

Steve Spencer
Superintendent

Rachel Alpert
Assistant Superintendent

2023-2024
Board of Directors

Ed Dressel

Lu Ann Meyer

Rob Ogilvie

Zach Steele

Jon Woods

Board Secretary
Juli Lichtenberger

Please join us at our
school board meetings.
Unless otherwise
scheduled the board
meets the second and
fourth Mondays
of the month.

District Office
Board Room
6:30 p.m.

Mission Statement
Dallas School District
is centered on students,
powered by
collaboration, built on
equity, and driven by
excellence.

Dallas School District
111 SW Ash Street
Dallas OR 97338

503.623.5594 ph
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Agenda
Board Meeting
April 22, 2024
7:00 p.m.

<https://dsd2-org.zoom.us/j/84855147461>
District Office Board Room

- 1.0 Welcome/Pledge of Allegiance**
- 2.0 Approval of the Agenda**
- 3.0 Good News**
 - 3.1 Althea James served as Lyle's Principal for the Day. She won this prize as Lyle's top earner in the jogathon.
 - 3.2 Bloom Dentistry visited Lyle recently with dental hygiene presentations. Students all received new hygiene kits.
 - 3.3 LaCreole hosted a Career Day with over 20 different careers represented.
 - 3.4 Whitworth Library was selected by the Daughters of the American Revolution to collection of children's library books honoring those American Revolution Patriots who participated in achieving American Independence.
 - 3.5 The 5th Grade Howler Choir is presenting a Spring Program called Joust, A Mighty Medieval Musical.
- 4.0 Student Report – Rowan McDowell**
 - 4.1 Introduction of Annie Edmiston, 2024-25 Senior Class President
- 5.0 Public Comment**
- 6.0 Announcements**
 - 6.1 April & May Calendars 835
 - 6.1.1 Citizens Oversight Committee Meeting May 7, 2024 at 5:30 p.m.
 - 6.1.2 Budget Committee Meeting May 13, 2024 at 6:00 p.m.
 - 6.1.3 Next Board Meeting May 13, 2024 at 7:00 p.m.
- 7.0 Consent Agenda**
 - 7.1 Approval of the April 8, 2024 Board Minutes 837
 - 7.2 Approval of the April 10, 2024 Board Minutes 840
 - 7.3 Staffing Report 841
- 8.0 Dallas Community School Annual Report – Andy Johnson 842**
- 9.0 Resolution #23-24-08 Recognizing Teacher Appreciation Week, May 6-10 2024 (Board Action) 861**
- 10.0 Policies First Reading**
 - 10.1 LBE – Public Charter Schools 862

11.0	Superintendent Evaluation (Board Action)	864
12.0	Reports	
12.1	Draft Citizens Oversight Committee Minutes	866
13.0	Discussion Items	
13.1	Oregon School Boards Association Rural School Board Training Scholarship	
14.0	Adjourn	



Public Participation in Board Meetings

During each school board meeting, the agenda has been set to include an item titled “public comment.” It is during this portion of the agenda the public can comment on any item that is or is not on the agenda.

Because of the nature of the Board’s work, it is typical that the Board will hear from a patron. Public participation is a time for the Board to listen, not a time for discussion or responding to questions, as the Board needs adequate time to process the information received to ensure proper steps are taken going forward. The Board may direct questions to district administrative staff to respond to after the meeting. If input is given related to an action item later in the agenda, the Board will use the input during their discussion or deliberation of that specific item. All public comment during a Board meeting is limited to 3 minutes for each individual. Up to 5 minutes may be granted to one person who represents a group of 3 or more with similar testimony. The Board Chairperson may adjust or extend allowable time limits, if necessary.

The Board cannot hear complaints about specific school personnel during an open meeting. If a patron has a specific complaint against district personnel, the board chair or the superintendent can direct the patron to the appropriate complaint process governed by board policy.

There are three ways to provide public comment at a Board meeting.

- 1) If you wish to address the Board in person during a Board meeting, please fill out the request for public comment form available outside the boardroom. If the meeting has started and you decide you would like to provide public comment, please alert the administrator who was the greeter or the board executive assistant with your request by simply handing them the public participation form. This will be directed to the board chair.
- 2) If you wish to address the Board remotely (via Zoom) during a Board meeting, please email Juli Lichtenberger, Executive Assistant to the Superintendent and Board, (juli.lichtenberger@dsd2.org) at least two hours prior to the start of the meeting. Clearly label the subject line as “Public Comment”. In the email state that you would like to address the board remotely during the meeting, and include the topic.

Steve Spencer, Superintendent

Rachel Alpert, Assistant Superintendent

Board of Directors: Ed Dressel • Lu Ann Meyer • Rob Ogilvie • Zach Steele • Jonathan Woods

- 3) If you wish to address the Board in hard copy or email please submit to Juli Lichtenberger, Executive Assistant to the Superintendent and Board, at juli.lichtenberger@dsd2.org at least two hours prior to the start of the meeting. Clearly label the subject line or document as "Public Comment"

If you have questions about the district, we encourage you to contact our superintendent.

Thank you for your interest in Dallas School District.

All public meetings, assemblies and celebrations held by the Dallas School District 2 are required to be accessible to persons with disabilities under Title II of the Americans with Disabilities Act (ADA). Accommodations are available upon request to persons who require alternatively formatted materials or auxiliary aids to ensure effective communication and access to events. Please allow at least 10 business days to arrange for accommodations. All requests should be sent to:

DO Reception
Dallas School District 2
111 SW Ash Street
Dallas, OR 97338
503-623-5594

Or: e-mail compliance.officer@dsd2.org

APR 2024

SUN	MON	TUE	WED	THU	FRI	SAT
	01	02	03	04	05	06
		Citizens Oversight Committee Meeting 5:30 p.m.				
07	08	09	10	11	12	13
	Work Session with Oakdale 2:30 p.m. Board Meeting 3:45 p.m.		Board Work Session 5:00 p.m.		No School 6-12 Assessment Day	
14	15	16	17	18	19	20
	No School Inservice Day	Technology Advisory Committee Meeting 3:00 p.m.				
21	22	23	24	25	26	27
	Budget Committee Meeting 6:00 p.m. Board Meeting 7:00 p.m.					
28	29	30				

MAY 2024

SUN	MON	TUE	WED	THU	FRI	SAT
			01	02	03	04
05	06	07 Citizens Oversight Committee Meeting 5:30 p.m.	08	09	10	11
12	13 Budget Committee Meeting 6:00 p.m. Board Meeting 7:00 p.m.	14	15	16	17	18
19	20	21	22	23	24 No School	25
26	27 No School Holiday	28	29	30	31	

Minutes
Work Session at Oakdale Heights Elementary School – 2:30 p.m.
Board Meeting at District Office Board Room – 3:45 p.m.

April 8, 2024

<https://dsd2-org.zoom.us/j/84855147461>

Present: Jon Woods, Lu Ann Meyer, Zach Steele, Rob Ogilvie, Steve Spencer, Juli Lichtenberger, Rachel Alpert, Sean Johnson, Autymn Galbraith, Reed Langdon

Visitors: Oakdale Staff, Stephanie Hofferber, Jessica Dehm, Spencer Jones, Kari Sublet

Excused: Ed Dressel

Work Session with Oakdale Staff

- **Introductions**
- **What are your successes, accomplishments or things that you are proud of this year?**
 - Blend well within the teams and outside of the teams
 - Science of Reading has helped with growth this year
 - Sight words are alligning with reading curriculum
 - Interventions with Title and data sharing
 - Recess planning
 - Reading enjoyment
 - Relationships
- **What are you currently struggling with or directing your resources to address?**
 - Team members helping each other with behavior struggles
 - Classroom behaviors throughout the schools
 - Smaller class sizes
 - Kindergarten students are not ready for a full day
 - Decreased language skill, inability to play, lack of social emotional skills
 - Student blow outs which are hurting staff
 - Behaviors are even more escalated this year
 - Working with Collaborative Problem Solving
 - Lack of parent support
- **What are you focused on improving individually, in departments or grade levels, and as a building?**
 - Request for mandatory LETRS training
 - Working on behaviors with students
 - Continue to make school a great place for the kids and a great place to work
 - Collaboration with the Behavior Room & SLP rooms
 - Collatoration and support and problem solving
 - Expected incoming special education numbers

Board Work Session Adjourned at 3:33 p.m.

Regular Board meeting called to order at 3:51 p.m.

Present: Jon Woods, Lu Ann Meyer, Rob Ogilvie, Zach Steele, Steve Spencer, Juli Lichtenberger, Rachel Alpert, Liz Postlewait, Reed Langdon, Darrick Bruns, Sean Johnson, Tami Montague

Visitors: Stephanie Hofferber, Jennifer Lenoue, Juliene Cornman, Glenda Instenes, Kristine Blanchard

Excused: Ed Dressel

1.0 Welcome/Pledge of Allegiance

2.0 Approval of the Agenda

Rob Ogilvie moved to approve the agenda, seconded by Lu Ann Meyer. The motion passed unanimously.

3.0 Good News

- 3.1 Lyle's ELL students went on a field trip to Avery Sheep Barn recently.
- 3.2 Oakdale had their annual reading night with 281 people attending.
- 3.3 Books for Bikes started on April 1, 2024. Students will have opportunities to earn a bike and/or books and bike accessories based on increased reading at home.
Steve Spencer, Superintendent, shared good news about the Dallas High School theater students.

4.0 Public Comment

No public comment.

5.0 Announcements

- 5.1 April Calendar
 - 5.1.1 Board Work Session April 10, 2024 at 5:00 p.m.
 - 5.1.2 Budget Committee Meeting April 22, 2024 at 6:00 p.m.
 - 5.1.3 Board Meeting April 22, 2024 at 7:00 p.m.
 - 5.1.4 Citizens Oversight Committee Meeting May 7, 2024 at 5:30 p.m.

6.0 Consent Agenda

- 6.1 Approval of the March 11, 2024 Board Minutes
Zach Steele moved to approve the Consent Agenda, seconded by Rob Ogilvie. The motion passed unanimously.

7.0 Financial Report – Tami Montague

Tami Montague, Director of Fiscal Services, shared the financial report for month ending March 2024. Discussion was held.

8.0 Resolution #23-24-07 A Resolution of Dallas School District No. 2, Polk County, Oregon Authorizing the Sale of General Obligation Bonds (Board Action)

Tami Montague, shared this resolution allows for meeting with the rating agencies and setting a price on the issuance. Zach Steele moved to approve Resolution #23-24-07 authorizing the sale of General Obligation Bonds, seconded by Rob Ogilvie. The motion passed unanimously.

9.0 Strategic Plan Report – Reed Langdon, Liz Postlewait, Darrick Bruns

Reed Langdon, Liz Postlewait, and Darrick Bruns, Elementary School Principals, shared data regarding attendance, reading, math, and discipline at each building. Discussion was held.

10.0 Policy First Read

10.1 DBDB – Fund Balance

Tami Montague shared this draft policy takes some language from previously reviewed policies and adds our own percentage of between five and eight percent. This also splits the ending fund balance to an unappropriated total and a contingency total. Extensive discussion was held. A slight language change to the policy will be done. The policy will be placed on the Consent Agenda at the April 10, 2024 board meeting.

11.0 Administrative Rule (Information Only)

11.1 DBDB-AR – Restoration of Low Funds Balance

The Board reviewed and discussed the language.

12.0 Reports

12.1 Enrollment Report

12.2 Charter Schools Enrollment Reports

12.3 Charter Schools Financial Reports

12.4 Charter Schools Minutes and Agendas

Steve Spencer shared he continues to monitor enrollment numbers.

13.0 Discussion Items

Discussion was held regarding building messaging on social media.

14.0 Adjourn at 5:28 p.m.

Board Chair / Jon Woods

Date

Board Secretary / Juli Lichtenberger

Date

**Minutes
Special Board Work Session
April 10, 2024
5:00 p.m.
<https://dsd2-org.zoom.us/j/84855147461>
District Office Board Room**

Present: Jon Woods, Lu Ann Meyer, Rob Ogilvie, Ed Dressel, Zach Steele, Steve Spencer, Juli Lichtenberger

Visitors: Tandalin Gerber, Janet Avila-Medina

1.0 Welcome/Pledge of Allegiance

2.0 Approval of the Agenda

Zach Steele moved to approve the agenda, seconded by Lu Ann Meyer. The motion passed unanimously.

3.0 Consent Agenda

3.1 Policy DBDB – Fund Balance

Zach Steele moved to approve the Consent Agenda, seconded by Rob Ogilvie. The motion passed unanimously.

4.0 Board Self-Assessment – Janet Avila-Medina, Oregon School Boards Association

Janet Avila-Medina, Oregon School Boards Association (OSBA), shared how the review of the self-evaluation detailed report will be processed tonight. Board members shared conversation while reflecting on observations, strengths, and areas of growth. OSBA will create a professional development plan for the Board. The process of developing both the superintendent goals and board goals was discussed.

5.0 Adjourn at 6:47 p.m.

Board Chair / Jon Woods

Date

Board Secretary / Juli Lichtenberger

Date

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Staffing Report
Monday, April 22, 2024

3/14/2024	Licensed	Catherine	Lawrence	Resignation	Resignation w/o DSD benefits	6/14/2024	WW	Classroom teacher		8	1	190	Original hire 8/15/22
3/14/2024	Classified	Malik	Kennedy (Rahsaan)	Resignation	Resignation w/o DSD benefits	3/11/2024	Lyle	Behavior Support	E09E	8	1	D1	Original hire 8/23/21
3/14/2024	Admin	Ashlie	Miller	Resignation	Resignation w/o DSD benefits	6/30/2024	DHS	Assistant Principal HS		8	1	220	Original hire 8/9/21
3/19/2024	Classified	Caitlin	Masterson	Resignation	Resignation w/o DSD benefits	2/29/2024	OHE	EA Special Needs III SLP	E09I	8	1	E1	Original hire 8/31/22
3/19/2024	Classified	Stephanie	Weld	CoS	Temp move from WW DLC to OH SLP	3/18/2024	OHE	Special Needs II	E05B	7	0.875	E1	Temp move due to student need
4/15/2024	Licensed	Olivia	Cole	Resignation	Resignation w/o DSD benefits	6/3/2024	Lyle	Classroom teacher		8	1	190	Original hire 8/31/2020
4/15/2024	Classified	Lorie	Shea	Resignation	Resignation w/o DSD benefits	4/4/2024	LMS	Asst. Cook	F04A	5.5	0.6875	E3	Original hire 9/26/2022

Steve Spencer, Superintendent

Rachel Alpert, Assistant Superintendent

Board of Directors: Ed Dressel • Lu Ann Meyer • Rob Ogilvie • Zach Steele • Jonathan Woods

APRIL 22, 2024

SUBMITTED BY: ANDY JOHNSON, EXECUTIVE DIRECTOR

DALLAS COMMUNITY SCHOOL ANNUAL REPORT

The logo for Dallas Community School is a large, light gray circle. Inside the circle is a white silhouette of a person with their arms raised in a 'V' shape, suggesting a person jumping or celebrating. The text 'DALLAS COMMUNITY SCHOOL ANNUAL REPORT' is overlaid on the left side of the circle in a bold, dark gray, sans-serif font.

THE MISSION OF DALLAS COMMUNITY SCHOOL

When we look at the core of what Dallas Community School is and the future directions of our school community, it is important to begin with the foundation of our educational philosophy—our mission. Dallas Community School is an inclusive public charter school supporting collaborative, standards-based education in a flexible, non-traditional environment.

We act out our mission at Dallas Community School by purposefully building on three pivotal actions: Engage, Empower, and Equip.

- **Engage:** We engage our students with interactive, meaningful learning experiences that pique their curiosity and encourage a lifelong passion for learning. We strive to make each lesson resonate deeply, stimulating their interest and connecting them with a broader context of global knowledge.

- **Empower:** Empowerment at Dallas Community School means more than just helping students grow academically; it involves fostering an inclusive environment where every student feels seen, heard, and supported. We aim to empower our students by embracing diversity in all its forms—cultural, socioeconomic, and cognitive. This inclusivity enriches our community and helps each student to find and use their voice effectively in a supportive setting.

- **Equip:** We equip our students with a robust set of academic and life skills necessary for success in the rapidly evolving world. Our curriculum is designed to prepare them for the challenges and opportunities they will face in the future, both in their personal and professional lives.

Together, these principles of Engage, Empower, and Equip guide every decision and action at our school. They are not just ideals, but practices that we embed in our daily operations, our curriculum, and our community interactions.

In summary, our mission is to provide an educational experience that prepares our students not just academically, but as active, informed participants in a diverse and global society. Thank you for your commitment to this mission and for joining us in this crucial endeavor.

OUR EDUCATIONAL MODEL

We are excited about our educational methods at Dallas Community School, which are specially crafted to support our mission and creatively engaging, empowering, and equipping every student.

K-8 Model:

Our K-8 program harnesses the unique strength of partnership between home-educating parents and our licensed teachers. Together, they work side by side to create a personalized learning plan (PLP) for each student. This collaborative approach ensures that learning plans are highly tailored, blending the insights of professional educators with the intimate understanding parents have of their child's needs, interests, and learning style.

This model fosters a rich, flexible educational environment where students explore their passions at their own pace, guided by structured input from teachers and supportive customization from parents. We integrate project-based learning, allowing students to engage deeply with real-world problems and develop solutions that resonate with their personal experiences and aspirations.

High School Model:

Transitioning into high school, our educational approach matures to prepare students for further education and the workplace. The high school model builds on the foundation laid in earlier years, emphasizing critical thinking and independent project work. It offers advanced coursework, dual enrollment opportunities, and internships, helping students refine their skills and carve paths toward their future careers.

Progress Towards Accreditation:

Our progress towards full accreditation for our high school reflects our commitment to upholding the highest educational standards, ensuring that our graduates are well-prepared and recognized for their academic and personal achievements globally.

In summary, from K-8 to high school, our educational models are dynamic and adaptive, designed not just to meet traditional academic standards but also to nurture personal growth and social responsibility. This approach, where educators and parents collaborate closely, is what truly differentiates Dallas Community School and equips our students for the varied challenges and opportunities they will face.

OUR STUDENTS

As we look back over the past year, it is clear that our commitment to providing a nurturing and effective educational environment has continued to attract and retain students. As of April 18th, 2024, our total enrollment stood at 238 students. This reflects not only our school's enduring appeal but also our strategic efforts to accommodate the educational needs of our community.

DCS - ANNUAL REPORT

Enrollment Trends Over Five Years

- From September 2018 to June 2019, we began with an enrollment of 193.08 Average Daily Membership (ADM).
- By the 2019-2020 school year, this figure had slightly increased to 199.
- The 2020-2021 period showed a more substantial rise to 210, demonstrating growing program and how our school fit into learning through the pandemic.
- The 2021-2022 school year saw a slight dip to 209.
- A significant jump was observed from September 2022 to September 2023, where enrollment surged to 266, highlighting the introduction of our High School program.
- As of the last count in April 2024, our enrollment was 252.44 ADM, slightly down from the peak but still significantly higher than earlier years.

Geographic Diversity

Dallas Community School reaches into several different areas in and around Polk County, as seen by our current student distribution.

City	Enrollment
Turner	1
Rickreal	2
Grand Ronde	1
Independence	2
Amity	2
Keizer	2
McMinnville	2
Willamina	3
Albany	4
Stayton	4
Falls City	8
Monmouth	14
Salem	56
Dallas	137
Total	238

Demographics and Special Education

A core aspect of our school's mission is inclusivity and providing tailored education to meet all students' needs. In the 2023-24 school year, 23.5% of our students were part of our special education program. This includes 56 students who are on an Individualized Education Program (IEP) or 504 Plan, underscoring our commitment to supporting diverse learning requirements across all grades, from kindergarten through 11th grade.

The continuing trust of our families and the hard work of our staff are mirrored in these numbers and trends. As we move forward, we remain dedicated to enhancing our educational programs and fostering an environment where every student can succeed and thrive.

LEADERSHIP AT DALLAS COMMUNITY SCHOOL

The dedication to our school and the relationships built within our community are modeled in our board members and executive team. Their commitment to making sure we stay true to our mission and consistently meet our community's educational needs helps DCS grow and succeed.

Dallas Community School Board

Our board is led by two visionary founding members, Erin Miller and Wendy Sparks, who have been instrumental in shaping our institution since its inception. They are joined by Brian McCoy and Jessica Mackey, each bringing unique expertise and perspectives that enrich our decision-making processes. Currently, we are expanding our board's horizons by recruiting new members from the community. This initiative aims to diversify our board's insights and enhance our connection with the community we serve.

Executive and Administrative Leadership

Guiding our day-to-day operations and strategic initiatives is our executive and administrative team:

Andy Johnson, Executive Director: Andy has been with DCS in various roles since his time as a parent of a student at DCS on the day they cut the ribbon on their first location. He has worked for the school as a substitute, K-8 teacher, High School Humanities teacher, Assistant Executive Director, and now Executive Director. He brings more than 20 years of leadership experience into his role, and is excited to navigate DCS through its next chapter.

Dawn Adams, K-8 Administrator: Dawn oversees our kindergarten through eighth grade programs, ensuring that our curriculum and teaching methods are both innovative and effective in fostering a love of learning and intellectual curiosity among younger students.

DCS - ANNUAL REPORT

Ian McMorrow, High School Lead Teacher: Ian leads our high school faculty, focusing on preparing our older students for the challenges of higher education and beyond. His leadership is crucial in maintaining the high standards and supportive environment that our high school is known for.

Heather Irwin, Office Manager: Heather plays a pivotal role in ensuring the smooth operation of our administrative functions. Her organizational skills and attention to detail are essential in supporting the daily activities of our executive team and staff, contributing significantly to our operational efficiency.

Toni Hannan, School Counselor: As our school counselor, Toni Hannan is at the forefront of supporting our students' emotional and psychological well-being. She provides personalized counseling, develops programs to enhance social skills, and works with the broader educational community to ensure a supportive environment for all students. Toni's dedication is key in helping our students navigate their personal and academic challenges with resilience and confidence.

Together, this leadership team manages the present needs of our institution and also crafts the strategic direction that will take us forward. Their collective expertise and dedication are key drivers behind our ability to provide a superior educational experience to our students. As we look to the future, we are confident that our leadership team will continue to inspire excellence across all levels of our organization.

RESULTS AT DALLAS COMMUNITY SCHOOL

Student Assessments and Outcomes: Freshmen on Track and Beyond

In the pursuit of academic excellence, our institution has implemented comprehensive assessment strategies to monitor and enhance student performance across all grade levels. The data from the last two years has provided us with crucial insights into our successes and areas needing improvement.

Progress and Performance

During the 2022-2023 academic year, our tracking showed exceptional results in freshman on-track rates, with 100% of 9th graders meeting the benchmarks necessary to stay on course for graduation. However, sophomores faced more challenges, with only 77% on track. This discrepancy highlighted areas where targeted support could elevate our students' success rates.

In the 2023-2024 school year, we observed significant improvement across the board. The on-track rates for freshmen slightly declined to 82%, but sophomores increased to 91%, and juniors also showed strong performance at 88%. These outcomes are a testament to the

DCS - ANNUAL REPORT

targeted interventions and enhanced teaching strategies we implemented after identifying the previous year's gaps.

Challenges in Student Progress

Despite these improvements, our assessment identified students at risk of not graduating on time. Specifically, 18% of 9th graders, 9% of 10th graders, and 12% of 11th graders were not on track, indicating a need for increased support in these groups. Our commitment remains firm in achieving a 100% success rate, and plans are in place to address these concerns through individualized support and remediation.

Student Intervention Team (SIT) and Section 504 Plans

Our Student Intervention Team (SIT) meetings have varied over the years, with 42 initial meetings held in 2021-2022, a decrease to 12 in 2022-2023, and a rise to 28 meetings in 2023-2024 to date. These fluctuations reflect our responsive approach to addressing emerging student needs as they arise.

Regarding our Section 504 plans, which ensure that students with disabilities receive necessary accommodations, there has been a notable increase in both initiation and current participation. From starting with 11 plans in September 2022 and ending with 18 in June, we expanded to 17 plans in September 2023, reaching 30 by April 2024. This growth indicates our ongoing commitment to inclusivity and tailored educational support.

Looking Forward

As we continue to refine our educational strategies and interventions, our focus remains on not only maintaining high standards but also on being adaptive and responsive to our students' needs. Our ultimate goal is to ensure that every student not only stays on track but also thrives in our academic environment. With continued dedication and strategic planning, we are optimistic about our path forward and the success of all our students.

FISCAL REPORT

Enhancements in Financial Management and Strategic Budgeting

This fiscal year marked a significant transition for our organization as we introduced GMS as our new auditing firm. The selection of GMS, highly recommended and responsive in our request for proposal process, comes as part of our continuous efforts to enhance transparency and accountability in our financial operations. Despite initial delays attributed to our new client status, GMS's recent merger with REDW LLC, and our transitions to a new accountant and accounting system, we successfully completed the audit for the 2022-23 fiscal year without any deficiencies. This accomplishment underscores the strength of our new partnership with GMS.

and our proactive approach to financial oversight. We are pleased to report that we have established a robust relationship with our auditors and are already preparing for the 2023-24 audit, with work set to commence on June 1, 2024. The completed audit can be accessed on our website at [Dallas Community School Audit Report](www.dallascommunityschool.org).

2023-24 Supplemental Budget Overview

In response to evolving organizational needs and personnel changes, our Board approved a supplemental budget on February 2, 2024. This revised budget reflects our adaptability and commitment to strategic financial planning. Key enhancements include a restructured presentation of Fund 100, Fund 200, and Fund 401 to align more closely with Dallas School District's format. This alignment improves transparency and allows for more effective tracking by the DCS board.

Additional updates include the incorporation of our Certificate of Deposit at Live Oaks Bank as a revenue source, with interest income now recorded separately. Salary projections have been adjusted as of January 31, 2024, and consulting expenses have been allocated for the interim period. A significant development is the establishment of a new Fund 401, which will monitor revenue and capital expenditures for our new high school campus. This fund will be supported by an inter-fund transfer from Fund 100 to cover associated costs. Should borrowing be necessary for renovations, projected revenues will be included in the 2024-25 budget, with expenses coded under Fund 401.

Our fiscal prudence is further demonstrated by an unappropriated ending fund balance in Fund 100, which totals \$926,033.03, representing 22.41% of the total budget. While best practices suggest that a school's ending fund balance should ideally range between 5-7%, our higher reserve level reflects our cautious approach amidst ongoing expansions and potential unforeseen expenses. Detailed information on the supplemental budget can be found in the appendix of this report.

BUILDING EXPANSION PLANS

Facilities Update: Expansion and Enhancement of High School Campus

This year has been pivotal for the physical expansion of DCS with the strategic acquisition of a new building for our high school campus. This purchase marks a significant milestone in our commitment to enhancing educational facilities and providing an enriched learning environment for our older students.

Acquisition of New Campus Building

After thorough consideration and planning, we successfully completed the purchase of the new high school campus building. This expansion not only accommodates our growing student population but also aligns with our strategic goals of offering more diverse and advanced educational opportunities. The new campus will serve as a hub for innovation and learning, equipped with the latest technologies and learning spaces designed to foster academic and creative excellence.

Remodeling Plans and Timeline

With the acquisition complete, we are now focusing on remodeling the building to meet the specific needs of our high school program. The remodeling process is scheduled to begin in the coming months, with completion targeted before the start of the 2025-26 academic year. This will be a two phase project that will encompass getting the building to a place where it is safe and usable by the fall of the 2024-25 school year. Our hope is to be able to hold classes in this new facility at that time.

This significant development in our facilities is a clear indicator of our growth and our ongoing commitment to providing our students with the best possible educational opportunities. As we move forward, we are excited about the possibilities that our new high school campus will bring and are committed to ensuring that it becomes a cornerstone of excellence in education.

THE FUTURE OF DALLAS COMMUNITY SCHOOL

As we look toward the future, Dallas Community School is poised for exciting developments and continued growth. Our vision for the upcoming years is both ambitious and achievable, guided by our commitment to engage, empower, and equip our students for success.

Accreditation by Fall 2024:

One of our primary goals is achieving full accreditation by the fall of 2024. This milestone will not only mark a significant achievement in the standards of our educational offerings but also enhance the recognition of our students' hard work and dedication in academic environments beyond our school.

Enrollment Growth:

We are also focused on increasing our student enrollment. We believe that expanding our student reach and impact will enrich our community with greater diversity and new perspectives. This growth will be supported by our proven educational model, which continues to attract families seeking a personalized and collaborative learning environment.

Charter School Renewal Process in 2024-25:

Looking further ahead, we will be preparing for the charter school renewal process in the 2024-25 school year. This process is crucial not only for maintaining our operational status but also for reflecting on our practices, celebrating our successes, and identifying areas for improvement.

In preparation for these goals, we are enhancing our programs, strengthening our staff training, and increasing community engagement to ensure that Dallas Community School remains a leader in innovative education. We are committed to not only maintaining our high standards but also to raising the bar in educational excellence.

Together, these steps forward will solidify our school's reputation as a beacon of progressive education and a nurturing environment for future leaders. Thank you for your continued support and belief in our mission. We are excited about what the future holds and look forward to achieving these goals with your partnership.

Dallas Community School - Supplemental Budget 2023-24 [ADOPTED 2-7-2024]
General Fund - 100

The General Fund accounts for all activities related to the general operation of Dallas Community School in providing instruction and support services to students grades K-11. All revenues and expenditures are recorded here except those required to be accounted for in another fund. This report provides detail level summary of all general fund actual and planned financial activity for the 2023-24 school year.

		Opted Budget Adopted May 2023	Supplemental Budget 2023-24
RESOURCES			
1510	Interest	\$8,400.00	\$8,400.00
3101	State School Fund	\$2,090,617.50	\$2,427,148.37
5000	Other Source-CD	\$194,378.55	\$194,378.55
5400	Beginning Fund Balance	\$1,501,648.00	\$1,501,648.00
RESOURCES TOTAL:		\$3,795,044.05	\$4,131,574.92
		Opted Budget Adopted May 2023	Supplemental Budget 2023-24
EXPENSES			
1000	INSTRUCTION		
1111	K-8 Program		
1111-111	Certified Salaries	\$363,222.20	\$372,822.20
1111-112	Classified Salaries	\$58,241.64	\$79,434.61
1111-121	Sub. Teacher Salaries	\$10,000.00	\$10,000.00
1111-240	Health/Dental Insurance	\$51,000.00	\$51,660.00
1111-312	Extracurricular Programs	\$12,000.00	\$12,000.00
1111-390	Professional Development	\$3,000.00	\$3,000.00
1111-410	Consumable Supplies	\$5,000.00	\$5,000.00
1111-411	Allotment	\$200,000.00	\$150,000.00
1111-460	Non-Consumables Supplies	\$2,000.00	\$2,000.00
1111-470	Computer Software	\$4,000.00	\$4,000.00
1111-480	Computer Hardware	\$10,000.00	\$10,000.00
Total:		\$718,463.84	\$699,916.81
1131	High School Program		
1131-111	Certified Salaries	\$228,010.01	\$174,624.66
1131-112	Classified Salaries	\$38,838.65	\$28,778.00
1131-121	Sub. Teacher Salaries	\$5,000.00	\$5,000.00
1131-240	Health/Dental Insurance	\$51,000.00	\$34,440.00
1131-310	Professional/Tech. Svs.	\$1,000.00	\$1,000.00
1131-311	Instruction Services	\$7,500.00	\$7,500.00
1131-312	Extracurricular Programs	\$5,000.00	\$5,000.00
1131-340	Travel	\$2,500.00	\$2,500.00
1131-390	Professional Development	\$7,000.00	\$7,000.00
1131-410	Consumable Supplies	\$15,000.00	\$15,000.00
1131-420	Textbooks	\$5,000.00	\$5,000.00
1131-460	Non-Consumables Supplies	\$20,000.00	\$20,000.00
1131-470	Computer Software	\$3,000.00	\$3,000.00
1131-480	Computer Hardware	\$20,000.00	\$20,000.00
1131-550	Technology Equipment	\$10,000.00	\$10,000.00
Total:		\$418,848.66	\$338,842.66
1283	Expanded Options		
1283-371	Tuition	\$20,000.00	\$20,000.00
1283-420	Textbooks	\$5,000.00	\$5,000.00
Total:		\$25,000.00	\$25,000.00
1289	STEAM Machine		

1289-410	Consumable Supplies	\$5,000.00	\$5,000.00
1289-460	Non-Consumable Supplies	\$5,000.00	\$5,000.00
Total:		\$10,000.00	\$10,000.00
INSTRUCTION TOTAL:		\$1,172,312.50	\$1,073,759.47

2000**SUPPORT**

2120 Guidance Services

2120-111	Certified Salaries	\$57,880.76	\$63,630.76
2120-318	Professional Development	\$2,000.00	\$2,000.00
2120-410	Consumable Supplies	\$500.00	\$500.00
2120-480	Computer Hardware	\$2,500.00	\$2,500.00
Total:		\$62,880.76	\$68,630.76

2220 Library Media Center

2220-430	Library Books	\$3,000.00	\$3,000.00
2220-640	Dues and Subscriptions	\$1,500.00	\$1,500.00
Total:		\$4,500.00	\$4,500.00

2230 Assessment and Testing

2230-312	Testing Services	\$6,000.00	\$6,000.00
Total:		\$6,000.00	\$6,000.00

2231 DCS Board of Directors

2231-355	Printing	\$200.00	\$200.00
2231-640	Dues/Fees	\$800.00	\$800.00
Total:		\$1,000.00	\$1,000.00

2400 School Administration

2400-113	Administrative Salaries	\$163,600.00	\$158,500.00
2400-112	Classified Salaries	\$29,297.66	\$30,047.66
2400-240	Health/Dental Insurance	\$8,500.00	\$25,830.00
2400-310	Professional/Tech. Svs.	\$0.00	\$20,000.00
2400-340	Travel	\$500.00	\$500.00
2400-353	Postage	\$600.00	\$600.00
2400-355	Printing	\$12,000.00	\$12,000.00
2400-382	Legal Services	\$2,500.00	\$7,000.00
2400-390	Professional Development	\$1,500.00	\$9,500.00
2400-410	Consumable Supplies	\$1,000.00	\$1,000.00
2400-470	Computer Software	\$10,000.00	\$10,000.00
2400-480	Computer Hardware	\$5,000.00	\$5,000.00
2400-640	Dues/Fees	\$3,000.00	\$3,000.00
2400-651	Liability Insurance	\$16,800.00	\$22,000.00
Total:		\$254,297.66	\$304,977.66

2410 Office of the Principal

2410-410	Consumable Supplies	\$3,000.00	\$3,000.00
Total:		\$3,000.00	\$3,000.00

2520 Fiscal Services

2520-114	Managerial Salaries	\$73,600.00	\$79,350.00
2520-211	PERS Employer Contribution	\$240,210.29	\$253,251.00
2520-212	PERS EPPT Pick Up	\$60,761.46	\$59,231.00
2520-219	Payroll Taxes	\$81,521.72	\$85,392.00
2520-231	Workman's Comp	\$6,500.00	\$6,500.00
2520-232	Unemployment	\$15,000.00	\$15,000.00
2520-310	Professional/Tech. Svs.	\$30,000.00	\$30,000.00
2520-380	Payroll Service Fees	\$11,250.00	\$11,250.00

	2520-381	Audit Services	\$24,000.00	\$24,000.00
	2520-390	Professional Development	\$0.00	\$0.00
	2520-410	Consumable Supplies	\$1,200.00	\$1,200.00
	2520-460	Non-Consumable Supplies	\$1,500.00	\$1,500.00
	2520-470	Computer Software	\$5,500.00	\$5,500.00
	2520-480	Computer Hardware	\$2,500.00	\$2,500.00
	2520-640	Dues/Fees	\$1,000.00	\$1,000.00
		Total:	\$554,543.47	\$575,674.00
2540	Facility Services			
	2540-321	Cleaning	\$33,000.00	\$33,000.00
	2540-322	Repairs/Maintenance	\$14,000.00	\$14,000.00
	2540-324	Rental	\$136,000.00	\$136,000.00
	2540-325	Electricity	\$11,000.00	\$13,000.00
	2540-326	Fuel-Heating/Cooling	\$4,000.00	\$4,000.00
	2540-327	Water	\$2,100.00	\$2,100.00
	2540-328	Garbage	\$2,100.00	\$2,100.00
	2540-351	Telephone/Fiber	\$16,800.00	\$16,800.00
	2540-329	Other Property Services	\$15,000.00	\$15,000.00
	2540-390	Professional/Tech. Svs.	\$5,000.00	\$5,000.00
	2540-410	Consumables Supplies	\$4,000.00	\$4,000.00
	2540-460	Non-Consumables Supplies	\$2,000.00	\$2,000.00
	2540-520	Major Building Improvements	\$30,000.00	\$30,000.00
	2540-530	Improvement Other Than Building	\$10,000.00	\$10,000.00
	2540-541	Equipment	\$10,000.00	\$10,000.00
	2540-542	Replacement Equipment	\$4,000.00	\$4,000.00
	2540-640	Dues/Fees	\$4,000.00	\$4,000.00
	2540-653	Property Insurance Premium	\$20,000.00	\$20,000.00
		Total:	\$323,000.00	\$325,000.00
		SUPPORT TOTAL:	\$1,209,221.89	\$1,288,782.42
5220	INTERFUND TRANSFER	401 Facility Expenses	\$0.00	\$800,000.00
7000	UNAPPROPRIATED END BALANCE		\$1,413,509.66	\$969,033.03
		TOTAL EXPENSES:	\$3,795,044.05	\$4,131,574.92

Dallas Community School - Supplemental Budget 2023-24 [ADOPTED 2-2-2024]
Capitol Projects Fund - 401

Fund 401 tracks our 2023-2025 high school expansion project. The Well's Fargo building was purchased in November 2023 and preliminary work for building use permit and design has been completed. The complete budget will be proposed during the 2024-25 budget season.

	Opted Budget Adopted May 2023	Supplemental Budget 2023-24
RESOURCES		
1990 Miscellaneous	\$0.00	\$0.00
2200 Restricted Revenue	\$0.00	\$0.00
3000 State Revenue	\$0.00	\$0.00
5220 Interfund Transfer	\$0.00	\$800,000.00
5100 Loan Proceeds	\$0.00	\$0.00
RESOURCES TOTAL:	\$0.00	\$800,000.00

	Opted Budget Adopted May 2023	Supplemental Budget 2023-24
EXPENSES		
4000 FACILITIES ACQUISITION AND CONSTRUCTION		
4150 Building Acquisition, Construction, and Improvement Svs.		
4150-329 Other Property Services	\$0.00	\$0.00
4150-382 Legal Services	\$0.00	\$7,000.00
4150-390 Professional/Tech. Svs.	\$0.00	\$18,000.00
4150-410 Consumables Supplies	\$0.00	\$0.00
4150-460 Non-Consumables Supplies	\$0.00	\$0.00
4150-520 Building Acquisition/Major Building Improven	\$0.00	\$775,000.00
4150-530 Improvement Other Than Building	\$0.00	\$0.00
4150-540 Depreciable Equipment	\$0.00	\$0.00
4150-541 New Equipment	\$0.00	\$0.00
4150-542 Replacement Equipment	\$0.00	\$0.00
4150-550 Technology Equipment	\$0.00	\$0.00
4150-640 Dues/Fees	\$0.00	\$0.00
Total:	\$0.00	\$800,000.00
FACILITY TOTAL:	\$0.00	\$800,000.00
TOTAL EXPENSES:	\$0.00	\$800,000.00
ENDING FUND BALANCE:	\$0.00	\$0.00

Soderstrom Architects

Client: **Dallas Community School**
 Job Name: **High School Renovation Feasibility Study**
 Document: **Budget Estimate - Phase I: Summer 2024 Buildout**
 Project #: **23060**
 Date: **March 20, 2024**



Department	Room Name	Qty	Area	Cost Per SF	Total Costs
Renovation Scope					
	Abatement	1	6,015 SF	\$10	\$60,150
	New Flooring (RRs only)	1	500 SF	\$11	\$5,500
	Add Exterior Bike Racks	1		Allowance	\$5,000
	Signage - Exterior Building	1		Allowance	\$6,000
	Signage - Interior ADA, Egress	6	\$175	Each	\$1,050
	Restroom Renovation	2	60 SF	\$200	\$24,000
	Demolition - General	1		Allowance	\$60,000
	Window Coverings	1	2,000 SF	\$12	\$24,000
Systems Upgrades					
	Fire Alarm	1	6,015 SF	\$6	\$36,090
	Egress Lighting	1	6,015 SF	\$8	\$48,120
	Communications / Intercom	1	6,015 SF	\$5	\$30,075
	Exterior Fencing	1		Allowance	\$9,000
	Entry Door Hardware / Control	1		Allowance	\$15,000
Building Support					
	Mechanical Adjustments	1		Allowance	\$60,000
	Electrical Adjustments	1		Allowance	\$35,000
	Project Interior Costs Subtotal:				\$418,985
	*Site Improvements:				Excluded
	Subtotal - Construction Costs:				\$418,985
	Project "Soft Costs" (30%):				\$125,696
	Total Project Costs - Building + Site:				\$544,681
	Total Program Plan Size:				6,015 SF
	Average Cost per Square Foot:				\$91

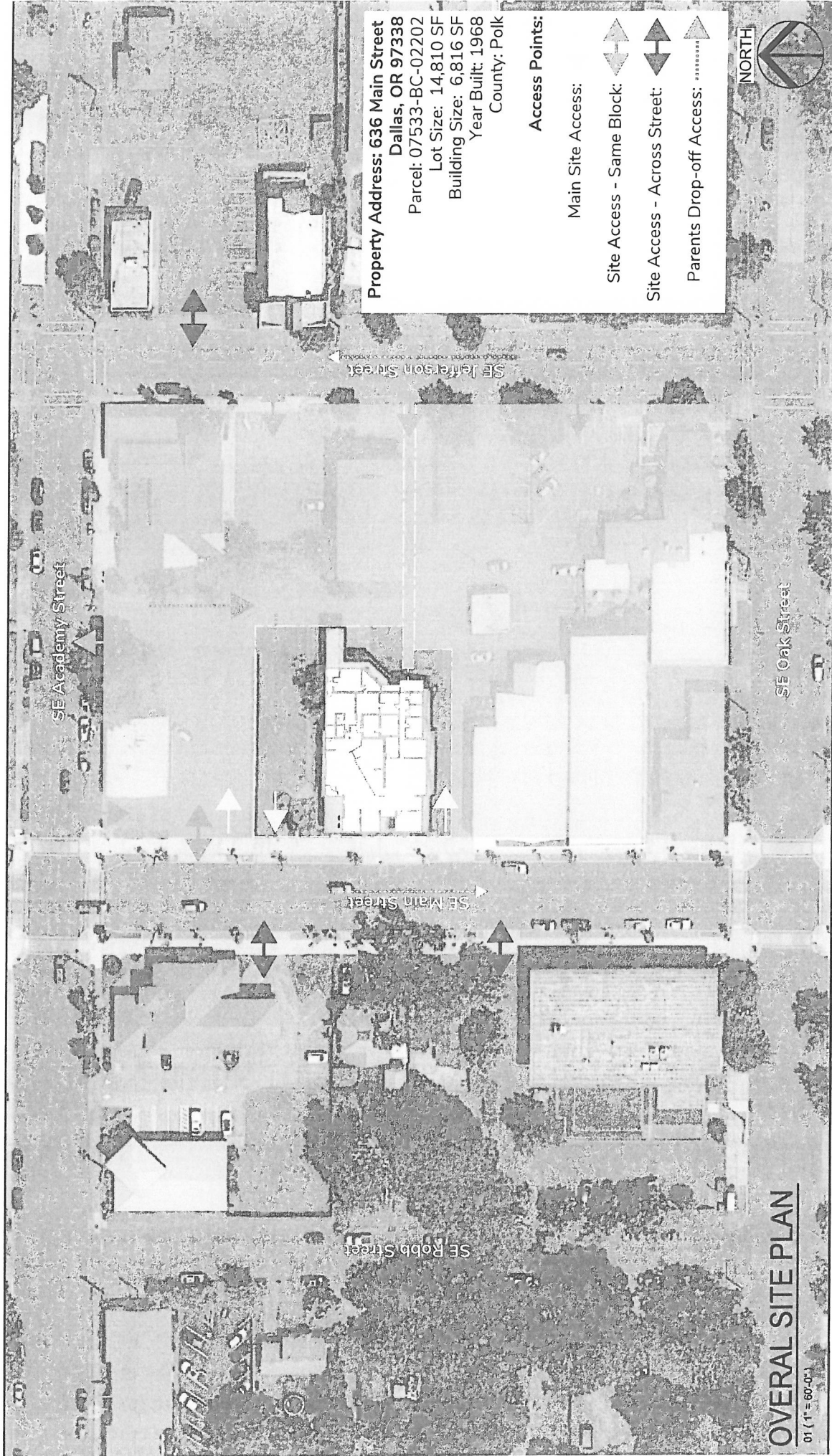
* Assumes all work interior except bike racks, signage (costed above)

Soderstrom Architects

Client: **Dallas Community School**
 Job Name: **High School Renovation Feasibility Study**
 Document: **Budget Estimate - Phase II: Full Buildout**
 Project #: **23060**
 Date: **March 20, 2024**



Department	Room Name	Qty	Area	Cost Per SF	Total Costs
Administration					
	Waiting	1	120 SF	\$200	\$24,000
	Front Desk	1	165 SF	\$200	\$33,000
	Office	1	130 SF	\$200	\$26,000
Shared Student Space					
	Media Center	1	1,200 SF	\$200	\$240,000
	Courtyard Nook	1	370 SF	\$150	\$55,500
General Education Classrooms					
	Classrooms	2	500 SF	\$190	\$190,000
Student Support					
	Counseling + Career Center	1	150 SF	\$225	\$33,750
	Work / Staff / Quiet Room	1	160 SF	\$225	\$36,000
Specialized Classrooms					
	Wet Lab	1	870 SF	\$250	\$217,500
	Video Studio	1	160 SF	\$250	\$40,000
	Sound Studio	1	160 SF	\$250	\$40,000
	Maker Space	1	360 SF	\$250	\$90,000
Building Support					
	Utility / Server / Storage	1	150 SF	\$100	\$15,000
	Restrooms - Student	2	55 SF	\$275	\$15,125
	Restroom - Staff	2	75 SF	\$275	\$20,625
	Electrical Room	1	80 SF	\$100	\$8,000
	Boiler Room	1	120 SF	\$50	\$6,000
	Circulation - Main Corridor	1	570 SF	\$175	\$99,750
Project Interior Costs Subtotal:					\$1,190,250
Site Improvements (15%):					\$178,538
Premium for 'Phased' Construction:					\$136,879
Subtotal - Construction Costs:					\$1,505,666
Project "Soft Costs" (30%):					\$451,700
Total Project Costs - Building + Site:					\$1,957,366
Total Program Plan Size:					5,395 SF
Average Cost per Square Foot:					\$363



Property Address: 636 Main Street
Dallas, OR 97338
Parcel: 07533-BC-02202
Lot Size: 14,810 SF
Building Size: 6,816 SF
Year Built: 1968
County: Polk

Access Points:
Main Site Access:
Site Access - Same Block:
Site Access - Across Street:
Parents Drop-off Access:

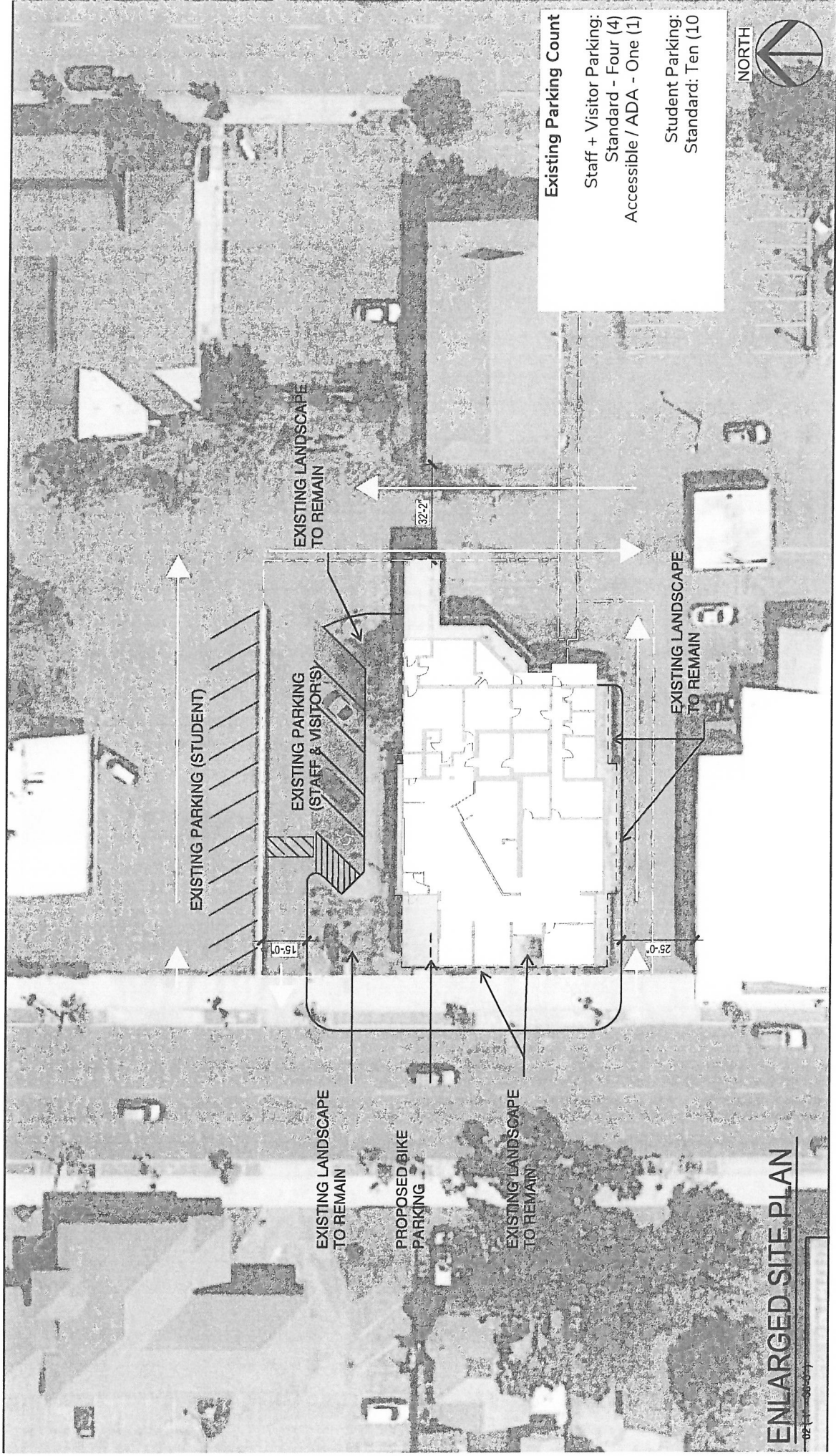


OVERALL SITE PLAN

01 (1" = 60'-0")

Dallas Community High School Renovation
Dallas Community School
Conditional Use Application
October 30, 2023

OVERALL SITE PLAN | 01



Existing Parking Count

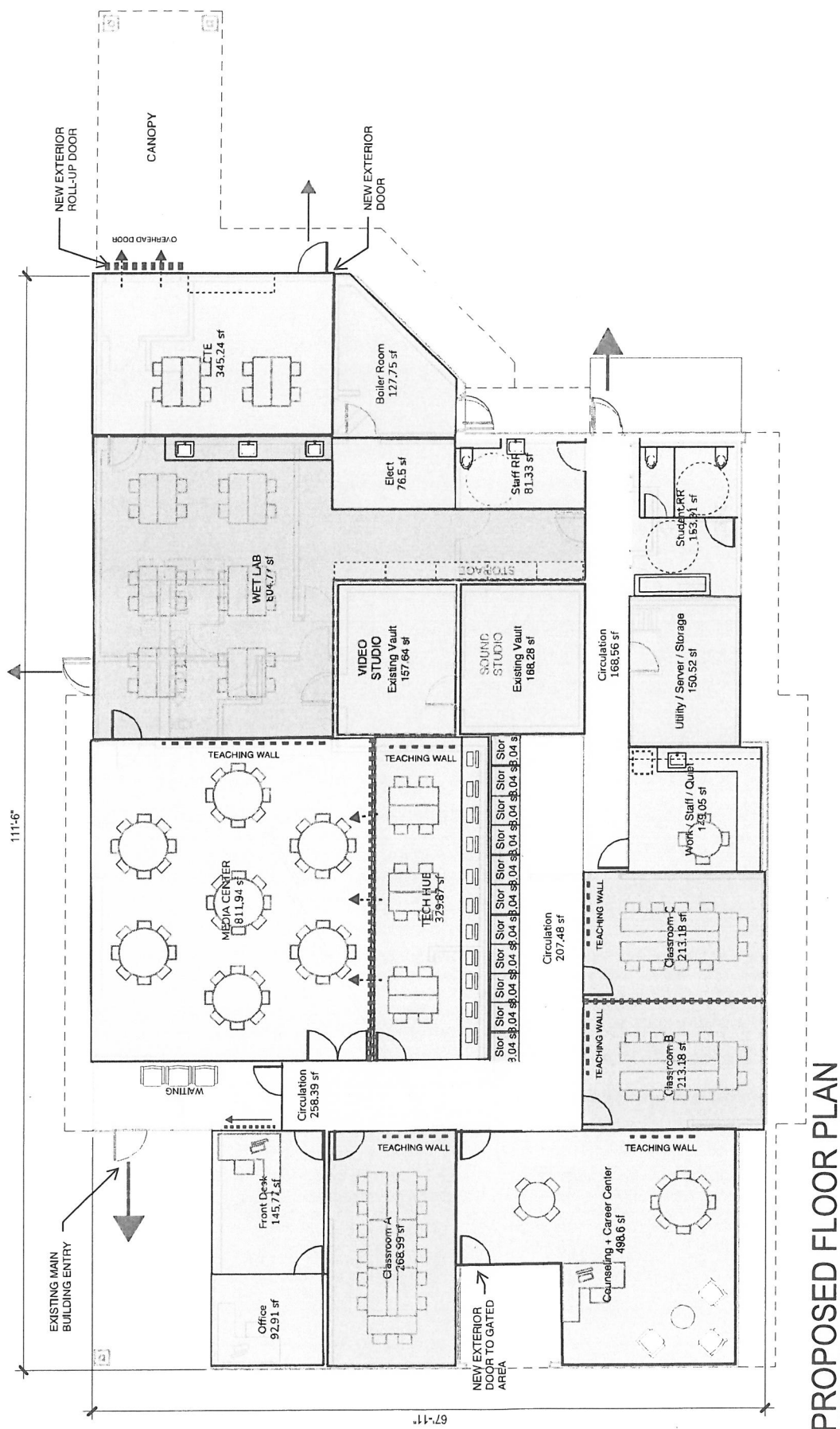
Staff + Visitor Parking:	Student Parking:
Standard - Four (4)	Standard: Ten (10)
Accessible / ADA - One (1)	



ENLARGED SITE PLAN

Dallas Community High School Renovation
 Dallas Community School
 Conditional Use Application
 October 30, 2023

ENLARGED SITE PLAN | 02



03 (1" = 10'-0")



**DALLAS SCHOOL DISTRICT #2
RESOLUTION NO. #23-24-08**

**RECOGNIZING TEACHER APPRECIATION WEEK
May 6-10, 2024**

Whereas:

1. Teachers mold future citizens through guidance and education.
2. Teachers encounter students of widely differing backgrounds.
3. Our country's future depends upon providing quality education to all students.
4. Teachers spend countless hours preparing lessons, evaluating progress, counseling and coaching students and performing community service.
5. Our community recognizes and supports its teachers in educating the children of this community.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors proclaims May 6-10, 2024, to be Teacher Appreciation Week and strongly encourages all members of our community to join with them in personally expressing appreciation to our teachers for their dedication and devotion to their work

ADOPTED by the Board of Directors of the Dallas School District No. 2, Polk County, Oregon
April 22, 2024.

DALLAS SCHOOL DISTRICT NO. 2
POLK COUNTY, OREGON

By: _____
Chair, Board of Directors

ATTEST:

By: _____
Superintendent

Dallas School District 2

Code: LBE
 Adopted: 9/12/17
 Revised/Readopted: 9/25/23
 Orig. Code: LBE

Public Charter Schools**

Public charter schools may be established as a new public school or a virtual public school, from one or more existing public schools in the district or a portion of the school, or from an existing alternative education program. A public charter school may not convert an existing tuition-based private school into a charter school, affiliate itself with a nonpublic sectarian school or religious institution, or encompass all the schools in the district unless the district is composed of only one school.

Public charter schools shall demonstrate a commitment to the mission and diversity of public education while adhering to the following goals:

1. Increase student learning and achievement;
2. Increase choices of learning opportunities for students;
3. Better meet individual student academic needs and interests;
4. Build stronger working relationships among educators, parents and other community members;
5. Encourage the use of different and innovative learning methods;
6. Provide opportunities in small learning environments for flexibility and innovation;
7. Create new professional opportunities for teachers;
8. Establish additional forms of accountability for schools; and
9. Create innovative measurement tools.

An applicant must submit a complete public charter school proposal that meets the requirements of Oregon law, and includes other information required by the district in the application process. The public charter school will be located and operated within the sponsoring district except where authorized by law.

The public charter school employer will be determined with each proposal. If the district is the employer, the terms of the current collective bargaining agreement will be examined to determine which parts of the agreement apply. If the district is not the sponsor of the public charter school, the district shall not be the employer and will not collectively bargain with public charter school employees.

The district will determine if it has any vacant or unused buildings and make a list of such buildings; buildings may be made available for public charter school use, subject to Board approval and Board policy.

Public charter school students may, upon request, be allowed to participate in district programs such as physical education, instrumental and vocal music offerings, or other selected options if space and materials are available.¹ Students must adhere to state law, Board policies, regulations and rules concerning conduct and discipline.

Public charter school students in grades K-8 may participate in their resident district's activities that are offered before or after regular school hours. Public charter school students in grades 9-12 may participate in their resident district's available activities that are sanctioned by the Oregon School Activities Association (OSAA) when the requirements found in Oregon law are met.

The district will not provide instructional materials, lesson plans, or curriculum guides for use in a public charter school.

The superintendent will develop administrative regulations to include, but not limited to, the proposal process, review, and appeal procedures, and program evaluation, renewal, and termination.

END OF POLICY

Legal Reference(s):

ORS 327.077

ORS 327.109

ORS 332.107

ORS 338

ORS 339.141

ORS 339.147

ORS 339.450

ORS 339.460

OAR 581-026-0005 - 0710

Every Student Succeeds Act, 20 U.S.C. §§ 6311-6322 (2018).

Senate Bill 767 (2023).

Corrected 12/27/23

¹ This does not apply to the Oregon law related to OSAA-sanctioned activity participation.

Superintendent Evaluation
 Steve Spencer
 2023-2024 School Year

The Dallas School District Board of Directors is responsible for the annual evaluation performance of the superintendent. The evaluation of Steve Spencer encompasses various aspects of leadership, communication, management, student achievement, professionalism and ethics. In our opinion and through the collection of evidence, Steve Spencer has displayed and sustained excellent performance throughout the year and has made significant accomplishments in the face of serious budget shortfalls. Following is a summary of the key findings.

Leadership and Vision

Steve has the qualities of a visionary leader; creativity, collaboration, emotional intelligence and a growth mindset. In addition to clearly stating his goals, Steve has equipped and empowered staff with resources for reaching district goals. Steve is persistent, resilient and has a constant focus on the mission and vision of the district. He doesn't let challenges deter his mission for accomplishing a goal. He stays focused, is optimistic and works in a collaborative spirit with district staff and the school board.

Ethics and Professional Norms

Steve continues to excel in transparency and takes responsibility for his actions by regularly asking if the district is doing the right thing. Steve conducts himself with integrity, fidelity and honesty and holds the same expectations of others. The future of public schools will require ethical leadership and Steve is a shining example of what that should look like.

Inclusive District Culture

Steve's past experience regarding gender issues heightened his awareness to equity issues. He recognizes the importance of understanding the district culture and providing the necessary support so that all staff and students feel inclusive within our district. He is willing to adapt and modify the district's approach so that every child has a chance to learn. Establishing both the Equity Advisory Committee and the Code of Conduct Committee will further facilitate the district's progression in this area.

Culturally Responsive Instructional Leadership and Improvement

District staff have been provided with training and resources that enhance cultural competence and awareness in order to better meet the needs of all students. Goals have been set and benchmarks for measuring progress in culturally responsive instructional practices have been established in the Strategic Plan 2024-2028. Steve is leading our district in becoming culturally responsive to all our students.

Communication and Community Relations

Steve is approachable, exhibits good listening skills, utilizes multiple communication

avenues, and effectively communicates with staff, students, parents, and community members. He is capable of discussing difficult issues and is honest in his comments. The district's shortfall in achieving this standard lies primarily in technological communications. Reconstructing the district website and utilizing ParentSquare are steps in the right direction to improving this standard. Looking ahead, there should be a greater emphasis on utilizing social media to effectively harness all available communication channels within the district. In the near future the district may consider assigning an administrative position to oversee this endeavor.

Effective Organizational Management

The challenges that we faced as a district this year were handled well. There was concern about the construction at LaCreole this year, but it seems to have gone well and that is from careful planning and collaboration with the district maintenance team. Labor relationships grew strained at times but Steve was able to navigate challenges by utilizing the assistant superintendent's skill set. Overall, Steve is well-organized, builds healthy and productive relationships, and communicates well with others.

Effective Financial Management

Steve is operating with transparency and accountability as he proceeds in making difficult budget cuts. Steve is creative and collaborative when it comes to tough financial decisions. Declines in enrollment and revenue place an additional burden on this standard.

Policy, Governance, and Advocacy

Last year's update of district policies demonstrated a commitment for ensuring the well-being and success of students and staff. It's apparent that Steve makes a concerted effort to involve various voices in the governance process, which ensures a sense of ownership and shared responsibility within the district. Inviting Rep. Scharf to observe our schools was a good opportunity for the state government to see what effects their policies have on our district.

In conclusion, the board is extremely satisfied with Steve's performance. Under his guidance, we've navigated a demanding year, experiencing Steve's significant professional growth while fostering a collaborative approach.

The board desires to continue its efforts in making Dallas School District a high-quality district for all students, staff, and community members. Next year's primary areas for improvement include enhancing student achievement (specifically attendance and graduation rates), addressing student behavior, boosting enrollment figures, ensuring equity in technology access, and enhancing parent and community engagement.

Overall, the board commends Steve Spencer for his outstanding leadership and tireless efforts to bring continuous improvement to our schools.

Minutes
Citizens Oversight Committee
April 2, 2024
District Office Board Room
5:30 pm

- **Present:** Jerry Boudreaux, Bob Archer, Steve Spencer, Sean Johnson, Candy Posey, Gary Suderman, Jennifer Reinhardt, Marlene Gillis, Lee Schlenker, Bill Masei, Tami Montague, Deena Loughary, Natalie Castillo
 - **Guests:** Brent Darrington, John Hockman

1.0 Welcome - Meeting called to order at 5:31 p.m.

2.0 Approval of Minutes –

- Motion made by Bill Masei to approve minutes from February 6, 2024, meeting, motion seconded by Deena Loughary, motion carried, minutes are approved.

3.0 Financial Update – Presented by Tami Montague

- Tami presented the Financial Update through March 31, 2024. This year to date we have spent \$4.2 million and have Purchase Orders issued for and additional \$5.4 million for projects. In total we have identified \$9.707 million in projects of the initial \$14 million that the district initially had. The district is still on target to issue the second round of bonds in June. The school board will be looking at a resolution at their next meeting.

4.0 Old Business –

- 4.1 LaCreole Gym –** Soderstrom has three options for the gym, the cost estimate is still preliminary as there is not enough detail for Emerick to give the district an accurate cost estimate. Marlene presented three different options for the proposed locations of the gym. Attached on the west side of the building, attached on the south side of the building, and detached, free standing structure on the south side of the building where the existing backstop is. They are all proportionate in size and they will all have the same number of restrooms as required by code. The detached gym on the south side can create security issue by getting kids back and forth to the gym during the day without allowing other people access to the building. Bob suggested tabling the gym discussion for a couple of months due to the number of projects

that are just getting under contract and are currently going on within the district that will allow the summer projects to get going and the committee can discuss it at that time. Bill asked about the priorities that were established by the committee as the new gym was at the bottom of the list but seems to have taken up a lot of the committee's time. Bob stated that there are several projects that have been value engineered out of the first issuance. HVAC, door hardware, and plumbing has been taken out of Lyle, Whitworth, Oakdale to make sure that we don't exceed the first issuance of the bond.

- Steve stated that when the bond was sent to the voters that the gym was part of the bond language and wants to ensure that it does not fall from the committee's radar.
- Tami suggested that the committee discuss the gym build after summer and the district evaluates where the bond is budget wise. There are several contracts that have recently been signed that will affect the bottom line of funding.
- After discussion, Jerry asked that the minutes reflect that the committee discussed three options for the gym and the committee agreed that we needed more information. The gym is currently not an action item but will stay on the agenda.

5.0 New Business –

5.1 Project Update – Energy Trust of Oregon (ETO) is offering incentives to upgrade lighting district wide from fluorescent bulbs to all LED lighting. The DHS stadium, DHS gym and the gym Oakdale are 100% complete. The cafeteria at LaCreole update is completed except for one row because of a temporary wall, that will be completed soon. Utilizing the incentives will allow the district to use some SB 1149 money. The goal is to have the entire district changed from fluorescent to LED lighting by August 2025. ETO has so far paid back 100% of the projects that we have done at DHS, \$103,000, and Oakdale, \$8900, so there has so far been zero cost to the district. A contractor completed an audit district wide of how many fixtures we have and will start putting the projects together. Once that is completed, we can start piecing the projects together in house to figure out how to get them completed. Gordon Gentry has completed the retrofitting of the fixtures, except for the high school stadium. One of the LMS custodians, Emmanuel Hernandez, is working in an electrical apprenticeship that once completed will give him his Limited Building Maintenance Electrician (LBME) and he is also working with Gordon to complete the retrofitting to minimize costs and the rest of it will most likely be contracted to an outside company. LMS

project is being sheet rocked, the storm drains are being finished and they are beginning to prepare for new concrete in the front of the building. The reader boards, panic buttons and cameras are in. The new fire alarm system is being worked on right now. The anticipated completion date is around mid-June. The District Office remodel has started. Abatement in the restrooms on the Morrison side was completed the week of Spring Break. There was some abatement done underneath the district office side of the building, the plumbing was restructured for temporary connections because the water has been shut off in the restrooms on the DO side while keeping the water in Morrison live. New HVAC, heating and cooling have been installed on the portable buildings district wide. The remaining sections of the roof at DHS are being completed on the main building, once that is complete, the roof on the old CTE building will be renovated. Construction of the security vestibules will begin at DHS, Morrison and Lyle once school is out. Key card access and access controls are also scheduled to be completed by the second week of August. The drainage at the DHS stadium is being worked on. A new downspout has been installed on the north side; it will tie into the existing main drainage line that was installed during the track project a couple of years ago. Another line will be installed from the turf softball field to the same drainage. A new emergency generator has been purchased for the emergency lighting and MDF room at DHS.

5.2 Long Range Planning – Through the Department of Education we have a \$20,000 Technical Assistant Program Grant (TAP) that aids with hazardous material assessment, long range facilities planning and facilities assessment reports. The district applied for the Long-Range Facility Planning TAP grant, we were not awarded it due to the fact there were a lot of applicants. Working with Soderstrom to update the Facilities Assessment Report which will aid in helping plan the Long-Range Planning. The district will be creating a Long-Range Planning Committee that will aid in the long-range vision of the district, where we are now vs. where we want to be for our next bond cycle. A list of people will be put together, and they will be contacted to see if there is an interest in joining the committee.

5.3 CTE Storage – A CTE storage building, approximately 30 x 60, will be built next to the new CTE building for storage of materials and supplies. It will be S Occupancy, meaning storage only, no restrooms. A quote of \$28,000 for the building kit has been received from Parker Buildings, and a quote has been requested from Emerick Construction for the installation of the building. A couple of other quotes may be requested depending on how much their quote is.

- Existing CTE – Removed the culinary piece from the remodel because of cost. We would create five to six classrooms, flexible space, with no

specific curriculum. We still need to be able to fit a district commodity freezer and food storage. The original estimate of making this space, with the culinary program, was in between \$4.5 – 4.9 million. Taking the culinary program out of planning and creating flexible spaces will drop that number significantly.

- Security Fencing – Steve approached the committee about security fencing around the high school, starting at Whitworth, running down Ash St. and to DHS. It would provide additional safety and security around the building and direct people to the secure vestibule for entrance to the building and would like it to be a conversation point and a consideration of the committee.
- New COC Members – We will reach out to potential new members and let them know how to join the committee if they are interested.

6.0 Public Input – N/A

7.0 Next Meeting – May 7, 2024, 5:30 PM, District Office Boardroom

8.0 Adjourn - Motion made by Gary Suderman; motion seconded by Lee Schlenker. Meeting adjourned at 7:03 p.m.

Committee Chair

Jerry Boudreaux

Date

Committee Secretary

Natalie Castillo

Date