

## MINUTES

1/ A Regular Meeting of the Lane County School District No. 19 Board of Education was held on August 10, 2015.

### 1. CALL MEETING TO ORDER

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

#### Attendance

Board Members present included Chair Nancy Bigley, Laurie Adams, Sandra Boyst, Al King, and Jonathan Light.

District staff, students and community members identified included Superintendent Sue Rieke-Smith, Brett Yancey, Michael Henry, Jenna McCulley, Karen Lewis, Tom Lindly, Brian Megert, Kevin Ricker, Suzy Price, Anne Goff, Linda Henry, Cara Mico, Greg James, John Saraceno, Gary Cole, Whitney McKinley, Kevin Wright, Dan Sterling, James Moore, Chad Towe, Keri Pilgrim, Kari Isham, and Jeremy Hugo.

### 2. OATH OF OFFICE

Chair Bigley administered the Oath of Office for Laurie Adams, Position No. 1, term expiring June 30, 2019; and Sandra L. Boyst, Position No. 4, term expiring June 30, 2019.

### 3. NEW ADMINISTRATOR INTRODUCTION

Superintendent Rieke-Smith welcomed the following new administrators into Springfield Public Schools:

- Jenna McCulley, Community Engagement Officer
- Dr. Michael Henry, Director of Human Resources
- Kevin Ricker, Director of Secondary Education

Other administrators introduced included:

- James Moore, Thurston Middle School Assistant Principal
- Dan Sterling, Centennial Elementary Principal

The new administrators introduced family members and friends in attendance.

### 4. PUBLIC COMMENTS

There was no one who wished to offer public comment.

### 5. CONSENT AGENDA

#### A. June 22, 2015 Board Meeting Minutes

#### B. Board Policy, First Reading

Dr. Susan Rieke-Smith recommended that the Board of Directors review the following board policy as a first reading:

- JHCDA Prescription Medication

#### C. Reporting Requirements for the Use of Restraint & Seclusion

#### D. Personnel Action, Resolution #15-16.001

Michael Henry recommended that the Board of Directors approve the personnel action for licensed employees as reflected in the resolution. Categories include:

### New Hires

Tiffanie Blake	Amanda Montoya	Rebecca Springer
Jillian Flanders	James Moore	Allix Strahon
Amanda Heaven	Nicole E. Norris	Tiffany Swalm
Michael Henry	Hannah Read	Kaylee Tryon
Megan Knight	Gloria Rojas de Russell	
Shana Mcomie	Saul Shimanoff	

### Resignations

Mary K Adams	Michael Gwynn	Shelley Nurre
Dianna Carrizales-Engelmann	Adam Kennybrew	Edmund T. Mendelssohn
Philip M Dube	Maya Littlebird	Stephanie Rodakowski
Derek Duman	Melissa Locke-Warnke	Courtney Saeteurn

### Retirements

Marianne Hartz-Madsen

### Change of

#### Contract Status

Sarina Dorie	Kelley Gayle
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### **E. Nutrition Services Supplies, Resolution #15-16.002**

Brett Yancey recommended that the Board of Directors approve the purchase of Nutrition Service supplies from the following vendors for the anticipated amounts indicated:

McDonald Wholesale Company, Eugene, OR	465,000.00
Sysco, Inc., Wilsonville, OR	150,000.00
Coastwide Laboratories, Eugene, OR	22,000.00
NW Distribution – Tools for Schools, Emmitt, ID	15,000.00
Wallace Packaging LLC, Tucson, AZ	10,000.00
TOTAL ANTICIPATED AWARD	\$662,000.00

### **F. Dairy Products Bid, Resolution #15-16.003**

Brett Yancey recommended that the Board of Directors award the dairy products contract to Spring Valley Dairy of Eugene for an estimated amount of \$340,000.00.

### **G. Baker Products Bid, Resolution #15-16.004**

Brett Yancey recommended that the Board of Directors award the bakery products contract to Franz Family Bakeries of Eugene for an estimated amount of \$100,000.00.

### **H. Fresh Produce Products Bid, Resolution #15-16.005**

Brett Yancey recommended that the Board of Directors award the fresh produce products contract to Emerald Fruit & Produce of Eugene for an estimated amount of \$195,000.00.

**Motion:** Ms. Adams moved, seconded by Ms. Boyst, to approve the Consent Agenda.

The motion carried unanimously, 5-0.

## **6. REPORTS AND DISCUSSION**

### **A. Administration Building Report**

Brett Yancey provided a PowerPoint presentation entitled *ADMINISTRATION BUILDING REPORT* dated August 10, 2015 and reviewed the work done. He said the Board would be asked to review short-term and long-term solutions for the Administration Building.

- Steps To Date
  - Tier One Seismic Study—Completed April 28, 2015
  - Ground Penetrating Radar Study—Provided an overview of the health of the Administration Building by a structural engineer—Completed May 26, 2015
  - Tier Two Seismic Study—Completed June 5, 2015

- Evaluating options for short-term & long-term solution
- Tier One Study Results
  - Exterior concrete walls do not appear to be anchored to the floor and roof diaphragms, however they act as bearing walls.
  - There does not appear to be a connection for transfer between the floor diaphragms and exterior concrete walls.
  - Concrete wall reinforcement is unknown.
- Non-Destructive Examination & Results
  - Scans performed at wall piers between window openings, solid wall segments and lintels above opening on multiple levels and elevations.
  - The scans did not reveal the presence of reinforcement in any of the walls.
- Tier Two Study Results
  - Anchorage of exterior concrete walls to floor and roof diaphragms are not present.
  - There is no connection between the floors and exterior concrete walls.
  - Diagonally sheathed floor diaphragms are not adequate to transfer seismic forces to the concrete walls.
  - Retrofit recommendations include
    - Install epoxied anchor rods and hold downs at the perimeter of the building. This requires plywood sheathing be installed around the perimeter of the building.
    - Wall anchorage retrofit at roof is similar, however it is necessary to provide plywood sheathing for a distance of 16 feet from the walls at the 3rd floor ceiling.
    - Add plywood sheathing to the underside of the floor framing in overstressed areas. The “band” of plywood sheathing required is approximately 20-24 feet wide.
- Ongoing Steps
  - Convened Facilities Advisory Committee (7/6/2015)—Endorsed relocating Administration Building and supports School Board continuing its due diligence.
  - Affirmed that District facilities housing students are seismically sound and safe.
  - Evaluate options for retrofit of current building (per report). Approximately
    - \$200 sq. ft. (\$8 million)
  - Build new Administration building from “ground-up”. (\$7.75 - \$8.5 million)
    - \$185 sq. ft.—new construction (\$3.7 million)
    - \$100 sq. ft.—remodel EMC (\$1.2 million)
    - Site Construction/Demolition/Abatement (\$1.35 million)
    - Soft Cost—Permits, design, etc. (\$1.5 million)
    - Contingency & Escalation (\$.75 million)
  - Purchase/repurpose an existing building and remodel (TBD).
  - Identify space needs, potential short-term solution(s), establish relocation work plan, develop timeline.
    - Short-term lease of existing facility or facilities.
  - Identify long-term solution.
    - Identify a solution that could include downtown programs and the ongoing needs for students/programs.
    - Establish space needs, timeline and relocation work plan (tiered).
    - Locate viable options and work towards potential purchase/lease.
    - Identify funding strategy, amount and gain authority through Board approval.

Mr. Yancey said the District’s General Obligation Bond would not be spent on this project and the District would need to look at other financing options. Board approval would be required for any financial obligation.

Mr. Yancey responded to questions from Board members.

Chair Bigley concurred that the goal of the Board was to serve children but the staff that worked in the building was also a priority. She asked for additional information on proceeding with the options Mr. Yancey identified.

Mr. Yancey said it would be challenging to identify a building that was adequate to house the administrative functions, which could include a satellite operation for the District and looking at a short-term lease in various buildings. Superintendent Rieke-Smith had shared the information with staff. He noted this was a serious matter and he had a responsibility to the people who worked for the District, which the Board and Superintendent understood. He was working diligently to identify viable options, which would be subject to due diligence, to ensure any building identified was a strong structure.

Ms. Adams said the Board had received the report in Executive Session and was stunned by how dismal the situation appeared to be. The process was a good one, but not fast enough for her. She wanted something done by the time school started in September 2015, while doing the right thing. It was difficult to identify a site in Springfield that was large enough to house the staff currently located in the Administration Building. She appreciated the work Mr. Yancey was doing to resolve the issue. She asked if there was an exit plan for staff in the event of an earthquake.

Mr. Yancey said an earthquake drill was much different than a fire drill. Fire drills were practiced regularly in the schools and the Administration Building. He noted there had been some earthquakes with epicenters near Waltherville and the University of Oregon recently held a seminar, which provided information for emergency evacuations. In all emergency situations, staff were empowered to do what they felt was best for them to protect their safety. Staff at the District's buildings would be provided information during the school year.

Mr. King observed the Administration Building was an old building that had served the District well for many years. Replacement of the building had not been on the last two bond measures because the District administration, the Board and the community valued providing buildings for the education the kids. The Administration Building did not rise to the level of interest for updating the structure and the time had come to replace it. He hoped the community could understand why replacing the building had not been placed on bond measures in the past and why the District now needed to do something. He hoped there was a building in the area that was large enough and safe enough to meet the District's needs that would provide a cost effective solution. However, if a satisfactory building was not available, the District would have to go to the next bond measure to address the \$8 million solution.

Mr. Yancey said he would be bringing more information to the Board as it became available.

## **B. Bond Update**

Mr. Yancey shared before and after photographs of current bond projects. He noted the work currently underway on the Thurston High School (THS) stadium was scheduled for completion on September 4, 2015. It would be unveiled to the community as scheduled for the THS football team's first home game of the year on September 11, 2015. Mr. Saraceno shared information on current and previous roofing work done at Thurston High School. Mr. Yancey provided a budget for the various construction projects and explained that the District had a plan in place for dealing with over budget projects. He reported that the Bond Oversight Committee met on June 11, 2015. The group would reconvene in September 2015 after which a report would be submitted to the Board. He stated the Facilities Review Committee reviewed all of the bond projects at its July 6, 2015 meeting. The Facilities Advisory Committee would meet later this year or in early 2016 to review the bond premium dollars, review the projects that had not been completed in the past, and formulate a recommendation for projects that should be considered by the Board.

Mr. King asked for information about the structure of the Facilities Review Committee and the process for appointing people to the Committee.

Mr. Yancey reported the District currently had approximately \$26 million in investment income, with a current yield of slightly more than 1.2 percent. The District had earned \$411,000 in investment income as of July 31, 2015. The investment income must be spent on approved bond projects, within the timeline established for the bond projects.

Mr. Lindly provided a PowerPoint presentation entitled Technology Bond Project Update dated August 10, 2015 and reviewed the work done. He noted the technology projects were not as visible as the construction projects. He reviewed the twelve technology areas that would be funded with proceeds from the bond measure. He shared before and after photographs of various technology projects in the District. He commended Brad McEntire, who was the project manager for the District's technology improvements, working with contractors and staff to ensure projects stayed on task.

1. Core Network Infrastructure—Standards
  - New firewall & packet shaper
  - New high speed central switches
  - Total network replacements at Page, Guy Lee, GHS
  - Scheduled for 2015 - DG, Yolanda, THS
  - Other Work - THS, Fiber to IDF's w/conduit, access point wiring
2. Central Server Infrastructure
  - Replacing 2 end-of-life email servers
  - Purchased new storage access network (SAN)
3. Enterprise Wireless
  - Running in conjunction with Core Network Infrastructure
  - Making other additions as needed (THS, Memorial Building)
4. Unified Communications
  - Future Project (2016)
5. Classroom Equipment
  - Changed from a 6 yr. to a 2 yr. project
  - 94" screens with projectors
  - Wall or ceiling mounted
  - Completed Ridgeview, Riverbend, Briggs, Mt. Vernon
  - Scheduled for 2015—ASMS, TMS, Walterville, TRDR, GHS, SHS
6. Library Computer Devices
  - Principal meetings to define needs
  - Guy Lee (6), Yolanda (6), ASMS (6), TMS (6)
  - TRDR (20 Chrome Base), THS
7. Lab Computer Devices
  - THS (LCC Learning Center)
  - ASMS (Lab off Library)
  - BMS (Room 21)
  - SHS Drafting lab Technology Bond Update
8. Testing Lab Computer Devices
  - THS—36 Chromebases
  - Testing Lab
  - TMS (Filled existing carts)
  - Four traveling Chromebook carts
9. Staff Computer Devices
  - Established Certified & Classified replacement process

- 2015-16 replacing the 100 oldest Certified staff machines
  - Providing 50-70 new teacher machines
10. Student Computer Devices
- Developed proposal process for replacement
  - District, School, Pilot project proposals
  - 398 Chromebooks at high schools for ELA
11. eReaders
- Future project (2017)
12. Professional Technical
- 3 CNC machines at THS
  - 1 3D printer at THS
  - Working to identify UL approved metal lathes, 6 for SHS and 3 for THS

In response to Ms. Adams, Mr. Lindly said the District had a unified communications system, which differed from typical home telephones. He explained how the District's system routed calls and said the District was currently required to maintain some landlines, which may evolve as the technology changed.

Superintendent Rieke-Smith added at the recent Cabinet retreat, staff discussed realigning some of the technology staff to enable them to engage with instructional Teachers on Special Assignment (TOSAs) to find ways to integrate technology through professional development in math and language arts.

### **C. Superintendent Communication**

Superintendent Sue Rieke-Smith invited Board members to the morning in-service and lunch with all district administrators at Thurston Elementary School (TES). She noted Cabinet and Board members had been given a copy of Simon Sinek's book, *Leaders Eat Last: Why Some Teams Pull Together and Others Don't*. She added Cabinet members would be asked to share their insights related to the book at the August 19, 2015 Board summer planning meeting. She noted Board members had received an invitation to the Superintendent's welcome on September 8, 2015. She added city, state and federal representatives as well as representatives from UO and Lane Community College (LCC), the District's business partners, the Springfield Area Chamber of Commerce, the Springfield Ministerial Alliance, District administrators and faculty, and community members had also been invited to the Superintendent's welcome. She recently spent time with the District's transportation, maintenance and custodial staff, and had an opportunity to do some vehicle and building maintenance with staff. She had an opportunity to visit the migrant education summer program at Two Rivers-Dos Rios (TRDR) in conjunction with Lane Education Service District (ESD). Over 150 migrant students, aged three through grade eight, were served. She commended the Cabinet for their support of the Mary Pilgreen Scholarship Tournament. She reported that Bruce Brown, the director of Proactive Coaching, would be providing a mandatory professional development training to all of the District's coaches in September. She noted the coaches welcomed the opportunity for the training.

### **D. Board Communication**

#### **• 2015-2016 Board Committee Representation**

Board members discussed representation of district committees and community organizations for the 2015-2016 school year.

Ms. Boyst reported that Les Perry, a member of the Springfield Education Foundation (SEF), recently passed away. Ronnel Curry, SEF Executive Director, recently sent information to all staff about the SEF grant workshop. This year, grants would be awarded up to \$3,000. She asked Board members to let her know if they planned to attend the SEF Night of 11,000 Stars, which was scheduled for Thursday, October 15, 2015 at Willamalane Center, 5:00 pm to 9:00 pm.

Mr. King stated he recently hosted a SEF luau, which had been attended by about 70 people.

Chair Bigley said she had received an email from a District parent about the closed schools discussion the Board had last spring and the District's policy for siblings.

Superintendent Rieke-Smith said this provided an opportunity for the Board to have an ongoing discussion about how families were prioritized relative to the transfer process.

Chair Bigley agreed to follow up with the family.

**7. OTHER BUSINESS**

None

**8. NEXT MEETINGS**

Ms. Bigley said the Board would hold its Summer Planning Meeting on August 19, 2015 at 4:00 pm.

**9. ADJOURNMENT**

With no other business, Ms. Bigley adjourned the meeting at 8:55 pm

*(Minutes recorded by Linda Henry)*