



**LEBANON COMMUNITY SCHOOL DISTRICT  
SCHOOL BOARD MEETING  
DECEMBER 7, 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 Clyde Rood, Member Melissa Baurer, Member Mike Martin, Member Nichole Piland, Member	Jennifer Meckley, Superintendent Kim Grousbeck, Human Resources Director Steven Prosocki, Business Director William Lewis, Chief Operations Officer

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 6:02 PM and led the flag salute.

**2. PUBLIC COMMENTS**

No public comments were made.

**3. LBL ESD VISIT**

Assistant Superintendent of the Linn Benton Lincoln Education Service District, Nancy Griffith, speaks to the board sharing her new role as Assistant Superintendent, and her prior role of Programs Coordinator. She speaks briefly about the LBL ESD programs and provides a document for the board for reference.

Melissa Baurer thanks Nancy for their services and states how essential the LBL ESD is, she understands the importance of what they do for the students.

**4. ISF PRESENTATION**

Social, emotional, and behavioral liaison for the LBL ESD, Alex Nalivaiko, speaks to the board regarding ISF, Interconnected System Framework, which he has been very impressed with in relation to what is going on in Lebanon. He explains that ISF's purpose is to connect schools with other agencies when there are needs, for example emotional or behavioral. He shares that he is also impressed by the districts Mental Health Coordinator, Sandi Cox, for facilitating these connections. Alex also notes the successes of ISF, providing examples such as the Sources of Strength Wellness Fair, Kinder Health Assessments, Obria, School Based Health Therapists, and more. He celebrates and thanks the district for the connection. Jennifer thanks Alex for his positive perspective.

## **5. STUDENT BOARD REPRESENTATIVE**

Tom Oliver references discussion that took place regarding this topic last month. Jennifer explains that based on the interest to pursue this from the board, the district did some learning and research regarding the process. Jennifer notes that she worked with the high school administration and Susanne has assisted in creating a webpage with resources, requirements, and next steps for this process. Jennifer also notes the information session that will take place in March for students to attend. The district suggests having 2 student board representatives, the high school would like to select finalists and the board can then vote on the finalists. Melissa recommends having a representative from the High School and Ralston Academy.

Many board members discuss incentives and agree that it is the boards responsibility to keep these students engaged in their role on the board, and provide opportunities to keep an active role. Melissa believes that it would be helpful to have a board member mentor for these students, and she offers to be a mentor.

Tom asks that the policy BCBA-AR be updated with language regarding the student board member mentorship point of contact.

The consensus of the board is to move forward and there is excitement across the board to get this started.

## **6. HSS GRANT AGREEMENT**

Jennifer references the high school success grant, which she is presenting for informational purposes. She explains that it is apart of the integrated guidance, and outlines how the district spends those grant funds. She notes that HSS is meant for increasing high school graduation, going towards CTE, drop out prevention, etc. She also notes that this grant is primarily spent on grades 8-12, and is otherwise known as measure 98.

There is no further discussion with the board.

## **7. SIA GRANT AGREEMENT APPROVAL**

Jennifer references the student success act, and the newest piece of the student investment account which requires the board to approve the co-developed LPGTs, Longitudinal Performance Growth Targets. Those official targets are included in the referenced packet and are ready for review. Jennifer is also seeking approval from the board for the SIA grant agreement as a whole. Clyde thanks Jennifer for the transparency and he appreciates seeing these things in the board packets. Nichole motions to approve, and Mike seconds the motion. All in favor with a unanimous vote, the SIA grant agreement is approved as presented.

## **8. OSBA ELECTIONS**

Tom explains to the board the voting that is being requested by the OSBA and briefly explains what the resolutions are. Clyde motions to vote to adopt both resolutions, and Mike seconds the motion. All in favor with a unanimous vote, the board approves to vote to adopt the resolutions, and Executive Secretary Jessica Woody will submit a vote for the board as a whole.



## **9. RATIFY CERTIFIED CONTRACT**

Tom summarizes that the district and LEA union have come to an agreement and voted to ratify the contract, and with the board approval, the new contract can go into effect. Tom also notes the terms of the contract including a salary increase of 7% for 2023-24 and 4% for 2024-25, as well as some language updates. Nichole motions to approve and Mike seconds the motion. All in favor with a unanimous vote, the board approves the certified contract.

## **10. SUPERINTENDENT CONTRACT**

Tom explains that when Superintendent Meckley was hired she received a very short-term contract providing the opportunity to ensure both for Jennifer and the board that it was a good fit. Now the board is at the point per the terms of the contract where the board needs to intend on extending the contract for three years, or provide the opportunity for her to return to her previous position. Tom notes that typically in the spring of each year the board does an evaluation and then the contract would be extended based on the evaluation, but in this case, that is not the procedure, though Tom ensures to the group that this situation is not vastly different than hiring someone and providing a three-year contract before an evaluation takes place. Tom believes that the board would be foolish not to extend Jennifer's contract, as the district is moving in a very good direction based on the leadership team that she has continued to grow as well as the goals that have been established and agreed to.

Tom does not believe that an evaluation is the most useful tool, and feels that talking about things as they come up throughout the year on an "as need" basis can be more useful. Nichole states that she would like to move forward with extending Jennifer's contract. Clyde questions whether Mr. Yates, prior Superintendent, received an evaluation in the last fiscal year, expressing his concerns with the board not following policy CBG, with his interpretation that Jennifer would require an evaluation before her contract could be extended, also stating that he believes this would be against legal terms. Clyde believes that the evaluation for Jennifer should have taken place, though Tom explains that per the contract language, the evaluation would take place in March of 2024. Mike expresses concerns with the policy as well. Tom reiterates that this is simply indicating that the board is intending to extend the term for the full 3 years, for Jennifer. Melissa states that she hears the concerns of the board members but believes that concerns with the contract following the language in policy should have been discussed when the contract was approved and signed by the board, as this is now a legal contract.

Jennifer explains that the circumstances are unique, when Jennifer started in this position she agreed to a shorter contract, with the caveat that the board would express their intent to extend the contract for the full three years, prior to May. This is not only so Jennifer knows whether she will be in this position but also so plans can be made overall for the district, in order to protect the district from having to make a decision in June.

Mike questions whether the board has seen the contract that they are asked to extend, and Tom explains that, yes, the board has viewed and approved this contract. Jennifer states that she would be happy to continue the work as Superintendent if the board should agree to extend.

Clyde explains that he would like changes to be made to the current contract with legal review, and would like to perform an evaluation before moving forward. With comments from Melissa and Nichole, it is explained that this is already a legally binding contract and the board is simply

expressing intent to extend the contract for the three-year term, of the contract that was already previously agreed upon by the board in March of 2023.

Clyde references salary of past superintendents, and the majority of the board does not feel that to be relevant to this topic.

Tom clearly states that there is no intention of violating any board policies in place, this is simply to express intention to evaluate Jennifer in the spring of 2024 and to have a new contract in place for Jennifer prior to the end of her current contract. Melissa expresses her confidence in Jennifer's leadership moving forward.

Melissa motions the intention to evaluate Jennifer in March of 2024 and extend the contract following the evaluation, Nichole seconds the motion. Mike abstains due to what he feels is lack of information, in other words he votes not to approve, Clyde also votes not to approve. Melissa, Nichole, and Tom vote to approve. With a three to two vote, the approval carries with the intention of the board to evaluate Jennifer in March of 2024 and extend her contract for three years as Superintendent.

Tom states that due to the timing and the position that the district was in, some of it may seem a bit different, none the less he feels the district is very fortunate to have Superintendent Meckley and he looks forward to many good things ahead.

## **11. CONSENT AGENDA**

Nichole motions to approve and Mike seconds the motion. All in favor with a unanimous vote, the consent agenda made up of the 2024-25 LCSD Proposed Budget Calendar, November 9, 2023 Board Meeting Minutes, First Reading Policy Updates EFA, EFA-AR, BCBA, BCBA-AR, and ECA-AR, and Temporary New Hire Whitney McGilvray is approved in its entirety.

## **12. DEPARTMENT REPORTS**

### **A. Operations**

William speaks to the board and notes the fantastic job that Susanne, Communications Director, has done on the district website showing all of the facilities improvements that are taking place.

William updates on the Lacombe Roof project and notes that he plans to bring a bid to the board for approval in January. Melissa asks how the roof has held up so far this winter, and William explains that due to the preventative maintenance that has been done by Bryan Eilers, Director of Facilities, and his team there has not been any major concerns. He also explains that they expect to see the construction for the Lacombe roof take place in June of 2024.

William also updates the board on the LHS Cafeteria project, which will ultimately allow the high school to serve more lunches, noting that he plans to bring an RFP forward for review and approval in January, which will most likely need to take place at a brief Special Board Meeting.

William shares his appreciation for Art Boykin, Safety Coordinator, who assisted in a project at Seven Oak regarding the fire system, where they were able to save a large amount of money by strategically placing the fire system for the new building—where it could run the current school and the new building.



He also notes that the district is moving forward with the Department of Justice COPS safety grant that was received and are looking at modern technology updates, communication systems, etc. He expresses the excitement surrounding this grant award, and notes the amount awarded which is \$500,000. Tom inquires about the match requirement on that grant, and William states that they are working through the details on that, it should be \$167,000 but may end up being a bit more. William notes that the district will tentatively plan to bring an RFP forward regarding these items relating to this grant in February or March.

#### **B. Human Resources**

Kim speaks to the board publicly thanking each of them, the leadership of Jennifer, the bargaining team, and the OEA for their role in ultimately coming to a ratification which she believes honors all employees. Kim gives her appreciation.

#### **C. Finance**

Steven speaks to the board regarding where the district stands on the budget, explaining that revenue is staying consistent with tax turnovers, the state school fund should stay consistent and enrollment has remained flat. In other words, projected revenue is good. Regarding expenses, he references where the certified salaries will be seen as overspent due to the recent increase from the initial offer, as well as the classified "me too" clause. Steven explains that the district is being creative in ways to receive revenue – one of these things being MAC study which the district can only receive revenue if those staff are paid out of the general fund, and with the assistance of Sandi Cox, they were able to find four staff members that were being funded out of ESSR dollars and moved them over to general fund to receive additional revenue. He also notes the blanket purchase orders which is just a blanket amount to cover bills, etc. but the district will most likely not end up spending that much. He states that all other expenses seem to be in line.

Tom inquires about the status of the audit and Steven shares that they are still communicating every day, left with just the GASB 96, otherwise already prepping for all items to be ready in order to stay on schedule. Tom notifies the board members about the controls questionnaire which will be coming via email to each board member to complete.

Steven references the budget calendar as well, which was approved in the consent agenda, explaining the upcoming dates. It is confirmed that there are currently no vacancies on the budget committee.

### **13. COMMUNICATION**

#### **A. Board**

Melissa recognizes the great Lebanon Ladies Warrior game that took place Tuesday night. She also asks that the board entertain having the OSBA join an upcoming board meeting to provide a brief presentation about what a board self-assessment would entail. Tom thinks that this would be a good opportunity.

Clyde recommends that the district also utilize one of the OSBA community surveys that they offer, and Melissa adds that the community service she believes Clyde is referencing would be one that OSBA would provide following the board self-assessment if that was an area that needed improvement.

#### **A. Superintendent**

Jennifer shares her Jen's Zens with the board starting with the preschool program at Cascades Elementary funded by Preschool Promise. This program was open to three and four-year olds living in the Cascades boundary whose family are at or below the Federal Poverty Level. They currently serve 14 little learners. She shares that proud teacher, Ms. Gaskey and two instructional assistants

Emily Carlile and Tia Young have partnered with the LHS Child Development Class, taught by Jorden Swanson, so on each "red" block day, high school students come and engage with their tiny counterparts.

Jennifer also shares Lebanon's highlight with their 3% increase for their on-track rates for freshman, just above state average. She shares that a major factor in this success is due to the Graduation Rate Improvement Teams, commonly called GRIT teams. She acknowledges the efforts made by the staff at LHS, and notes that this is a good reminder that the pride surrounding this doesn't belong to the high school alone. She states that we are a successful K-12 system within a broader community and it takes the proverbial village to get our students across the graduation stage.

Jennifer highlights the Lebanon Schools Foundation, who give out a handful of teacher grants each year, and this year, congratulated 12 lucky recipients for their creative classroom ideas that are now partially or entirely funded. Grant recipients include Rachel Brandt, Darlene Calahan, Elaina Dowdy, Amanda Gaskey, Marcia Hara, Maureen Holt, Luis De Luna, Lori Mills, Andrew McAteer, Ryan McWayne, Amanda Sater, and Jennifer Schmidt. Their projects range from books for classroom libraries to science field trips to art supplies. She congratulates the educators and thanks the Lebanon Schools Foundation.

The recent apple award winners are acknowledged, consisting of Susanne Stefani, Communications Director, Sarah Fountain, 2<sup>nd</sup> grade teacher at Riverview, and Cascades' EGC teachers Andrew Worley and Dan Hartman. She thanks the Gillott Home Team, Adam Kirkpatrick Dentistry, and 1847 Bar and Grill for their generous contributions which make these awards possible.

Tom notes that he would like to invite the Lebanon Schools Foundation to join a future board meeting to discuss their involvement and efforts with the district. Tom also announces that donations can be made to the Foundation, if anyone would like to do that before the end of the year, as well. Melissa asks whether there is a webpage for the foundation, and Jennifer notes that Susanne will be adding a link to our website which goes to the Foundation's page.

#### **14. PUBLIC COMMENTS**

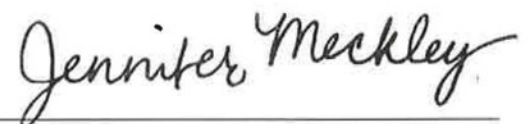
No public comments were made.

#### **15. ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 7:22 PM.



Tom Oliver, Board Chair



Jennifer Meckley, Superintendent



**LEBANON COMMUNITY SCHOOL DISTRICT**  
**Board Meeting**  
**December 7, 2023**  
**6:00 PM**

**ATTENDEE SIGN-IN**

(This sheet will become part of public record)

<b>NAME</b>	<b>CONTACT INFORMATION (Phone and/or Email)</b>
Nancy Griffith	nancy.griffith@lbleisd.k12.or.us

2023-2024



## Lebanon Community Schools Services provided through LBL ESD

### District Executive Summary

- Amy Vctor, LBL ESD Board Director, LCS Region
- Nichole Piland, LBL ESD Budget Committee, LCS Region
- LCS receives 10.5% of Local Service Plan funding and is the 5th largest in student enrollment out of the 12 component districts
- Districts are able to transit up to 50% of their available Tier 2 resources. At this time, LCS is transiting \$0 which represents 0%

### ADMw Over the Years

	ESD	LSD
FY 2016/17	45,019.9	5,069.2
FY 2017/18	44,872.8	4,939.0
FY 2018/19	45,092.2	4,937.8
FY 2019/20	44,912.5	4,928.5
FY 2020/21	47,337.1	4,651.4
FY 2021/22	43,864	4,707
FY 2022/23	44,220	4,662

### 2022-23 Quick Stats

44

Number of  
**BIS Tickets**

11

Number of  
**Network Tickets**

389

Number of  
**SIS Tickets**

1000  
mbps

**Total ISP Purchased**

LBL ESD serves districts, schools and students by providing equitable, flexible and effective educational services through economy of scale. Our vision is to be a responsive and transparent organization that supports districts by embracing continuous improvement in helping every child succeed.



## Services Data

Note: This data is based on fiscal year 2022-2023

## ESD Staff Serving District

### Tier 1

#### Special Education – Tier 1 Services by Student

	ESD	LCS
Audiology Hearing Screenings	6457	438
Audiology Evaluations	26	1
Mild/Moderate Special Ed Supports K-12 (PT)	109	18
Mild/Moderate Special Ed Supports K-12 (OT)	662	76
Mild/Moderate Special Ed Supports K-12 (Aug Comm)	241	18
In-Center Special Education Evaluations	195	24
In-District and Assigned Special Education Evaluations	211	4
Severe Disability Supports	160	24
Early Intervention Evaluations	362	26
Early Childhood Special Education Evaluations	426	62

#### Special Education – Tier 1 Services by Hours

	ESD	LCS
Interpreter, District Requests	67.29	0
Interpreter, In-Center Evaluations	276.3	8.75
Translation, District Requests	354.49	111.42
Translation, In-Center Evaluations	122.47	0

### Grants

#### Cascade Regional – Low Incidence, High Needs

	ESD	LCS
Vision	48	5
Hearing	86	6
Physical Therapy	54	6
Occupational Therapy	52	5
Autism Spectrum Disorder	790	61
Traumatic Brain Injury	30	3
Deafblindness	4	0
Total # of K-12 Regional Low Incidence Disabilities	1064	86

### Other Services

	ESD	LCS
Behavior Specialist	297	0
Family Support Liaison	825	143

#### School Psychologist

Eric Hafner, Jo Hilderbrand

#### Learning Consultant

N/A

#### Speech Language Pathologist

Lynn Willes

#### Autism

Amanda Stenberg

#### Deaf/Hard Hearing

Melinda Gallegos

#### Occupational Therapist

Leslie Looney, Mary Ellen Tenney,  
Chelsea Jacot

#### Physical Therapist

Gail Baggett

#### Vision

Shandra Harris

#### Augmentative Communication

Brandi Lancaster, Margaret  
Trolard Clouse

#### Traumatic Brain Injury

Brandi Lancaster

#### Audiology

Jeff Cox

#### Family Support Liaison

Melindy Hoeckle, Keely Huddleston

#### Behavior Consultant

N/A

#### Home School

Cindy Doll

#### Transition Network Facilitator

Sherri Townsend, Josh Barbour

#### Severe Disabilities Consultant

Shelley Marrone



Linn Benton Lincoln Education Service District

905 4th Avenue SE, Albany, OR 97321 ~ 541.812.2600 ~ www.lblesd.k12.or.us



# Jen's Zens

A Few Happy Stories from LCSD





# Paving the Way with Preschool



# GRIT Teams Get the Spotlight

**ALBANY**  
**Democrat-Herald**

Q Search Democrat-Herald



E-edition

News

Obituaries

Sports

Opinion

Life & Entertainment

Jobs

Wildfires




49° Rain



ALERT TOP STORY

## How Lebanon keeps students on track

Hans Boyle Nov 21, 2023 Updated Nov 22, 2023  0



# Lebanon Schools Foundation Enhances Education

Light table and enhanced science and discovery area

3D painting supplies

Food Handlers Certifications

Supplies for propagation and vertical gardening

Indoor and outdoor PE and sports equipment

Clay for sculpture learning

Rock art supplies for archeology

Life Skills field trip to prepare and cook a meal

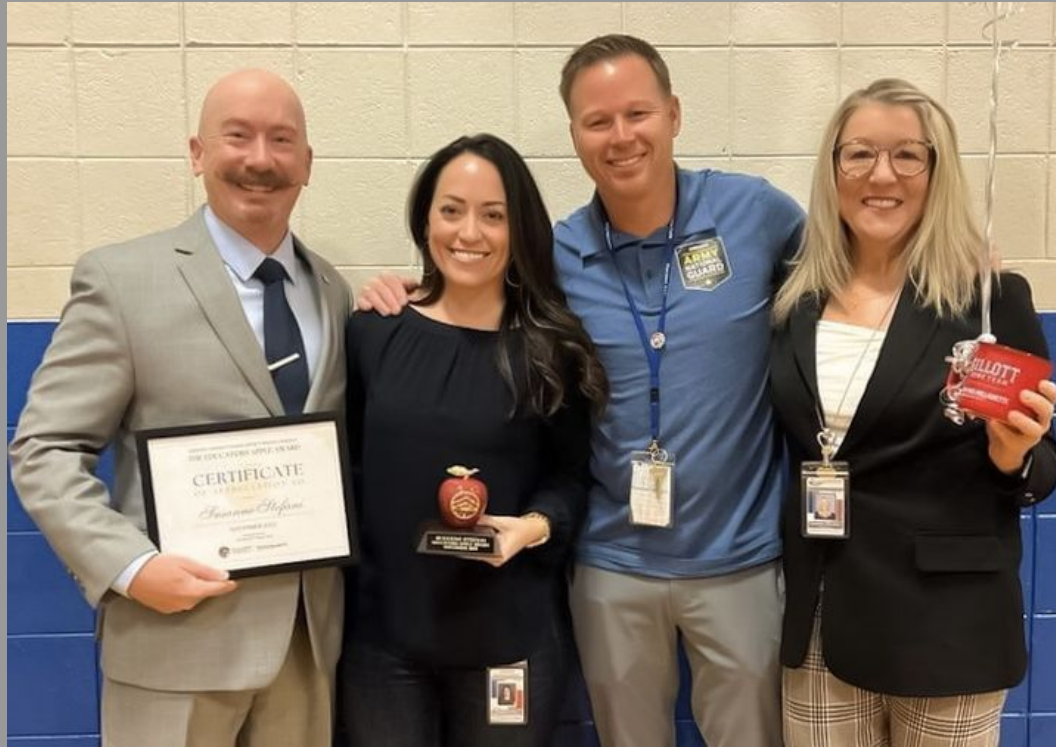
OBOB books for classroom library

3D printing supplies for keychains of gratitude

Field trip to Eugene Science Center and Planetarium

OMSI Field Trip

Congratulations, Apple Award Winner:  
**SUSANNE STEFANI**  
LCSD Director of Communications





# Congratulations, Apple Award Winner:

## **SARAH FOUNTAIN**

### 2nd Grade Teacher at Riverview



# Congratulations, Apple Award Winners: **ANDREW WORLEY AND DAN HARTMAN** EGC Teachers at Cascades





Thank you.

