



**LEBANON COMMUNITY SCHOOL DISTRICT
SCHOOL BOARD MEETING
FEBRUARY 8, 2024, 6:00 PM**

Santiam Travel Station

750 S. Third Street, Lebanon, OR 97355

MEETING MINUTES

BOARD MEMBERS PRESENT:

Tom Oliver, Chair, via Zoom
Clyde Rood, Member
Melissa Baurer, Member
Nichole Piland, Member

EXECUTIVE STAFF PRESENT:

Jennifer Meckley, Superintendent
Kim Grousbeck, Human Resources Director
Steven Prososki, 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 6:00 PM and led the flag salute.

2. PUBLIC COMMENTS

Former board member and community member, Richard Borden, speaks to the board regarding Superintendent Meckley and the superintendent evaluation process. He shares factual successes: class sizes below state average, student attendance increases, and the percentage increase of students on track to graduate—which is above the state average. He states the many things he feels should be celebrated and hopes they reflect in the superintendent's evaluation. He notes Superintendent Meckley's vision, focus area goals, and her constant strive for excellence. He also notes the strength of the district's team and he states he is proud to have Jennifer as the superintendent and recognizes all of the progress she has made in such a short time.

3. SPECIAL EDUCATION RESTRAINT AND SECLUSION REPORT

Superintendent Meckley speaks to the board regarding the annual required restraint and seclusion report. She references the trend data that Special Education Director, Steve Woodcock, included in the report. She explains that restraints and seclusions are always a last resort, and depend on the safety of students and staff, and that the district sometimes sees an increase in the number of seclusions due to a program change or adjustment for a student.

Melissa poses a question about the decrease mentioned in the report, and Jennifer notes that this is a prediction, for a lower number of seclusions next year.

Nichole clarifies whether this data is the number of different scenarios or if some are multiple scenarios with a single student, and Jennifer notes that the 40 count of seclusions was for a total of two students.

Jennifer explains that each situation that takes place is reviewed to ensure safety protocols are followed and, in all cases, they are, and the staff who performs them are trained.

There is no further discussion.

4. K-8 FALL TO WINTER GROWTH REPORT

Ms. Meckley also speaks to the board to discuss the STAR assessments, a nationally normed test, normed to students at the same grade level across the nation. Jennifer refers to the data table in the board packet which shows the average and the percentile ranks. She recognizes the growth and how pleased she is to see the growth following the pandemic. She notes that there is a long way to go but the district is moving in the right direction with many improvements.

She also explains that there is a lot of expected growth at Hamilton Creek School, that should show in the spring. Hamilton Creek has 7-8 new fantastic teachers, and sometimes it can take time to see results when you have big changes. She explains that almost half of their students are in group interventions which is great.

She references Seven Oak Middle School, who went back to a 7-period day this year and have been working on their testing administrations, and things are looking fantastic. Tom notes that this is good to see following the decrease during the time of their block schedule. Clyde confirms that this data is following the Seven Oak scheduling changes.

Jennifer explains that the want is always for more students to be proficient, but the district is definitely heading in the right direction. She states that she will bring LHS on track data next month.

5. CLASS SIZE AND CASE LOAD REPORT

Jennifer references the new report in the board packet, and that the board can expect to see this now in October and in February, per the negotiated bargaining agreement. She notes the recommended class sizes and states that when classes are over those, extra support will be provided as much as possible.

She explains that the yellow highlighted numbers are those that are above the recommended amount. A few factors that can affect these numbers are Open Enrollment, which can create larger numbers, as well as building specific changes. For example, Pioneer school chose to move an elementary teacher to teach their LIT (Leadership in Training) class for students with behaviors and who need an emotional growth center—naturally making the classes larger. Jennifer notes that we should start seeing Open Enrollment slow down over time as well.

Jennifer also notes that the high school moved to a block schedule which created anticipation for some larger class sizes due to teacher prep changes, however not too many classes went over the recommended amount, and she notes that things are looking good.

Jennifer explains that per the negotiated contract, the board may propose changes or make comments regarding class size and case load.

Tom adds eliminating Open Enrollment over time will help. He also adds that this illustrates the challenges of operating a number of schools, which gives less freedom or control to shift students around, if they are not under the same roof – he references the many roots that the district has and the K8 schools.

Jennifer explains that when looking at budgeting, it is all based off of student count to teacher ratio, but they are not always distributed evenly across the grade levels. She explains that typically for every 25 students there is one certified teacher.

Tom notes the high school 10th grade ELA class that has a lower class of 20, as well as a larger class. Jennifer believes this is due to fitting in a prep period. Tom also notes the French vs. Spanish class numbers, and states this may need to be discussed eventually. Tom also references the higher counts in core classes at Seven Oak that are creeping up, Jennifer explains that she has been talking to administrators at Seven Oak about this and hopes that the new building will provide more space. She explains that all 6th grade students will be at Seven Oak next year, aside from Lacombe and Hamilton Creek, but there will be more staffing at Seven Oak due to this, so decisions will need to be made around what the need is.

Jennifer also notes that at the secondary level, classes are typically balanced by changing schedules, but that can be challenging and doesn't always work.

Melissa asks whether there is flexibility given to the teachers of those classes that are considered higher. Jennifer explains that extra support is offered to those teachers as much as possible. She explains that the district can begin to track those supports that are being offered in these situations so that the board has an idea of the solutions that are available.

No further discussion takes place.

6. SUPERINTENDENT EVALUATION

Board Chair, Tom Oliver, references the conversation last month surrounding the Superintendent Evaluation process, and explains that the 360 Survey will go out to staff and target district leadership, as well as the board members will receive their individual evaluation to complete, which will be shared via a google form. Tom explains that he will assemble the information and it will be reviewed next month. The board did not present any questions or discussion. Tom explains that the board member's individual evaluations will need to be submitted no later than March 7th, and Jennifer shares that the 360 Survey will be shared with staff next week, following that Tom will gain access to the results.

7. CHARTER SCHOOL UPDATE

William speaks to the board explaining that Charter Schools in Oregon are required to have a sponsoring district, according to ORS 338. He states that LCSD has sponsored Sandridge Charter School, and the contract is up for renewal. William explains that the normal process would be for the LCSD and the Sandridge school board to negotiate the terms of the contract, he states that their board and/or executive staff could be invited to join either the March or April meeting to do a presentation. He also references the FAQ page that he has created for the board members regarding the charter school. It is noted that the contract needs to be renewed by July 1, 2024 and

initial conversation has already taken place regarding the contract term, the financial split, and other contract related language—with no apparent trivial items at this point.

Clyde inquires about the financial split and the student cap at Sandridge Charter.

Tom believes that it is important for the board to know and understand what services and responsibilities the district has in serving the students of Sandridge Charter. He also feels the partnership is a valuable one to have and provides additional opportunities for the students.

Items that are noted to provide to the board with the Sandridge presentation next month are as follows: cost for staff and EL and SpEd services provided, forecasting for the financial split, and a description of the duties and responsibilities that the district has for the Sandridge students.

8. LACOMB ROOF RFP REVIEW

William explains to the board that at the time that the board packet was put together, the district felt they would need board action for the Lacombe roof, however they do not—making this informational only. William explains that the district does not currently have a signed contract with the roofing contractor, however they are working through that. He states that a plan and a back up plan are in place and if the district has to move to the backup plan he will come back to the board. Tom reiterates William's statement that staff are actively engaged in working through potential contractual issues, and have another plan in place if needed.

9. CONSENT AGENDA

Nichole motions to approve and Clyde seconds the motion. All in favor with a unanimous vote, the consent agenda made up of the January 11, 2024 Board Meeting Minutes, January 18, 2024 Special Board Meeting Minutes, and New Hire Kelly McAllister is approved in its entirety.

10. DEPARTMENT REPORTS

A. Operations

William speaks to the board providing an update on the Seven Oak building which now has a roof, siding going up, windows going in, and next steps are final cuts on the concrete. He shares the completion timeline which is April/May 2024.

William also updates on the LHS Cafeteria project sharing that a pre-construction meeting will take place next week.

He also references the facilities department who have been working on efficiencies, for example, the district does not currently have a warehouse, the main storage being at Waterloo (an old school building which has been closed for several years). He notes that the facilities staff have spent much of their time, 20-40 minutes each trip driving back and forth, as well as their mileage, gathering and delivering supplies to schools. The district is keeping a close eye on this in order to determine a more efficient process. He also shares that the district is canceling the landscaping service provided by the City of Lebanon and has made the decision to cover these duties in district using district staff who are available all year. He explains that the district is looking at many angles to improve efficiency. Melissa appreciates the attention to this, as efficiency and productivity are so important for staff time.

B. Human Resources

Kim shares with the board that ESP, Education Support Professionals, appreciation week is March 4-8, and the district will take that opportunity to show their appreciation for the ESPs, and encourages the board members to show their appreciation as well.

C. Finance

Steven speaks to the board sharing that a draft of the 2022-23 audit has been submitted to the state in order to continue with state school funding in February, though the audit is not finalized yet. Tom asks whether anything has been discussed regarding the interest payment mentioned at the January meeting, and Steven states that they have not yet discussed this with the auditors.

Steven notes that he and his team have been working on building the budgets for school sites and departments and will continue on that for the next month. It is stated that the current budget looks good, and Tom notes that there are no surprises, which is what they like.

11. COMMUNICATION

A. Board

Tom shares that Board Member, Mike Martin, has submitted his resignation and he notes that Mike's insight will be missed, as he made a lot of great contributions during his time on the board. Tom explains that at the next board meeting the board will declare vacancy on Zone 3, and begin the process to appoint a qualified resident to fill his seat. Materials will be included in the next board packet regarding this.

Nichole thanks Richard for taking the time to address the board and provide his input regarding Jennifer's evaluation. Nichole states that she values Richards feedback and appreciates his time.

Melissa expresses her appreciation for the school tours, and explains that while topics are discussed, for example seclusion data, it helps to have the visuals from being in the buildings. She explains that she recently visited Cascades and was so impressed with the principal, and the positive energy and words of encouragement throughout the building.

Melissa also inquires about the reasoning behind agenda items with no attached documents. Tom explains the process over the years and the adjustments that have been made, and finding the right balance. He notes that the packet is a public document, however the intended audience is the board members and is not intended to inform the community of what happens at the meeting, as the meetings are live streamed and minutes are taken for that reason. He also explains that some items require much context, and there may be confusion and lack of clarity if too much information is shared before a meeting discussion. Jennifer adds that throughout the years the process has changed, and she appreciates that the board members are reading through the items and their associated documents in the packet. Tom also adds that the supplemental information presented at a meeting that is not in the packet, is included in the meeting minutes. Jennifer also notes that there is no intent to ever surprise the board during the meetings, with no time ahead to consider important details.

Clyde explains to the group that he has reached out to Dave McFetridge with the Lebanon Schools Foundation, and was asked to join a future Foundation meeting with Melissa to provide input and ideas. He explains what the Foundation currently provides to the district specifically noting the scholarships. Clyde suggests that Melissa be apart of the discussion, regarding how to implement building improvement and enhancement programs with the Foundation.

In relation to his new time serving on the OSBA board, Clyde also thanks Tom for his service on the board and running warm, inviting, and orderly meetings.

Clyde also references the legislative committee which he has a connection with at OSBA and suggests that if any board members have anything they would like to see implemented, now is a good time to bring it forward.

Clyde suggested that the live meeting link be listed on the board agendas, and with group discussion it is confirmed that the link is on the district website as a pop up—which should be the most intuitive way for a community member to access it during a board meeting.

Clyde also discusses the district's policy process, he references a process that Central Linn is using for their policies and explains that there is a policy committee consisting of stakeholders, parents, teachers, etc., who may make suggestions to the district, and the superintendent would oversee this committee. Clyde would like to know if the board is willing to see if this would be a committee that Lebanon is interested in.

Tom notes that there is a first and second reading in the consent agenda, which is when the opportunity for further scrutiny on a policy can take place. He notes that generally policy changes are housekeeping and not major shifts, though he can recall when there have been larger conversations about particular policies.

It is agreed that the board would like to know what the current policy procedure is. Jennifer provides a brief explanation of the policy process and notes that a policy procedure will be brought next month for board review. Jennifer notes that if this is a committee that the board would like to move forward on, it would be considered an advisory committee and the board would have to motion for this.

Tom notes that policy is a really important piece of what the board does, and one would want to learn on the professionals when policy change recommendations come through. Tom is not uncomfortable with the district's current process and is open to the direction of the board.

Nichole notes that if the current process is working, it should be considered that adding a committee could create a lot of changes that go into the policy process.

Jennifer appreciates the idea. The board will review the current policy process at the next meeting before making any decisions.

Melissa also adds that the Foundation is willing to provide a full update to the board as a whole from her understanding, and the board agrees to invite the Foundation to a future board meeting. Tom will reach out to start this conversation.

A. Superintendent

Jennifer notifies the board that next month applications will open up for Student Board Members, and an information session will take place on March 5th, she will continue to update the board as the process progresses.

Jennifer provides her Jen's Zens, starting with recognizing the LHS Cheer Team. She explains that last year the cheer team placed 1st at the OCAA Gameday Championships. A few weeks ago, the

varsity team competed in Dallas at the NCA Cheer Championships and placed 8th in the nation. The team has maintained a GPA average of 3.6 or above all season. They are headed to the State Championship in Oregon City this weekend to defend their title, and the community is invited to their send-off on Saturday morning at 7am.

Jennifer also recognizes the LHS Grad Rates which have increased nearly 10%. Jen praises the hard work of the staff and students. She explains that unfortunately the narratives that dominated the news and social media were misleading and certainly not what the group of students and staff deserves to hear. She clarifies that Oregon did not take away any graduation requirements or lower a bar to receive a diploma, they simply suspended an assessment that they admit was “duplicative” and shown to be not working and not associated with college and career success. She shares the successes of the students and all that they accomplished to receive their diploma, all while their high school journey was drastically overturned by a pandemic. She proudly announces that Lebanon Community Schools are successfully graduating more students than ever before – 88.8%.

The recent apple award winners are acknowledged, consisting of Jaime Williams- Kindergarten Teacher, Beth Moore- 5th Grade Teacher, Noemi Ramos- Bilingual Assistant, and Kim Coleman- 6th Grade Teacher. She thanks the Gillott Home Team, Adam Kirkpatrick Dentistry, and 1847 Bar and Grill for their generous contributions which make these awards possible.

12. PUBLIC COMMENTS

Paula Pena, Coacher of the Indigenous People’s Caucus, speaks to the board regarding the Indian Ed program that the district has started on, sharing that she is excited to see this coming into place. She also adds that although the district is seeing success in the graduation rates, it is important to look at the migrant children population, they are indigenous, learning multiple languages while keeping their indigenous language, and have the highest drop out rates. She expresses that she is glad to hear that the school district is stepping up to help the community.

Hanuh Shiy Bu, Organizer of the Indigenous Group in Salem, who also works along side Paula, speaks to the board regarding the Native American Program that is being started in Lebanon. She reiterates what Paula shares about the importance of supporting these students. She also states that they have a Facebook and Instagram page and asked the group to follow their pages. She explains that they want to bring transparency to those in the community that are not aware of the native or indigenous issues, those of which are not displayed in the local news. She asks for continued support and thanks the group for their time and support.

Shelley Cutrell, a former LHS student and an enrolled member of the Fernandeno Tataviam Band of Mission Indians in San Fernando, California also speaks to the board. She explains her personal history and background, and her experience and success in school in Washington where she was a part of a very inclusive student Indian program. She shares that she wished that these programs were available to her in high school as well, and feels she would have had more success in those years. She encourages the board and the district to get these programs going, as the kids really need it and she feels it could really make a difference.

Tom thanks the speakers for their time and for the work that they do.

Jennifer explains to the board that she would love to bring a presentation to the next month’s meeting to share what the district is doing, which is what brought the guest speakers today.

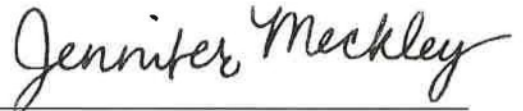
Jennifer shares that she is very thankful for the guests coming to speak, and for their time and travel to join the meeting. She states that it is encouraging that the district is heading in the right direction in regards to these programs.

13. ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 7:33 PM.



Tom Oliver, Board Chair



Jennifer Meckley, Superintendent

ATTENDEE SIGN-IN

[illegible]

**Board Meeting
February 8, 2024
6:00 PM**

(This sheet will become part of public record)

[illegible]

INTENT TO SPEAK

The Board welcomes input. To provide in-person public comment please submit this completed card to the Board secretary prior the start of the meeting.

If attending virtually, the following will apply

1. You will need to complete the digital Intent to Speak form, on the School Board Minutes and Agendas page.
2. Name of the participant for Zoom meeting must match the information below.
3. You will be assigned a speaking order, which you will receive with your Zoom link for the meeting.
4. You must have your camera on when speaking.
5. You must follow the meeting participation expectations provided by the Board Chair or you will be removed from the meeting.

Name: Richard Borden Phone: 458-723-0097
Name of organization (if applicable): _____
Address: 320 Wheeler St.
Email (optional): _____
Topic or comment to be presented (brief description): Support of Superint.

A complaint brought before the Board shall be referred to the proper school authorities. A complaint shall be processed in accordance with Board policy KL - Public Complaints and KL-AR - Public Complaints Procedure. A hearing conducted by the Board regarding personnel may take place in an executive session.

The Board requests that a topic or comment is limited to three minutes or less.

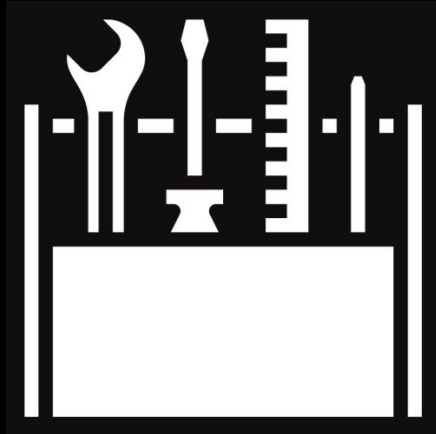


FACILITIES IMPROVEMENTS

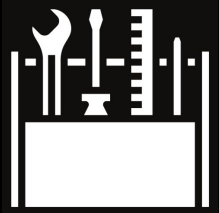


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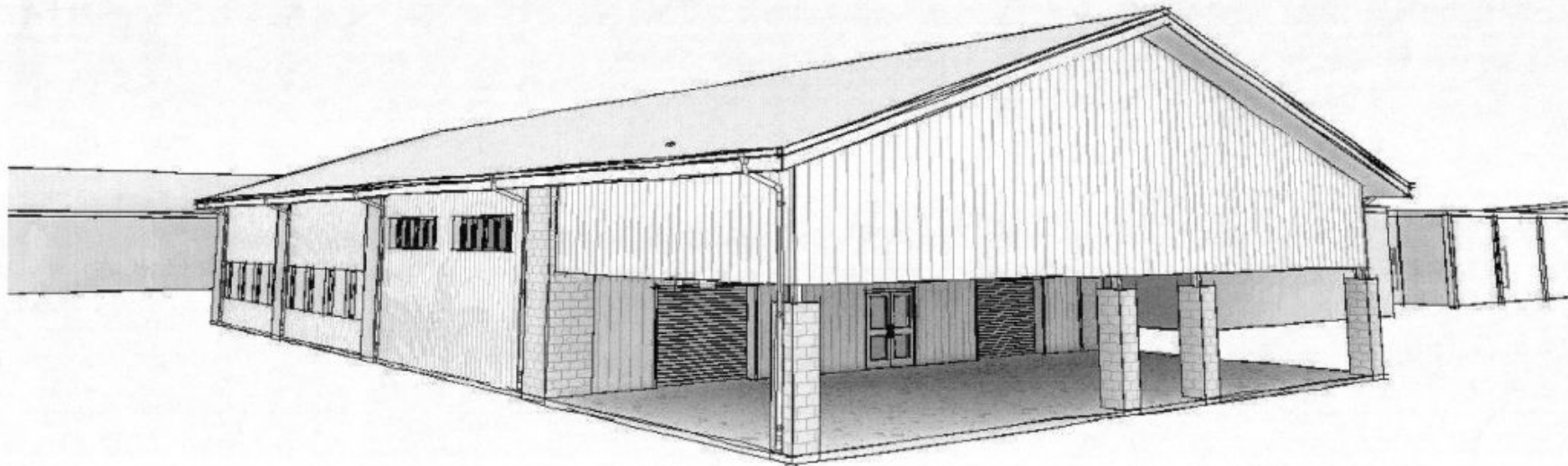
Community Schools

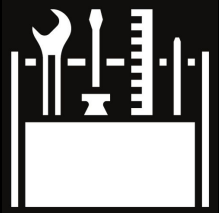


CLASSROOM EXPANSION: SEVEN OAK



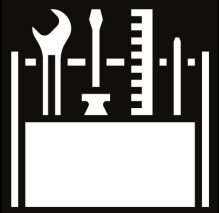
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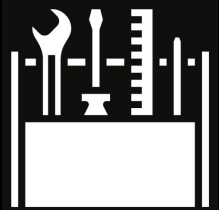
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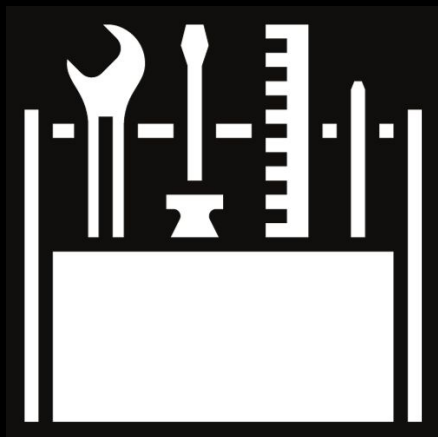
CLASSROOM EXPANSION: SEVEN OAK



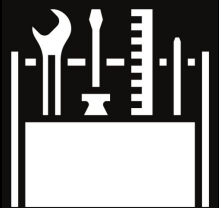


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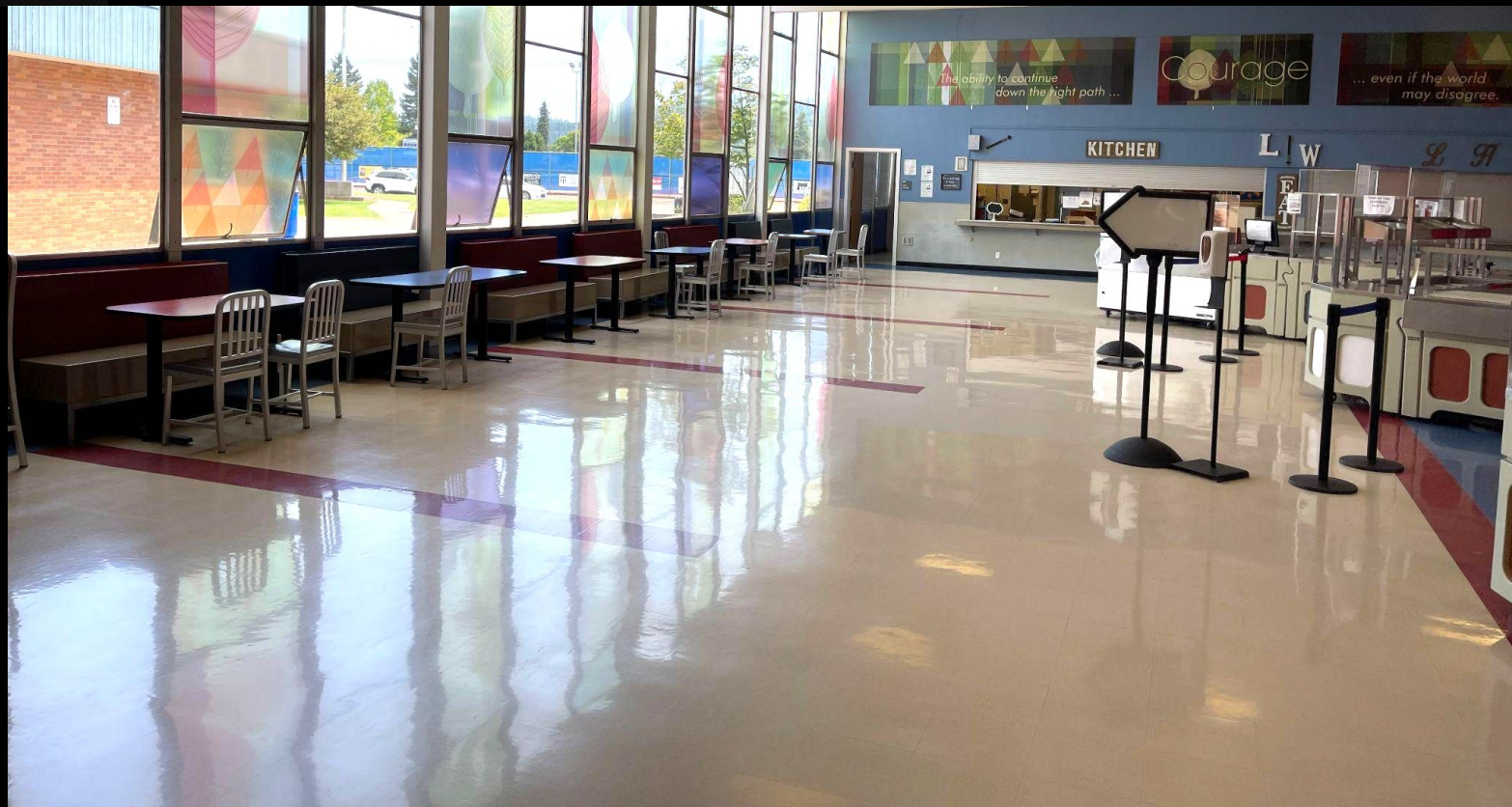


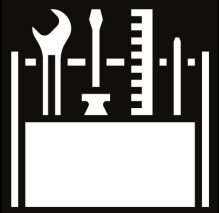


“KITCHETERIA” UPGRADE: LEBANON HIGH SCHOOL



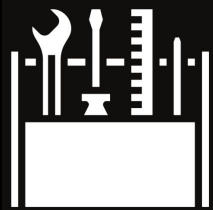
CAFETERIA UPGRADE: LHS



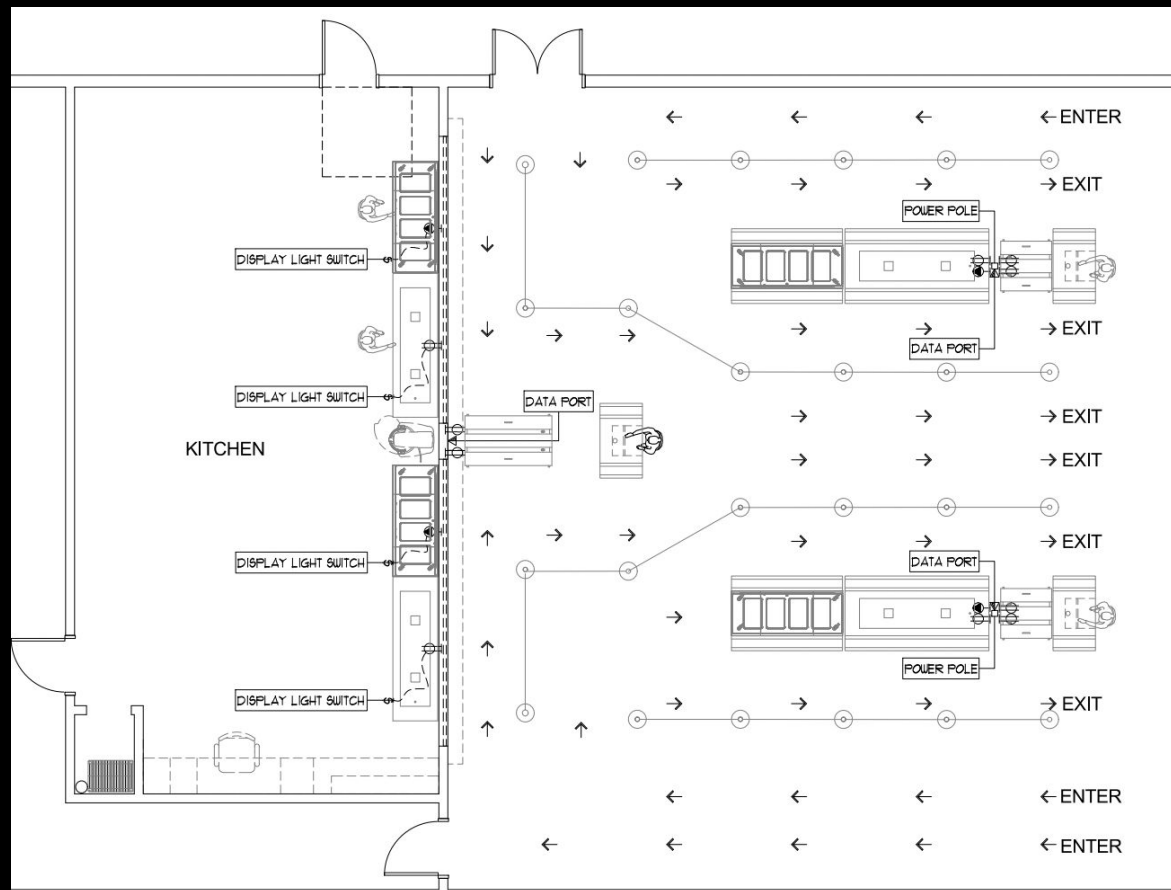


CAFETERIA UPGRADE: LHS





CAFETERIA UPGRADE: LHS





FACILITIES IMPROVEMENTS



LEBANON

Community Schools

Jen's Zens

A Few Happy Stories from LCSD



LHS Cheer is On Fire



LHS Job Fair Checks Several Boxes



LCSD Grad Rate Increases Nearly 10%



Congratulations, Apple Award Winner:
JAIME WILLIAMS
Kindergarten Teacher at Green Acres



Congratulations, Apple Award Winner:
BETH MOORE
5th Grade Teacher at Green Acres



Congratulations, Apple Award Winner:

NOEMI RAMOS

Bilingual Assistant at Riverview



Congratulations, Apple Award Winner:

KIM COLEMAN

6th Grade Teacher at Lacombe



Thank you.

