

WORK SESSION MINUTES

A Work Session of the Springfield School District No. 19 Board of Education was held on April 22, 2024.

1. CALL MEETING TO ORDER

Board Chair Light called the Springfield Board of Education work session to order at 5:35 p.m.

- A. Chair Light led the Pledge of Allegiance
- B. Director Mason shared the following Land Acknowledgement:

We acknowledge that we are in the traditional homeland of the Kalapuya people, specifically the community that was known as Chifin, the area that we now call Springfield.

Kalapuya people, who have lived in this region since "[Time Immemorial](#)", were illegally dispossessed of their land and forcibly removed to what are now the Grand Ronde and Siletz reservations over several years, but most notably in treaties between 1851 and 1855.

The Kalapuya are now members of the [Confederated Tribes of the Grand Ronde](#) and the [Confederated Tribes of Siletz Indians](#), and members of the Kalapuya still live, work, study, and thrive in this area, and continue to make important contributions here in Springfield, across the land we now refer to as Oregon, and around the globe.

This information is shared out of a responsibility to honor the heritage and the humanity of all people and to promote unity within our school district.

Attendance

Board Members in attendance included Board Chair Jonathan Light, Board Vice Chair Kelly Mason, Ken Kohl, and Nicole De Graff.

Excused Absence: Emilio Hernandez

District staff and community members identified included Superintendent Todd Hamilton, David Collins, Brett Yancey, Dustin Reese, Whitney McKinley, Taylor Madden, Martie Steigleder, Brian Richardson, Jeff Michna, and Tandalin Gerber-via Zoom.

2. PRESENTATION

- A. Board Self-Assessment Survey Tandalin Gerber, OSBA
Twelve standards of performance are used in the self-assessment survey. The Superintendent Evaluation and the Board Self-Assessment Survey share the same core standards, (posted below) with a focus on Core Standard 2. Achieving Overall Student Success.

Facilitator Provided Analysis of the Board's:

- Overall Specific Strengths
- Areas of Improvement
- Highest Areas of Congruence

- Highest Areas of Incongruence

Measurable goals with defined outcomes are then set and tied into the reviewed standards and reflective strategic priorities. Springfield was one of the first districts to use this new tool, beginning in 2022. This evaluation tool was effectively designed for both a seasoned board veteran, as well as a new board member.

B. Superintendent Evaluation Workbook

Gerber discussed the purpose behind the evaluation process of the superintendent by the board and explained to the Board that if they chose to use the workbook, a facilitator would help customize and tailor a timeline and process regarding the needs of the District and of the Board.

Five-Part Evaluation:

1. Superintendent Performance Standards (8)
2. Superintendent Goals (previously agreed upon)
3. Evidence of Performance
4. Targeted Feedback Survey (optional)
5. Public Evaluation Summary

Core Standards of the Performance Standards:

1. Vision Directed Planning
2. Achieving Overall Student Success
3. Community Engagement
4. Accountability
5. Using Data for Continuous Improvement

The Board will set and discuss standards, set measurable goals and define outcomes, and then tie in those goals to the reviewed standards and reflective strategic priorities. Concluding the process, the board will develop and approve the Public Evaluation Summary, which will then be released to the public.

Suggested Timeline for the Superintendent Evaluation

- March - May - Planning
- June - Dec. - Check-In Meetings
- Jan.- March. - Gather Information
- March 15th. - Evaluation Results

3. DISCUSSION

A. Board Retreat Planning

Jonathan Light

Following a board discussion, it was agreed upon that an invoice received from Facilitator Tim Hicks would be disputed. No contract was in place and the Board was unaware they would be charged for a preliminary call, for which previously there had never been a charge for and is not the common practice.

Chair Light envisioned:

- Retreat Format: A five or six-hour day, with lunch in the middle

- Revisiting the Mission and Vision Statements and the Strategies
- Establishing Metrics for Success
- Additional Training around Roles and Responsibilities
- Arriving at a Shared Understanding of the Responsibilities and the Meaning of a being a Board Member
- Board Members Sharing their Personal Vision for the Students and the District

Board members listed agenda topics already addressed and topics they may wish to discuss during the retreat. The majority felt it would be beneficial to complete the Board Self-Assessment Survey prior to the retreat. It was decided that Superintendent Hamilton will reach out to Oregon School Boards Association (OSBA) to schedule a work session to review the results from the Board Self Assessment Survey.

4. The Board will meet in **Executive Session** (non-public) pursuant to ORS 192.660(2)(i) to review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

5. **NEXT MEETINGS**

May 2, 2024 - First Budget Committee Meeting at 6:00 PM

May 9, 2024 - Second Budget Committee Meeting at 6:00 PM

May 13, 2024 - Business Meeting at 7:00 PM

6. **ADJOURNMENT**

With no further business, Chair Light adjourned the work session at 7:23 p.m.

(Minutes recorded/transcribed by Trenay Ryan, LCOG)