujillo  
Cheri T Westerkamp  
Sharon L Bettelyoun  
Cynthia A Bonar  
Angela J Copeland  
Kathleen J Corwin  
Margaret M Dean  
Kelley A Edwards  
Kristin D Guiley  
Jerry R Huser  
Keith E Keener  
Rhiannon S Kerr  
Clifton W Lyddane  
Peter D Norman  
Erica A Orlinski  
Mary Meggan Raschio  
Kristy A Robertson  
Brett M Sauer  
Brandy L Selby  
Megan C Sheppard  
Joanna M Sherwood  
Kimberlee A Simons  
Troy J Thorsby  
Noah Van Horn-Morris  
Karen L Belshaw  
Sara R Blackwell  
Sharie A Borneman  
Cheryl L Dixon  
Joshua R Donaldson

Rebecca L Dopps  
Mary Ellen Dronzek  
Melissa M Ferris  
Deborah L Knapp  
Dana L Mahoney  
Michael R McGraw  
Erica J McNurlin  
Kyle D Minney  
Constance S Opsal  
Jennifer A Orlandini  
Steffanie L Peters  
Danielle N Smith  
Elizabeth A Sorensen  
Sarah M Bosch  
Sheila J Garrelts  
Jonathan M Gault  
Amy E Page  
Heidi L Patterson  
Catherine A Wiebe  
Deanna D Badenoch  
Anne K Caswell  
Jeanette M Chabot  
Lee A Corette  
Jaylene R Crawford  
Christine M Evans  
Adam J Fine  
Lisa R Gibson  
Allyson M Hazlehurst  
Bryanna N Jones  
Keith D Mabus  
Amy Paschall  
Rayne E Pelham  
Heidi J Pratt  
Vicki L Stritzke  
Trudy L Waddell  
Kristin N Woodford

#### **Licensed Probationary Renewals**

Corrie E Aljian  
Constance H Anderson  
Jessica M Baril  
Sarah S Bowman  
Tamara M Brown  
Tiffany L Busse  
Joshua S Carlton  
Kevin C Cave  
Alicia M Chamness  
Audrey Davids  
Adam S Dimock

Deborah J Ettel  
Gregory J Fisher Jr  
Jennifer R Gonzales  
Paul J Griffith  
Maggie E Groce  
Joanna Mari C Guhit  
Aimee L Hardenbrook  
Julia A Harris  
Jonathon B Helmandollar  
April V Holmes  
Mali M Howell

Ricci C Huling  
Allison L Jacobson  
Kyle W Johnson  
Laura M Kaiser  
Marie C Kempf  
Amber I Ketchum  
Michael P Klindt  
Sarah A Knudsen  
Jason D Koch  
Polly A Kohl  
Danelle G Krinsky

Kirsten C LaShot  
Ashley J Lawrence  
Jonathan F Light  
Laurel Lisovskis  
Colin W Lyons  
Tanya Martin  
Shelby L Masterson  
Ivy V McClain  
Kyle E McClain  
Karissa B McDowell  
Tara C McNee  
Hannnah E Miller  
Alexandria Noell  
Dana a Okray  
Jessica L Olson  
Kristin L Page-Botelho  
Lizbeth Ramirez  
Eric M Roberts  
Franchesca M Sandoval  
Jessica Shanyfelt  
Samara Kate Siegfried  
Jennifer R Smith Kelsey  
Snyder  
Molly D Spain  
Julie M Steyding  
Ashley M Stolk  
Stella Strother-Blood  
Nazia A Swartz  
Renae D Thwaites  
Melanie A Vetor  
Cassidy J Wendt  
Chelsea D Willoughby  
Boaz Wolpe  
Christine N Ancell  
Caitlin G Andersen  
Bonnie R Aulakh  
Gwendolyn Gray Belden  
Tiffanie J Blake  
Ryan W Booth  
Phillip K Bunker  
Eugene Chism

Teresa M Collins  
Amy L Donaldson  
Scott Evanson  
Brandon J Ferguson  
Jeanie M Fuji  
Tanya M Gibson  
Carissa F Gordon  
James E Hallwyler  
Jeanette C Jacobson  
Carly N Johnson  
Megan R Knight  
Samantha L Krop  
Stephanie L Leahy  
Justine R Lee  
Kayla M Lewis  
Moiria K McKenna  
Andrew W McLaren  
Shana D McOmie  
Robert P Monroe II  
Amanda J Montoya  
Kelsey D Moore  
Diana K Morgan  
Nicole D Norris  
Browyn D Plumb  
Ron Pottorf  
Sarah B Ragle  
Joelle A N Reineke  
Tara R Richner  
Kaylee D Rogers  
Gloria Rojas De Russell  
Kristin J Rush  
Jane B Schneider  
Saul M Shimanoff  
Christina Slaughterbeck  
Rebecca J Springer  
Allix M Strahon  
Jeffrey A Thompson  
Bryne A Thorpe  
Rebekah E Whittaker  
Annie Jo Wilson  
Celina M Ziolkowski

Katherine Angelos-Mather  
Amanda J Bottimore  
Ashley M Buchholz  
Daniel W Courtney  
Ruth E Daly  
Lisa M Defluri  
Heather Dillon  
Garrett M Gilchrist  
Alison M Hintz  
Andrew I Junt  
Kimberly L Ingram  
Phuong P Kelley  
Jonathan A Kempe  
Sarah A Kingery  
Stephen L Knight  
Anna C Korinek  
Stephanie L Lawless  
Michelle M Lind  
Sonja M Ljungdahl  
Anthony C Lyman  
Mari Kay Miller  
Timothey S Moore  
Kelli S Ngariki  
Gail L Ochsner  
Blake N Pierson  
Nastalia E Raines  
Damaris R Rivera-Carlson  
Jennifer L Robinette  
Billie Jo Rodriguez  
Fernando R Rodriguez  
Jennifer M Rogers  
Douglas E Rossetter  
Jennifer E Sabin  
Kirstine E Sadiq  
Stephen J Shults  
McKenzie L Smith  
Veronica M Voeks  
Elisabeth A Ware  
Susan E White  
Elaine K Woodwar

#### **Temporary Non-Renewals**

Melissa B Bean  
Samantha L Bennett  
Mark T Bray  
Meyana M Dummer  
Lauren R Ely  
Zackery T Grimsley

Anastasia K Irwin  
Kyle B Jackson  
Joseph Ma'aseia  
Cassandra L Moorhead  
Alexandra E Newson  
Cierra N Pettit

Sarah E Sperry  
Ranell M Trantham  
Miriham Walle  
Brittany R Water

#### **E. Personnel Action Addendum, Resolution #16-17.043a**

Michael Henry recommended the Board of Directors approve the personnel action for licensed employees as reflected in the addendum.

**Contract Non-Renewal**

Matthew Woodward

**F. Board Policies, First Read**

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

- GCAB Personal Communication Devices and Social Media – Staff\*\*

**G. 2017-2018 Board Meeting Schedule, First Read**

Dr. Sue Rieke-Smith recommended that the Board of Directors review, as a first read, the 2017-2018 Board Meeting Schedule as presented.

## **Board Meeting Schedule 2017-2018**

Springfield Board of Education Business Meetings will typically be held one time per month beginning at **7:00 pm, unless otherwise noted on the district website: [www.springfield.k12.or.us/boardmeetings](http://www.springfield.k12.or.us/boardmeetings)**. Additional Work Sessions and/or Planning Meetings will be held throughout the 2017-2018 School Year. **Meeting dates are subject to change.** Only one meeting is scheduled for the months of November, December, March, and May; no meetings will be held in July. All meetings will be held at the Administration Center, 525 Mill Street, Springfield, Oregon.

<b><u>Dates</u></b>	<b><u>Locations</u></b>	
August 14	Admin Center	Business Meeting
August 25	Admin Center	Summer Planning Meeting
September 11	Admin Center	Business Meeting
September 25	Admin Center	Board Work Session
October 9	Admin Center	Business Meeting
October 23	Admin Center	Fall Planning Meeting
November 13	Admin Center	Business Meeting
December 11	Admin Center	Business Meeting
January 8	Admin Center	Business Meeting
January 22	Admin Center	Mid-Year Planning Meeting
February 12	Admin Center	Business Meeting
February 26	Admin Center	Board Work Session
March 12	Admin Center	Business Meeting
April 9	Admin Center	Business Meeting
April 23	Admin Center	Spring Planning Meeting
May 7	Admin Center	Business Meeting
June 11	Admin Center	Business Meeting
June 25	Admin Center	Business Meeting/Work Session

#### **H. Board Policy JBB, First Read**

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

- JBB Educational Equity

#### **I. Text Book Adoption, First Read**

David Collins recommended the Board of Directors review as a first reading the request of *Ready Mathematics with Teacher Toolbox and i-Ready Diagnostic & Instruction*, 2017 Curriculum Associates, LLC for basal use in the Elementary and Middle School Math Program.

#### **J. Out of State Trip SHS/THS DECA, Resolution #16-17.044**

It was recommended the Board approve Springfield High School's DECA student's amended request to travel to Anaheim, California to include THS students and advisor. Students and advisors would travel to Anaheim to participate in the DECA International Career Development Conference. Dates of the trip would be Tuesday, April 25, 2017 through Sunday, April 30, 2017. Students would miss four (4) school days. There would be no cost to the district for this trip. All substitute teacher costs would be paid using SHS and THS funds. Principals da Silva and Towe would report fundraising progress to the Board. It was understood trip approval was contingent upon the club/organization raising all funds required to cover all costs, including substitute teacher costs, associated with the trip. Kevin Ricker recommended the Board of Directors approved this out of state trip.

#### **K. Board Policy Approval, Resolution #16-17.045**

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

- EEBA District Vehicles

**MOTION:** Ms. Adams moved, Dr. Hernandez seconded, for approval of the Consent Agenda. Motion carried 4:0.

### **7. ACTIONS ITEMS**

#### **A. Lease Purchase Type C Propane School Bus, Resolution #16-17.046**

Tom Lindly Recommended the Board of Directors approve the purchase of six (6) Type C Propane Blue Bird Vision 54 passenger, wheelchair lift equipped, front engine school buses from Western Bus Sales, Inc. of Boring, OR for a total of \$849,702.00.

**MOTION:** Ms. Adams moved, Mr. Bishoff seconded, for approval Resolution #16-17.046. Motion carried 4:0.

### **8. REPORTS AND DISCUSSION**

#### **A. Student Communication**

Deliah Berger from GHS reported that the school's Phoenix Flexday which took place on March 10, 2017 was great. Students participated in special activities including:

- Deliah participated in a sewing project led by Shannon Baimbridge, where students made pillowcases for sick kids at McKenzie-Willamette Medical Center and Sacred Heart Medical Center at Riverbend;
- Mr. Weill and students helped the City of Springfield prepare downtown streetlights;
- Students began building a Tiny House for a homeless family;
- Students participated a training at a local martial arts studio; and
- Students are planning to take a field trip to the City of Springfield operations center where they would interact with Public Works, Police and Fire Department staff, and have hands on experience in police cars, fire engines, and maintenance.

Aden Crafton from the A3 said students recently had mid-year reviews, which consisted of presentations to parents and teachers, where students talked about their academic progress. After spring break, students would work on Confluence, where A3 students would show case the cool stuff they had been studying. He shared that the students at the A3 Health and Science campus would be doing presentations on Oregon ecology and nutrition. Three A3 students exhibited their art work, including painting, printing, and sculpture at the Springfield Museum.

Students in the digital photography class exhibited photographs at the main A3 campus. Senior, Misha Skinner-Gehr displayed some of her photographs based on urban decay, at the Emerald Arts Center. Students were beginning to receive acceptance letters from colleges. A3 students had been accepted to the California Institute of the Arts, Reed College, Evergreen State College, Rochester Institute of Technology, the University of Oregon, Portland State University, Pacific University, and Cornish College of the Arts.

Nate Schiffer from SHS reported the Mr. SHS and Ms. Miller Pageant was tentatively scheduled for May 6, 2017. The sophomore leadership class recently presented a Mardi Gras event which was open to the community. Two SHS wrestlers qualified for the state championship competition. The boys' swim team took third place in state, and the cheer team won the state championship competition. Board members were invited to the choir concert scheduled for March 14, 2017.

Nick Romig from THS said the Mr. and Ms. THS Pageant would be held on April 8. Juniors recently took the ACT test. The debate team sent three students to the state competition. Several students went to the African/American Youth Leadership Conference. Students would participate in A.L.I.C.E. drills. THS recently had a band/orchestra concert and another concert was scheduled for March 20, 2017. The Spring Choral Concert was scheduled for March 14, 2017. The Highlighter Dance was scheduled for April 14, 2017 and students were planning prom. THS had a staff versus student dodge ball tournament, and a staff versus student basketball tournament. Cheerleaders placed second at the state championship competition. A three on three basketball tournament was scheduled for March 16, 2017; a dodge ball tournament was scheduled for March 21, 2017; and, The Big and Buff Volleyball tournament was scheduled for April 4, 2017. Twenty teams participated in a corn hole tournament.

#### **B. Superintendent Communication**

Superintendent Sue Rieke-Smith addressed Policy JBB, Educational Equity, which the Board approved as a first read under the Consent Agenda. She commended the Board for taking this next step in the equity project. She also commended Mr. Weill and Alyssa Dodds for their work at GHS. Dr. Rieke-Smith had met with the Student Voice group which had done work in this area over the years. She noted there had been a very intentional focus to understand the community in what had become challenging political times. Ms. Dodds had intentionally encouraged students to visit other schools and to break down the misunderstandings about what students at each of the sites were like and what they were experiencing. Their insights were powerful and moving. It would be important for the District to explore and develop an equity community advisory. She asked for up to two Board members to join her in developing a plan and working with community partners and advocacy groups, to systematically address concerns that came to the District from the community.

Ms. DeHaven confirmed that Dr. Rieke-Smith's request made sense, particularly in the current environment.

#### **C. Board Communications**

Erik Bishoff distributed a handout that provided information about free books that were available. He was scheduled to attend a panel discussion on March 14, 2017 at the Wayne Morse Center for Law and Politics on how schools, teachers, and parents could effectively address the challenges in family and community life that kids brought with them to school. He continued to represent the District on the Lane Council of Governments (LCOG) Board and the Lane Education Service District (LESD). LESD was currently searching for a new superintendent. He looked forward to joining the GHS kids as they continued working on the Tiny House project.

Chair DeHaven served as the School Board liaison to the Springfield Education Foundation (SEF) Board. The last meeting was a planning session which focused on the direction of the SEF for the next year and the great results from the grant programs during the past year. They would continue to do great things in supporting the District.

Laurie Adams continued to attend basketball games.

### **9. OTHER BUSINESS**

There was no other business.

**10. NEXT MEETING:**

April 10, 2017, 5:30 Volunteer Reception; 7:00 pm Business Meeting

**11. ADJOURNMENT**

With no other business, Chair DeHaven adjourned the meeting at 8:12 pm.

*(Minutes recorded by Linda Henry)*



**SPRINGFIELD PUBLIC SCHOOLS**  
**2016-2017 Revenue/Expenditure Forecast**  
**As of March 31, 2017**

**\*\*Please see attached report\*\***

**REVENUES:**

- A majority of our (current year) property taxes were received during the month of November, with minor collections remaining throughout the remainder of the year. Additionally, it is estimated that approximately \$450,000 of prior year property taxes are to be received on behalf of the District. This report is based on the information received through the Lane County Tax and Assessment office.
- The District's most significant portion of revenue is the District's scheduled Basic School Support payments. According to Oregon Department of Education's estimate (dated 4/4/2017), the District is scheduled to receive approximately 101.63% of the adopted budget. This estimate includes the additional students enrolled in the SPS Online program, as well as Charter School enrollment at both A3 and Willamette Leadership Academy. This information also includes an assumption that the State of Oregon is allocating more resources than originally estimated based on higher tax collections. What is not reflected in the projection is a high cost disability reimbursement, which will be received in May 2017.
- The District is anticipating receiving approximately \$190,000 in County School Funds. To date the District has not received anticipated funds.
- The District received approximately \$1.59 million in Common School Funds, which is approximately 52% more than originally anticipated.

**EXPENDITURES:**

- Salary amounts are based upon staff allocations adopted during the budgeting process. This is estimated using actual data (per year-end estimates). These projections reflect anticipated and realized retirements, which is resulting in an approximate 1.5% (\$750,000) savings from originally allocated resources.
- Benefit amounts are based upon staff allocations revised during the budgeting process, along with budgeted salaries. It is projected that this area in the budget will be approximately 1.6% under budget (\$500,000).
- The purchased services and supplies expenditure projections are based upon budgeted expenditures and anticipated to be between 3% - 5% underspent. Under expenditures of approximately 2% - 3% are consistent with previous years, however the District is increasing these savings between now and the end of the year in an effort to build the General Fund ending fund balance.
- Based on the projected under-expenditure in supplies and materials, capital outlay expenditures are projected to be over expended. It is the

- practice and policy of the District to accurately record expenditures where they are made, which will inform future budgets.
- Other objects include the cost for property and liability insurance and is based upon premiums negotiated after the 2016-2017 adopted budget.
  - During the summer 2016 the District requested \$95,000 transferred from Contingency into Capital Outlay for the plumbing replacement at Page Elementary School. This transfer is reflected in these two line items.

Additional Notes: For the 2016-2017 budget year the current estimate of ending fund balance is \$7,758,261, which is approximately 7.73%. Included in this number is the audited ending fund balance from the 2015-2016 fiscal year (\$7,997,166).

Submitted by:

Brett M. Yancey  
Chief Operations Officer

Reviewed by:

Susan Rieke-Smith, Ed.D.  
Superintendent

**SPRINGFIELD SCHOOL DISTRICT 19**  
**2016-2017 REVENUE/EXPENDITURE FORECAST**  
as of  
**3/31/17**

	BUDGET	ACTUAL through 03/31/17	ESTIMATED from 03/31/17 to year end	PROJECTED 2016-2017	PROJECTED as % of BUDGET
<b>REVENUES:</b>					
Property taxes - current	23,471,453	23,073,972	397,481	23,471,453	100.00%
Property taxes - prior years	450,000	251,618	198,382	450,000	100.00%
Other local sources	936,100	577,524	358,576	936,100	100.00%
Lane ESD Apportionment	1,607,785	875,892	731,893	1,607,785	100.00%
County School Fund	190,000	0	190,000	190,000	100.00%
State School Fund	70,872,711	58,739,834	13,287,962	72,027,796	101.63%
Common School Fund	1,048,399	1,591,241	0	1,591,241	151.78%
Total revenues	98,576,448	85,110,082	15,164,293	100,274,375	101.72%
Beginning fund balance	8,133,941	0	7,997,166	7,997,166	98.32%
Total Beginning fund balance	8,133,941	0	7,997,166	7,997,166	98.32%
Total resources	106,710,389	85,110,082	23,161,459	108,271,541	101.46%
<b>EXPENDITURES:</b>					
Personal services	52,025,705	31,614,094	19,661,611	51,275,705	98.56%
Employee benefits	31,493,037	18,865,295	12,122,742	30,988,037	98.40%
Purchased services	11,490,100	7,210,656	3,934,741	11,145,397	97.00%
Supplies & materials	3,098,500	1,992,979	950,596	2,943,575	95.00%
Capital outlay	265,000	360,581	350,000	710,581	268.14%
Other objects	723,295	723,408	0	723,408	100.02%
Fund transfers	2,631,577	2,631,577	0	2,631,577	100.00%
Total expenditures	101,727,214	63,398,590	37,019,691	100,418,280	98.71%
Unappropriated	4,000,000	0	0	0	-
Contingency	983,175	0	95,000	95,000	9.66%
Total appropriations	106,710,389	63,398,590	37,114,691	100,513,280	94.19%
Total resources		85,110,082	23,161,459	108,271,541	
Total appropriations		63,398,590	37,114,691	100,513,280	
Ending fund balance		21,711,492	(13,953,231)	7,758,261	
Less: contingency			0	0	
Net fund balance		21,711,492	(13,953,231)	7,758,261	

## 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 hire, resignations, retirements and temporary non-renewal. 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. Dr. Michael Henry is available for questions.

### RECOMMENDATION:

It is recommended that 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 Hire
- Resignations
- Retirements
- Temporary Non-Renewal

SUBMITTED BY:

Michael Henry, Ph.D.  
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 HIRE</b>					
1	CHRISTOPHER PLUMB	SHS	TEMPORARY	FT	1/3/17-6/22/17	TEMPORARY NEW HIRE
	<b>RESIGNATIONS</b>					
2	CARLY JOHNSON	BRIGGS	PROBATIONARY 2	PT	5/12/2017	RESIGNATION
3	KATIE KEELER	PAGE	CONTRACT TEACHER	FT	3/21/2017	RESIGNATION
4	ALEXIA PUDERBAUGH	RIVERBEND	CONTRACT TEACHER	FT	3/28/2017	RESIGNATION
5	TARA RICHNER	MT VERNON	PROBATIONARY 2	FT	6/22/2017	RESIGNATION
6	HEIDI SAUNDERS	PAGE	CONTRACT TEACHER	FT	3/19/2017	RESIGNATION
7	MATTHEW WOODFORD	TMS	CONTRACT TEACHER	FT	3/16/2017	RESIGNATION
	<b>RETIREMENTS</b>					
8	CONSTANCE JOAN CESMAT	MT VERNON	CONTRACT TEACHER	FT	6/30/2017	RETIREMENT
9	JOHN MOSBY	THS	CONTRACT TEACHER	FT	6/30/2017	RETIREMENT
	<b>TEMPORARY NON-RENEWAL</b>					
10	JESSICA OLSON	MAPLE PRESCHOOL	TEMPORARY	FT	6/22/2017	TEMPORARY NON-RENEWAL

## 2017-2018 BOARD MEETING SCHEDULE

### RELEVANT DATA:

Board members were provided with copies of the proposed 2017-2018 Board meeting Schedule, as a first reading, at the March 13, 2017 meeting.

The proposed meeting schedule reflects a similar schedule as was approved for the 2015-2016 and 2016-2017 school years. The format allows more time for in-depth conversation and engagement.

The schedule reflects one business meeting each month and periodic 4-hour planning meetings through the school year. Work sessions are proposed when a second monthly meeting is scheduled, except for dates when the planning meetings are noted.

Proposed meetings are adjusted as necessary due to federal holidays. Consideration was given to schedule meetings around the annual Oregon School Boards Association conference in November, the National School Boards Association annual conference in April, and the annual United Front trip in late January or early February, so that all board members are present. This year the proposed calendar would conflict with the NSBA Conference scheduled to take place April 7-9, 2018.

OSBA Conference	November 9-12, 2017	Portland, OR
NSBA Conference	April 7-9, 2018	San Antonio, TX
United Front	Late January or Early February 2018	Washington, DC

One business meeting is scheduled for the months of November, December, March, and May; no meeting is scheduled in July. Planning meetings are scheduled in August, October, January, and April. Budget work sessions are traditionally scheduled during the month of May.

### RECOMMENDATION:

It is recommended that the Board of Directors approve the 2017-2018 Board Meeting Schedule as presented.

### SUBMITTED BY:

Sue Rieke-Smith, Ed.D.  
Superintendent



## Board Meeting Schedule 2017-2018

Springfield Board of Education Business Meetings will typically be held one time per month beginning at **7:00 pm, unless otherwise noted on the district website: [www.springfield.k12.or.us/boardmeetings](http://www.springfield.k12.or.us/boardmeetings)**. Additional Work Sessions and/or Planning Meetings will be held throughout the 2017-2018 School Year. **Meeting dates are subject to change.** Only one meeting is scheduled for the months of November, December, March, and May; no meeting will be held in July.

<u>Dates</u>	<u>Locations</u>	
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January 22	Admin Center	Mid-Year Planning Meeting
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March 12	Admin Center	Business Meeting
April 9	Admin Center	Business Meeting
April 23	Admin Center	Spring Planning Meeting
May 7	Admin Center	Business Meeting
June 11	Admin Center	Business Meeting
June 25	Admin Center	Business Meeting/Work Session

All meetings will be held at the Administration Center, 525 Mill Street, Springfield, Oregon.

**Adopted:**

**RESOLUTION: #16-17.049**

**DATE: APRIL 10, 2017**

**K-8 MATH  
TEXTBOOK ADOPTION**

**RELEVANT DATA:**

In accordance with Board Policy IIAA, Textbook Selection and Adoption, the title listed below is presented to the Board for approval as the basal textbook program for Elementary and Middle school Math.

This title provides math components correlated to the Common Core State Standards and reflect the recommendation of the Springfield Public Schools Math Adoption Committee.

David Collins and Whitney McKinley are available for questions.

**RECOMMENDATION:**

It is recommended that the Board of Directors approve the request of:

*Ready Mathematics with Teacher Toolbox and i-Ready Diagnostic & Instruction, 2017  
Curriculum Associates, LLC*

for basal use in the Elementary and Middle School Math Program.

**SUBMITTED BY:**

David Collins  
Assistant Superintendent

**APPROVED BY:**

Susan Rieke-Smith, Ed.D  
Superintendent



# BOOK FORM I

## BASAL TEXTBOOK SELECTION REQUEST

Please complete shaded areas and send to the curriculum office.

<b>1.</b>	<b>Requested by:</b>	Mathematics <small>Department/Program Area</small>	Elementary/Middle <small>School or Level</small>	April 10, 2017 <small>Date</small>
<b>2.</b>	Ready Mathematics with Teacher Toolbox and i-Ready Diagnostic & Instruction <small>Title</small>	Curriculum Associates, LLC <small>Author/Publisher</small>	2017 <small>Copyright Date</small>	
	Mathematics <small>Subject Course(s)</small>	K-8 <small>Gr. Level</small>	Lexile N/A <small>Readability/Lexile</small>	Dist. Adoption <small># Requested</small>
				\$26.80 per student/per year <small>Cost per book</small>

**3. List the primary authors and their credentials.**

Dr. Mark Ellis, Professor of Education at California State University, Fullerton. He has served on the National Council of Teachers of Mathematics Board of Directors and Executive Committee. He has developed strategies that help students understand mathematics concepts, supported instruction around new standards, and addressed issues of equity in mathematics education.

Dr. Gladis Kersaint, Professor of Mathematics Education at the University of South Florida. She has served on the National Council of Teachers of Mathematics Board of Directors and Executive Committee. Received and facilitated over \$30 million of grant funding to support teacher professional development and research.

**4. Indicate those who have favorably reviewed the book.**

<input checked="" type="checkbox"/> State Approved Textbook	<input checked="" type="checkbox"/> Principal(s)
<input checked="" type="checkbox"/> Curriculum Department	<input checked="" type="checkbox"/> Subject Area Dept/Teachers
<input type="checkbox"/> Parents (Site Council Parents & others)	<input type="checkbox"/> Other (Identify:) _____

**5. Comment on the book's credibility (validity) and reasons for its selection.**

*Ready/i-Ready is research-based and built from the ground up focusing on details, rigor and intent of the Common Core State Standards for college and career readiness. Independent and large-scale analyses prove they work to diagnose and accelerate performance against those standards for all students. This program also met a rigorous set of standards by the Oregon State Board of Education Adoption Committee as well as our District's Guiding Principles and review criteria.*

**6. Might this book be considered controversial? (Does it contain sexist, racist, liberal or conservative views, profanity or controversial topics?)**

*Ready/i-Ready does not contain controversial material.*

**Signatures:** Whitney McKinley and/or David Collins  
Curriculum Specialist Assistant Superintendent

FIRST READING

DATE: APRIL 10, 2017

## 2017-2018 ACADEMIC CALENDAR

### RELEVANT DATA:

The attached 2017-2018 academic calendar includes 175 school days for students, one (1) full day collaboration for staff (1/2), 15 early release/collaboration days.

This calendar is for first reading, and as such, may require adjustments to fit projected budget conditions prior to Board approval in June.

David Collins will be available to answer any questions the Board may have about the academic calendar for the 2017-2018 school year.

### RECOMMENDATION:

It is recommended that the Board of Directors review, as a first reading, the 2017-2018 academic calendar as presented.

### SUBMITTED BY:

David Collins  
Assistant Superintendent

### RECOMMENDED BY:

Susan Rieke-Smith, Ed.D.  
Superintendent

# 2017-2018 DISTRICT CALENDAR

DRAFT - Option A3

## Staff - Secondary: Semester

M	T	W	T	F
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### JULY 2017

3	<b>4</b>	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

### AUGUST 2017

	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	<b>29</b>	<b>30</b>	<b>31</b>	

### SEPTEMBER 2017

			<b>1</b>	
<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	8
11	12	13	14	15
18	19	20	21	<b>22</b>
25	26	27	28	29

### OCTOBER 2017

2	3	4	5	<b>6</b>
9	10	11	12	<b>13</b>
16	17	18	19	20
23	24	25	26	<b>27</b>
30	31			











### NOVEMBER 2017

	1	<b>2</b>	<b>3</b>	
6	7	8	9	<b>10</b>
13	14	15	16	<b>17</b>
20	21	22	<b>23</b>	<b>24</b>
27	28	29	30	

### DECEMBER 2017

			1	
4	5	6	7	<b>8</b>
11	12	13	14	15
<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>
<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>

#### Key:

-  End of Quarter
-  Non-Contract Holiday
-  First & Last Day of School
-  Holidays
-  Grading-Planning Days/
-  Parent Conference Days
-  Inservice Days:
-  Staff Dev, Planning & Collab
-  Early Release
-  Collaboration Days (certified & classified report)

### IMPORTANT DATES

Day	Month
0	<b>August</b>
29 - 31:	Inservice Days - No School
18	<b>September</b>
1 & 5:	Inservice Days - No School
4:	Labor Day - No School
6:	First Day of School - Grades K-5, 6 & 9
7:	First Day of School - Grades 7, 8 & 10-12
22:	Early Release - Collaboration Day
22	<b>October</b>
13 & 27:	Early Release - Collaboration Day
17	<b>November</b>
2 & 3:	Conference/Grading Day/End 1st Qtr - No School
10:	Holiday - Veterans Day
17:	Early Release - Collaboration Day
23 & 24:	Holiday - Thanksgiving - No School
11	<b>December</b>
8:	Early Release - Collaboration Day
18-29:	Winter Break - No School
20	<b>January</b>
1:	Holiday - New Year's Day (Jan 1)
2:	Collaboration Day - No School (full day)
12 & 26:	Early Release - Collaboration Day
15:	Non-Contract Holiday - No School (full day)
18	<b>February</b>
1&2:	Grading/Conference Day-End of 1st Semester
16:	Early Release - Collaboration Day
17	<b>March</b>
2 & 16:	Early Release - Collaboration Day
26-30:	Spring Break - No School
20	<b>April</b>
6:	Conference/Grading Day/End 3rd Qtr - No School
13 & 27:	Early Release - Collaboration Day
22	<b>May</b>
11 & 25:	Early Release - Collaboration Day
28:	Holiday - Memorial Day
10	<b>June</b>
8:	Early Release - Collaboration Day
14:	Last Day of School
15:	Grading Day/End 2nd Semester - No School

M	T	W	T	F
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### JANUARY 2018

<b>1</b>	<b>2</b>	3	4	5
8	9	10	11	<b>12</b>
<b>15</b>	16	17	18	19
22	23	24	25	<b>26</b>
29	30	31		

### FEBRUARY 2018

			<b>1</b>	<b>2</b>
5	6	7	8	9
12	13	14	15	<b>16</b>
19	20	21	22	23
26	27	28		

### MARCH 2018

			1	<b>2</b>
5	6	7	8	9
12	13	14	15	<b>16</b>
19	20	21	22	23
<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>

### APRIL 2018

2	3	4	5	<b>6</b>
9	10	11	12	<b>13</b>
16	17	18	19	20
23	24	25	26	<b>27</b>
30				

### MAY 2018

	1	2	3	4
7	8	9	10	<b>11</b>
14	15	16	17	18
21	22	23	24	<b>25</b>
<b>28</b>	29	30	31	

### JUNE 2018

			1	
4	5	6	7	<b>8</b>
11	12	13	<b>14</b>	<b>15</b>
18	19	20	21	22
25	26	27	28	29

End 1st Quarter: Nov 2  
End 1st Semester: Feb 1  
End 3rd Quarter: April 6  
End 2nd Semester: June 14

\*This is Springfield Public School's district-wide calendar. For specific information pertaining to your school, please contact your school.

**NOTE: In the event of budget constraints, the school board reserves the right to adjust the district's calendar**

4/5/17

# 2017-2018 DISTRICT CALENDAR

DRAFT - Option A3

## Staff -Elementary: Trimester

M	T	W	T	F
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### JULY 2017

3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

### AUGUST 2017

	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

### SEPTEMBER 2017

			1	
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

### OCTOBER 2017

2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			











### NOVEMBER 2017

		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

### DECEMBER 2017

			1	
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

#### Key:

-  End of Quarter
-  Non-Contract Holiday
-  First & Last Day of School
-  Holidays
-  Grading-Planning Days/
-  Parent Conference Days
-  Inservice Days:
-  Staff Dev, Planning & Collab
-  Early Release
-  Collaboration Days (certified & classified report)

## IMPORTANT DATES

Day	Month
0	August
29-31	Inservice Days - No School
18	September
1 & 5	Inservice Days - No School
4:	Labor Day - No School
6:	First Day of School - Grades K-5, 6 & 9
7:	First Day of School - Grades 7, 8 & 10-12
8:	Early Release - Collaboration Day
22:	Early Release - Collaboration Day
22	October
13 & 27:	Early Release - Collaboration Day
17	November
10:	Holiday - Veterans Day
17:	Early Release - Collaboration Day
23 & 24:	Holiday - Thanksgiving - No School
29 & 30:	Grading/Conference Day, End of 1st Trimester
10	December
1:	Grading/Conference Day (no school)
8:	Early Release - Collaboration Day
18-29:	Winter Break - No School
20	January
1:	Holiday - New Year's Day (Jan 1)
2	Collaboration Day - No School (full day)
12 & 26:	Early Release - Collaboration Day
15:	Non-Contract Holiday - No School (full day)
19	February
2:	Teacher Prep - No School
16:	Early Release - Collaboration Day
16	March
2 & 16:	Early Release - Collaboration Day
9:	Grading Day/End of 2nd Trimester - No School
26 - 30:	Spring Break - No School
21	April
13 & 27:	Early Release - Collaboration Day
22	May
11 & 25:	Early Release - Collaboration Day
28:	Holiday - Memorial Day
10	June
8:	Early Release - Collaboration Day
14:	Last Day of School
15:	Grading Day/End 3rd Trimester - No School

M	T	W	T	F
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### JANUARY 2018

1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

### FEBRUARY 2018

			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28		

### MARCH 2018

			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

### APRIL 2018

2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

### MAY 2018

	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

### JUNE 2018

			1	
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

End 1st Trimester: Nov 29  
End 2nd Trimester: March 9  
End 3rd Trimester: June 14

\*This is Springfield Public School's district-wide calendar. For specific information pertaining to your school, please contact your school.

**NOTE: In the event of budget constraints, the school board reserves the right to adjust the district's calendar**

4/5/17

FIRST READING & REVIEW

DATE: APRIL 10, 2017

## BOARD AND SUPERINTENDENT WORKING AGREEMENTS

### RELEVANT DATA:

In an effort to ensure effective district operations and oversight, the Board of Directors has revisited their collective working agreements and the collaborative agreements articulating how the Board of Directors will interact with district administration and operations.

The following working agreements are the result of board discussion and direction, following presentation of existing operating agreements and Oregon School Board Association recommendations.

### RECOMMENDATION:

It is recommended that the Board of Directors review the following working agreements as a first read:

- BOARD AND SUPERINTENDENT WORKING AGREEMENTS

### SUBMITTED BY:

Jenna McCulley  
Community Engagement Officer

## **BOARD AND SUPERINTENDENT WORKING AGREEMENTS**

### **A. Purpose of Agreements**

The Board of Directors is the policy making body for the Springfield School District. To effectively meet the District's challenges, the School Board, Superintendent, and District Administration must function together as a leadership team. Successful organizations value effective and dynamic leadership. Leaders of high-quality organizations set in place a basic framework of how they work together to lead, serve and provide vision for their organizations.

We agree and commit ourselves collectively and individually to the following operating protocols, adhering to all district policies and procedures:

### **B. The Board Job Description and Relationship with Superintendent**

1. Set the long-term direction of the District through the mission, vision, goals, and priorities.
2. Focus on policymaking, planning and evaluation.
3. Maintain effective two-way communication with students, staff and the public.
4. Understand that as an individual, a Board member has no authority. It is when acting as a body that a majority of the Board has influence.
5. Be accountable for the financial stewardship of the District, including aligning resources with goals and priorities, setting expectations, and monitoring progress.
6. Manage Board processes, including operating agreements. Actively pursue opportunities to give and receive feedback regarding Board member performance as responsible communicators. Participate in an annual self-assessment of the Board's performance.
7. Deliberate and make decisions in accordance with public meeting law. Foster a positive Board environment; encouraging debate different points of view, and listening, doing so with care and respect.
8. Board members will adhere to standards of ethical conduct and professionalism. They will also maintain confidentiality according to the Oregon Revised Statute standards, particularly in executive session and administrative function sessions, including when interacting with staff, elected officials and the community.
9. Set priorities for Board professional development annually, pursuing continuous improvement through a yearly Board retreat.
10. Supervise the hiring, performance evaluation and other personnel management processes related to the Superintendent.
11. Work with the Superintendent as a team, recognizing that the Superintendent is the Board's advisor.
12. Respect the Superintendent's responsibility to manage the day-to-day operations of the District and to direct employees in District and school matters.

### **C. Role of Board Leadership**

1. Manage the Board's process; convene meetings; develop the Board agenda with the

Superintendent, seeking Board member input; and execute documents, as appropriate.

2. Serve as the authorized spokesperson for the Board with regard to Board policy, process and decisions. The Chair may delegate this responsibility to other Board members and/or the Superintendent.
3. Communicate with individual Board members concerns shared with the chair by other board members regarding issues agreed to in the working agreements or group operating norms.
4. Facilitate the orientation of new Board members.
5. Assist the Superintendent in communicating important information to the full Board. Keep Board members apprised of information exchanged with the Superintendent.
6. The Vice Chair will perform these duties when the Chair is not available.

**D. Role of the Superintendent**

1. Manage the day-to-day operations of the District.
2. Work as a team with Board members.
3. Work with the Board to establish a clear vision for the District and affirm it annually.
4. Collaborate with the Board to set annual District goals.
5. Work with the Chair and Vice Chair to effectively bring information and issues to the Board so that it can make proactive data driven decisions on policy and budget/revenue issues.
6. Facilitate and direct, communication between the central office staff and the Board that will require more than 20 minutes of staff time or when confidential by nature.
7. Provide regular communications to the Board. This may include: scheduling information for activities and events, as well as notice, follow-up or resolution of issues.

**E. Meeting Operations and Decision Making**

1. Respect the scheduled starting and ending times for meetings. Executive sessions and work sessions will end no later than 10 minutes before Board meetings. The Vice Chair will assist the Board Chair with keeping on schedule.
2. Attend and be fully engaged with a minimal distraction from cell phones, etc. at regularly scheduled Board meetings unless prevented by sickness or an unavoidable cause.
3. Cooperate in scheduling special meetings and/or work sessions for planning and training purposes.
4. Prepare for Board meetings by reading materials ahead of the meeting and asking questions that you have of the Superintendent or members of the Executive Team prior to the day of the meeting if possible. If after you have asked questions you intend to pull something from the consent agenda action, please notify the Board Chair and/or Superintendent before the meeting.
5. Board discussions should be thorough yet concise and pertinent to the issues on the agenda.

6. Make it a goal to make no new proposals on the night that the Board is scheduled to make a decision or take action. Items for discussion should be brought first to the Board Chair or Superintendent to be placed on the agenda. Try to avoid surprises.
7. Cast a vote on all matters except when a conflict of interest arises.
8. Uphold decisions that have been made by the Board.

**F. Communication**

1. Communicate openly and honestly.
2. Respect differences and listen well and for positive intent.
3. Operate as representatives and make decisions in the best interest of the whole District.

Consider

research, best practices, evaluative data and public input in making mindful and purposeful

decisions. Being mindful of the needs of ALL the children in our district and the interests of our

collective community. Consider research, best practices, evaluative data and public input in making

mindful and purposeful decisions.

4. Focus on the situation, issue, or behavior, not the person.
5. When a Board member receives an informal complaint, listen carefully and empathetically. Direct the person to solve the problem at the lowest level.
  - a) Please talk with the teacher.
  - b) Please talk with the principal.
  - c) Please talk with the Superintendent.
6. Formal complaints must be put in writing and signed by the complainant. These are heard by the Superintendent or designee. Complainants may appeal the Superintendent's decision to the School Board.
7. If a complainant is unwilling to speak to the Superintendent a Board member may share the issue and the source of the complaint, concern or criticism of the District. The Superintendent will keep the Board informant "source" confidential at the request of a Board member but every effort should be made to encourage trust and open communication. This is the best hope for full understanding and resolution.
8. When the Board receives communication from the community, the chair will respond or will delegate that responsibility to another Board member. A "footnote" statement will be added to the bottom of the board chair's email so that patrons understand that it is the practice of the Board that the chair will be responding on behalf of the board. The footnote will state, "The Board Chair responds to emails sent to the full board. School board members only deliberate when gathered as a quorum as outlined in the Public Meeting Law. To assure that board conversations and deliberations do not occur on email, the Board Chair will respond on behalf of the Board. All Board members receive communications that come from the community and the response given by the Board Chair." All Board members will be included in responses made by the Board chair. Following the communication from the Board chair, other Board members may



also respond if they wish. The full Board should be included in communications with the public.

9. When a single Board member receives a communication from a member of the public s/he may respond to that patron as an individual. The Board member may elect to forward the email and his/her response to the Board Chair or full Board if he/she wishes.
10. When a concern or problem arises, communicate one-on-one with the Board member. If the issue is not resolved, communicate with the Board chair and finally with the Superintendent if necessary.

#### **G. Board or Superintendent Committees**

***Board Committees:*** The committee chair is responsible for implementing the charge of the Board. The committee chair will provide regular updates of committee progress to the Board. External communication of committee progress is the responsibility of the committee chair – the committee chair will provide advanced copies to the Board and the Superintendent of any external communication 36 hours before release.

***Superintendent Committees:*** Board members may be asked to serve on a Superintendent or District committee. The Board member is a representative of the Board to staff, student, parent and community members. Board members serving on a committee should temper their participation, mindful of their position as an elected official. Board members serving on a committee are to respect the role of the committee chair and refrain from initiating a new direction for the committee or initiating formal community input except when requested by the committee chair. The Board representative on a Superintendent or District committee will assist the Superintendent in reporting committee progress to the Board. Voting rights will be determined on a case-by-case basis.

RESOLUTION: #16-17.050

DATE: APRIL 10, 2017

## BOARD POLICY FOR APPROVAL

### RELEVANT DATA:

From time to time, changes in laws or operating practice require changes or additions to board policies. In addition, the district subscribes to a policy review service with Oregon School Boards Association and receives samples that are used to craft policy for Springfield Public Schools.

One board policy needs to be rewritten to meet legal standards. This policy was presented for first reading at the March 13, 2017, board meeting.

Jenna McCulley is available for questions.

### RECOMMENDATION:

It is recommended that the Board of Directors approve the following board policy:

- JBB Educational Equity

SUBMITTED BY  
Jenna McCulley  
Community Engagement Officer

RECOMMENDED BY:  
Susan Rieke-Smith, Ed.D.  
Superintendent



Code: **JBB**

Adopted:

## **Educational Equity**

The district is committed to the success of every student in each of our schools. For that success to occur, the district is committed to equity by recognizing institutional barriers and creating access and opportunities that benefit each student. “Achieving equity” means students’ identities will not predict or predetermine their success in school.

Educational equity is based on the principles of fairness and justice in allocating resources, opportunity, treatment and creating success for each student.

Educational equity promotes the real possibility of equality of educational results for each student and between diverse groups of students. Equity strategies are intentional, systemic and focused on the core of the teaching and learning process.

To achieve educational equity the district will commit to:

1. Systematically using district wide and individual school level data, disaggregated by race/ethnicity, national origin, language, special education, sex, socioeconomic status and mobility<sup>1</sup> to inform district decision-making.
2. Raising the achievement of all students while narrowing the gap between the lowest and the highest performing students.
3. Eliminating the predictability and disparity in all aspects of education and its administration, including but not limited to, the disproportionate representation of students by race, poverty, sex, sexual orientation<sup>2</sup> and national origin in discipline, special education and in various advanced learning.
4. Graduating all students ready to succeed in a diverse local, national and global community.

In order to achieve educational equity for each and every student:

5. The district shall provide every student with equitable access to high quality curriculum, support, facilities and other educational resources, even when this means differentiating resource allocation.

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<sup>1</sup>These are data categories that the Oregon Department of Education collects. Districts may choose to add to this list from data the district collects.

<sup>2</sup>“Sexual orientation” is defined by Oregon Revised Statute (ORS) 174.100(7) to mean an individual’s actual or perceived heterosexuality, homosexuality, bisexuality or gender identity, regardless of whether the individual’s gender identity, appearance, expression or behavior differs from that traditionally associated with the individual’s sex at birth.

6. The district shall review existing policies, programs, professional development and procedures for the promotion of educational equity, and all applicable new policies, programs and procedures will be developed with educational equity as a priority.
7. The district shall actively work toward a balanced teacher and administrator workforce to reflect the diversity of the student body. The district seeks to recruit, employ, support and retain a workforce that includes racial, sex and linguistic diversity, as well as culturally responsive administrative, instructional and support personnel.
8. The district shall provide professional development to strengthen employees' knowledge and skills for eliminating opportunity gaps and other disparities in achievement.
9. The district shall create schools with a welcoming, inclusive culture and environment that reflects and supports diversity of the student population, their families and their community.
10. The district shall include partners who have demonstrated culturally specific expertise, including but not limited to, families, government agencies, institutions of higher learning, early childhood education organizations, community-based organizations, local businesses and the community in general, in meeting our high goals for educational outcomes. The district shall seek to involve students, staff, families and community members that reflect district demographics to inform decisions regarding the narrowing of the achievement and other opportunity gaps.
11. The district shall provide multiple pathways to success in order to meet the needs of the diverse student body and shall actively encourage, support and expect high academic achievement for each student.
12. The district shall provide materials and assessments that reflect the diversity of students and staff and are geared toward the understanding and appreciation of culture, class, language, ethnicity, poverty, ability and other differences that contribute to the uniqueness of each student and staff member.

The superintendent shall include equity practices in the district's strategic plan strategies to implement this policy. The superintendent will report to the Board the progress of the strategic plan.

END OF POLICY

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Legal Reference(s):

ORS 174.100(7)  
ORS 332.075

ORS 332.107  
ORS 342.437 to -342.449

**RESOLUTION: #17.051**

**DATE: APRIL 10, 2017**

**RESOLUTION IN SUPPORT OF  
ALL STUDENTS AND THEIR FAMILIES**

**RELEVANT DATA:**

The Springfield School Board of Directors has expressed an interest in making a formalized public statement of support for all students regardless of country of origin.

Staff have worked with the Board of Directors to draft the below resolution ratifying the districts commitment to safe and welcoming schools for all students. The drafted language is in alignment with many of our partner districts throughout the state and supported by the recently adopted Oregon Department of Education Resolution on Safe and Welcoming Schools.

The proposed resolution comes following the review of applicable policies that support students and outline how the district will protect personally identifiable student information and interactions with law enforcement agencies.

Superintendent Rieke-Smith and Jenna McCulley will be available to answer questions.

**RECOMMENDATION:**

It is recommended that the Board of Directors approve the below Resolution of Support for all Students and their Families:

**A RESOLUTION IN SUPPORT OF ALL STUDENTS AND FAMILIES**

**WHEREAS**, the Springfield School District is home to many students from diverse backgrounds; and

**WHEREAS** the District is committed to the success of every student and strives to empower all students to achieve post-high school success; and

**WHEREAS**, the District's Strategic Plan emphasizes the district's value of equity for all.

- We are committed to equitable outcomes for ALL students.
- We will foster, safe, healthy and engaging school climates.

**WHEREAS**, this commitment includes that student success will not be predicted nor predetermined by an individual's national origin, immigration status, or native language; and

**WHEREAS**, the Board notes that District personnel are forbidden from using District resources to enforce federal immigration laws, pursuant to ORS 181A.820(1) that specifies:

“No law enforcement agency of the State of Oregon or of any political subdivision of the state shall use agency moneys, equipment or personnel for the purpose of detecting or apprehending persons whose only violation of law is that they are persons of foreign citizenship present in the United States in violation of federal immigration laws.”

**WHEREAS**, the Board wishes to re-affirm the following policies:

1. Policy AC, Non-Discrimination that states:  
“The District prohibits discrimination and harassment based on any basis protected by law, including but not limited to, an individual’s actual or perceived race, color, religion, sex, sexual orientation, national or ethnic origin, marital status, age, mental or physical disability or perceived disability, pregnancy, familial status, economic status, veterans’ status, or because of an association with any other persons within these protected classes.”
2. Policy JFCF, Hazing/Harassment/Intimidation/Bullying that states:  
“The Board [is committed] to providing a safe, positive and productive learning environment... Harassment, intimidation, or, bullying and acts of cyberbullying by students is strictly prohibited.”

And that defines “harassment, intimidation or bullying” as:

“Any act that substantially interferes with a student’s education benefits, opportunities or performance that may be based on, but not limited to, the protected class status of a person.”

3. Policy JBB, Educational Equity which states:  
“The district is committed to the success of every student in each of our schools.

Educational equity promotes the real possibility of equality of education results for each student and between diverse groups of students. Equity strategies are intentional, systematic and focused on the core of the teaching and learning process.”

**NOW, THEREFORE, BE IT RESOLVED**, that the Springfield School District shall:

1. Treat all students equitably in the receipt of all school services, including but not limited to the free and reduced lunch programs, transportation, counseling, and educational instruction;
2. Create and nurture an inclusive and welcoming environment for all students, families, and staff;

3. Incorporate the voice and perspectives of students, families and communities that reflect student demographics into decisions that benefit student success;
4. Comply with ORS 181A.820(1) by refusing to use District resources for the purpose of detecting or apprehending persons whose only violation of law is that they are persons of foreign citizenship present in the United States in violation of federal immigration laws.

**AND, BE IT RESOLVED**, that the Superintendent shall ensure that the Springfield School District administration and staff understand and follow the principles and practices supported and re-affirmed by this resolution.

**And, BE IT RESOLVED** that the Superintendent shall ensure that the Springfield School District community, including all parents and students will have easy access to information about the district policies and practices for immigrant students supported and re-affirmed by this resolution.

Dated this 10<sup>th</sup> day of April 2017.

Signed by,

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Tina DeHaven  
Board Chairperson

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Erik Bishoff  
Board Vice Chair

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Laurie Adams  
Board Member

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Sandra Boyst  
Board Member

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Emilio Hernandez  
Board Member

**SUBMITTED BY:**

Jenna McCulley  
Community Engagement Officer

**RECOMMENDED BY:**

Susan Rieke-Smith, Ed.D.  
Superintendent

OWNER COORDINATED ADMINISTRATION BUILDING  
INTERIOR RENOVATION BY DIVISION GROUPING

RELEVANT DATA:

This bid was advertised in the Daily Journal of Commerce and posted on the Oregon Procurement Information Network (ORPIN). Six (6) contractors attended the non-mandatory pre-bid conference held at 11:00 AM on March 28th. **Six (6) bids** across various division groupings meeting the requirements were received.

Briefly, the project consists of renovations to an existing 26,400 square foot office building in downtown Springfield. The work will include concrete foundations work, helical piers, structural steel columns, glulam beams, rough carpentry, engineered joists, finish carpentry, cabinetry, patching of existing roof systems, doors and hardware, gypsum board wall finishes, suspended ceiling systems, miscellaneous specialties, and toilet accessories. The work will include some plumbing, some low-voltage systems, and a new fire alarm system. The work may also include the modernization of a two-stop elevator in the existing elevator shaft.

This “intent to bid” was developed to allow for multiple contract awards by logical division groupings that will be coordinated by the Owner's Project Team. Contractors were invited to bid on multiple identified contract groupings if they had the background, experience and expertise to provide the work as specified.

Work will begin on this project on April 24, 2017 and will be substantially complete by October 21, 2017. Work will be provided under multiple general construction contracts by division groupings.

The solicitation document and specifications were developed by gLAs Architects LLC with the assistance of District Staff. Board Member Erik Bishoff reviewed the procurement file. 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 Owner Coordinated Administration Building Interior Renovation by Division Groupings to the following contractors for the amounts indicated:

<b>Base Bid Division Package</b>	<b>Contractor</b>	<b>Bid Amount</b>
Base Bid Package 2-3 & 5 plus 0610, 0616 & 0618	Dorman Construction	\$ 133,084.00
Base Bid Package 8A Doors, Frames & Hardware OFCI	Dorman Construction	\$46,646.00
Base Bid Package 9A Framing, Gyp Board, Ceilings, Wall Units	Bridgeway Contracting	\$309,176.00
Base Bid Package 21 Fire Suppression System	Harvey & Price	\$247,360.00
Base Bid Package 22-23 Plumbing & HVAC - OFCI Equipment	Hydro-temp Mechanical	\$728,800.00
Base Bid Package 26-27-28 Electrical, Communications, Safety & Security	Sunset Electrical Inc.	\$479,320.00
Base Bid Package 31-33 Water Utility Piping	Harvey & Price	\$49,300.00
	<b>Grand Total Award</b>	<b>\$1,993,686.00</b>

SUBMITTED BY:

Brett M. Yancey  
Chief Operations Officer

RECOMMENDED BY:

Susan Rieke-Smith, Ed.D.  
Superintendent