



SOUTH LANE SCHOOL DISTRICT 45J3

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

January 8, 2024 SCHOOL BOARD MEETING

Regular Session

***6:00 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: January 8, 2024

- I. Call to Order and Flag Salute at 6:00 p.m.
- II. Student Oath of Office
- III. Regular Session
- IV. Consent Agenda (Action)
 1. 12-4 Draft Minutes
 2. Policy BDDH Public Comment at Board Meetings
 3. Out-of-State Trip- Al Kennedy High to Washington
 4. Resolution 24-03 Budget Adjustment (Increase Appropriations)
- 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. Finance Office Update
 3. School Board Appreciation- Proclamation
 4. South Lane Parks and Recreation District
- VIII. Business (Action)
 1. ELD Curriculum Adoption- *Action*
 2. Early Literacy Success Grant- *Action*
 3. Review Board Operating Agreement – *Potential Action*
- IX. Upcoming Dates
 - February 5, 2024, Board Regular Session
 - February 15, 2024 Parent/Community Event ‘Student Success’
 - February 26, 2024, Board Special Session
 - March 4, 2024, Board Regular Session
- X. Board Committee and School Events Reports
- XI. Adjournment

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. 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.

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.

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.

Procedures for Public Comment

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. Public comment is limited to its designated place on the agenda and while time allows.
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.¹ A request to give public comment in-person or electronically does not guarantee time will be available.
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.
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.

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

5. Any person who is invited by the Board chair to speak to the Board during public comment session should state their name 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.
6. Statements by members of the public should be brief and concise. A person giving public comment is limited to an established time limit of three minutes. The Board chair has discretion to waive time limits 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.
7. 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 may, at the discretion of the Board chair, be referred to the superintendent for response at a later time.

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




Field Education Specifications:

Date: February 15,16,17

Subject: SS, LA, SAC

Location of Field Education venue: Astoria, OR & Long Beach, WA

Schedule	Activity	Location (address)
Thursday, Feb 15		
11:00 Begin Packing when pulled out of class		
12:00	Lunch- Packing	AKHS
1:00	Leave Al Kennedy	AKHS
3:00-4:00	Chachalu Museum & Cultural Center	8720 Grand Ronde Rd, Grand Ronde, OR 97347
	Costco Dinner 🍔	
8:30	camp set up	Fort Stevens Campground 100
9:30	↪ Beach Walk	Fort Stevens Campground
	Journaling games showers	Fort Stevens Campground 100
11:00pm	Sleep	Fort Stevens Campground 100
Friday, Feb. 16		
7:30 am Leave @ 8:30	Wake up/breakfast	Fort Stevens Campground 100
	↪ Peter Iredale	100 Peter Iredale Rd, Hammond, OR
9:00-12:00	↪ Battery Russell ↪ Ft. Stevens and Museum	Fort Stevens Campground 100
	↪ Goonies House	
12:30-1:00	Maritime Memorial, Lunch @ Maritime Museum	10 Bay St, Astoria, OR 97103

1:30-3:30	Immigration Learning Lab and Self Tour @Maritime Museum	1792 Marine Dr, Astoria, OR
	 Astoria Column	1 Coxcomb Dr, Astoria, OR
	 Hanthorn Cannery Museum, Geocaching	100 39th St, Astoria, OR 97103
7:30	Dinner @ camp	Fort Stevens Campground 100
9:30	Beach Walk	Fort Stevens Campground 100
	Journal/Games/ Showers Prep packing	Fort Stevens Campground 100
11:00	Sleep	Fort Stevens Campground 100
Saturday, February 17th		
6:00 -7:30	Breakfast/Pack up	Fort Stevens Campground 100
9:45	Knappton Cove Heritage Center	521 WA-401, Naselle, WA 98638
11:30	 Lewis & Clark Interpretive Center	244 Robert Gray Dr, Ilwaco, WA
11:30	Walk on Long Beach	
	Tillamook Creamery	
	Drive Home with lunch stop	
5?	Arrive Home AKHS - unpack clean bus	
6?	Arrive at Lincoln Middle School	

Potential Hazards	Risk Mitigation
Tsunami	<p>Tsunami procedures</p> <ol style="list-style-type: none"> 1. https://www.oregongeology.org/pubs/tsubrochures/WarrentonEvacBrochure-5-29-13_onscreen.pdf 2. https://www.longbeachwa.gov/wp-content/uploads/2010/03/tsunami_evac_lb.pdf

Emergency Procedures	
<p>Hospital</p> <p>Police</p> <ul style="list-style-type: none"> • Call 911 • Call transportation • Call principal 	<p><u>Columbia Memorial Hospital</u> 2111 Exchange St. Astoria, OR 97103 (503) 325-4321</p> <p><u>Astoria police department</u> 555 30th St (503) 325-4411</p> <p><u>Warrenton police department</u> 225 S Main Ave, Warrenton, OR (503) 861-2235</p> <p><u>Long Beach Police Department</u> Long Beach, WA (360) 642-3416</p>

Teacher/Chaperone on trip	Phone Number
Jessica Martinez	503-997-2840
Brandi Baker Rudicel	541-554-8677
Daniel Hensen	



Date: 01/08/2024
To: Board of Directors
From: Celia Gowing, Director of Finance
Subject: Budget Adjustments – Increase Appropriations – Resolution 24-03

Background:

Fund 261 (Preschool Promise - PSP)

When the budget for the current fiscal year was adopted, we estimated revenues and expenditures for PSP based on information provided. After the budget was adopted, we received \$241,300 in additional grant funds. These additional funds are specifically for costs associated with adding 7 additional PSP slots at our London building and additional staff and other classroom support.

Fund 205 (McKinney Vento-ARP-HCY11)

When the budget for the current fiscal year was developed, we were not expecting to have additional funding for the McKinney Vento program. However, we received a donation of \$5,000 and beginning fund balance revenue of \$45,812.

Fund 251 (Student Investment Act - SIA)

We estimated revenues and expenditures for SIA based on information provided by the State. However, after the budget was adopted, we received \$186,934 in additional grant funds. These additional funds will be used for both staff and support services including training.

Where we are now:

Additional funding included in this resolution accurately reflects currently known revenues and related expenditure estimates for this fiscal year.

Staff Recommendation:

It is recommended that the board approve Resolution 24-03.

Respectfully submitted,
Celia

RESOLUTION 24-03 – Budget Adjustments
(Increase Appropriations)

WHEREAS, the Board of Directors of the South Lane School District 45J3 has been advised of the need to adjust appropriations to better reflect the operational revenues and expenditures of the District for the year, and

WHEREAS, the amounts could not be estimated with any reasonable accuracy during the budget process and incorporated into the adopted budget, and

WHEREAS, the Board of Directors of the South Lane School District 45J3 has become aware of, and will receive specific grant funds and donations, and therefore

BE IT RESOLVED that the Board of Directors of the South Lane School District 45J3 having become aware that specific purpose grants/donations have been awarded in amounts greater than estimated in the adopted budget approves the appropriation adjustments in the funds as specified below.

ITEM	FUND #	NAME	FUNCTION	CURRENT BUDGET	CHANGE	NEW BUDGET
A	261	Preschool Promise	1000	1,227,100	189,500	1,416,600
	261	Preschool Promise	2000	22,000	51,800	73,800
	261	Preschool Promise	R3000	-1,249,100	-241,300	-1,490,400
B	205	McKinney Vento-ARP-HCY 11	2000	0	50,812	50,812
	205	McKinney Vento-ARP-HCY 11	R5000	0	-45,812	-45,812
	205	McKinney Vento-ARP-HCY 11	R1000	0	-5,000	-5,000
C	251	Student Investment Act (SIA)	1000	1,956,631	66,934	2,023,565
	251	Student Investment Act (SIA)	2000	318,479	120,000	438,479
	251	Student Investment Act (SIA)	R3000	-2,275,110	-186,934	-2,462,044

RESOLUTION 24-03 – Budget Adjustments
(Increase Appropriations)

BACKGROUND

Supplemental budgets – general

A supplemental budget is most often required when new appropriation authority is needed. *For example, circumstances may require expenditures that were not budgeted, or you may receive revenue you did not plan for in your budget that you want to spend in the current fiscal year.* Supplemental budgets are good only through the end of the fiscal year in which they are adopted. They cannot be used to authorize changes in a prior year’s budget. Preparing a supplemental budget does not authorize the governing body to impose additional ad valorem taxes.

When can a supplement budget be prepared?

A local government may prepare a supplemental budget if one or more of the following circumstances exist (ORS 294.471):

- Unexpected funds are made available by another unit of federal, state or local government.
- An occurrence of condition that was not known at the time the budget was prepared requires a change in financial planning.

Exceptions to local budget law include:

The receipt of specific purpose grants and gifts:

- Expenditure of grants, gifts, bequests or devises transferred to the local government in trust for a *specific purpose* may be made after enactment of an appropriation resolution or ordinance authorizing the expenditure.

Date Approved

Board Chair



School Board Recognition Proclamation

WHEREAS, school boards create a vision for what students should know and be able to do;

WHEREAS, school boards establish clear standards for student performance;

WHEREAS, school boards ensure that student assessments are tied to established standards;

WHEREAS, school boards are accountable to the community for operating schools that support student achievement;

WHEREAS, school boards align school district resources to ensure that students meet standards;

WHEREAS, school boards create a climate that supports the philosophy that all children can learn at high levels;

WHEREAS, school boards build collaborative relationships based on trust, teamwork and shared accountability; and

WHEREAS, school boards are committed to continuous education and training on issues related to student achievement;

NOW, THEREFORE, We, hereby declare our appreciation to the members of the South Lane School Board and proclaim the month of January to be School Board Recognition Month.

We urge all citizens to join us in recognizing the dedication and hard work of local school board members in preparing today's students for tomorrow's world.

Adopted this 8th day of January, 2024

Signed: Yvonne Curtis, Superintendent



Date: December 18, 2023
To: SLSD Board
From: Assistant Superintendent
Subject: South Lane Parks and Recreation District

Background:

Over the past few decades, supporters of Cottage Grove and the surrounding area have considered a parks and recreation district, but efforts have not been successful to bring this idea to fruition. Another group of supporters has recently assembled a committee, which has been meeting for the past few months to bring this idea back to life. The group has been working with Bob Keefer, who has experience with recreation districts. He has been contracted to help guide the initial work of the committee. This is not a South Lane School District initiative, but we have key staff members included in this work to make sure that the district's interests are considered. This report is intended to inform the board about the efforts of the committee, and its potential effects on the district.

Issue:

The goal of the current committee is to create a parks and rec district, and fund it by a ballot measure. The current plan is to place the measure on the November 2024 ballot. The attached board presentation will provide the school board with information about the potential benefits for our students and families.

Action:

No Action Necessary

Links:

[South Lane Parks and Recreation District Presentation](#)

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

RESOURCES	2021-2022 Actual	2022-2023 Unaudited	2023-2024 Adopted Budget	2023-2024 Year to Date	Budget Balance	Percent of Budget
Property Taxes	7,780,000	8,280,000	8,470,000	8,170,000	300,000	96%
State School Fund	24,270,000	25,740,000	26,510,000	15,790,000	10,720,000	60%
Other Sources	430,000	1,000,000	1,000,000	270,000	730,000	27%
Beginning Fund Balance	3,502,136	3,310,000	3,000,000	3,880,624	(880,624)	129%
Total Period Resources	35,982,136	38,330,000	38,980,000	28,110,624	10,869,376	72%

EXPENDITURES by Object

Personnel Costs (100-299)	24,650,000	26,020,000	27,500,000	10,970,000	16,530,000	40%
Purchased Services	5,480,000	5,910,000	5,580,000	3,210,000	2,370,000	58%
Supplies/Materials	1,000,000	1,010,000	1,110,000	500,000	610,000	45%
Other Expenditures/Transfers	1,870,000	2,620,000	2,510,000	2,510,000	0	100.0%
Contingency & Reserves			2,280,000		2,280,000	0%
Total Period Expenditures	33,000,000	35,560,000	38,980,000	17,190,000	21,790,000	44%

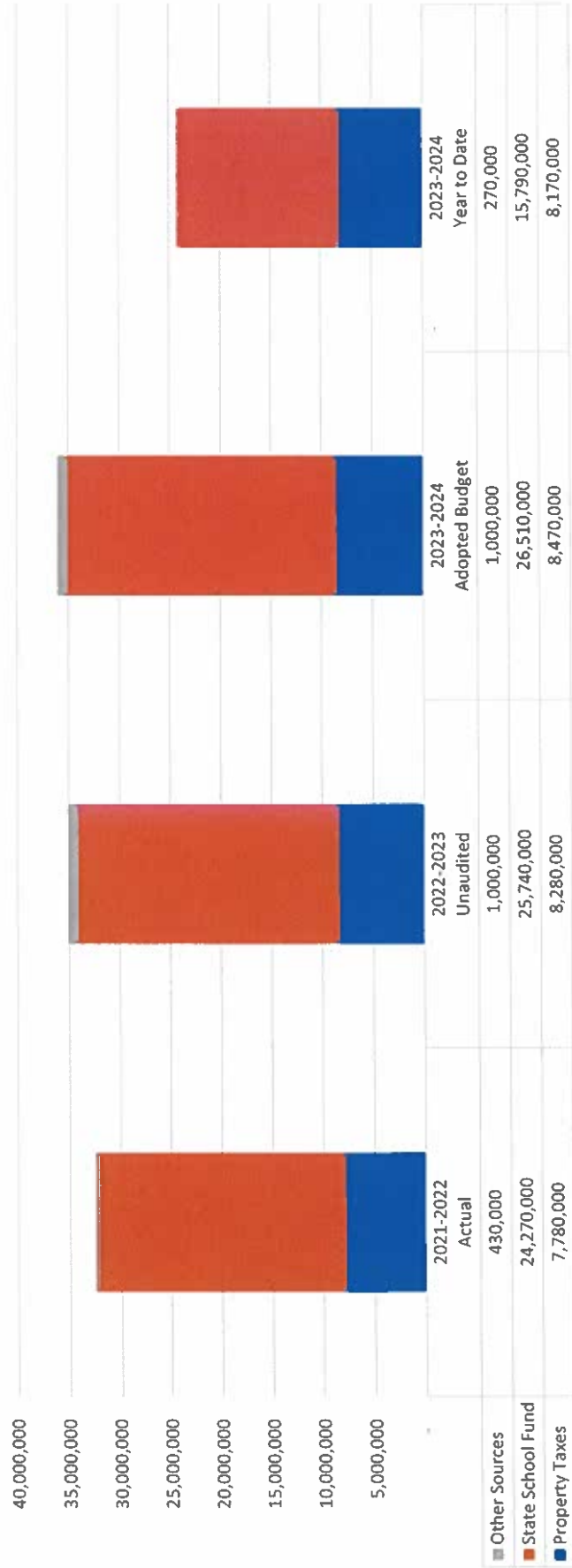
Informational only:

EXPENDITURES by Function

Instruction (1000's)	18,530,000	19,710,000	20,290,000	8,230,000	12,060,000	41%
Supporting Services	13,120,000	13,660,000	14,400,000	6,970,000	7,430,000	48%
Other Uses	1,350,000		2,010,000	1,990,000	20,000	99%
Contingency & Reserves		2,190,000	2,280,000		2,280,000	0%
Total Period Expenditures	33,000,000	35,560,000	38,980,000	17,190,000	21,790,000	44%

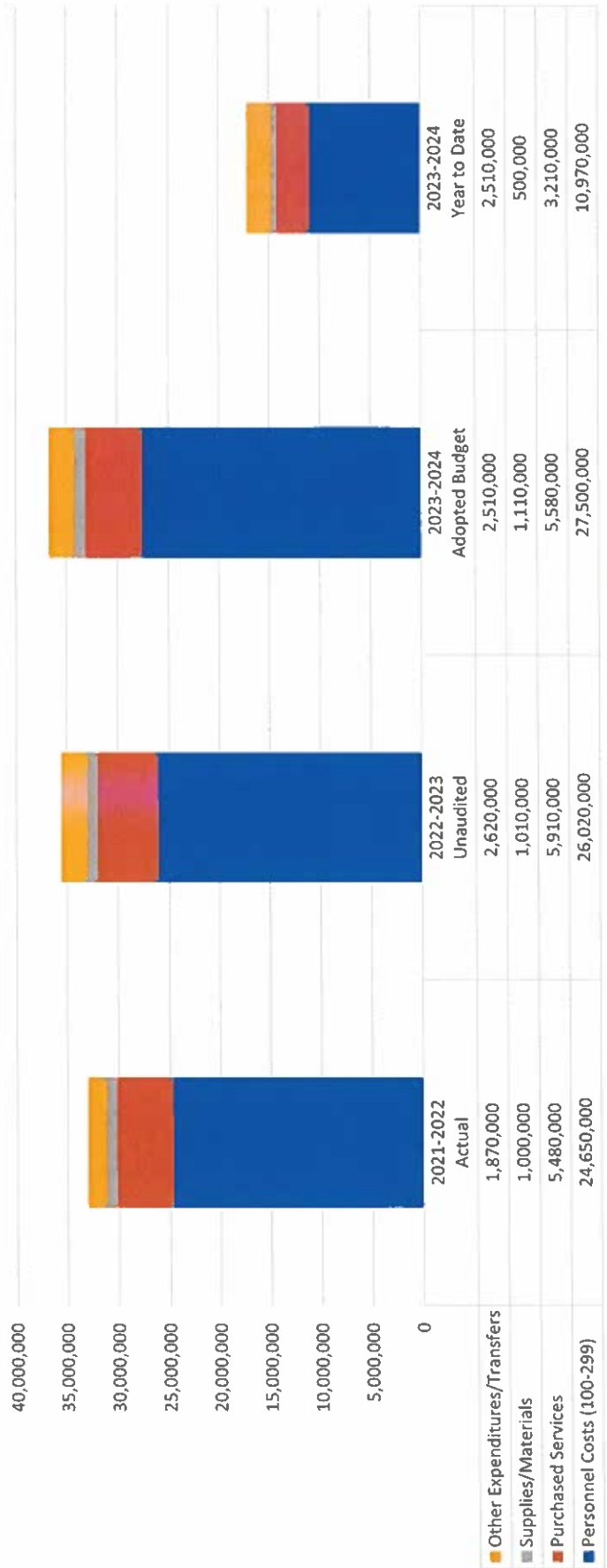
South Lane School District 45J3 Quarterly Board of Director's Financial Report Preliminary December 31, 2023 (unaudited)

Revenue



■ Property Taxes
 ■ State School Fund
 ■ Other Sources

South Lane School District 45J3
Quarterly Board of Director's Financial Report
Preliminary December 31, 2023 (unaudited)
Expenditure by Object



■ Personnel Costs (100-299)
 ■ Purchased Services
 ■ Supplies/Materials
 ■ Other Expenditures/Transfers

South Lane School District 45J3
 Quarterly Board of Director's Financial Report
 Preliminary December 31, 2023 (unaudited)
Expenditure by Function





Date: January 8, 2024
To: SLSD School Board
From: Jeremy Smith, Director of Teaching and Learning
Subject: Curriculum for English Language Development (ELD) Programs

Background/Analysis of Situation:

Students who are identified as Multilingual Learners (MLs) are often our most marginalized group - overcoming language and culture barriers, and oftentimes also in the category of economically disadvantaged. According to the [June 2023 English Learners in Oregon](#) report, SLSD has one of the highest percentages of Students with Interrupted Formal Education (SIFE). Two years ago we created a [5 year plan](#) to improve our services. Over the past year we've taken several steps to better serve our MLs, including but not limited to:

- Adopting an Integrated Teaching Model at Bohemia Elementary School
- Training staff on Quality Teaching for English Learners (QTEL) strategies
- Purchasing new curriculum to use with recent arrivers

Current Situation:

In order to update our materials to use with MLs and stay aligned with the Oregon Textbook Adoption Cycle, we completed the following steps in the last year:

- Consulted with Lane ESD Title III Consortium Lead Paula Cates for guidance and recommendations
- Requested and received various curriculum to pilot in the ELD classrooms
- Visited Western Oregon University to review a broader sample of curriculum
- Weighed the pros and cons of each program at each level (see example [here](#))

We selected the following programs at each level:

- Elementary - [Reach Higher](#), National Geographic Learning
- Middle - [Time Zones](#), National Geographic Learning
- High - [Pathways](#), National Geographic Learning

Action Necessary:

Over the past 20 years our ELD population and their needs have changed significantly. Having a more current and effective set of tools will help us better meet the needs of our MLs.

I recommend that the board accept and approve the new ELD Curriculum.



Date: January 8, 2024
To: SLSD School Board
From: Jeremy Smith, Director of Teaching and Learning
Subject: SLSD Early Literacy Success Grant Application

Background/Analysis of Situation:

The academic impact of the pandemic is still being seen as we review math and reading levels of all students. The Oregon Legislature recognized this and in 2023 passed House Bill 3198 with established early literacy as a priority and set aside grant funds available to Oregon communities, tribes, school districts, and birth-through-five organizations. The funds available to school districts is aligned with [Oregon's Integrated Guidance Initiatives](#), is outlined in the [Early Literacy Success Grant Application Guidance](#) and provides funding in four key areas:

- Adoption of Curriculum
- Employment of Literacy Coaches
- Professional Development and Coaching
- Extended Learning Programs
- High-Dosage Tutoring

Current Situation:

In the spring of 2021, South Lane School District modified current Reading Specialist positions and created new Literacy Coach positions focused on improving systems, curriculum, and teacher skills in the area of early reading. We used available Title and ESSER dollars to fund these positions. Over the past 2 years we've seen immense impact on our effectiveness to better serve students, including the following:

- Dedicated focus on data to guide instruction and curriculum
- Increased knowledge and skills for both teachers and EAs who teach reading
- Improved teaming within and between schools to share effective strategies and approaches

As ESSER funds sunset, the Early Literacy Success Grant funds will better allow us to continue serving staff and students with these Literacy Coach positions. Our grant application included narrative answers to current practices, inventory of curriculum, and assessment of modes of communication:

- [Application Planning Template](#)
- [Program Review Tool](#)
- [Literacy Inventory and Budget](#)

Action Necessary:

Literacy Coaches and the Business Director helped to complete the application which required submission by January 8th, 2024. In order to be approved we must also include documentation of board approval.

I recommend that the board accept and approve the SLSD Early Literacy Success Grant Application.

South Lane School District SCHOOL BOARD and SUPERINTENDENT OPERATING AGREEMENTS for 2023 - 2024

BOARD ROLES & RESPONSIBILITIES

1. Focus on governance: policymaking, strategic direction and evaluation (curriculum, district performance and superintendent) using the 5 roles of the focus framework (set clear expectations, learn together, create conditions for success, hold the system accountable, and build public will to succeed).
2. Uphold the legal, compliance, and confidentiality requirements on all matters arising from board meetings and executive sessions. We will use facts in decision making.
3. Recognize the role of the chair to speak for and about the board to the press and public groups. Recognize the role of the chair to convene meetings, act on points of order, execute documents as appropriate, and develop the agenda with the vice chair and superintendent. **It is the board chair's responsibility to respond to group email sent to the whole board.**
4. The board will act as ambassadors to the schools, the community and the district. The board will celebrate successes, support our staff, and use talking points to generate the public will to succeed and engage the community. **The superintendent should be notified before a board member visits a school in this official role.**
5. **The board and superintendent will participate annually in establishing goals and objectives for themselves and the district.**

HOW WE OPERATE & MAKE DECISIONS

6. Make decisions as a whole board only at properly called meetings using the best information.
7. Support decisions of the majority. Once a decision is made, members **will** support the decision of the majority. We will talk positively about South Lane and the board. We will communicate with one voice after the vote.
8. Come prepared, start and end meetings on time, stay engaged (even when we experience discomfort), and follow through with our commitments.
9. Model safe, respectful, and inclusive community; including disagreeing respectfully, listening to other perspectives, and honoring differences.

(continued on next page)

HOW WE COMMUNICATE

10. Communicate directly with the superintendent or designees when information is needed or a question arises. Specific questions concerning information contained in the board packet may be addressed to the person providing the information.
11. Follow the chain of command such that inquiries, issues, concerns or complaints are directed to the superintendent or the appropriate staff member who is best suited to address the issue.
12. Be mindful that you represent the board in public and that no individual board member has the authority to speak for the board.
13. Board members will communicate with one another should an issue or problem develop between them.
14. Speak our beliefs & values, understand that these can change, and allow everyone to learn. Sometimes, we will need to accept non-closure.

The board and superintendent signatures below indicate support for these agreements:

_____	_____
_____	_____
_____	_____
_____	_____

South Lane School District SCHOOL BOARD and SUPERINTENDENT OPERATING AGREEMENTS for 2023 - 2024

BOARD ROLES & RESPONSIBILITIES

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14. Share our beliefs & values, understand that these can change, and allow everyone to learn. Sometimes, we will need to accept non-closure.

The board and superintendent signatures below indicate support for these agreements:

Sharon Curtis
Sammy [unclear]
Cheryl [unclear]
[unclear]

Taylor Volkow
Jessie [unclear]
Shay D. Heppner