



Via Zoom

MEETING MINUTES

<u>BOARD MEMBERS PRESENT:</u> Tom Oliver, Chair Aubree Molina, Member Clyde Rood, Member Melissa Baurer, Member	<u>EXECUTIVE STAFF PRESENT:</u> Jennifer Meckley, Superintendent William Lewis, Chief Operations Officer Steven Prosocki, Business Director
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The meeting minutes were recorded by Executive Secretary Jessica Woody.

1. WELCOME AND CALL TO ORDER

Board Chair, Tom Oliver, called the meeting to order at 6:03 PM and led the flag salute.

2. PUBLIC COMMENTS

No public comments were made.

3. GRADUATION RATE PRESENTATION

High School Principal, Craig Swanson, speaks to the Board referring to the presentation in the packet, and thanking them for this time to celebrate some achievements which he asks for those achievements to be credited to the district as a whole. He shares how special the 2023-24 graduation ceremony was, where they had the privilege of handing out 277 diplomas and the presence of all five Board Members at the ceremony. He reviews the data and gives credit to the students and families for their hard work and support. He specifically highlights the graduation rate, at 91.1%-- almost 10 points above the state average, and a 12.1% increase from 2022. He also highlights the successes in many sub-groups including Special Education, Historically Underserved Races and Ethnicities, Students Experiencing Poverty, and participation in CTE courses in relation to graduation rates. Mr. Swanson also gives credit to the teachers and support staff and specifically acknowledges various district staff and programs for their work towards graduation.

Mr. Swanson asks the community to understand that the district's graduation rate also includes the students of Ralston Academy and he gives his appreciation for his partnership with Alternative Education Director and Principal at Ralston Academy, Brandon Weist. Mr. Weist speaks to the Board, also referencing the data provided in the packet, and additionally highlighting the first generation graduates and the current district staff who are proud former students. He thanks the leadership in each department for providing that opportunity to those students and shares the pride in retaining those students now as staff members.

Mr. Swanson highlights some of the exemplary work done by the class of 2024 including a national merit scholarship finalist accepted into Yale and Stanford University who attended with LCSD K-12, an NMS commended grad, 10 valedictorians, 1 salutatorian, 26 academic honor diplomas, 32 honor certificates, and over 1200 college credits earned.

The Board shares their appreciation for the impressive and remarkable work being done by the staff to help make this happen, and shares appreciation for the awareness that social needs impacts education, acknowledging their partnership with the Welcome Center.

4. WELCOME CENTER PRESENTATION

LCSD's Mental Health Coordinator, Sandi Cox, speaks to the Board, referencing the presentation in the packet. She begins by introducing the Welcome Center staff, also known as the "Magic Workers"—doing their magic to help families. The presentation includes information and data regarding roles, who is served, the referral process, youth services team, and annual events made up of: a school supply and backpack event, kindergarten health screening, coat drive, Thanksgiving food baskets, holiday gift sponsors, and the Sources of Strength Wellness fair.

Ms. Cox also acknowledges the community partners, sharing that they could not do this work without their partnership.

The Board thanks Sandi and the Welcome Center staff for their hard and tiring work. Some discussion takes place regarding staff certifications.

Many thanks are given to Sandi for her hard work overseeing the Welcome Center, amongst her many other job duties.

5. SPECIAL EDUCATION RESTRAINT & SECLUSION REPORT

Jennifer shares that it is a requirement through Division 22 to present the Restraint and Seclusion data to the Board once a year. Referring to the data in the packet, Jennifer explains the reason for the spike in numbers last year, with a particular student, and that this year the student has a more successful plan in place, causing improvements in the data. She also notes that this year's restraint data involves 4 different students, and the seclusion data involves only 1 student—and all of those students are involved in Special Education.

There is no discussion or questions presented by the Board.

6. CLASS SIZE AND CASE LOAD REPORT

Jennifer explains to the Board that per the bargaining agreement, the class size and case load data is to be shared with the Board bi-annually, in October and February. Referring to the data, Jennifer acknowledges where there are some pockets and how administrators have done an amazing job balancing class sizes, which has also been acknowledged by the association.

Discussion takes place regarding secondary elective class numbers, and the class sizes at Hamilton Creek School. Open Enrollment and K-8 factors are discussed regarding Hamilton Creek. It is noted that slowing down Open Enrollment could help overtime, and that blends could also help with the numbers, though blends are not typically favorable by teachers.

Special Education case load data is reviewed and it is noted that the district has great case managers and it has been a priority to allow additional paperwork time to provide adequate time to complete case load requirements.

Discussion also takes place regarding SLPs, and the lack of staff members to fill those positions. It is noted that the district has great highly skilled SLPs and will work with the ESD to access SLP assistants who can provide additional support.

Discussion takes place regarding the counselor case load at Riverview, and enrollment numbers at Riverview in relation.

Jennifer thanks the Board for reviewing the data and hopes that each year they can continue to improve, support teachers, and keep class sizes balanced throughout the district.

7. POOL FACILITY LEASE AGREEMENT

Jennifer explains to the Board that in 2001 a lease agreement was entered into between the Lebanon School District and the Lebanon Aquatic District. It is noted that the district owns the pool and the aquatic district manages the operations. The agreement was up for renewal in 2023 and with much work between LCSD and LAD, minor updates were made to the agreement. The Aquatic Board has approved the updated lease agreement and now the district is seeking LCSD Board approval of the agreement. No questions are presented by the Board.

Melissa motions to approve, and Aubree seconds the motion. All approved with unanimous vote, the pool facility lease agreement is approved as presented.

8. 2023-24 AUDIT REPORT

Steven, Director of Finance, speaks to the Board regarding the completed 2023-24 audit report. He explains that the audit team was unable to attend this evening's meeting but will be available for questions next month, if needed. The consensus of the Board was that the audit team's attendance was not necessary as there were no questions presented.

It is acknowledged by the Board that the numbers looked really good and in the best way, it is agreed upon that it was a very boring audit report.

Steven acknowledges the healthy ending fund balance and that the audit report was completed on time.

Some discussion takes place regarding busses which were purchased, where the entire expense was recorded in year one, which was not anticipated.

There is no further discussion.

9. SAFETY AND SECURITY RFP PROCUREMENT CHANGE

William, Chief Operations Officer, speaks to the Board regarding the proposed process for the safety and security update project, for access control and the paging systems. He explains that the goal is

to integrate new technology with existing systems, efficiently, which will modernize technology in 1950-1960s buildings.

He explains that the current "low bid" process is less suitable in this case and the importance of having additional flexibility for a project of this scope. He also explains that this would assist the district in improving cost control, enhancing safety, and minimizing disruptions.

Some discussion and clarification take place regarding the process and how it differs or is similar to RFP processes in the past. It is the consensus of the Board that the requested process still allows multiple parties to respond with a decision made on multiple factors, and not just dollars.

Melissa motions to approve the presented safety and security RFP procurement change, and Aubree seconds the motion. All in favor with a unanimous vote, the RFP procurement change is approved.

10. SUPERINTENDENT EVALUATION PROCESS

The board discusses the presented surveys and how the new staff survey will more closely align with the OSBA standards, which is what the Board members use to evaluate. Jennifer recommends sending the staff survey to all staff, rather than a randomly selected group.

Jennifer explains that the surveys will go out in the next week or so, and data will be available for Board review by the end of the month, prior to Jennifer's evaluation in March

The consensus of the Board is to move ahead with the presented surveys.

11. CONSENT AGENDA

Some discussion takes place regarding the policy updates that were removed due to changes in the law, and that some may need to be reverted to previously approved policies, which will be presented to the Board next month.

Discussion also takes place regarding the Board member question about policy GBNA/JHFF, and it is recommended that the Board adopt as presented and review the policy at a later date if additional changes are needed.

A question is presented and discussion takes place between the Board regarding the Board approval of instructional material, in policies IIA and its associated ARs.

Melissa motions to approve the consent agenda as presented, and Clyde seconds the motion. All in favor with a unanimous vote, the consent agenda made up of the January 9, 2025 Board Meeting Minutes, January 23, 2025 Special Board Meeting Minutes, First Reading Policy Updates JHCD, JHCD-AR, JHCD/JHCDA, JHCD/JHCDA-AR, GCBDA/GDBDA, GCBDA/GDBDA-AR(1), GCBDC/GDBDC, GCBDC/GDBDC-AR, IIA, JEC, IIA-AR(1), IIA-AR(2), IIA-AR(3), IIA-AR(4), and IIA-AR(5), Second Reading Policy Updates AC, GBNA/JHFF, IKF, JHFF/GBNA, JECA, IKFB, and temporary new hire Christopher Tanser is approved in its entirety.

12. DEPARTMENT REPORTS

A. Operations

William provides information regarding the seismic grant used at LHS to update the roof and the seismic capacity. He explains that the project was a success, providing a brand-new roof to replace the leaks, with new windows, and structures integrated to improve HVAC capabilities. He also explains that the goal is to do the same at Seven Oak. He shares that this would then allow Seven Oak to be used as an emergency facility for the community in case of an earthquake.

William also shares that the warehouse being built at Seven Oak is almost completed, and he will soon share photos of the project.

He provides information regarding House Bill 2531, requiring districts to replace all light bulbs to LED bulbs, and he shares that he will be testifying on behalf of the district regarding this House Bill, in Salem, as he hopes to have time and a good plan in place to implement this.

He also informs the Board of an upcoming network RFP which will be for network, switches, servers, and equipment for all schools in the district. He explains that the goal is to obtain the equipment and have it installed. He also explains that the costs are potentially eligible for reimbursement at 85-90% through e-rate. He plans to begin the RFP process this week and will return with information regarding this to the Board when appropriate. A question is presented regarding whether it would be design *and* installation, and it is confirmed that most of the installation would be done in house, aside from any needed areas of assistance.

A question is also presented regarding the House Bill 2531 requirements, and whether energy trust incentives are available to the district. Further discussion takes place regarding the cost for the district and what this House Bill expense may look like in the future, and the rate of return on the expense.

B. Human Resources

Kim Grousbeck, HR Director, shares that the district has officially started bargaining with both associations and have went over ground rules. Kim shares that she will continue to keep the Board updated along the way.

C. Finance

Steven refers to the financial report, showing that the district is projected to be on point with the projected budget.

13. COMMUNICATION

A. Board

A question is proposed by a Board member regarding student attendance, and whether it has decreased in the last couple of weeks. It is noted that it is flu season so some bouts of sickness have taken place, presenting in some absences, though the rates do not appear to be different than years prior.

A shout out is given to Riverview Teacher Lori Mills, for her work in the OBOB, Oregon Battle of the Books program, as she just completed her 11th year in the program, where teams of students read novels and test their knowledge in competition.

A Board member shares concerns with the current larger political scheme with the Department of Education and how it may affect the district. It is noted that important updates are being shared with the district from ODE, COSA, American Association of School Superintendents, and OSBA, and

some clarification is provided regarding executive orders—executive orders do not create new laws, and schools do not need to immediately alter policy or practice based on executive orders. It is also noted that the district will continue to watch for guidance on what may need to be changed, and will continue to follow Oregon Statutes. Jennifer plans to attend a joint COSA/OASBO conference this week which will address some of the concerns regarding federal dollars. Continued discussion takes place regarding federal funding.

B. Student Board

The student members share the upcoming sporting events, as well as a school wide competition to hopefully increase student attendance.

C. Superintendent

Jennifer presents Jen’s Zens, sharing the recent Apple Award winners for January. Three outstanding educators are recognized for their award, consisting of Nancy Whaley (formally Webb), Dean of Students at Hamilton Creek School, Retired Lieutenant Colonel Mark Smith, JROTC instructor at LHS, and Grace Rieke, Teacher at Riverview School. She shares the dedication that each of these staff members have for the students and families. She congratulates the January winners, and shares that to nominate a staff member you may do so on the district website, and/or by using a QR code.

14. PUBLIC COMMENTS

No public comments were made.

15. ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 7:36 PM.



Tom Oliver, Board Chair



Jennifer Meckley, Superintendent

Background on the Alternative Contracting Method for Lebanon Community Schools

The Lebanon Community Schools Board, serving as the local contract review board for the District, is being asked to approve an exemption from the traditional public bidding process and authorize the use of an alternative contracting method for the Safety and Security Upgrade Project. Under ORS 279C, public agencies are generally required to award contracts to the lowest responsive bidder through a competitive bidding process. However, for this project, the District is proposing the use of a Request for Proposals (RFP) process, which offers distinct advantages that better serve the interests of the District and the community.

Rationale for the Alternative Contracting Method

The Safety and Security Upgrade Project includes access control and paging system enhancements across eight school campuses and the district office, which also houses an alternative schooling location. These upgrades will involve:

- Installation of exterior door access controls
- Mass notification and emergency communication systems
- Expanded video surveillance
- Building-wide paging and intercom capabilities

The goal is to integrate these new technologies with existing systems efficiently, focusing on upgrades and retrofits rather than full replacements. The complexity of this project, the need for seamless integration, and the requirement for minimal disruption to school operations make the traditional low-bid process less suitable.

Limitations of the Traditional Competitive Bidding Process

The standard Design-Bid-Build method, which awards contracts based solely on the lowest bid, presents several challenges for a project of this nature:

- **Lack of Early Contractor Involvement:** The traditional process does not allow for contractor input during the design phase, which can lead to inefficiencies, delays, and unforeseen challenges.
- **Limited Flexibility:** The rigid nature of competitive bidding does not account for the complexities of occupied school campuses and the need for phased construction.
- **Potential Cost Overruns:** Without early collaboration, unforeseen issues often result in costly change orders and schedule delays.

Advantages of the Alternative Contracting Method

Approving the use of an RFP-based alternative contracting method will allow the District to:

1. **Select a Contractor Based on Qualifications** – Instead of awarding solely based on price, the RFP process considers experience, past performance, approach, and schedule to ensure the best contractor is selected.

2. Improve Cost Control and Efficiency – Early contractor involvement allows for value engineering, cost estimating, and scheduling input during the design phase, reducing the likelihood of unexpected costs and delays.
3. Enhance Safety and Minimize Disruptions – The selected contractor will work closely with the District to develop a construction plan that prioritizes student and staff safety while minimizing the impact on daily school operations.
4. Ensure Seamless Integration – A contractor with specialized expertise in security upgrades and technology integration will be able to deliver a system that functions effectively within the existing school infrastructure.

Request for Board Approval

At the upcoming Board meeting, the Findings of Fact supporting this exemption will be presented for review, discussion, and approval. The District seeks Board authorization to proceed with the alternative contracting method using an RFP process to select the contractor or contractors for this project. Once approved, this approach will allow the District to move forward efficiently while ensuring the best outcomes for the Safety and Security Upgrade Project.

The District appreciates the Board's consideration and looks forward to the opportunity to enhance the safety and security of Lebanon Community Schools through a well-structured, strategic, and efficient procurement process.

Jen's Zens

A Few Happy Stories from LCSD



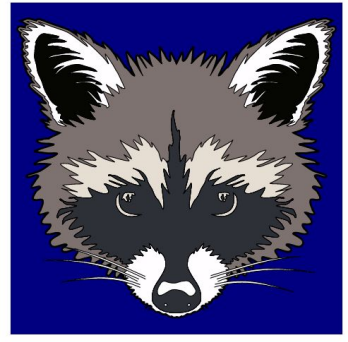
Apple Award winner: Nancy Whaley



Apple Award winner: LTC Mark Smith (R)



Apple Award winner: Grace Rieke



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