



**August 14, 2024
SCHOOL BOARD MEETING
Regular-Work Session
1:00 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 on their agenda for testimony regarding a published agenda item to its designated place on the agenda. A visitor may introduce another topic not on the published agenda during Public Comment. The Board Chair usually allows three minutes per speaker.

South Lane SD Board of Directors have now opened their Board Room to the Public to view their sessions with limited seating. Citizens are still 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 public.comment@slane.k12.or.us to the Board Secretary 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, either attach a separate document or include the message in the email request.

Board meetings by Oregon State statute are public for citizens to observe the Board conducting the district business. The meetings are not opportunities for the public to join the Board's discussion. For this reason, when public testimony is provided, Board members do not respond or interact with those providing testimony. This process is often confusing and feels like the Board is unresponsive, but this process is due to Public Meeting Law. If a question is asked, the Superintendent will follow up or ask a Cabinet member to follow up to respond on her behalf

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



Meeting Date: August 14, 2024

- I. Call to Order **Regular Session**
- II. Election of Officers
- III. Agenda Review
- IV. Consent Agenda
 1. Sale of Dental Equipment
 2. Purchase Cards- Schools
- V. **Work Session**
 - Welcome-Team Building Peace Circles ~ Devin Pixton
 - School Board and Superintendent Operating Agreement
 - Superintendent Goals & Evaluation Process
 - Board Goals & Self-Assessment Process
- VI. Upcoming Dates
 - September 3, 2024, District Welcome Back at Cottage Grove High 8:00 a.m.
 - September 9, 2024, Board Regular Session
 - September 23, 2024, Board Work Session

Adjournment

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 should 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.

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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 respectfully with one another should an issue or problem develop between them.
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:

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

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Taylor Willows
D. Talli
Lanny H
M. Graving

Almaly
Shery D. Higgins
Joseph Lee



SOUTH LANE SCHOOL DISTRICT 2024-25 BOARD Proposed MEETING SCHEDULE

Proposal for Two Meetings a Month 1st and 3rd Monday

| DATE | TYPE OF MEETING | TIME | Comments |
|----------------------|--|-----------|--------------------------------|
| July 8, 2024 | Board Regular/Work Session | 3:00 p.m. | Organizational Meeting |
| August 14, 2024 | Board Work Session | 1:00 p.m. | Professional Development |
| September 9, 2024 | Board Regular Session | 5:30 p.m. | |
| September 23, 2024 | Board Work Session | 5:30 p.m. | |
| October 7, 2024 | Board Regular Session | 5:30 p.m. | |
| October 21, 2024 | Board Work Session | 5:30 p.m. | |
| November 4, 2024 | Board Regular Session | 5:30 p.m. | |
| November 14-16, 2024 | OSBA Annual Convention -Portland Marriott | | |
| December 2, 2024 | Board Regular Session | 5:30 p.m. | |
| December 2024 | Holiday Gathering | 4:00 p.m. | TBA |
| January 6, 2025 | Board Regular Session | 5:30 p.m. | |
| January 20, 2025 | Board Work Session | 5:30 p.m. | |
| February 3, 2025 | Board Regular Session | 5:30 p.m. | |
| February 26, 2025 | Board Work Session | 5:30 p.m. | |
| March 3, 2025 | Board Regular Session | 5:30 p.m. | |
| March 17, 2025 | Board Executive Session | 5:30 p.m. | |
| April 7, 2025 | Board Regular Session | 5:30 p.m. | |
| April 21, 2025 | Board/Budget Committee Special Session | 5:30 p.m. | Budget 101- Budget Process |
| May 5, 2025 | Board Regular Session | 5:30 p.m. | |
| May 19, 2025 | Budget Committee Meeting | 5:30 p.m. | Budget Message |
| May 26, 2025 | Budget Committee Meeting | 5:30 p.m. | Budget Discussion If Necessary |
| June 2, 2025 | Budget Public Hearing Regular Session Immediately Following | 5:30 p.m. | |



OUR WORK

WE ARE HAPPY & PROUD

We empower our staff and students to be happy and proud as we focus on academics, social emotional health, and career connections. We do the best we can, and are recognized for our efforts.

"I see students take on something that is difficult and challenging."
-High School Teacher

"I don't know how to read so it makes me smile to learn how to read."
-Elementary Student

WE BELIEVE IN OUR IMPACT

We all can have a positive impact on each other, our community and our own future if we are willing to put forth the effort.

"I'm improving my reading fluency, and that can help me throughout life."
-Elementary Student

"I read a lot of books...I have a large amazon debt!"
-Elementary School Teacher


WE OWN OUR LEARNING

We all have room to grow. We own our learning by doing the work, and asking for help when we need it.

"I pay attention to the teacher, and to other students when they are talking"
-Elementary Student

"I own my learning by consistently asking for feedback from a supervisor or colleague."
-Middle School Teacher

FIND OUT MORE:

 **Our Work Video**
bit.ly/SLSDOurWork

 **What's Right SLSD**
bit.ly/SLSDright

 **Facebook**
/southlaneSD

 **Instagram**
@SouthLane_SD

OUR MISSION:

In SLSD, we empower learning, ensure belonging and prepare every student to graduate college or be career ready.

OUR VISION:

Every student graduates prepared, engaged and empowered with a vision for their future.

OUR GOALS:

Build a culture and climate of care and belonging by providing students and staff time, supports, and connection

Raise academic achievement by supporting district staff in becoming an effective Professional Learning Community (PLC)

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.

OUR WORK IN ACTION

HAPPY AND PROUD

When students and staff are happy and proud it sets up the ideal learning environment.

Our Work:

- High academic expectations
- Summer school and after-school programs
- Opportunities for student leadership and voice
- Social emotional learning and resources K-12
- Parent/family nights in every school
- Music and drama performances
- Sporting events
- Field trips

BELIEVE IN OUR IMPACT

We know that what we are learning and teaching will positively affect our future.

Our Work:

- Rigorous curriculum
- Preschool learning and transition
- Reading support for elementary students and teachers
- Teacher collaboration—using and sharing data to support student learning
- Career and industry partnerships/internships

OWN OUR LEARNING

Everyone is learning and our effort determines the outcome.

Our Work:

- Opportunities for students to re-learn content
- College and career pathways and preparation
- Staff learning (professional development)
- Instructional coaching and feedback for teachers
- Student and teacher mentoring
- Family choice and participation
- Student choice

"I hope I make other people feel welcome."

-Middle School Student

"I invest a significant amount of time in the summer reading professional materials and the latest research."

-Elementary Teacher

"I set schedules for myself to make sure that I get work done."

-Middle School Student

"Making sure I know and understand the material... so I can better serve our students."

-Educational Assistant

"When students are interested in something, and they want to tell you about it, it makes me happy.."

-Elementary Teacher

"My math class was hard, but I knew that I was learning."

-Middle School Student

"I'm proud of my reading. I'm getting better at it and I'm starting to read chapter books."

-Elementary Student

"I would check my grades, so I knew when to fix them and talk to the teachers."

-Middle School Student

"Thinking of others helps me feel included and appreciated. "

-Middle School Student

"We have worked through some things and gotten aligned as a team."

-Elementary Teacher

"I get work in on time, show up, participate, and pay attention."

-High School Student

"I connect with my teachers when I need help."

-High School Student



**RESOLUTION 25-02
RESOLUTION AUTHORIZING ISSUANCE OF
INDIVIDUAL PROCUREMENT CARDS**

WHEREAS, the Board of Directors of South Lane School District has authority to purchase goods and services in an amount not to exceed \$10,000 utilizing any means it deems appropriate; and

WHEREAS, the Board of Directors recognize that the Procurement Card is neither a substitute for public bidding nor the district's existing procurement program, and that the Procurement Card program is not being implemented for the purpose of bid splitting and avoidance of the statutorily mandated public bidding process; and

WHEREAS, the Oregon Association of School Business Officials has entered into a partnership with the Illinois Association of School Business Officials and Illinois ASBO has negotiated with the Bank of Montreal, a Canadian-chartered bank with a branch at 115 South LaSalle Street, Chicago, IL 60603, to administer, on behalf of participating school districts and colleges in the State of Illinois, a Procurement Card system issued to individual authorized employees of the district with established limits and purposes; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of South Lane School District as follows:

- The superintendent and/or finance director of the school district are authorized by the Board of Directors to enter into an Agreement with the Bank of Montreal to secure Procurement Cards for authorized employees of the school district under such terms and conditions as approved by its legal counsel and this Board.
- As a condition precedent to receiving the Procurement Card, each authorized employee shall execute a Procurement Card Staff Agreement.
- As a condition precedent to receiving the Procurement Card, the finance director shall establish a monetary limit of authority for each employee's use of the Procurement Card.
- As a condition precedent to issuance of a Procurement Card, the finance director may/shall establish in writing purchasing parameters in accordance with law including but not limited to: (a) a listing of goods and services which may be procured using the Card; (b) authorized vendors; (c) procurement card limits for each individual recipient of the Procurement Card. Individuals shall submit a list of anticipated school goods and services to be annually purchased with the card, which shall be approved in writing by the finance director or designee.
- As a condition precedent to receiving the Procurement Card, each individual shall sign an agreement of indemnity, which is included in the Procurement Card Staff Agreement.
- The Board of Directors hereby expressly authorizes the superintendent/finance director to execute the Procurement Card Use Agreement on its behalf.
- Upon receipt and use of a Procurement Card, the cardholder shall submit receipts and such information as periodically requested by the finance director.

Approved this _____ day of _____, 2024.

Board Chair

Interim Superintendent



Date: 08/14/2024
To: Board of Directors
From: Celia Gowing, Director of Finance
Subject: Sale of Dental Equipment

Background:

When construction began on the Health Clinic, the County rented PODs to store our dental equipment and supplies. The County wants to empty both PODs by the end of September.

During construction the County determined that our equipment would not be placed in service and that new equipment would be purchased instead. We have been working to sell our equipment in order to empty the PODs.

Three dental chairs and delivery units are the bulk of the stored equipment. The units were purchased in 2013 and are listed on our asset schedule at a cost of \$10,580 each for a total of \$31,740. All three have been fully depreciated.

Board policy DN states that property with a value of more than \$1,000 must have approval of the Board before disposition. Each unit has a value greater than \$1,000.

Where we are now:

We have found someone who is interested in purchasing the three dental chair and delivery units for a total of \$9,000. We would like to move forward with the sale and continue emptying the PODs.

The smaller equipment, including stools, sterilizers, ultrasonic equipment, and similar items, has been sold. All have a value under \$1,000. All remaining supplies will be utilized during the year.

Staff Recommendation:

It is recommended that we sell the three dental chairs and delivery units for \$9,000. The funds would be deposited to the Dental Clinic fund.

Respectfully submitted,
Celia