



## SOUTH LANE SCHOOL DISTRICT 45J3

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

### December 4, 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](mailto: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: December 4, 2023

- I. Call to Order and Flag Salute
- II. Student Oath of Office
- III. Regular Session
- IV. Consent Agenda (Action)
  1. 11-6 Draft Minutes
  2. Out of State Trip, Kelso Washington (CGHS Girls Wrestling)
- V. Public Comment
- VI. Reports/Discussion
  1. Student Representative Report
  2. OSEA Representative Report
  3. SLEA Representative Report
- VII. Administrative Reports/Discussion
  1. Superintendent Update
  2. Superintendent Evaluation Process
- VIII. Information
  1. Enrollment Report
  2. Policy BDDH Public Comment at Board Meetings
- IX. Business (Action)
  1. SIA Annual Report
  2. Integrated Guidance Grant Agreements
  3. Oregon School Board Elections- Lane County
- X. Upcoming Dates
  - January 8, 2024, Board Regular Session
  - January 22, 2024, Board Special Session
- XI. Board Committee and School Events Reports
- XII. Adjournment



**Meeting Minutes for Meeting on:  
November 6, 2023**

**[Agenda/Minutes/Meetings Published to View](#)**

Board Members Present:

Colleen Valley

Duane Taddei

Joe Tucker

Sherry Duerst-Higgins

Tammy Hodgkinson

Taylor Wilhour

Tina Murphy

**Call to Order and Flag Salute**

Board Chair Taylor Wilhour called the meeting to order and led the flag salute at 5:30 p.m.

**Public Welcome**

Chairman Wilhour welcomed the public and reviewed the Agenda.

**Work Session**

Board Professional Development- District Attorney Nancy Hungerford  
Ms. Hungerford shared with the board:

- Powers and authority of the board and limitations
- Board Meetings/Public Meeting Law
- Dealing with complaints
- Ethical requirements for board members

**Consent Agenda (Action)**

1. 9-25 Draft Minutes
2. 10-2 Draft Minutes
3. 10-16 Draft Minutes
4. Out-of-State Trip High School Cross Country to Idaho
5. Scholarship Funds

Board Member Duerst-Higgins motioned to approve the Consent Agenda, with Board Member Valley seconding the motion. The motion passed with a unanimous vote.

**Public Comment-** There was no Public Comment Submitted.

### **Reports/Discussion**

*Click the link above to view all Representative Reports in detail.*

1. Student Representative Report- Cain Calixto with Al Kennedy High emailed a report.
2. OSEA Representative Report- Representative Sheila Heley emailed a report.
3. SLEA Representative Report- Representative Emily Quindry emailed a report.
4. Division 22 Assurances 2022-23

### **Administrative Reports/Discussion**

1. Superintendent Update- Dr. Curtis provided her report.

### **Business (Action Items)**

1. School Board and Superintendent Operating Agreements

Board Member Duerst-Higgins motioned to approve the Board and Superintendent Operating Agreement, with Board Member Hodgkinson seconding the motion. A Board Member started a discussion that explained the Issue of Should/Will on the Operating Agreement and the Policy BBF Board Member Standards of Conduct that the Oregon School Board has changed from 'Must.' The motion passed with a 6-1 vote.

### **Upcoming Dates**

- November 9-11, 2023, OSBA Annual Convention-Portland
- December 4, 2023, Board Regular Session
- January 8, 2024, Board Regular Session
- January 22, 2024, Board Special Session

### **Board Committee and School Events Reports**

*Click the link above to view the Board of Directors Reports.*

### **Adjournment**

Chairman Wilhour adjourned the meeting at 8:34 p.m.

Meeting minutes were prepared by Tonya Kerns, Secretary of the Board.

---

Taylor Wilhour, Board Chair

---

Dr. Yvonne Curtis, Superintendent



**Date:** 12/04/23  
**To:** SLSD School Board  
**From:** AKHS- Cain Calixto  
**Subject:** November Update

---

**Update from School:**

**What's happened recently?**

GSA club is building a bulletin board about their plans for GSA with QR code for local LGBTQ resources.

Students attended Lane Community College Hands on Field Day and learned about trade programs available at the college.

Thursday mornings South Lane Mental Health and our SEL Coach host a support squad group where students meet and learn about healthy relationships and social and emotional learning. The group has met for the last month and has eight continuous attenders.

**Upcoming Events:**

December 7th and 8th students are going on an overnight field trip to Southwestern Oregon Community College. They'll be staying in Coos Bay for the night and going to Shore Acres State Park to see the holiday lights.

December 15th we will have a schoolwide PBIS field trip to the opening day of Wonka.

**Attachments/Links:**

# South Lane School District 45J

Code: BDDH  
Adopted: 11/06/17  
Revised/Readopted: 4/13/20; 6/12/23  
Orig. Code: BDDH

## Public Comment at Board Meetings

All Board Meetings, with the exception of executive sessions, will be open to the public. The Board invites district community members to attend Board meetings to become acquainted with the program and operation of the district. ~~Members of the public also are encouraged to share their ideas and opinions with the Board when appropriate.~~ The public has a right to attend public meetings held in open session, and may be invited to share comments, ideas and opinions with the Board during designated times on the agenda. The Board may conduct a meeting without public comment.

~~It is the intent of the Board to ensure communications with individuals with disabilities are as effective as communications with others. Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings. Primary consideration will be given to requests of qualified individuals with disabilities in selecting appropriate auxiliary aids and services.~~

~~Auxiliary aids and services for persons with disabilities will be available at no charge to the individual.~~

~~All auxiliary aids and/or service requests must be made with appropriate advance notice. Should the Board demonstrate such requests would result in fundamental alteration in service, program or activity or an undue financial and administrative burden, alternative, equally effective means of communication will be used.~~

Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings and submit written comments to the Board. Individuals requesting assistance, aids or accommodations are encouraged to notify the district at least 48 hours prior to the Board meeting with the request, consistent with Board policy BD/BDA – Board Meetings.

### Audience

~~Members of the public would be limited to two times per year on the same topic. At the discretion of the Board chair, further public comment may be allowed.~~

### Request for an Item on the Agenda

A member of the public may request the superintendent consider placing an item of concern on the agenda of a regular Board meeting in accordance with Board policy BDDC – Board Meeting Agenda. This request should be made in writing and presented to the superintendent for consideration at least five working days prior to the scheduled meeting.

### Procedures for Public Comment at Meetings

The Board establishes the following procedures for public comment at Board meetings held in open session. The information will be accessible and available to all patrons accessing or attending such a Board meeting.

1. ~~Discussion or presentation concerning a published agenda item~~ Public comment is limited to its designated place on the agenda, ~~unless otherwise authorized by the Board chair~~ and while time allows.
2. ~~A visitor speaking during the meeting may introduce a topic not on the published agenda by filling out a Public Comment Request – Non-Agenda Item’ form at the time of sign in. The Board reserves the right to refer the matter to the administration for action or study.~~
- 3.2. A person wishing to provide public comment, if an opportunity is provided by the Board during a meeting open to the public, will sign in on the public comment sheet provided **complete and submit the Public Comment Request card to the Board secretary or as otherwise directed prior to the Board meeting.**<sup>1</sup> A request to give public comment in-person or electronically does not guarantee time will be available.
- 4.3. A person speaking during the public comment portion of the meeting may comment on a topic not on the published agenda. The Board may refer the matter to the administration if deemed necessary.
- 5.4. Public Board meetings designated as Work/Special Sessions will not typically provide opportunity for public comment unless specified on the agenda or as designated by the Board. Work/Special sessions are for the purpose of Board learning and receiving additional information and training on a particular topic or topics.
- 6.5. Any person who is invited by the Board chair to speak to the Board during ~~a meeting~~ public comment session should state their name ~~and address~~ and whether they are a resident of the district, and if speaking for an organization, the name and identity of the organization. A spokesperson should be designated to represent a group with a common purpose.
- 7.6. Statements by members of the public should be brief and concise. ~~Three minutes per speaker will be a general guideline.~~ A person giving public comment is limited to an established time limit of three minutes. The Board chair ~~may use~~ has discretion to ~~establish a waive time limits on discussion or oral presentation by visitors~~ for public comment. Additional time will be allocated in a fair and equitable manner. If a person has more comments than time allows or is unable to comment due to time constraints, the person is encouraged to submit additional written comments to the Board through the district office as directed.
- 8.7. ~~Questions asked by the public, when possible, will be answered by the Board chair or referred to the superintendent for reply.~~ Inquiries from the public during the designated portion of the agenda will not generally be responded to immediately by the Board chair, and may be referred to the superintendent for reply at a later date. **Questions requiring investigation may, at the discretion of the Board chair, be referred to the superintendent for response at a later time.**
9. ~~At the discretion of the Board chair, anyone wishing to speak before the Board, either as an individual or as a member of a group, on any agenda item or other topic may do so by providing the Board secretary with a completed registration card or sign in sheet, prior to the Board meeting in order to allow the chair to provide adequate time for each agenda item.~~

<sup>1</sup> When in-person attendees are allowed to provide oral comment, virtual attendees will be afforded the opportunity to provide oral comment.

~~The Board chair should be alert to see that all visitors have been acknowledged and thanked for their presence and for any contributed comments on agenda issues. Similar courtesy should be extended to members of staff who have been in attendance. Their return for future meetings should be welcomed.~~

### **Petitions**

~~Petitions may be accepted at any Board meeting. No action will be taken in response to a petition before the next regular meeting. Petitions will be referred to the superintendent for consideration and recommendation.~~

### **Procedures for Written Comment**

Members of the public may submit written comments or materials to the Board at any time at the district office, by mail or by email to district. Materials or comments submitted at least 72 hours in advance of a Board meeting will be provided to the Board before the Board meeting, but will not be read at the Board meeting. Written materials or comments submitted may not warrant action by the Board.

### **Comments Regarding Staff Members**

Speakers may offer objective criticism of district operations and programs. The Board will not hear comments regarding any individual district staff member. The Board chair will direct the visitor to procedures in Board Policy KL - Public Complaints for board consideration of a legitimate complaint involving a staff member. The association contract governing the employee's rights will be followed. A commendation involving a staff member should be sent to the superintendent.

END OF POLICY

---

### **Legal Reference(s):**

[ORS 165.535](#)  
[ORS 165.540](#)

[ORS 192.610 to -192.690](#)  
[ORS 332.057](#)

[ORS 332.107](#)

Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101-12213 (2012); 29 C.F.R. Part 1630 (2017); 28 C.F.R. Part 35 (2017).

Americans with Disabilities Act Amendments Act of 2008.

*Baca v. Moreno Valley Unified Sch. Dist.*, 936 F. Supp. 719 (C.D. Cal. 1996).

*Leventhal v. Vista Unified Sch. Dist.*, 973 F. Supp. 951 (S.D. Cal. 1997).

Corrected 10/31/23

## **Superintendent Evaluation (Draft) 2023-2024**

### **GOALS**

*District Goal 1: Build a culture and climate of care and belonging by providing students and staff time, supports, and connection*

**Superintendent Goal 1:** Provide a culture of care and belonging by providing students and staff time, supports, and connection

*District Goal 2: Raise academic achievement by supporting district staff in becoming an effective Professional Learning Community*

**Superintendent Goal 2:** Provide staff time, support and professional development to effectively utilize Professional Learning Communities as the key strategy for collectively raising student achievement.

*District Goal 3: Bridge student strengths, passions and interests with the current skills and knowledge necessary to enter high wage/high demand careers reflective of the global marketplace.*

**Superintendent Goal 3:** Provide staff time, support and professional development to bridge student strengths, passions and interests with the current skills and knowledge necessary to enter high wage/high demand careers reflective of the global marketplace.

**Superintendent Goal 4:** Ensure the district is in compliance with all local, state and federal regulations and reports.

**Superintendent Goals 5:** (Shared with Board): Develop and implement a communication and engagement strategy for informing the community about the District achievement and current work.

### **EVALUATION DOCUMENTS**

1. Mid-year Progress on three District Goals
2. Superintendent Self-reflection on five goals
3. Targeted Survey on three goals
4. Narrative Summary written by Board Chair for Superintendent
5. Public statement for public meeting and Board vote.

### **CALENDAR**

**August 16 Retreat** - Superintendent & Board read and discuss the draft of *Superintendent Goals and Evaluation Process*.

**September 11** - Regular meeting - Board votes on Superintendent Goals and Evaluation Process

**January 8** - Board Secretary - sends a targeted survey out to randomly selected individuals from the groups with whom the superintendent works most closely.

**January 22** - Superintendent provides a Progress Report on her goals and a Self Reflection narrative to Board members to read prior to the next (executive) meeting

**February 5** meeting - Executive Session - Superintendent and Board walk-through and discuss progress report, self-reflection on goals and results of the survey. Board leadership takes notes and writes a summary

**February 20** - Prior to the Regular meeting, Board Leadership shares the summary document with the Superintendent and the summary statement to be read at the Board meeting.

**February 26** - The Board Chair reads the summary statement at the regular meeting and the Board votes to accept the statement.

\*Superintendent contract states that evaluation needs to be completed by March 1



**Date:** December 4, 2023  
**To:** SLSD Board  
**From:** Assistant Superintendent  
**Subject:** SIA Annual Report

---

**Background:**

The district is required to share the [Student Investment Account Annual Report](#) with the school board every year, and to post it on our website. The report can be found here

**Action Necessary**

**I recommend that the board accept and approve the annual report.**



**Date:** December 4, 2023  
**To:** SLSD Board  
**From:** Assistant Superintendent  
**Subject:** Integrated Guidance Grant Agreements

---

**Background:**

In the past, the district was given several distinct grants with similar purposes. These grants are:

- Student Investment Account
- High School Success
- Early Indicator and Intervention System

During the 2022-2023 school year, the district teamed with staff, parents and students to create an Integrated Guidance plan that included these grants, as well as school improvement grants assigned to our district. The Integrated Guidance Plan for 2023-2025 was approved by the school board in the Spring of 2023 (for more information, see the [slides](#) from the board presentation). Due to existing rules and legislation, the contracts and reporting for these “integrated” grants are still done separately.

The grant agreements for the three grants listed above are produced by the state, and it is our responsibility to sign each of them and return them to the state in order to have access to the funds. Superintendent Curtis has signed the agreements, but there are two more requirements, specifically for the Student Investment Account Grant Agreement. This particular grant has two main requirements that the other grants do not have:

1. The grant agreement must be approved by the school board each year.
2. Districts must set Longitudinal Growth Performance Targets for graduation rate, 5-year high school completion rate, 9th grade on-track to graduate rate, 3rd Grade ELA proficiency rate, and the regular attender rate. These targets can be found on pages 23-25 of the “Student Success Act–Student Investment Account” grant agreement.

The requirement to set performance targets seems simple and prudent at first glance, but the process and consequences of not meeting those targets has been much more

complex. The district administrative team met with a team from the Oregon Department of Education to set these goals. ODE advised the team to not set the goals too high because there *may* be consequences in the future for not meeting those goals. They also do not allow the team to change the 5-year goals again for 5 years. The administrative team attempted to set reasonable goals in these 5 areas.

### **Action Necessary**

While the board is not required to approve all 3 grant agreements, they are all included here for both transparency and consistency. **I recommend that the board approve all 3 grant agreements to allow funds to be spent according to our approved plan.**

### **Contracts**

[Student Investment Account](#)

[High School Success](#)

[Early Indicator and Intervention System](#)