



SOUTH LANE SCHOOL DISTRICT 45J3

Children Come First • Always Learning, Teaching, Caring • Safe, Respectful, and, Inclusive Schools & Community

October 2, 2023 SCHOOL BOARD MEETING

Regular Session
5:30 p.m.

MEETING LOCATION- 455 Adams Ave, Cottage Grove
[Zoom Link Click Here](#)

The South Lane School Board appreciates hearing from our citizens. We value the ideas, opinions, questions, concerns, suggestions, and input from parents and community members. The Board of Directors allows time for testimony when indicated on the Agenda regarding published agenda items at the corresponding point in the meeting. A visitor may speak to a topic not on the published agenda during Public Comment. It is the board's practice to allow three minutes per speaker.

South Lane SD Board of Directors have limited seating in their Board Room for the public to view their sessions in person. Citizens are invited to join the Board meeting online. Meetings will also be broadcast on South Lane Community Broadcasting 14.4. If you wish to speak to the Board about an agenda item or another topic, please submit an email request to the Board Secretary at public.comment@slane.k12.or.us before noon on the day of the Board meeting. You may also use the signup sheet outside the Board Room before the meeting. Request to speak must include the following:

Full name, home address, email address, date, agenda item or topic. If you want to submit written testimony, attach a separate document or include the message in the email request.

By Oregon statute, Board meetings are an opportunity for members of the public to observe the Board conducting district business. School Board meetings are not a public forum, or an opportunity for the public to join the Board's discussion. For this reason, when public testimony is provided, Board members listen quietly and do not respond or interact with those giving testimony. This process can sometimes confuse and may seem like the Board is unresponsive, but is necessary for efficient conduct of school district business. If a question is asked, the Superintendent will follow up or ask a Cabinet member to follow up to respond on their behalf.

For additional information contact: South Lane District Office at (541) 942-3381 (phone) * (541) 942-8098 (fax)



Meeting Date: October 2, 2023

- I. Call to Order
- II. Student Oath of Office
- III. Agenda Review
- IV. Consent Agenda (Action)
 1. 9-11 Draft Minutes
 2. Policy Section G
 3. Resignations/LOA/Retirements/New Hires *Attached
- V. Public Comment
- VI. Reports/Discussion
 1. Student Representative Report
 2. OSEA Representative Report
 3. SLEA Representative Report
 4. Morale Survey
- VII. Administrative Reports/Discussion
 1. Superintendent Update
 2. Finance Office Update
 3. Quarterly Financial Report
- VIII. Upcoming Dates
 - October 16, 2023, Board Work Session
 - November 6, 2023 Board Regular Session
 - November 9-11, 2023 OSBA Annual Convention-Portland
- IX. Board Committee and School Events Reports
- X. Adjournment



Date: October 2, 2023
To: SLSD School Board
From: Yvonne Curtis, Superintendent
Subject: Policy Rewrite -Section G Approval

Background Re CAP:

Many of our SLSD policies were outdated and didn't reflect new laws, current language or were no longer necessary. Therefore, the District contracted with OSBA to revise our policies and to move all policies to the OSBA website for regular maintenance. This work began with policy 101 Board training on January 20, 2020 and was to be completed in 18 months. We identified a committee which included: three Board members, the Board Secretary, Cabinet members and the superintendent, to work with an OSBA staff member to review each policy to learn about the changes recommended by OSBA attorneys.

Original Plan and Timeline:

OSBA attorneys provided sample policies for the consultant who informed the committee about why they recommended each revision. The attorneys had marked each policy as required, proposed or for deletion. Additionally, they provided updated language or recommended sample policy language for the new or revised Oregon Administrative Rules (OARs). The plan was for the committee to discuss the language and intent of each policy and select the language where we had choices to make. Additionally, we discussed with Cabinet members to determine if our practice aligned with the policies. During this process, staff noted policies that needed to be added or updated in student, staff and parent handbooks.

The process we intended to follow for adoption of the revised and new policies, was to have the committee identify policies to discuss with the full Board when each section was provided for the first reading. Then, at the second reading, the Board planned to approve the policies. Following adoption, the OSBA consultant was going to provide the District with the adopted policies to place on our website. This process was originally scheduled to be completed in 18 months.

Timeline Delayed

Covid changed everything. Because of the rules for convening and all of the protocols the District needed to implement during the pandemic, this process was delayed.

Staff Recommendation

Section G was completed by the Policy Committee along with HR Intern David Brewer on May 23 Oregon School Board Association (OSBA) did not have the edits back by the June Meeting for approval.

Staff recommends that the Board approves all revised policies in Sections G (except GCAB)

*As OSBA finalizes the policies, they will correct edits without need for additional Board approval.

Attachments

[Revision Section G 8-2023 LFisher](#)

[First Half Section G](#)

[2nd Half Section G](#)



Date: 10-2-2023
To: SLSD School Board
From: Human Resources
Subject: Personnel Changes

STAFF RECOMMENDATION:

Approve the personnel action for licensed employees as reflected below.

New Hires for 2023-2024

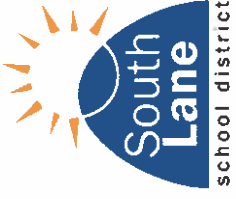
New Hire, Melissa Orr, TEMP LPN, 0.875 FTE, HARR

Resignations/Retirements

Resignation, Paige Welch, Elementary Teacher, 1.0 FTE, BOH

Resignation, Elisha Costa, Elementary Teacher, 1.0 FTE, BOH

BOARD MEETING SPEAKER SIGN IN SHEET



Meeting Date: October 2, 2023

A Visitor May Speak on any topic **listed on** the agenda during Public Comment

*Non agenda items may be introduced and considered

There will be public comment after approval of the Consent Agenda for citizens to address the Board. If you wish to address the Board, you must sign-up before the meeting begins. Statements by members of the public should be brief and concise.

✓ The Board Chair will call your name when it is your turn to speak.

✓ You will address the Board with your public comment limited to 3 minutes for each individual. Due to time constraints, the board may limit the number of individual comments those related to Agenda Items.

✓ Please sign below, completing all sections. If not completed fully it may result in the inability of the board to call you for public to be heard.

✓ When called, please state your name, relationship to district, place of residence and the subject which you will address.

✓ *If you would like to address the Board on a topic not on the Agenda Please submit a request in writing to the Board Secretary

**Public Comment Request-Non Agenda Item Form.

• * to Post to Web

NAME	ADDRESS	TOPIC	IS TOPIC ON AGENDA?
Bonnie Sano	[Redacted]	Boundaries	?

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At Kennedy - Cain Calixto

School Board Meeting 10/2/23

What's happened recently?

- Took down the play structure and removed the fencing, so that we can get our bee shed on campus, in order to process the honey and beeswax.
- Applied for a grant from Weyerhaeuser to build a student-created outside structure and break area.
- Held our first GSA club meeting last week
- Staff and students were CPR/first aid certified 2 weeks ago
- Field trip to the Raptor Center, toured the LCC programs, hiked Mount Pisgah

Upcoming Events:

- In two weeks we are holding our fall festival to kick off Parent Teacher Conferences:
 - Cider station
 - Hotdogs w/ homemade chili (tomatoes and beans grown in our garden)
 - Pumpkin painting
 - "Thanks" giving tree
- First BIPOC student union meeting this Thursday
- Upcoming Field Trips: Hike Silver Falls this Friday, CLC manufacturing tour 10/12, Corn Maze math field trip 10/27

Board Meeting report 10-02-23

Good evening, Board Members and Administrative Team,

My name is Emily Quindry. I am here tonight speaking as the current president of the South Lane EA representing certified staff members.

- Fewer payroll mistakes this year than last year; better communication about mistakes
- We are excited to upgrade to the new software soon that is used by all the other districts
- We had a successful autumn connecting with new teachers and adding them to our local Bargaining Unit
- District and union are meeting twice per month (CMC and HR/SLEA)

Last month, I quoted from the State Codes of Conduct for School Board members and stated that we would continue to monitor the situation on behalf of our membership.

Unfortunately, it appears that one or more Board Members continues to bring personal problems into Board considerations, refuses to give staff the respect and consideration due skilled and professional employees; and shows signs of a hidden agenda.

Please consider whether your online presence refrains from harassment, cyberbullying, intimidation, and menacing. Does your online and community presence inspire parents to support their local school or to display hostile behavior toward educators? Does your online presence set a good example for our community viewers of honoring and valuing the respect and dignity of all (students)? Does your content promote safety and non-violence? Do your actions strengthen the School Board for the benefit of students or undermine it for some other agenda or personal issue?

There are legal steps that can be taken by the Union if Board Policies such as GBNA continue to be violated. This concludes my report.



Date: October 2, 2023
To: School Board
From: Dr. Yvonne Curtis, Superintendent
Subject: Superintendent Update

Community Engagement

- Met Chief of Police Cory Chase
- Beeper Show - Focus on Math Adoption
- Community Stakeholders Meeting
- South Lane Mental Health Board Meeting

Schools

- AKHS
- CGHS
- London
- Bohemia

District

- District Data Cycle
- OCR Compliance - LCOG
- SEL Roadmap

Growing Leaders

- Women's Leadership



Date: Oct 2, 2023
To: SLSD School Board
From: Celia Gowing, Director of Finance
Subject: Finance Office Report

Bus Purchases: The two new buses were delivered to us on September 21st. The vehicles have been added to our insurance and the first lease payment is due on 10/21/2023 in the amount of \$85,603.64.

Both buses are In service and provide transportation to and from school and transporting our athletic teams to events. Some of the new features include LED lights inside and outside the bus. These lights make the bus more visible and will last longer. Air conditioning is another new feature. Students have commented that these new buses seem more comfortable..

Transportation has contacted the Department of Environmental Quality regarding the decommissioning of the 2 older buses. Once we receive instructions from DEQ, these buses will be officially out of service.

September Payroll: September is one of our biggest payroll to process due to changes in insurance for all staff. Adding Kaiser to our insurance options added an extra step for us this year. Also, many stipends start or are included in September pay. Payroll and HR staff worked diligently to ensure accuracy on the most difficult pay run of the year.

We processed approximately 510 pay checks this payroll run.

We had 22 questions submitted through our payroll group account. Several were clarifying questions about specific line items on pay check stubs.

- We did discover that the curriculum pay rate was not updated to the new rate. The rate difference is \$1.10 per hour. We are reviewing time cards and pay information for all certified staff who received hours paid at the curriculum rate. The difference in pay will be made to all staff effected. Staff have been notified of this situation.
- Additionally, there were some staff who needed additional pay due to timecard issues (missing timecards, missing hours, etc.) There were 10 of these corrections.
- There were questions about voluntary deductions paid through American Fidelity. American Fidelity supplied us with a list of staff and all voluntary deductions selected by staff. This information was recorded in each employee's payroll record. There were approximately 8 staff who made changes to their deductions that were not reflected on the list we received. We are working with American Fidelity to make changes to the deductions. Any adjustments will be included in the October payroll run.

Respectfully submitted,

Celia Gowing
Director of Finance

South Lane School District 45J3
 Quarterly Board of Director's Financial Report
 Preliminary September 30, 2023 (Unaudited)

REVENUES	2021-2022	2022-2023	2023-2024	2023-2024	Budget Balance	Percent of Budget
	Actual	Unaudited	Adopted Budget	Year to Date		
Property Taxes	7,780,000	8,250,000	8,470,000	2,711	8,467,289	0%
State School Fund	24,270,000	25,740,000	26,510,000	9,020,000	17,490,000	34%
Other Sources	430,000	970,000	1,000,000	210,000	790,000	21%
Beginning Fund Balance	3,502,136	3,310,000	3,000,000	2,890,000	110,000	96%
Total Period Revenues	35,982,136	38,270,000	38,980,000	12,122,711	26,857,289	31%

EXPENDITURES by Object

Personnel Costs	24,650,000	26,020,000	27,500,000	3,710,000	23,790,000	13%
Purchased Services	5,480,000	5,730,000	5,580,000	1,770,000	3,810,000	32%
Supplies/Materials	1,000,000	1,010,000	1,110,000	260,000	850,000	23%
Other Expenditures	1,870,000	2,620,000	2,510,000	510,000	2,000,000	20%
Contingency & Reserves	-	-	2,280,000	-	2,280,000	0%
Total Period Expenditures	33,000,000	35,380,000	38,980,000	6,250,000	32,730,000	16%

Informational only:

EXPENDITURES by Function

Instruction	18,530,000	19,530,000	20,290,000	2,930,000	17,360,000	14%
Supporting Services	13,120,000	13,660,000	14,400,000	3,320,000	11,080,000	23%
Other Uses	1,350,000	2,190,000	2,010,000	-	2,010,000	0%
Contingency & Reserves	-	-	2,280,000	-	2,280,000	0%
Total Period Expenditures	33,000,000	35,380,000	38,980,000	6,250,000	32,730,000	16%

South Lane School District 45J3
 Quarterly Board of Director's Financial Report
 Preliminary September 30 2023 (unaudited)
Revenue



South Lane School District 45J3
Quarterly Board of Director's Financial Report
Preliminary September 30 2023 (unaudited)
Expenditure by Object



South Lane School District 45J3
 Quarterly Board of Director's Financial Report
 Preliminary September 30 2023 (unaudited)
Expenditure by Function



■ Instruction ■ Supporting Services ■ Other Uses

SLSD Staff Morale Survey

June 2023

Morale and Pride

Question	Strong Agree	Some Agree	Neither	Some Disagree	Strong Disagree
Morale of School/Dept Strong	27%	35%	12%	17%	9%
Morale of SLSD Strong	2%	16%	29%	35%	18%
School/Dept Great Place to Work	36%	37%	12%	12%	3%
SLSD Great Place to Work	13%	27%	26%	27%	7%
Students Get Great Education in My School	34%	37%	12%	10%	2%
Students Get Great Education in SLSD	15%	39%	25%	18%	2%
Expect to Remain in SLSD	34%	29%	19%	9%	9%
Expect to Remain in Public Ed.	50%	27%	13%	8%	2%

Efficacy and Balance

Question	Strong Agree	Some Agree	Neither	Some Disagree	Strong Disagree
Workload is Reasonable	21%	38%	9%	24%	8%
Work Gives Sense of Accomplishment	56%	31%	7%	4%	2%
Have the Tools and Training to be Effective	36%	44%	7%	9%	4%
Level of Work Stress Manageable	15%	39%	14%	21%	11%

Effective Teams and Collaboration

Question	Strong Agree	Some Agree	Neither	Some Disagree	Strong Disagree
Communication in School or Dept. is Effective	31%	34%	9%	14%	12%
Communication in SLSD Effective	3%	23%	20%	35%	19%
Belong to Effective Work Team	43%	41%	7%	6%	3%
Trust Colleagues Willing and Able to Do Quality Work	47%	38%	6%	7%	1%

Supervision and Leadership

Question	Strong Agree	Some Agree	Neither	Some Disagree	Strong Disagree
Positive Relationship with Supervisor	56%	28%	6%	6%	4%
Appropriately Involved in Decisions	35%	35%	11%	12%	6%
Consistent Expectations in School	27%	36%	9%	17%	11%
Consistent Expectations in SLSD	8%	23%	30%	24%	14%
Receive Positive Recognition	33%	34%	15%	13%	5%
School on Right Track	40%	37%	12%	7%	5%
SLSD on Right Track	14%	30%	33%	18%	5%
Problems at School Well Managed	26%	35%	13%	16%	11%
Problems in SLSD Well Managed	5%	18%	26%	26%	26%

Support

Question	Strong Agree	Some Agree	Neither	Some Disagree	Strong Disagree
Staff Well-Being Priority at School/Dept	40%	32%	15%	8%	4%
Staff Well-Being Priority in SLSD	11%	23%	31%	24%	10%
Feel Secure and Supported in Job	35%	38%	13%	10%	5%
In Last Year, Received Effective Training	33%	30%	11%	14%	12%
Resources in SLSD Aligned to Support Students	15%	28%	24%	21%	11%

Questions with Highest Agreement

Work Gives Sense of Accomplishment	87%
Trust That Colleagues Willing and Able to do Quality Work	85%
Have a Positive and Trusting Relationship with Supervisor	84%
I am Part of an Effective Work Team	84%
I have the Tools and Training to be Effective	80%

Questions with Lowest Agreement

Morale in SLSD is Strong	18%
Problems in SLSD are Effectively Managed by Administration	23%
Communication in SLSD is Effective	26%
There are Consistent Expectations for All Staff Across SLSD	31%
Well-Being of Employees is a Priority in SLSD	34%

Morale in School/Depart is Strong

	Strong Agree	Some Agree	Neither	Some Disagree	Strong Disagree
Bohemia	44%	31%	3%	21%	3%
Harrison	21%	27%	12%	21%	18%
London	0%	44%	11%	33%	11%
Dorena	33%	42%	8%	17%	0%
LMS	4%	48%	19%	15%	15%
CGHS	37%	46%	12%	5%	0%
AKHS	67%	0%	0%	33%	0%
Transport	17%	33%	25%	17%	8%
Custodial	33%	33%	33%	0%	0%
Food Service	0%	50%	25%	25%	0%

Strong Morale: Strongly or Somewhat Agree Year to Year Comparison

Level	June 2022	June 2023
School/Department	51%	62%
SLSD	11%	18%

Open-Ended Comments: Common Themes

Positive Feedback (sorted by frequency)

- **2022-23 Professional Development (esp. PLC, CEL)**
- **Supportive and Effective Building Administration**
- **Effective Teams / Supportive Colleagues**
- **District Emphasis and Implementation of SEL Supports**
- **Settled Contract / No Staffing Cuts**
- **Improvements Noted in Payroll and District Responsiveness**

Open-Ended Questions: Common Themes

Negative Feedback / Concerns (sorted by frequency)

- Lack of Trust in / Effectiveness of Payroll
- Lack of Trust / Effectiveness / Connection: District Administration
- Lack of Trust / Effectiveness / Support: Building Administration
- Student Behavior: Impact on Educational Environment / Lack of Consistency and Accountability
- Lack of / Wrongly Allocated Resources
- Lack of / Ineffective / Wrongly Aligned Professional Training
- Overwhelming Workload