

**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.**

**Agenda
Board Meeting
August 28, 2023
6:30 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 Kindergarten JumpStart was very successful.
- 4.0 Public Comment**
- 5.0 Announcements**
 - 5.1 August & September Calendars 33
 - 5.1.1 Next Board Meeting September 11, 2023 at 6:30 p.m.
 - 5.1.2 Citizens Oversight Committee Meeting September 5, 2023 at 5:30 p.m.
- 6.0 Consent Agenda**
 - 6.1 Approval of August 14, 2023 Board Minutes 35
 - 6.2 Authorize the Superintendent to resolve the lawsuit with Altria Group Inc.
- 7.0 Work Session Topics**
 - 7.1 Strategic Plan
 - 7.2 Board Work Sessions with the Buildings
 - 7.3 Superintendent Goals for 2023-24
 - 7.4 Expectations for Student Board Representative 39
 - 7.5 Special Education Training Modules from the Hungerford Law Firm – Autymn Galbraith
- 8.0 Board Goals for 2023-24 (Board Action) 40**
- 9.0 Discussion Items**
 - 9.1 Superintendent Evaluation Timeline and Salary 41
- 10.0 Executive Session ORS 192.660**
 - (2)(f) Records Exempt from Public Inspection
 - (2)(d) To Confer with Persons Designated by the Board to Carry on Labor Negotiations
- 11.0 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

AUG 2023

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	14 Board Meeting 6:30 p.m.	15	16	17	18	19
20	21 New Teacher Inservice	22 New Teacher Inservice	23 New Teacher Inservice	24 DEA Luncheon Noon-1:00 New Teacher Inservice	25 New Teacher Inservice	26
27	28 Inservice District Welcome Back Meeting 8:00-9:30 a.m. Board Meeting 6:30 p.m.	29 Inservice	30 Inservice	31 Inservice		

SEP 2023

SUN

MON

TUE

WED

THU

FRI

SAT

01

Inservice

02

03

04

No School
Labor Day

05

Orientation Day
Citizens
Oversight
Committee
Meeting 5:30

06

First Day of
School all
Grades

07

08

09

10

11

Board Meeting
6:30 p.m.

12

13

14

15

16

17

18

19

20

21

22

23

24

25

Board Meeting
6:30 p.m.

26

27

28

29

30

Minutes
Board Meeting
August 14, 2023
6:30 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, Sean Johnson, Bob Archer, Reed Langdon, Todd Baughman, Nick Ingalls, Tami Montague, Kas Knoll, Ashlie Miller, Shannon Ritter, Ron Snively, Tim Larson, Rachel Alpert, Mary Barfknecht

Visitors: Wendy Latta, Micky Garus, Steve Pon, Barb Pon. Emerson Vanderburg, Michele Schilling, Charlotte Riester, Glenda Instenes, Trisha Guy, Kristine Blanchard

1.0 Welcome/Pledge of Allegiance

2.0 Approval of the Agenda

Zach Steele moved to approve the agenda, seconded by Ed Dressel. The motion passed unanimously.

3.0 Good News

- 3.1 Dallas High School received a Certificate of Merit from the Oregon School Activities Association for being an ejection-free school.
- 3.2 LaCreole administrators attended the Polk County Fair and enjoyed watching students show their animals.
- 3.3 Registration for Kindergarten Jump Start, in partnership with Polk County, is underway.
Staff shared good news with the Board.

4.0 Public Comment

Micky Garus addressed the Board regarding the potential of a homeless shelter in Dallas.

Wendy Latta addressed the Board regarding Dragon Days which is early release at Dallas High School and LaCreole Middle School for the 2023-24 school year.

5.0 Announcements

- 5.1 August Calendar
 - 5.1.1 Next Board Meeting August 28, 2023 at 6:30 p.m.
 - 5.1.2 Citizens Oversight Committee Meeting September 5, 2023 at 5:30 p.m.

6.0 Consent Agenda

- 6.1 Approval of the July 10, 2023 Board Minutes
- 6.2 Staffing Report
- 6.3 Approve Contract with Keller Rohrbecak LLP and WESD
Lu Ann Meyer 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 July 2023. Tami shared some highlights from the report.

8.0 Resolution #23-24-03 to Set Construction Excise Tax Rates for Fiscal Year 2023-24 (Board Action) – Tami Montague

Tami Montague shared the resolution is to formalize the Construction Excise Tax rates. The rates in the resolution represent one third of the maximum tax rate. Steve Spencer, Superintendent, spoke with the City of Dallas about the resolution. They are aware of the resolution and can implement as requested. Rob Ogilvie moved to adopt the one third maximum tax rates as presented for Construction Excise Tax for fiscal year 2023-24, seconded by Lu Ann Meyer. Motion passed with a four to one vote, Ed Dressel voted no.

9.0 Oregon School Activities Association Cooperative Sponsorship Application, Perrydale High School and Dallas High School Application to Offer Girls Soccer (Board Action) – Tim Larson

Tim Larson, Dallas High School Principal, asked the Board to approve a cooperative sponsorship with Perrydale High School. Discussion was held. Zach Steele moved to approve the Oregon School Activities Association Cooperative Sponsorship application for both boys and girls soccer, second by Lu Ann Meyer. The motion passed unanimously.

10.0 Oregon School Activities Association Cooperative Sponsorship Application, Perrydale High School and Dallas High School Application to Offer Boys Soccer (Board Action) – Tim Larson

Approved by the Board in agenda item 9.0.

11.0 Safe Routes to School – Kas Knoll

Kas Knoll, LaCreole Middle School Principal, shared background information on the Safe Routes to School Plan. Comments regarding the plan can be made until August 18, 2023. Funding for the project will be partially absorbed by both the City of Dallas and the District. The State of Oregon will subsidize the remaining funding amount.

12.0 Superintendent/Board Operating Agreement for 2023-24 (Board Action) – Steve Spencer

Steve Spencer shared there are no changes to this document this year. This document helps us to be effective in the work that we do. Zach Steele moved to approve the Superintendent/Board Operating Agreement for 2023-24, seconded by Rob Ogilvie. The motion passed unanimously.

13.0 Board and Superintendent Goals for 2023-24 (Board Action) – Steve Spencer

Steve Spencer shared information regarding the document. Steve will work with building administration to track key performance indicators which will be reported at board meetings throughout the year. Discussion was held. This topic will be placed on the next board meeting agenda. No Board action was taken.

14.0 Guaranteed Maximum Price for the LaCreole Middle School Project (Board Action) – Bob Archer

Bob Archer, Director of Facilities, shared Emerick Construction Company's guaranteed maximum price (GMP) to not exceed contract sum of \$3,146,921.85. This would amend the pre-contract amount for LaCreole Middle School. Discussion was held. Rob Ogilvie moved to approve GMP Amendment 1 to increase the scope to \$3,064,086.85 to bring the new total not to exceed sum to \$3,146,921.85, seconded by Zach Steele. The motion passed unanimously.

15.0 Reports

15.1 Facilities Update

Bob Archer shared highlights from the facilities report. The athletic administration offices will be complete by the end of the week. There will be some cosmetic change in the main gym at Dallas High School. The LaCreole vestibule project will begin at the end of August. Remaining summer projects were discussed. Bob shared information regarding volunteer projects at the baseball hitting facility and the softball turf infield. The Board thanked the community for their support of these facilities.

16.0 Discussion Items

16.1 Oregon School Boards Association Convention Report

The Board discussed topics from the recent conference. Legislation updates were offered during the conference. Future agenda items were discussed.

16.2 Administrative Team Retreat Report

Steve Spencer shared highlights from a recent retreat with the administrative team.

16.3 Superintendent Salary

Superintendent salary comparison information was shared. Discussion was held. The Board shared appreciation for the job being done by Steve Spencer and would like to review the contract and talk with legal counsel.

Lu Ann Meyer asked the Board to attend the Legislative Road Show at Willamette Education Services District in Salem on October 5, 2023. Further information will be shared.

17.0 Adjourn at 8:19 p.m.

Board Chair / Jon Woods

Date

Board Secretary / Juli Lichtenberger

Date

Dallas School District 2

Code: BCBA
 Adopted: 2/22/10
 Revised/Readopted: 9/26/22;
 Orig. Code: BCBA

Student Representative to the Board

The Board has provided for a formalized ongoing method of communication with district students by establishing a position of student representative to the Board.

The student representative shall receive notice of meetings, the agenda and the appropriate agenda materials; be provided a place at the Board table; and shall have the same privileges of discussion as apply to Board members. The student representative shall not be a voting member of the Board.

The student representative shall be installed on the Board through the following Oath of Office:

“I _____, will support the Constitution and the laws of the United States, the state of Oregon and the laws thereof, and the policies of the Dallas School District, and will discharge the duties of Student Representative to the Dallas School District Board to the best of my ability.”

Selection of the student representative:

1. The process for selecting a student representative to the Board is detailed in the Constitution of the Associated Student Body of Dallas High School. Each school year, during the third week of April the student board representative is elected from among the Associated Student Body officers by the Associated Student Body officers.

Duties of the Board Representative shall:

1. Attend regularly scheduled board meeting, budget meetings, and other meetings at the discretion of the Board.
2. Act on any board committees as needed and appointed by the chair of the Board.
3. Make a brief report to the Board on activities and events going on at the high school.

END OF POLICY

Legal Reference(s):

ORS 332.107

Dallas School District

Board Goals

2023-2024

Ask yourself...is it good for kids?

Our Mission

Dallas School District is: Centered on students, powered by collaboration, built on equity, and driven by excellence.

Our Vision:

Each student is known by name, strength and need-pursuing a life of engagement, innovation, and success.

Purpose Statement: The Dallas School District Board of Directors and superintendent believe that the 2023-24 operating agreement and history of collaborative commitment, create an environment of trust and open communication. This working relationship supports a blending of purpose and leadership direction. Such conditions allow for goals to be established and supported by each other.

Board Goals:

Board Goal Statement 1: The Dallas School District Board of Directors will leverage the Dallas School District Strategic Plan, Professional Learning Communities, and Outward Mindset training to improve student outcomes.

Board Goal Statement 2: The Dallas School District Board of Directors will support the superintendent in setting and achieving goals aimed at identifying measurable student performance indicators and aligning the general fund budget with the district resources needed to support these efforts.

Board Goal Statement 3: The Dallas School District Board of Directors will model our district culture of collaboration by engaging in educational conversations, staying current on school issues, networking with other boards at OSBA conferences, and fostering community confidence and trust in our schools.



SUPERINTENDENT EVALUATION TIMELINE

AUGUST THROUGH JANUARY | CHECK-IN MEETINGS

Check-in meetings occur at least quarterly. These check-ins give the superintendent the opportunity to provide information related to goals and standards, and for the board to ask questions about progress and provide additional guidance and support. This also includes a final check-in which the superintendent can present a self-evaluation. These meetings are generally conducted in executive session. This correlates to Part 3.

- September
- November
- January

JANUARY THROUGH MARCH | GATHER INFORMATION

The superintendent's self-evaluation is presented to the board. Board members rate the superintendent on Parts 1 and 2 individually, and then compile ratings and comments into a summary document.

APRIL | EVALUATION RESULTS

The board meets with the superintendent in the first meeting of April to review the evaluation results. This meeting is conducted in executive session unless the superintendent requests the meeting be conducted in public. Generally, the board crafts a short narrative statement about the evaluation to be shared at a regular board meeting. This correlates to Part 4.

APRIL | EVALUATION CONCLUSION

The board adopts the short narrative summary in open session by the last meeting in April. This corresponds to Part 5.