



**LEBANON COMMUNITY SCHOOL DISTRICT  
SCHOOL BOARD MEETING  
APRIL 11, 2024, 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, via Zoom Clyde Rood, Member Melissa Baurer, Member Nichole Piland, Member	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**

No public comments were made.

### **3. AUDIT RESULTS**

Business Director, Steven Prososki, and Polly Rogers & Co. Audit Supervisor David Bledsoe, present to the board regarding the 2022-23 Audit Report. David explains to the board that the audit opinion letter was an unmodified opinion on the basic financial statements, in other words a clean opinion. He also explains that no exceptions or issues were found for state minimum standards (except as noted on pg. 60), no issues of noncompliance with federal awards, and no management letter issued.

David explains that they evaluated an implementation of a new accounting standard, GASB 96, which looks at subscription reporting at a high level. He notes that during this review it was found that there were not a lot of subscriptions to report for the district.

David also reviews specific pages of the audit report which show findings, and items that are on the horizon for future audit reports.

David shares a recommendation to the board to continue to articulate their monitoring practices during review of the financials and the budget adoption process, and to record those practices in the minutes when they occur. Tom clarifies with David and confirms that the district is currently following this practice, and this is simply a reminder to continue doing so.

Tom clarifies with David the item within state minimum standards noted as the exception on page 60, and asks whether the district performed a transfer internally to correct this. William notes that he is unsure regarding this and would investigate and report back to the board.

Tom notes that the accounting for PERS liability relating to GASB 60, creates a poor outlook—though this appears to be across all municipalities in Oregon.

No further questions are presented. William thanks Steven and his team for their diligent work and effort behind the audit, and thanks David from Polly Rogers & Co. for h.s time.

#### **4. FEEDER SCHOOL TO LHS DATA**

Jennifer shares with the board that this follow up data is being presented in regards to the Charter School presentation last month. She refers to the data in the packet, showing student count and GPA for each feeder school. She notes that these are not the same cohort of students- but a separate group of both the current freshman and senior students.

The board thanks Jennifer for the data and no further discussion takes place.

#### **5. BOARD SELF EVALUATION**

Tom references a conversation which took place at a past board meeting, where Melissa recommended that the board take advantage of an OSBA offering, a board self-evaluation. Tom notes that if the board is interested in the next steps, that would consist of inviting a member of the OSBA to join an upcoming meeting to facilitate.

Nichole asks whether this is something that the board can do without a facilitator to potentially save money, and Tom shares that while yes, they could, it would most likely be worth having it facilitated.

Discussion takes place regarding a community survey to stakeholders which Clyde has interest in doing, and it is clarified that this kind of survey and the board self-evaluation survey would be two different things.

Discussion also takes place regarding board goals and accountability pertaining to how the board operates and interacts with each other and the public.

The consensus of the board is to invite the OSBA facilitator to join the next board meeting, via zoom, to discuss and answer board member's questions, before the board makes a decision whether to move forward or not. Jessica will coordinate those details.

#### **6. PIONEER SCHOOL MOVING TO K-5**

Jennifer explains to the board that the process over the last couple years was to move all in town 6<sup>th</sup> graders to Seven Oak, which supports the additional space for preschool in the future.

Nichole motions to approve and Melissa seconds the motion. All approved with a unanimous vote, the board approves moving Pioneer school to K-5.

Clyde inquires how this affects the demographics at Seven Oak, and Jennifer highlights the new classrooms at Seven Oak. Clyde clarifies that both Hamilton Creek and Lacombe 6<sup>th</sup> graders will remain there, and only in town 6<sup>th</sup> graders are moved.

## **7. CONSENT AGENDA**

Jennifer asks that the board approve the policies presented during first reading, without requiring a second reading. William explains the importance of the policy changes.

Nichole motions to approve and Melissa seconds the motion. All in favor with a unanimous vote, the consent agenda made up of the March 14, 2024 Board Meeting Minutes, March 14, 2024 Budget Meeting Minutes, and First Reading Policy Updates DJC and DJC-AR is approved in its entirety. Policy Updates DJC and DJC-AR will not require a second reading.

## **8. DEPARTMENT REPORTS**

### **A. Operations**

William provides updates to the board with progress on both the Sever Oak building and the LHS Cafeteria project.

William also provides a status on the lift in the bus garage, sharing that it is now posing a safety hazard and must be replaced. William shares that he is unsure as of yet on the cost and process for replacement, and that they are researching and considering options at this time. He notes that it will be a replacement of the inground lift.

William gives a shout out to two of his district facility operators, Chad Hacker and Oz Martinez for their consistent hard work and positive impact they make on the district.

### **B. Human Resources**

Kim speaks to the board regarding the recent Portland Job Fair in which she attended, and shares her experience. She notes that the district has 17 open positions and had about 65 candidates stop by their booth. 43 of those candidates were interviewed by an administrator and 32 were scored 4-5 on a 5-point scale. They believe they met some promising candidates

### **C. Finance**

Steven speaks to the board regarding the audit report. He notes that his typical practice is to share general fund reports with the board, and he would like to elaborate on that and share reports of all funds, a couple times a year, with the board.

He also notes that this is the time of year where the district would start checking appropriations to make sure the district is where it needs to be regarding the original budget plan. He notes that all areas appear to be in line, with the exception of the transfers – increase on coaches' stipends, and the transfer to support the construction program. He notes that the construction program appears to now be self-sustained and isn't expected to need those transfer funds moving forward. Steven shares that the recent new construction from the program was listed today at a \$500,000 listing price.

Tom inquires whether the transfer for the construction program will reflect in the beginning fund balance of the proposed budget for the 2024-25 school year. Steven confirms, that is correct.

Steven also shares that fund 700 will need an adjustment as well due to the staff hospitality funds that were housed there and are now cleared from the district's books completely. It is clarified that these funds are now managed directly by a district staff member.

Steven also notes that there are three vacancies on the budget committee. It is discussed that the district will continue to advertise for these vacancies and hope to fill them before the budget meetings.

## **9. COMMUNICATION**

### **A. Board**

Melissa shares her experience at the LHS Warrior Showcase and gives kudos to the high school team for showcasing all of the great things that are happening.

Melissa also suggests doing a formal ribbon cutting for the new Seven Oak building to gain community involvement and shares she would be happy to help with this.

Melissa inquires if the district has received any applications for student board member representation, and Jennifer shares that she will provide an update to the board.

Melissa also asks whether the Lacombe Roof is moving forward and William states that the project is indeed moving forward and should be completed this summer.

Tom asks that the advertising and social media posts be re-shared for the vacant board member seat.

Clyde highlights the JROTC Ball and shares that he regretfully couldn't attend but would love to attend next year.

### **A. Superintendent**

Jennifer shares her delightful experience at the JROTC Ball and that she was celebrated as the first Superintendent to attend.

Jennifer notes that next month the Sand Ridge Charter contract will need to be discussed and negotiated.

Jennifer also shares that the district is thrilled to have received three great student board applications and plan to hold interviews on May 15<sup>th</sup> between 1-3pm. She states that she would love to have one or two board members present for the interviews.

Jen's Zens highlights a bright Monday at Cascades School, where kindergarten students witnessed this week's solar eclipse.

She also highlights the great lengths that school leaders go to in bringing neat presentations and events to their schools. She shares that Riverview Principal, Joe Vore, recently had an assembly in the galaxy with an inflatable SkyDome Planetarium in the gym. Teaching students about identifying planets and how Greek mythology can be traced to the constellations. Next week some of Riverview's students will experience Bake for Good, an outreach program with the goals of learning, baking, and sharing.



LHS Science Teacher, Brooklyn McElroy, along with Science Teacher Sam Solis, included a unique lab in their unit on forensics. Students had recently learned about anatomical positions, and the teachers carefully prepped several pickles to have wounds, and students were tasked with finding the abnormalities. Thank you to these teachers for helping students relish their science standards, while sparking their curiosity about a rapidly increasing career field.

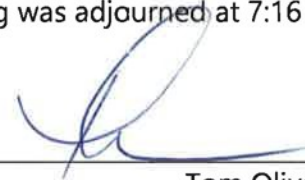
The recent apple award winners were acknowledged, consisting of Skylar Randklev- Behavior Support Specialist, Jessica McDowell- Ralston Academy Office Manager, and Brandon Weist- Alternative Education Director. She thanks the Gillott Home Team, Adam Kirkpatrick Dentistry, and 1847 Bar and Grill for their generous contributions which make these awards possible.

#### **10. PUBLIC COMMENTS**

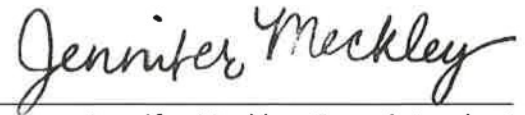
No public comments were made.

#### **11. ADJOURNMENT**

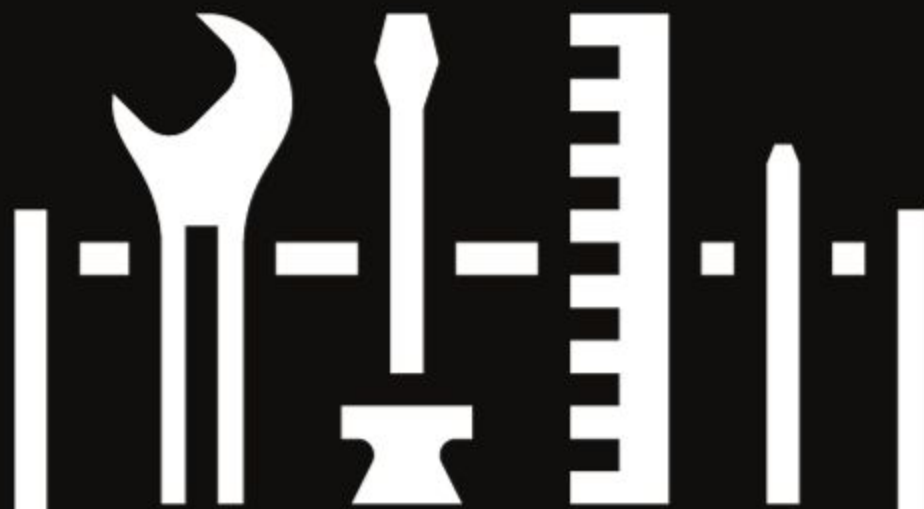
There being no further business before the Board, the meeting was adjourned at 7:16 PM.



Tom Oliver, Board Chair



Jennifer Meckley, Superintendent

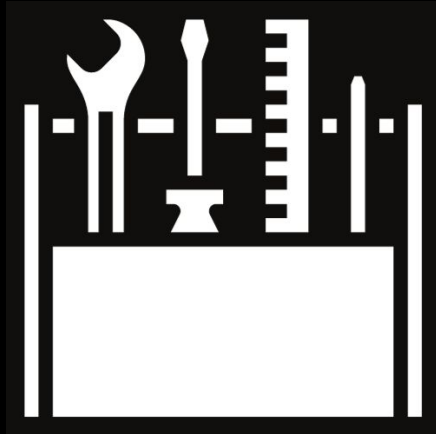


**FACILITIES IMPROVEMENTS**



**LEBANON**

Community Schools



**PROJECT UPDATE**  
**CLASSROOM EXPANSION AT**  
**SEVEN OAK**



# CLASSROOM EXPANSION: SEVEN OAK

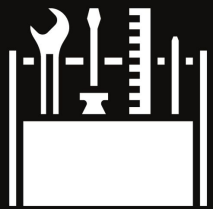






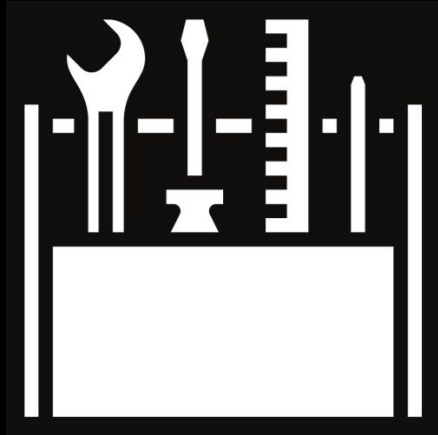
# CLASSROOM EXPANSION: SEVEN OAK





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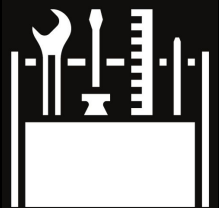




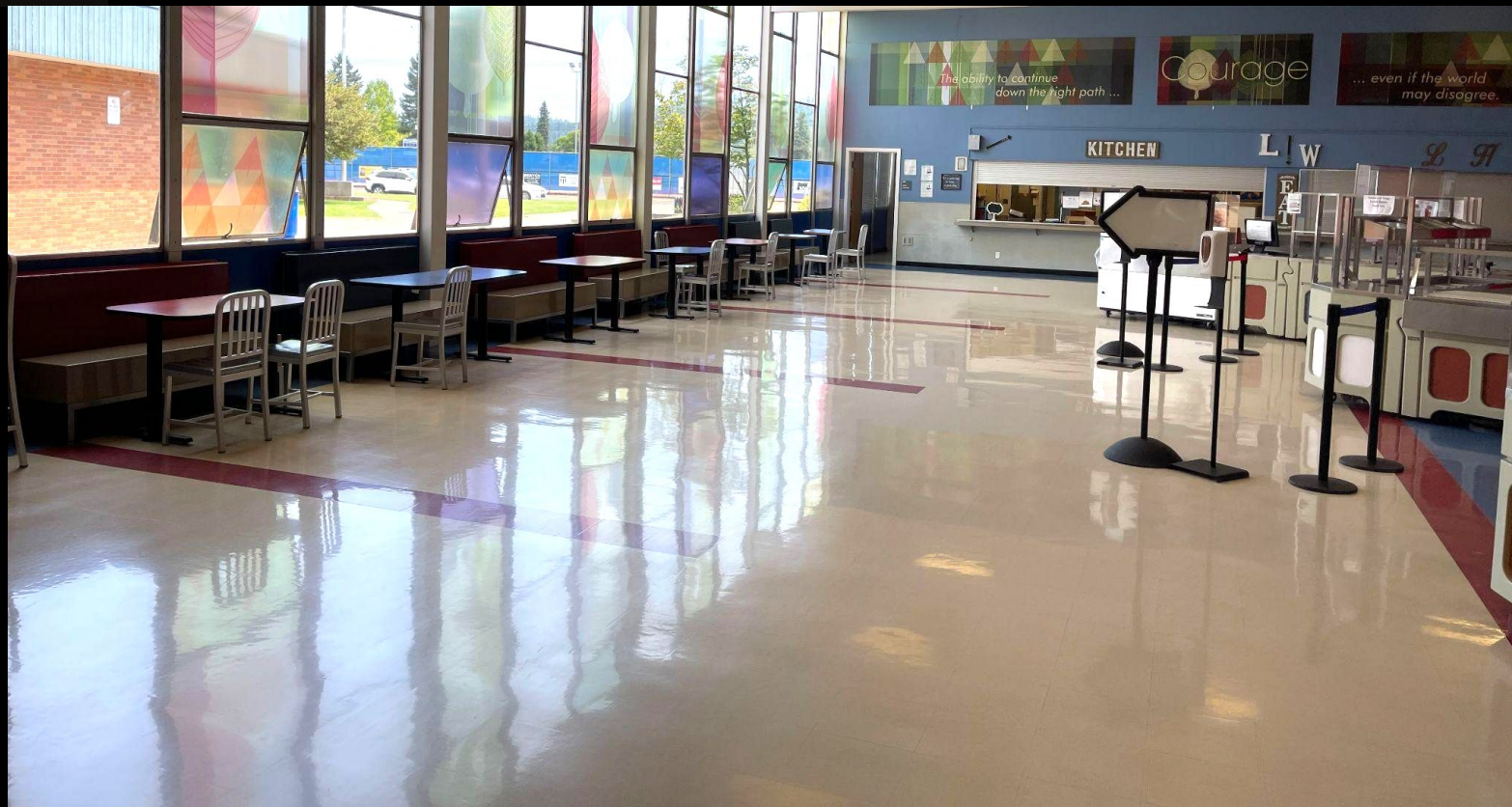
## PROJECT UPDATE

**“KITCHETERIA” UPGRADE AT  
LEBANON HIGH SCHOOL**

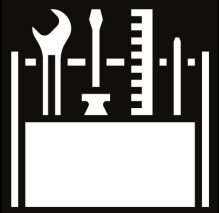




# CAFETERIA UPGRADE: LHS

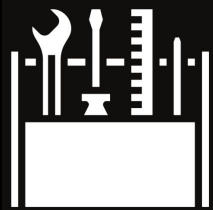




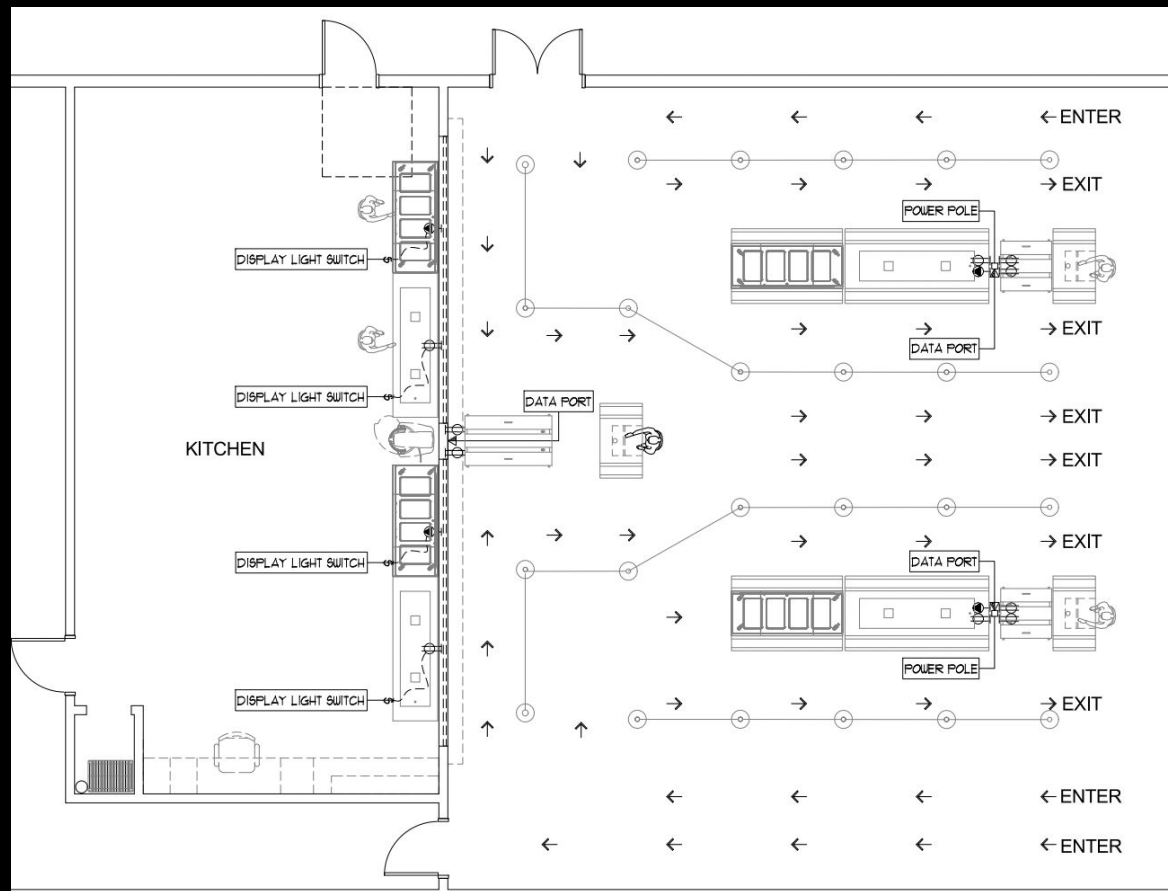


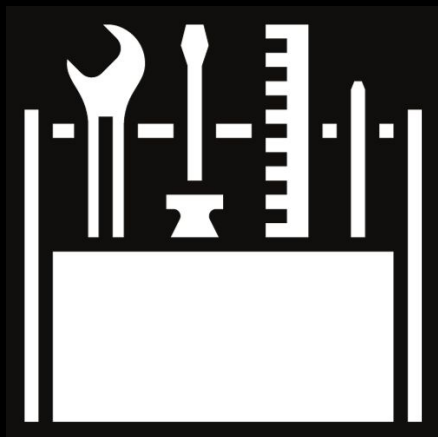
# CAFETERIA UPGRADE: LHS





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# **PROJECT UPDATE**

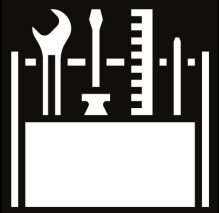
## **ROOF REPAIR AT LACOMB SCHOOL**



# ROOF REPAIR: LACOMB

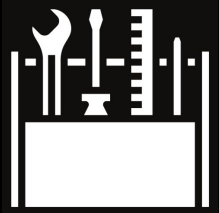






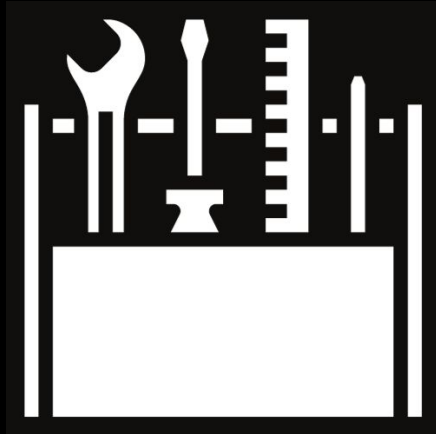
# ROOF REPAIR: LACOMB





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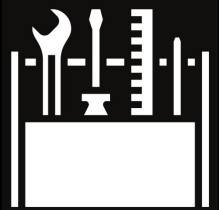




**NEW INFORMATION**

**TRANSPORTATION BUS LIFT  
REPAIR OR REPLACEMENT**

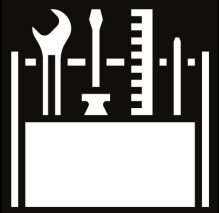




# TRANSPORTATION: BUS LIFT REPAIR OR REPLACEMENT







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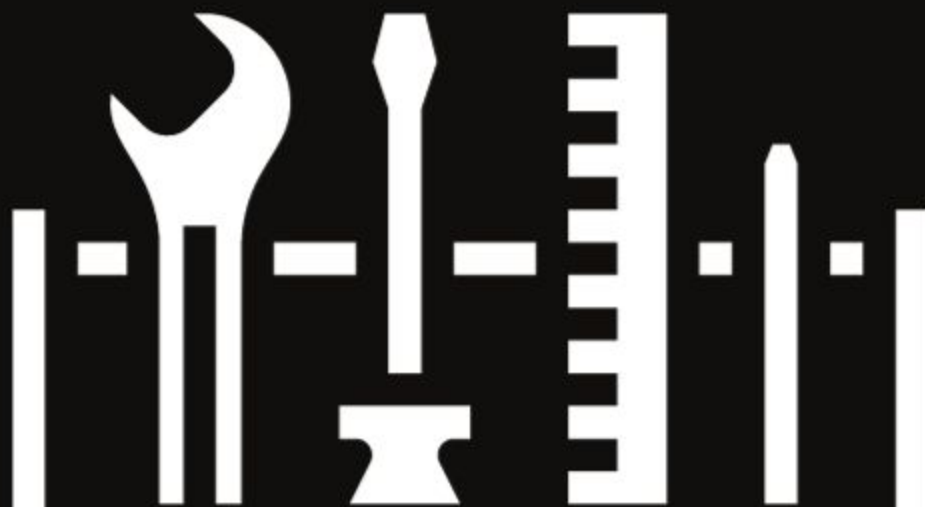






A photograph of two men standing in front of a red pickup truck. The man on the left is wearing a green sleeveless shirt and blue shorts. The man on the right is wearing a brown jacket and khaki shorts. The truck is a red pickup truck with a chrome grille. The background shows a building and a parking lot.

# **CHAD HACKER & OZ MARTINEZ**



**FACILITIES IMPROVEMENTS**



**LEBANON**

Community Schools



# Jen's Zens

A Few Happy Stories from LCSD



# A Bright Monday at Cascades





# Riverview Looks to the Stars





Making Science  
Relevant  
(It's a Big Dill)





Congratulations, Apple Award Winner:  
**SKYLAR RANDKLEV**  
Behavior Support Professional at Seven Oak



Congratulations, Apple Award Winner:  
**JESSICA MCDOWELL**  
Office Manager at Ralston Academy



# Congratulations, Apple Award Winner:

## **BRANDON WEIST**

Director of Alternative Education





Thank you.

