



**LEBANON COMMUNITY SCHOOL DISTRICT  
SCHOOL BOARD MEETING  
JUNE 15, 2023, 6:00 PM**

Santiam Travel Station

750 S. Third Street, Lebanon, OR 97355

## **MEETING MINUTES**

<b><u>BOARD MEMBERS PRESENT:</u></b>	<b><u>EXECUTIVE STAFF PRESENT:</u></b>
Tom Oliver, Chair Richard Borden, Vice Chair Nichole Piland, Member Tammy Schilling, Member	Jennifer Meckley, Superintendent William Lewis, Business Director Kim Grousbeck, HR Director

The meeting minutes were recorded by Executive Secretary Jessica Woody.

### **1. WELCOME AND CALL TO ORDER**

Board Chair Tom Oliver called the meeting to order at 6:06 PM and led the flag salute.

### **2. PUBLIC COMMENTS**

No public comments were made.

### **3. AUDIT RESULTS APPROVAL**

William speaks to the board alongside the lead auditor, Luke, regarding the 2021-22 audit process for the school board. William and Luke explain the reasonings behind the stalled process, and note some new state requirements that caused delay. Overall it is a clean audit with no major issues to work through.

William specifically references the report card for federal funds, where the district was judged on any federal funds above \$750,000. He notes that the district aced that portion, with any findings being small and easy to correct.

William also references the shift in liability for PERS, regarding the GASB pronouncement which puts the debt liability on the district's books which does affect the overall financial picture taking the district from the positive to negative, however that debt is the state debt. This is something across the board for the State of Oregon that has affected the district.

Luke reiterates to the board members that this was a clean audit with no major issues, and explains again the reasons why there were delays, for example GASB 87 with new pronouncements regarding leases, inflow of federal program monies which are invasive and take a longer amount of time in auditing, impaired LGIP, and general turnover.

Luke also reviews GASB 96 and what the requirements and process will look like for this regarding subscriptions.

Luke also references a best practice/recommendation, not to be confused with a finding, which was in governing board monitoring, meaning the board looking at financial activities, controls, asking questions, and just being an overall well-informed board. Tom confirms that this is just general awareness, there is no current issue that is being referred to.

Tom inquires to Luke about the note that LGIP impairment affected the timeline of the audit, and Luke expands upon that explaining how it was affected, and notes that it is not an actual material finding due to it not reaching over the district's materiality threshold.

Luke states as a closing thought, the biggest delays this year were due to the GASB 87, and turnover. GASB 96 will also take some time to implement looking ahead.

The district is seeking approval of the 2021-22 audit. Richard motions to approve, and Nichole seconds the motion. All approved, with a unanimous vote the 2021-22 audit is approved.

#### **4. BUDGET APPROVAL/HEARING**

William shares with the board an update to the budget where about \$213,000 was added due to the missed ESSR payment to Sand Ridge Charter School. He notes that this is the only difference between the proposed budget, and what is provided in the total adopted budget amount.

##### **a. Resolution #2023-3**

Richard motions to approve, and Nichole seconds the motion. All in favor with a unanimous vote, the Resolution #2023-03 Making Appropriation for the 2023-2024 Budget with a total adopted budget of \$88,800,999 is approved.

##### **b. Resolution #2023-4**

Richard motions to approve, and Nichole seconds the motion. All in favor with a unanimous vote, the Resolution #2023-4 Imposing and Categorizing Tax is approved.

##### **c. Resolution #2023-5**

Nichole motions to approve and Tammy seconds the motion. All in favor with a unanimous vote, the Resolution #2023-5 Appropriation Transfer is approved.

#### **5. APPROVAL OF CLASSIFIED CONTRACT**

Kim Grousbeck communicates that this is the classified contract for 2023-2025, and it has been ratified by the LESPA union. The district is seeking approval of the contract.

Richard Borden thanks those who worked so hard to make this happen. Richard motions to approve, and Nichole seconds the motion. All in favor with a unanimous vote, the classified contract is approved by the board.

#### **6. LONGITUDINAL PERFORMANCE GROWTH TARGETS UPDATE**

Jennifer speaks to the board regarding the longitudinal performance growth targets that were discussed at the May Board Meeting. She explains that the next step is to create the targets, and the data points that will be looked at consist of four-year graduation, five-year graduation, third grade reading, ninth grade on-track, and regular attenders. She also explains what had to be done to get to these targets with baseline, stretch, and gap closing goals that are attainable and realistic.

The district cannot officially share the goals until the grant agreement is received. The ODE has approved the districts goals with flying colors, so once the grant agreement comes in the district will share the official numbers.

## **7. CONSENT AGENDA**

Nichole Piland motions to approve and Richard Borden seconds the motion. All in favor with a unanimous vote, the consent agenda made up of the May 11, 2023 Board Meeting Minutes, first reading policy updates BBB and JECB-AR (1), and 2023-24 new hires William Lewis, Bryan Anderson, Corie Casey, Meghan Chrissakis, Brandon DeMarco, Emma Dooley, Elaina Dowdy, Niina Lind, Brooklyn McElroy, Mariah Owen, and Kyle Saulmon is approved in its entirety.

## **8. DEPARTMENT REPORTS**

### **A. Operations**

Jennifer notes that the district will update this summer as the projects begin for a busy summer.

### **B. Human Resources**

Nothing to report.

### **C. Finance**

Nothing to report.

## **9. COMMUNICATION**

### **A. Board**

Tom Oliver thanks Laura Warren and staff that worked diligently to get this contract done during a difficult time, while striking the right balance of meeting the needs of the staff while maintaining the district's financial posture in a healthy manner. Tom also thanks Tammy and Richard for their time as board members.

Tammy speaks to the board and circles back to the dress code topic, she states that the district in fact does have a great dress code policy, it just needs to be enforced. She feels there is no additional work to be done as far as updating the policy. Tammy also sends her appreciations for her time on the board and references her well-remembered quote that "it is all about educating the kids, it is all about the kids". She notes that she has appreciated everything that she has learned and there is a lot of problem solving that can be done at a local table with a great group, great district, and with fantastic kids.

Richard Borden shares his gratitude and thankfulness to his colleagues, teachers, parents, and students. He appreciated the opportunity and remains committed to the well being and success of the students. He enjoyed witnessing the tireless work of the district to enhance the quality of education and fostering a climate of learning. Richard wishes his best to Clyde and Melissa, as well as Jennifer.

## **B. Superintendent**

Jennifer welcomes William Lewis as the district's new Chief Operations Officer, he will join at the table next month. She looks forward to seeing what the district can continue to accomplish with his passion and skillset and where they go next.

Jennifer also shares a gift with both Tammy and Richard from the district's leadership team, thanking them for their time spent on the board.

She acknowledges the class of 2023 and congratulations each of them for making it across the stage, it is an annual reminder of why the district does what it does.

During Jen's Zens, Jennifer also highlights some great moments, including, the graduating class of 2023, the Welcome Center and the success of the Sources of Strength Wellness Fair, as well as some exciting things happening at schools to wrap up the year. Pioneer school continues to host their career and science fairs, Riverview's 1<sup>st</sup> graders test their creativity with their Invention Convention, and Lacombe school partners with their families to bring in a tractor to teach the kinders about safety around big farm equipment. She also highlights the bus drivers at their recent professional development, and specifically Lori Upmeyer for her first-place win at the statewide bus safety exercise in Eugene.

Lastly the recent Apple Award winners are acknowledged, consisting of, Colby Wooten at Seven Oak, Robin Hermans at Ralston Academy, Tim Geoghegan at Lacombe, and Glenda Claborn at Cascades School.

## **10. AUDIENCE COMMENTS**

No audience comments were made.

## **11. ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 6:56 PM.



Tom Oliver, Board Chair



Jennifer Meckley, Superintendent

**6:00 PM**

(This sheet will become part of public record)

[illegible]

**RESOLUTION #2023-03 MAKING APPROPRIATION FOR THE 2023-2024 BUDGET**

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2023, and for the purposes shown below are hereby appropriated:

**General Fund (100)**

Instruction.....	\$ 29,669,816
Support Services.....	\$ 18,040,795
Enterprise & Community..	\$ 40,587
Other:	
Interest.....	\$ -
Transfers.....	\$ 2,184,000
Contingency.....	\$ 100,000
Unappropriated Ending Fund Balance	<u>\$ 5,877,944</u>
Total.....	<u>\$ 55,913,142</u>

**Special Revenue Funds (200's)**

Instruction.....	\$ 8,599,283
Support Services.....	\$ 4,566,736
Enterprise & Community..	\$ 3,487,077
Facilities Acquist./Const..	\$ 7,167,000
Transfers.....	\$ -
Contingency.....	\$ -
Unappropriated Ending Fund Balance	<u>\$ 3,082,748</u>
Total.....	<u>\$ 26,902,844</u>

**Debt Service (300's)**

Debt Service.....	<u>\$ 4,981,513</u>
-------------------	---------------------

**Capital Projects (400's)**

Facilities Acquist./Const..	<u>\$ -</u>
-----------------------------	-------------

**Enterprise Fund (500's)**

Support Services.....	\$ 23,563
Facilities Acquist./Const..	\$ 400,000
Unappropriated Ending Fund Balance	<u>\$ 346,437</u>
Total.....	<u>\$ 770,000</u>

**Internal Service (600's)**

Support Services.....	\$ 130,000
Unappropriated Ending Fund Balance	<u>\$ 100,000</u>
Total.....	<u>\$ 230,000</u>

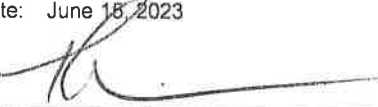
**Trust and Agency (700's)**

Support Services.....	\$ 1,000
Unappropriated Ending Fund Balance	<u>\$ 2,500</u>
Total.....	<u>\$ 3,500</u>

**Total Appropriations, All Funds** \$ 88,800,999

Date: June 18, 2023

**TOTAL ADOPTED BUDGET** \$ 88,800,999

  
\_\_\_\_\_  
Tom Oliver  
Chair, Board of Directors

  
\_\_\_\_\_  
Jennifer Mockley  
Superintendent

**RESOLUTION #2023-04 IMPOSING & CATEGORIZING TAX**

BE IT RESOLVED that Board of Directors of the Lebanon Community School District #9 hereby approves the taxes provided for in the adopted budget:


At the rate of 4.9925 per \$1,000 of assessed valued for operations;

In the amount of \$4,345,896 for bonds;

and that these taxes are hereby imposed and categorized for tax year 2023-2024 upon the assessed value of all taxable property within the district as follows:

<b>Education Limitations</b>		<b>Excluded from Limitations</b>	
Permanent Rate Tax.....	4.9925 / \$1,000		
Debt Service Levy.....		\$	4,345,896

Date: June 15, 2023

  
\_\_\_\_\_  
Tom Oliver  
Chair, Board Chair

  
\_\_\_\_\_  
Jennifer Meckley  
Superintendent



# BOARD RESOLUTION



**To:** The Honorable Chair and Members  
Lebanon Community School District Board of Directors

**From:** William H. Lewis III, Business Director

**Date:** June 08, 2023

**Meeting Date:** June 15, 2023

**Re:** Transfer Budget Appropriation

## **Background**

Oregon Local Budget Law requires districts to appropriate their funds by ODE function code categories.

1000 Instruction

2000 Support Services

3000 Enterprise & Community Services

4000 Facilities Acquisition and Construction

5000 Other Sources

6000 Contingency

If at any point during the year expenditures exceed the budgeted amount in these function code categories, the district is in violation of local budget law. The district is currently projected to exceed the in general funds accounts 3000 enterprise funds up to \$9,000 by June 30.

The district is currently projected to exceed the special revenue funds accounts 3000 enterprise services, by \$125,000 by June 30.

This transfer resolution is a request to transfer funds and to cover any potential unforeseen adjustments that can come out of the final year end process.

The goal behind this transfer is to make sure we stay in compliance with local budget law.

## **Recommendation**

I recommend the Board adopt the Resolution to transfer appropriations of \$134,000.00 from accounts-  
100.1220.0243.107.320.000 \$ 9,000.00

Increase revenue to show additional \$125,000 revenue received in account  
299.0000.5400.000.000.000 \$125,000.00

To accounts-

100.3100.0127.000.000.000 \$ 9,000.00



299.3100.0541.000.000.000 \$125,000.00

**Resolution #2023- 5 Appropriation Transfer**

**Whereas:** ORS 294.463 allows for transfer of appropriations when authorized by board resolution, and the district is projecting to exceed budgetary authority;

**Be It Resolved:** it is the desire of the School District to transfer from budget accounts:

100.1220.0243.107.320.000 \$ 9,000.00

Increase revenue to show additional \$125,000 revenue received in account

299.0000.5400.000.000.000 \$125,000.00

To accounts-

100.3100.0127.000.000.000 \$ 9,000.00

299.3100.0541.000.000.000 \$125,000.00

Motion Approved



Board Chair  
Tom Oliver



Superintendent  
Jennifer Meckley

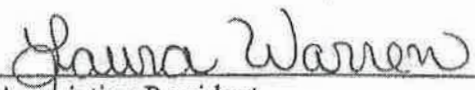
## Article 27 - Term of Agreement

- 27.1 This Agreement shall be effective on July 1, 2023 and shall expire on June 30, 2025.
- 27.2 This Agreement constitutes the sole and entire existing Agreement between the parties supersedes all prior practices, whether oral or written, and expresses all obligations of and restrictions imposed upon the District and Association. The waiver of any breach, term or condition of the Agreement by either party shall not constitute a precedent in the future enforcement of all its terms and conditions.

In witness whereof, the parties hereby affix their signatures as of the date first above written:

Board Chair 

6/15/2023  
Date

  
Association President

6/15/23  
Date

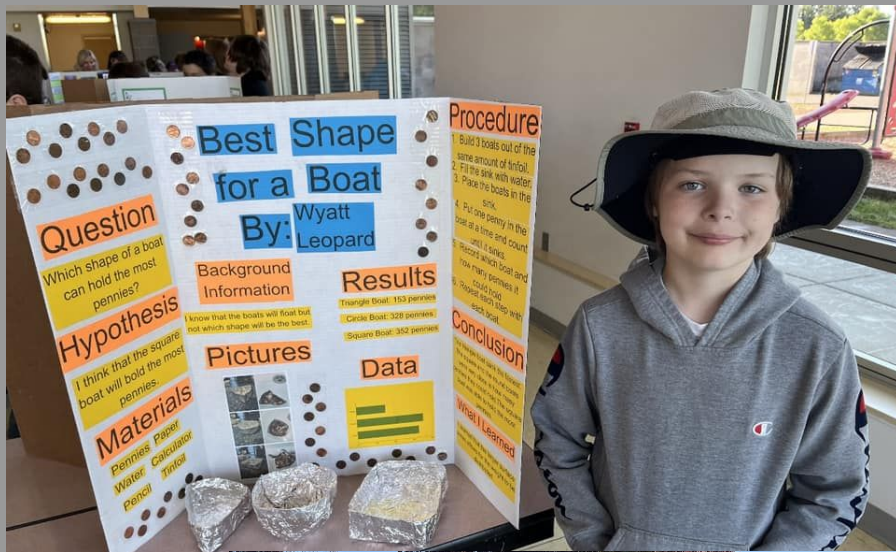
# Jen's Zens

A Few Happy Stories from LCSD























Congratulations  
to Last Month's  
Honorees!



LEBANON COMMUNITY SCHOOL DISTRICT

*proudly presents the*

*Educators*  
**APPLE AWARD**

*brought to you by*  
THE GILLOTT HOME TEAM



**GILLOTT**  
HOME TEAM

**kw** MID-WILLAMETTE  
KELLER WILLIAMS REALTY





Colby Wooten, Language Arts Teacher at Seven Oak



Robin Hermans  
Behavior Support  
Ralston Academy





Tim Geoghegan, Principal at Lacombe



Glenda Claborn  
Fourth Grade Teacher  
Cascades



Thank you.

