

Agenda: Amber Langworthy, September 8, 2025

Human Resources and Staffing

- **Retention Strategies:**

Focus on co-designing *meaningful* surveys with SEA, SPS, OSEA, and SPS to understand and improve staff retention.

- Provide *meaningful* exit interviews. Data to be shared with the Board for oversight needs
- Ask teachers for feedback on their experiences as employees. How do they feel about their job in SPS? What do they love about teaching here? What are some impediments?

- **Staff Professional Development:**

- Provide dedicated prep time for staff.
- Incorporate teacher input into building and district professional development plans.
- Empower teachers to guide school goals (beyond only reading and math).

- **Teacher and Staff Well-being: Important.**

- Breakroom/Classroom Amenities: Address the insufficient number of refrigerators for staff condiments and lunches/snacks (currently not enough for 40-60 staff members daily). Consider allowing them to have mini-refrigerators and personal microwaves as options.

- **Feedback Loop:** Establish a consistent feedback loop for staff.

Student Voices

- Invite Board members to attend, [The SPS High School Student Voice Project](#)
- Recruit high school students to serve as Board intermediaries; share issues from their schools, not just sports and recreation notices.
- Survey students; Do they feel prepared for subjects taught in high school?

Student Behavior and Attendance Issues

There surely are multiple causes for both of these issues: some external beyond our control and some internal that we can address. Listening sessions with school councilors are needed.

Student Education

I concur with the agendas of Director Quaas-Annsa and Director Light, and I support a comprehensive range of elective courses, extracurricular activities, and community-building initiatives. I advocate for partnerships with community tradespeople to further enhance our excellent CTE programs.

Board Development (Retreat needed)

Policy Updates and Board Alignment

I agree with Ken that policy updates are needed. I've also noticed a divergence in the board's understanding of our policies. Achieving a shared understanding would allow us to dedicate more time to what truly matters: our students and staff.

Communications:

Ways to change the district narrative, is to listen then take action.

- **Listening sessions** – staff, students, families, community
- **Surveys** – students, staff, families, LCC instructors (on past local public school students learning gap observation)
- **Public Comment** – review and feedback procedure
- **Enriching relationships** with families and business community

Community and Parent Involvement

- **Bringing Families Back into Classrooms (K-5):**

Side note: Speaking for parents, and as a parent of a child in K-5, we feel excluded from the schools and held at arm's distance in our children's education. We understand the security rationale, but we can no longer walk our little ones into the classroom, resulting in less time to communicate with the teacher. While texting exists, parents want more! They want to connect to their child's education. It's been disheartening for many, and parents often seek me out to share their concerns.

- Recognize that COVID-19 impacted family connections to children's education.
 - I suggest reinvigorating family involvement by inviting families into the classroom more often to celebrate student learning. This could include activities like reading poetry aloud, presenting projects (like the Wax Museum), or inviting families as guest experts.
- Make increasing community and parent involvement a priority.
- Develop clear mechanisms for soliciting volunteers.

Supporting PTO Communication Outreach

As I understand, PTOs currently face difficulty reaching out to parents. Some limited to Facebook.

- **SPS Resources and possible improvements.**
 - **Surveys:** To better understand parent needs and communication gaps, SPS could co-design a brief, annual survey for families. This survey would gather feedback on the most effective communication channels (e.g., email, text, social media, school-specific apps like Seesaw or Peachjar).
 - **Updated Resources:** The Center for Parent and Family resources on the SPS webpage should be updated to include comprehensive resources with direct links, more below.

Safeguarding Student Well-being and Online Well-being, with Links:

I invite you to the resources on [4J](#) > [under services](#) > [Student well-being](#) > [internet safety](#) vs [SPS HOME](#) > [SERVICES](#) > [COMMUNITY SUPPORTS](#) > [MENTAL HEALTH RESOURCES](#). Please note the differences in resources, ease of finding such services. Note: No internet safety on SPS.

- **Resources:**
 - [Common Sense Media](#)
 - [Screen Time Action Network](#)
 - [FairPlay](#)
 - I like how 4J has quick videos available.
- **Family Talks:** Invite speakers for hosted discussions (potentially free) for families navigating technology use in parenting. Many families seek guidance in this area, and providing resources can be invaluable. (The University of Oregon is an option, as are the resources provided above.)

Additional Resources added with links (possibilities):

- [Parenting Now](#): Resources for Families
- [SAfER](#) (English) [SAfER](#) (Spanish): info for Latino Families; Provided by Mariko Plescia of *Community Alliance of Lane County*, or [CALC](#).
- [Suicide prevention](#)
- [TIP](#), *Trauma Intervention Program*, Resources:
<https://www.tiplanecounty.org/community-resources>
 - i. <https://www.tiplanecounty.org/emotional-first-aid>
 - ii. <https://www.tiplanecounty.org/reading-materials-for-grief>
 - iii. Here is TIP's [online reading materials](#) around grief, more specifically, for children provided below:

For and About Grieving Children and Teenagers

Children and teenagers have special needs following the death of a friend or family member. The following articles provide wonderful insight in helping children and teens understand and express their grief.

[Helping Children Cope with Grief](#)

[Helping Teenagers Cope with Grief](#)

[Helping Infants and Toddlers When Someone They Love Dies](#)

[Helping Children with Funerals](#)

[Helping Children Understand Cremation](#)

[Helping a Child Who is Seriously Ill](#)

[Helping a Child Who is Dying](#)

[Helping Grieving Children at School](#)

[Helping Bereaved Siblings Heal](#)

[Finding the Right Words: Guidelines on how to talk to grieving children about death](#)

Heather Quaa-Annsa - Board Topics

Board Governance & Development

- Board goals and priorities (defining what's important for this board)
 - Board development: retreat planning, trust/respect, code of conduct, boardsmanship, self-evaluation, onboarding, and efficient meetings
 - Shared learning: book studies, article reviews, and bringing back learning from conferences
 - Building board culture: transparency, respectful communication, and collaboration
 - Lessons and training on advocating effectively at the state and federal level
-

Community & Engagement

- Board member engagement with the community (listening sessions, town halls, advisory groups)
 - Direct student connections: student voice groups, leadership groups, and club engagement
 - Direct staff connections: partnerships and dialogue with unions, staff advisory councils, and teacher leadership
 - Community partnerships: strengthening collaboration with nonprofits, higher education institutions, and service organizations
 - Engagement with local businesses and government: workforce pipelines, shared initiatives, and community investment
 - Communications: highlighting successes, sharing Springfield stories, and strengthening district narrative
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Student Learning & Achievement

- Student achievement review (holistic review of data by demographics, school vs. district level, frequency of updates, including student perspectives)
- Benchmark data: what it says about student performance and trends
- Closing student performance gaps: strategies, progress tracking, equity considerations
- Graduation readiness: essential skills, course expectations, and tracking graduation outcomes
- Student support systems: ensuring effective implementation of 504 plans and IEPs

- Career & Technical Education (CTE) programs: expanding opportunities, partnerships with employers, and alignment with post-graduation pathways
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Student Well-Being & Behavior

- Student behavior supports (school behavior plans, PBIS/MTSS, student rights/responsibilities)
 - Mental health supports for students
 - Cell phone use in schools (policies and impacts)
 - Diversity, equity, and inclusion updates (Equity Advisory Committee, site-based and districtwide efforts)
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Facilities & Operations

- Safe and healthy facilities: environmental reports, HVAC, maintenance updates
 - Facility improvements: long-term needs, sports fields, green spaces, future planning
-

Human Resources & Staffing

- Recruitment and retention strategies
 - Hiring processes and pipeline development
 - Staff well-being and professional development
-

Policy & Legislative Alignment

- Implementing legislative requirements and ensuring compliance
- Preparing for state and federal policy changes
- Board advocacy role in legislative sessions and policy development

Proposed Board Agenda Items
9/8/2025
Ken Kohl

Student Achievement

According to this article in [Newsweek](#), Oregon ranks 47th for school systems in the US.

SPS has historically performed significantly below the Oregon state average in english and math (<https://schools.oregonlive.com/district/Springfield/>).

We should have a plan to close the gap with the state average and beyond. Just as we have monthly reports on the district finances and personnel actions for certified staff, we should have a monthly report on key metrics related to student achievement (e.g. attendance, 9th grade on-track, etc.).

Staffing related to Student Achievement

Based on staffing for 2022-23, for some classifications, SPS has staffing to student ratios that are significantly different than the State average. For example the State average for Instructional Assistants is 1:46 students. For SPS it is 1:35.

For the combination of Counselors/Psychologists/Social Workers the State Average is 1:256 students. For SPS it is 1:379 students.

For District/School administrators the State average is 1:220 students. For SPS it is 1:198 students.

Policy Updates

Policy DJC Bidding Requirements

The Board approved a not-to-exceed amount for the construction of the turf fields at Thurston and Springfield High Schools. Without any involvement of the Board, it appears that the district spent approximately \$700,000 more than the not-to-exceed amount, for a 20% increase. Apparently there is no increase threshold for which the Board would need to take further action.

The City of Springfield requires that contract amendments not exceed 30%, for contracts in excess of \$100,000, without action by the City Council.

The Springfield Utility Board has a similar requirement for contracts in excess of \$250,000.

The Greater Albany School District has the following language in their Policy DJC that I think we should consider.

4. Any increase in District payments under the change order does not exceed ten percent (10%) of the total amount of District payments scheduled to be made under the Last Approved Contract, or \$200,000, whichever is less, and the aggregate increase in District payments scheduled to be made under that change order, and all prior change orders subsequent to the Last Approved Contract, do not exceed thirty-three percent (33%) of that total amount, or \$500,000, whichever is less.

If, in the opinion of the Superintendent or Director of Business, not approving a change order would result in unreasonable delay or substantial cost to the district, the Superintendent or Director of Business may authorize a change order up to 25% of the total

amount of District payments scheduled to be made under the Last Approved Contract, or \$500,000, whichever is less, if all of the following apply:

1. The original public contract was approved by the School Board.
2. The change order is within the general scope of the public contract.
3. The change order is implemented in accordance with the change order provisions of the public contract.
4. The School Board is presented with information regarding the change order at their next regularly scheduled Board Meeting.

Superintendent

Evaluation

Contract – the Superintendent’s contract expires June 30, 2026. It’s unclear to me what financial obligations the district would incur after the expiration should either party choose to not renew the contract. It may be prudent to get a legal opinion.

Sites and Facilities

- ODE facility assessments
- Green space improvements status, plan, and schedule
- 10 year capital improvements plan
- Property and facility needs assessment
- Sites & Facilities Committee

Agenda items-Nicole De Graff

Student Success already under umbrella of Integrated Guidance:

- Student focused programs like student voice etc
 - Community engagement-surveys, ESD, Affinity groups, family nights, do all schools have PTO?
 - CTE and other enrichment and extracurricular programs
 - HS Success
 - Attendance
 - Mental health & behavior
 - High dosage tutoring professional update from the 5 identified sites
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- School visits update by board members
 - Board self evaluation and governance; roles and responsibilities
 - Communications update with positive accomplishments
 - Continued data /assessment reports like last year roundtables and Elementary principal or equivalent reports
 - Nutrition services; HS snack cafe update
 - Whatever SB141 doesn't cover

Board Agenda Topics (Jonathan) 9-8-25

Immediate:

- Cell Phone policy development – process and review
- Change.org petition – elementary schedule for a well-rounded education
- Change.org petition – student Advisory schedule
- Hamlin bullying complaint(s)

Board Development:

- Board Vision and Mission review (retreat)
- Board responsibilities (retreat)
- Board Goals review (retreat)
- Strategic Plan review (retreat)
- Operating Agreements review (retreat)
- Improving board culture (retreat)
- Superintendent evaluation – process, schedule, methodology
- Onboarding review and development
- State legislative policy review and implementation
- State and Federal advocacy

Communications:

- Listening sessions – staff, students, families, community
- Surveys – students, staff
- Public Comment – review and feedback procedure
- Enriching relationships with families and business community

Facilities:

- Hamlin Sports Complex – review and report, naming
- Turf field report (including playing fields)
- Facilities and maintenance report and review: near- and long-term
- Upgrade to streaming equipment for board meetings

Human Resources:

- HR report – turnover, retention, exit interviews, recruitment
- Staff refrigerators and microwaves – policy and practices report review
- Staff culture review – relationships with unions, buildings, staff

Student-Centered:

- Elementary schedule & report card
- Division 22 assurances
- Student behavior – data review and district-wide behavior plan
- Student absenteeism and attendance
- Student engagement practices
- Digital & Media Literacy
- Mental Health report and discussion
- IEP and 504 report and review
- AI policies and practice
- Student Achievement report – annual
- Family Engagement support and review
- Nutrition Services report and review – usage, quality, farm to table, etc.

Category	Specific Agenda Item	Mentions
Community & Parent Engagement	Listening sessions – staff, students, families, community	2
Community & Parent Engagement	Public Comment – review and feedback procedure	2
Community & Parent Engagement	As I understand, PTOs currently face difficulty reaching out to parents. Some limited to	1
Community & Parent Engagement	Communications update with positive accomplishments	1
Community & Parent Engagement	Communications:	1
Community & Parent Engagement	Community engagement-surveys, ESD, Affinity groups, family nights, do all	1
Community & Parent Engagement	Focus on co-designing meaningful surveys with SEA, SPS, OSEA, and SPS to	1
Community & Parent Engagement	If, in the opinion of the Superintendent or Director of Business, not approving a change	1
Community & Parent Engagement	Superintendent or Director of Business may authorize a change order up to 25% of the total amount of District payments scheduled to be made under the Last Approved Contract, or	1
Community & Parent Engagement	Surveys – students, staff	1
Community & Parent Engagement	Surveys – students, staff, families, LCC instructors (on past local public school	1
Community & Parent Engagement	control and some internal that we can address. Listening sessions with school councilors	1
Community & Parent Engagement	could co-design a brief, annual survey for families. This survey would gather	1
Community & Parent Engagement	feedback on the most effective communication channels (e.g., email, text, social	1
Community & Parent Engagement	schools have PTO?	1
Community & Parent Engagement	o Surveys: To better understand parent needs and communication gaps, SPS	1
Community & Parent Engagement	● Building board culture: transparency, respectful communication, and collaboration	1
Community & Parent Engagement	● Communications: highlighting successes, sharing Springfield stories, and strengthening	1
Community & Parent Engagement	● Develop clear mechanisms for soliciting volunteers. Supporting PTO Communication Outreach	1
Facilities & Operations	Facilities & Operations	1
Facilities & Operations	Green space improvements status, plan, and schedule	1
Facilities & Operations	Sites & Facilities CommitteeAgenda items-Nicole De Graff	1
Facilities & Operations	Sites and Facilities	1
Facilities & Operations	and	1
Facilities & Operations	Turf field report (including playing fields)	1
Facilities & Operations	Upgrade to streaming equipment for board mee9ngs	1

Facilities & Operations	year capital improvements plan	1
Facilities & Operations	● Facility improvements: long-term needs, sports fields, green spaces, future planning	1
Facilities & Operations	● Safe and healthy facilities: environmental reports, HVAC, maintenance updates	1
Governance & Board Development	Approved Contract, or \$200,000, whichever is less, and the aggregate increase in District	1
Governance & Board Development	Board Development (Retreat needed)	1
Governance & Board Development	Board Goals review (retreat)	1
Governance & Board Development	Board Vision and Mission review (retreat)	1
Governance & Board Development	Board responsibilities (retreat)	1
Governance & Board Development	Board self evaluation and governance; roles and responsibilities	1
Governance & Board Development	Contract – the Superintendent’s contract expires June 30, 2026. It’s unclear to me what financial	1
Governance & Board Development	Evaluation	1
Governance & Board Development	Improving board culture (retreat)	1
Governance & Board Development	Operating Agreements review (retreat)	1
Governance & Board Development	School visits update by board members	1
Governance & Board Development	Strategic Plan review (retreat)	1
Governance & Board Development	Superintendent	1
Governance & Board Development	Superintendent evaluation – process, schedule, methodology	1
Governance & Board Development	excess	1
Governance & Board Development	The Springfield Utility Board has a similar requirement for contracts in excess of \$250,000.	1
Governance & Board Development	The change order is within the general scope of the public contract.	1
Governance & Board Development	The original public contract was approved by the School Board.	1
Governance & Board Development	contract. It may be prudent to get a legal opinion.	1
Governance & Board Development	public contract.	1
Governance & Board Development	regularly scheduled Board Meeting.	1
Governance & Board Development	subsequent to the Last Approved Contract, do not exceed thirty-three percent (33%) of that	1
Governance & Board Development	o Empower teachers to guide school goals (beyond only reading and math).	1
Governance & Board Development	● Board development: retreat planning, trust/respect, code of conduct, boardsmanship,	1
Governance & Board Development	● Board goals and priorities (defining what’s important for this board)	1
Human Resources & Staffing	HR report – turnover, retention, exit interviews, recruitment	1
Human Resources & Staffing	Onboarding review and development	1
Human Resources & Staffing	Staff refrigerators and microwaves – policy and practices report review	1
Human Resources & Staffing	members daily). Consider allowing them to have mini-refrigerators and personal	1
Human Resources & Staffing	microwaves as options.	1

Human Resources & Staffing	self-evaluation, onboarding, and efficient meetings	1
Human Resources & Staffing	understand and improve staff retention.	1
Human Resources & Staffing	o Breakroom/Classroom Amenities: Address the insufficient number of refrigerators	1
Human Resources & Staffing	o Provide meaningful exit interviews. Data to be shared with the Board for	1
Human Resources & Staffing	● Recruitment and retention strategies	1
Human Resources & Staffing	● Retention Strategies:	1
Other	(10%) of the total amount of District payments scheduled to be made under the Last	1
Other	Change.org petition – elementary schedule for a well-rounded education	1
Other	Continued data /assessment reports like last year roundtables and Elementary	1
Other	Elementary schedule & report card	1
Other	Facilities and maintenance report and review: near- and long-term	1
Other	Family Engagement support and review	1
Other	For the combination of Counselors/Psychologists/Social Workers the State Average is 1:256	1
Other	Hamlin Sports Complex – review and report, naming	1
Other	Nutrition Services report and review – usage, quality, farm to table, etc.	1
Other	Nutrition services; HS snack cafe update	1
Other	Staff culture review – relationships with unions, buildings, staff	1
Other	monthly	1
Other	level, frequency of updates, including student perspectives)	1
Other	payments scheduled to be made under that change order, and all prior change orders	1
Other	plans.	1
Other	principal or equivalent reports	1
Other	monthly	1
Other	webpage should be updated to include comprehensive resources with direct	1
Other	o Updated Resources: The Center for Parent and Family resources on the SPS	1
Other	● Shared learning: book studies, article reviews, and bringing back learning from	1
Other	● Survey students; Do they feel prepared for subjects taught in high school?	1
Policy & Legislative Alignment	I agree with Ken that policy updates are needed. I've also noticed a divergence in the board's	1
Policy & Legislative Alignment	Policy & Legislative Alignment	1
Policy & Legislative Alignment	Policy DJC Bidding Requirements	1
Policy & Legislative Alignment	Policy Updates	1
Policy & Legislative Alignment	Policy Updates and Board Alignment	1
Policy & Legislative Alignment	State legislative policy review and implementation	1

Policy & Legislative Alignment	The Greater Albany School District has the following language in their Policy DJC that I think we	1
Policy & Legislative Alignment	● Board advocacy role in legislative sessions and policy development	1
Policy & Legislative Alignment	● Preparing for state and federal policy changes	1
Student Learning & Achievement	All policies and practice	1
Student Learning & Achievement	Attendance	1
Student Learning & Achievement	CTE and other enrichment and extracurricular programs	1
Student Learning & Achievement	Division 22 assurances	1
Student Learning & Achievement	High dosage tutoring professional update from the 5 identified sites	1
Student Learning & Achievement	IEP and 504 report and review	1
Student Learning & Achievement	Staffing related to Student Achievement	1
Student Learning & Achievement	Student Achievement	1
Student Learning & Achievement	Student Achievement report – annual	1
Student Learning & Achievement	Student Learning & Achievement	1
Student Learning & Achievement	excellent CTE programs.	1
Student Learning & Achievement	report on key metrics related to student achievement (e.g. attendance, 9th grade on-track, etc.).	1
Student Learning & Achievement	● Recognize that COVID-19 impacted family connections to children's education.	1
Student Learning & Achievement	● Student achievement review (holistic review of data by demographics, school vs. district	1
Student Learning & Achievement	Technical Education (CTE) programs: expanding opportunities, partnerships	1
Student Voice & Engagement	Change.org petition – student Advisory schedule	1
Student Voice & Engagement	Student Voices	1
Student Voice & Engagement	Student focused programs like student voice etc	1
Student Voice & Engagement	● Board member engagement with the community (listening sessions, town halls, advisory	1
Student Voice & Engagement	● Direct staff connections: partnerships and dialogue with unions, staff advisory councils,	1
Student Voice & Engagement	● Direct student connections: student voice groups, leadership groups, and club	1
Student Voice & Engagement	● Diversity, equity, and inclusion updates (Equity Advisory Committee, site-based and	1
Student Voice & Engagement	● Invite Board members to attend, The SPS High School Student Voice Project	1
Student Well-being & Behavior	Cell Phone policy development – process and review	1
Student Well-being & Behavior	Mental Health report and discussion	1
Student Well-being & Behavior	Mental health & behavior	1
Student Well-being & Behavior	Student Behavior and Attendance Issues	1
Student Well-being & Behavior	Student Well-Being & Behavior	1
Student Well-being & Behavior	Student behavior – data review and district-wide behavior plan	1
Student Well-being & Behavior	● Cell phone use in schools (policies and impacts)	1

FUTURE AGENDA TOPICS WORKSHEET - Sept. 2025

WHO Priority IMMEDIATE

JL	Cell Phone policy development – process and review
JL	Change.org petition – elementary schedule for a well-rounded education
JL	Letter from 75 teachers (and former letter from Page teachers)
JL	Change.org petition – student Advisory schedule
JL	Hamlin bullying complaint(s)

BOARD DEVELOPMENT

AL	Retreat
HQA	Board development: retreat planning, trust/respect, etc.
NDG	Board self-evaluation and governance; roles and responsibilities
JL	Board Vision and Mission review (retreat)
JL	Board responsibilities (retreat)
JL	Board Goals review (retreat)
HQA	Board goals and priorities
JL	Strategic Plan review (retreat)
JL	Improving board culture (retreat)
HQA	Building board culture; transparency, communication, collaboration
JL	Operating Agreements review (retreat)
NDG	School visits update by board members
JL	Superintendent evaluation – process, schedule, methodology
KK	Superintendent evaluation – process
JL	State legislative policy review and implementation
JL	State and Federal advocacy
HQA	Lessons and training re: state and federal levels
HQA	Implementing legislative requirements and ensuring compliance
HQA	Preparing for state and federal policy changes
HQA	Board advocacy role in legislative sessions and policy development
AL	Policy updates and Board Alignment
HQA	Shared learning: book studies, article reviews, conferences
NDG	SB141 - whatever it doesn't cover

JL	Onboarding review and development
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COMMUNICATION & ENGAGEMENT

JL	Listening sessions – staff, students, families, community
AL	Listening sessions – staff, students, families, community
AL	Surveys – students, staff, families, LCC instructors
HQA	Engagement with community - listening sessions, town halls, advisory
NDG	Community engagement - surveys, ESD, affinity groups, family nights, PTO?
AL	Family and Business engagement
HQA	Community partnerships; nonprofits, Higher ed, service organizations
JL	Surveys – students, staff
HQA	Engage with local business and government
JL	Enriching relationships with families and business community
JL	Public Comment – review and feedback procedure
AL	Public Comment – review and feedback procedure
JL	Develop parent, family, and student online resources (e.g. Khan Academy)
AL	Update SPS's Center for parent and family resources (see partial list)
AL	Family talks to help parents navigate technology, parenting, etc.
JL	Family Engagement support and review
AL	Annual parent and family survey on most effective communication
AL	Bring families back into classrooms (K-5)
AL	Make community and parent involvement a priority
AL	Encourage more volunteers - develop clear mechanisms
HQA	Highlight SPS successes and stories; strengthen district narrative
NDG	Communications update with positive accomplishments

FACILITIES

JL	Hamlin Sports Complex – review and report, naming
JL	Turf field report (including playing fields)
KK	Green space improvements status, plan, and schedule
HQA	Facility improvements - long-term, sports fields, green spaces, future planning

KK	ODE Facility Assessment report
HQA	Safe and healthy facilities: environmental reports, HVAC, maintenance updates
JL	Facilities and maintenance report and review: near- and long-term
KK	Property and facility needs assessment
KK	Sites & Facilities committee
KK	10-yr capital improvement plan
JL	<i>Inspiring schools</i>

KK	Policy DJC Bidding Requirements - review and possible update
JL	Upgrade to streaming equipment for board meetings

HUMAN RESOURCES

JL	HR report – turnover, recruitment & retention, Stay & Exit interviews
HQA	Hiring processes and pipeline development
AL	Retention Strategies - exit interviews, teacher and staff surveys/feedback
HQA	Recruitment and retention strategies

JL	Staff culture review – relationships with unions, buildings, staff
HQA	Staff well-being and professional development
JL	Staff refrigerators and microwaves – policy and practices report review
AL	Teacher & staff well-being (important) - fridges and microwaves
AL	Staff PD - use input from staff, empower teachers
HQA	Direct staff connections: partnerships and dialogue w/unions, teachers, etc.
AL	Feedback loop - establish for staff

KK	Staffing ratio analysis per student for EA's, Admin, Counselors, etc.
JL	<i>Substitute staff processes and training</i>

JL	<i>Staff Onboarding and Offboarding processes</i>
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STUDENT-CENTERED

JL	Elementary schedule & report card
JL	Division 22 assurances
AL	Enhance/enrich student education - more electives, activities, etc.

AL	Student behavior and attendance - counselor listening sessions
JL	Student behavior – data review and district-wide behavior plan
JL	Mental Health report and discussion
HQA	Student support systems; effective implementation of 504 and IEP plans
JL	IEP and 504 report and review
HQA	Student behavior supports - school behavior plans, PBIS/MTSS, student R&R
HQA	Mental Health supports
NDG	Mental health and behavior
AL	Support students who are grieving a death
HQA	DEI updates - EAC, siite-based, district-wide
HQA	Student achievement review
HQA	Benchmark data
KK	Monthly reports on key metrics for student achievement
JL	Student Achievement report – annual “How Are The Children” report
NDG	Continued data/assessment reports like roundtables and ES principal reports
HQA	Close student performance gaps
HQA	Graduation readiness: essential skills, course expectations, track grad rates
NDG	HS Success
NDG	Attendance
JL	Student absenteeism and attendance
JL	Student engagement practices
AL	Student Voice - SPS Student Voice; students as intermediaries; surveys
HQA	Direct student connection: student voice, leadership, club engagement
NDG	Student focused programs like student voice, etc.
NDG	CTE and other enrichment and extracurricular programs
HQA	CTE: expand offerings, employer partnerships, alignment w/post grad paths
JL	Nutrition Services report and review – usage, quality, farm to table, etc.
NDG	Nutrition services; HS snack café update
HQA	Cell phone use
JL	Digital & Media Literacy - students and families
JL	AI policies and practice
NDG	High dosage tutoring professional update from the 5 identified sites

UPDATED TOPIC PRIORITIZATION

Mandated/Planned/Standard Meeting Topic

Category	Topic	Mentions	Agenda Items
Facilities & Operations	Facilities Reports & Maintenance	2	Facilities and maintenance reports (we get annual reports on environmental issues; are there other reports we'd be interested in receiving [such as average maintenance reports])
Human Resources & Staffing	Recruitment & Hiring Pipelines	2	HR report – turnover, recruitment, retention
Policy & Legislative	Policy Review, Updates, & Adoption	2	Cell phone use in schools policy
Student Well-being & Behavior	Equity, Diversity & Inclusion Updates	2	Equity Advisory Committee updates (<i>are quarterly updates already planned?</i>)
Governance & Board Development	Superintendent Evaluation	2	Superintendent evaluation schedule; Contract financial obligations review

Board Retreat Topics

Category	Topic	Mentions	Agenda Items
Governance & Board Development	Board Development	4	Board vision and mission; goals
Governance & Board Development	Board Development	3	Respectful communication; Improving board culture and transparency
Governance & Board Development	Board Development	2	Onboarding; Board self-evaluation
Governance & Board Development	Advocacy at State/Federal Level	2	Training on advocacy at state and federal level; Legislative sessions involvement
Student Learning & Achievement	Student Performance	4	Monthly report on student achievement metrics; Benchmark data and trends (<i>determine what data we want to review</i>)
Policy & Legislative	Policy Review, Updates, & Adoption	2	Public comment review and feedback procedure

Prioritized

Category	Topic	Mentions	Agenda Items
Communications	Community Involvement	3	Listening sessions with staff, students, and community
Communications	District Narrative & Positive Communications	2	Communications update highlighting successes
Community & Parent Engagement	Parent/Family Involvement in Schools	3	Family engagement surveys; discussion- ways to involve families/caretakers in the classroom
Community & Parent Engagement	Community Involvement	3	Partnerships with nonprofits; Collaboration with higher education; Engagement with local businesses; shared workforce pipeline; Expand opportunities and employer partnerships; Community trades partnerships
Community & Parent Engagement	Parent/Family Involvement in Schools	2	Improved PTO resources
Student Learning & Achievement	Student Performance	3	Strategies to close performance gaps; Equity considerations in progress tracking
Student Learning & Achievement	Student Support Systems	3	Effective implementation of 504 and IEPs; Reports and reviews on support systems
Student Learning & Achievement	Student Performance	2	Tracking essential skills and outcomes; Graduation readiness review; preparedness survey
Student Well-being & Behavior	Student Support Systems	3	Mental health reports and discussions; listening sessions with school counselors; District-wide behavior plan; Listening sessions with counselors
Human Resources & Staffing	Staff Wellbeing	2	Staff refrigerators and microwaves; Breakroom amenities; staff feedback loop

Individual Board Member Assignments

Category	Topic	Mentions	Agenda Items
Student Voice & Engagement	Student Support Systems	3	Engagement with leadership groups and clubs
Community & Parent Engagement	Community Involvement	3	Attend Family nights and activities

Follow Up Needed (Perhaps Executive Session?)		
Category	Topic	Mentions
Student Voice & Engagement	Change.org Petition	2
Facilities & Operations	Facilities Reports & Maintenance	2
Human Resources & Staffing	Staff Wellbeing	3
Human Resources & Staffing	Staff Wellbeing	3

Agenda Items

- Advisory schedule petition (is this a complaint that the district is following up on?)
- Hamilin sports complex review; Turf field report
- Meaningful exit interviews shared with Board; Teacher feedback on job satisfaction and impediments (what information can the board have access to?)
- Dedicated prep time for staff; Teacher input into professional development plans (related to bargaining)

Category	Topic	Mentions	Notes
Student Voice & Engagement	Change.org Petition	2	Advisory schedule petition (is this a complaint that the district is following up on?)
Facilities & Operations	Facilities Reports & Maintenance	2	Hamilin sports complex review; Turf field report
Human Resources & Staffing	Staff Wellbeing	3	Meaningful exit interviews shared with Board; Teacher feedback on job satisfaction and impediments (what information can the board have access to?)
Human Resources & Staffing	Staff Wellbeing	3	Dedicated prep time for staff; Teacher input into professional development plans (related to bargaining)

PRIORITIZED TOPICS

Category	Topic	Mentions	Agenda Items (Examples)
Communications	Listening Sessions & Public Comment Procedures	3	Public comment review and feedback procedure; Listening sessions with staff, students, and community
Communications	District Narrative & Positive Communications	2	Communications update highlighting successes; Enriching relationships with families and business community
Community & Parent Engagement	Parent/Family Involvement in Schools	3	Bring families into classrooms (K-5); Family nights and activities
Community & Parent Engagement	Community Partnerships (nonprofits, higher ed)	2	Partnerships with nonprofits; Collaboration with higher education
Community & Parent Engagement	Business & Government Partnerships	2	Engagement with local businesses; Shared workforce pipelines
Community & Parent Engagement	PTO Communication & Outreach	2	Annual survey for families on communication; Improved PTO resources
Facilities & Operations	Facilities Reports & Maintenance	3	Facilities and maintenance reports; Upgrade to streaming equipment for board meetings
Facilities & Operations	Long-Term Facility Planning & Capital Improvements	3	10-year capital improvements plan; Property and facility needs assessment
Facilities & Operations	Green Space & Sports Fields	2	Hamlin sports complex review; Turf field report
Governance & Board Development	Board Retreat & Development	4	Board vision and mission review; Retreat planning, onboarding, code of conduct
Governance & Board Development	Board Culture, Trust & Collaboration	3	Respectful communication; Improving board culture and transparency
Governance & Board Development	Board Goals & Priorities	2	Defining important board priorities; Board goals review
Governance & Board Development	Superintendent Evaluation	2	Superintendent evaluation schedule; Contract financial obligations review
Governance & Board Development	Onboarding & Self-Evaluation	2	Onboarding development; Board self-evaluation
Governance & Board Development	Advocacy at State/Federal Level	2	Training on advocacy at state and federal level; Legislative sessions involvement
Human Resources & Staffing	Retention Strategies & Exit Interviews	3	Meaningful exit interviews shared with Board; Teacher feedback on job satisfaction and impediments
Human Resources & Staffing	Staff Professional Development & Prep Time	3	Dedicated prep time for staff; Teacher input into professional development plans
Human Resources & Staffing	Recruitment & Hiring Pipelines	2	Hiring processes and pipeline development; HR report – turnover, recruitment
Human Resources & Staffing	Teacher/Staff Well-being & Amenities	2	Staff refrigerators and microwaves; Breakroom amenities

Category	Topic	Mentions	Agenda Items (Examples)
Human Resources & Staffing	Feedback Loops & Staff Culture	2	Consistent staff feedback loop; Staff culture review
Policy & Legislative	Policy Updates & Alignment	3	Policy DJC Bidding Requirements; Division 22 assurances compliance
Policy & Legislative	Division 22 Assurances	2	Division 22 assurances report; Review compliance gaps
Student Learning & Achievement	Student Achievement Review & Benchmark Data	4	Monthly report on student achievement metrics; Benchmark data and trends
Student Learning & Achievement	Closing Student Performance Gaps	3	Strategies to close performance gaps; Equity considerations in progress tracking
Student Learning & Achievement	CTE Programs & Career Pathways	3	Expand opportunities and employer partnerships; Community trades partnerships
Student Learning & Achievement	Student Support Systems (504/IEPs)	3	Effective implementation of 504 and IEPs; Reports and reviews on support systems
Student Learning & Achievement	Graduation Readiness	2	Tracking essential skills and outcomes; Graduation readiness review
Student Voice & Engagement	Student Voice Groups & Leadership	3	Student intermediaries to Board; Engagement with leadership groups and clubs
Student Voice & Engagement	Surveys for Students	2	Surveys on preparedness for subjects; Feedback on experiences
Student Voice & Engagement	Listening Sessions with Counselors/Students	2	Listening sessions with school counselors; Advisory schedule petition
Student Well-being & Behavior	Mental Health Supports	3	Mental health reports and discussions; Family talks with UO/community experts
Student Well-being & Behavior	Student Behavior Supports & PBIS/MTSS	3	District-wide behavior plan; Listening sessions with counselors
Student Well-being & Behavior	Cell Phone Policy	2	Cell phone use in schools policies; Policy development and review
Student Well-being & Behavior	Equity, Diversity & Inclusion Updates	2	Equity Advisory Committee updates; Site-based and districtwide efforts

SPECIFIC AGENDA ITEM

Category	Specific Agenda Item	Mentions
Community & Parent Engagement	Listening sessions – staff, students, families, community	2
Community & Parent Engagement	Public Comment – review and feedback procedure	2
Community & Parent Engagement	As I understand, PTOs currently face difficulty reaching out to parents. Some limited to	1
Community & Parent Engagement	Communications update with positive accomplishments	1
Community & Parent Engagement	Communications:	1
Community & Parent Engagement	Community engagement-surveys, ESD, Affinity groups, family nights, do all	1
Community & Parent Engagement	Focus on co-designing meaningful surveys with SEA, SPS, OSEA, and SPS to	1
Community & Parent Engagement	If, in the opinion of the Superintendent or Director of Business, not approving a change	1
Community & Parent Engagement	Superintendent or Director of Business may authorize a change order up to 25% of the total amount of District payments scheduled to be made under the Last Approved Contract, or	1
Community & Parent Engagement	Surveys – students, staff	1
Community & Parent Engagement	Surveys – students, staff, families, LCC instructors (on past local public school	1
Community & Parent Engagement	control and some internal that we can address. Listening sessions with school councilors	1
Community & Parent Engagement	could co-design a brief, annual survey for families. This survey would gather	1
Community & Parent Engagement	feedback on the most effective communication channels (e.g., email, text, social	1
Community & Parent Engagement	schools have PTO?	1
Community & Parent Engagement	o Surveys: To better understand parent needs and communication gaps, SPS	1
Community & Parent Engagement	● Building board culture: transparency, respectful communication, and collaboration	1
Community & Parent Engagement	● Communications: highlighting successes, sharing Springfield stories, and strengthening	1
Community & Parent Engagement	● Develop clear mechanisms for soliciting volunteers. Supporting PTO Communication Outreach	1
Facilities & Operations	Facilities & Operations	1
Facilities & Operations	Green space improvements status, plan, and schedule	1
Facilities & Operations	Sites & Facilities CommitteeAgenda items-Nicole De Graff	1
Facilities & Operations	Sites and Facilities	1
Facilities & Operations	The Board approved a not-to-exceed amount for the construction of the turf fields at Thurston and	1
Facilities & Operations	Turf field report (including playing fields)	1
Facilities & Operations	Upgrade to streaming equipment for board meetings	1
Facilities & Operations	year capital improvements plan	1
Facilities & Operations	● Facility improvements: long-term needs, sports fields, green spaces, future planning	1
Facilities & Operations	● Safe and healthy facilities: environmental reports, HVAC, maintenance updates	1
Governance & Board Development	Approved Contract, or \$200,000, whichever is less, and the aggregate increase in District	1

Category	Specific Agenda Item	Mentions
Governance & Board Development	Board Development (Retreat needed)	1
Governance & Board Development	Board Goals review (retreat)	1
Governance & Board Development	Board Vision and Mission review (retreat)	1
Governance & Board Development	Board responsibilities (retreat)	1
Governance & Board Development	Board self evaluation and governance; roles and responsibilities	1
Governance & Board Development	Contract – the Superintendent’s contract expires June 30, 2026. It’s unclear to me what financial Evaluation	1
Governance & Board Development	Improving board culture (retreat)	1
Governance & Board Development	Operating Agreements review (retreat)	1
Governance & Board Development	School visits update by board members	1
Governance & Board Development	Strategic Plan review (retreat)	1
Governance & Board Development	Superintendent	1
Governance & Board Development	Superintendent evaluation – process, schedule, methodology	1
Governance & Board Development	The City of Springfield requires that contract amendments not exceed 30%, for contracts in excess	1
Governance & Board Development	The Springfield Utility Board has a similar requirement for contracts in excess of \$250,000.	1
Governance & Board Development	The change order is within the general scope of the public contract.	1
Governance & Board Development	The original public contract was approved by the School Board.	1
Governance & Board Development	contract. It may be prudent to get a legal opinion.	1
Governance & Board Development	public contract.	1
Governance & Board Development	regularly scheduled Board Meeting.	1
Governance & Board Development	subsequent to the Last Approved Contract, do not exceed thirty-three percent (33%) of that	1
Governance & Board Development	o Empower teachers to guide school goals (beyond only reading and math).	1
Governance & Board Development	● Board development: retreat planning, trust/respect, code of conduct, boardsmanship,	1
Governance & Board Development	● Board goals and priorities (defining what’s important for this board)	1
Human Resources & Staffing	HR report – turnover, retention, exit interviews, recruitment	1
Human Resources & Staffing	Onboarding review and development	1
Human Resources & Staffing	Staff refrigerators and microwaves – policy and practices report review	1
Human Resources & Staffing	members daily). Consider allowing them to have mini-refrigerators and personal	1
Human Resources & Staffing	microwaves as options.	1
Human Resources & Staffing	self-evaluation, onboarding, and efficient meetings	1

Category	Specific Agenda Item	Mentions
Human Resources & Staffing	understand and improve staff retention.	1
Human Resources & Staffing	o Breakroom/Classroom Amenities: Address the insufficient number of refrigerators	1
Human Resources & Staffing	o Provide meaningful exit interviews. Data to be shared with the Board for	1
Human Resources & Staffing	● Recruitment and retention strategies	1
Human Resources & Staffing	● Retention Strategies:	1
Other	(10%) of the total amount of District payments scheduled to be made under the Last	1
Other	Change.org petition – elementary schedule for a well-rounded education	1
Other	Continued data /assessment reports like last year roundtables and Elementary	1
Other	Elementary schedule & report card	1
Other	Facilities and maintenance report and review: near- and long-term	1
Other	Family Engagement support and review	1
Other	For the combination of Counselors/Psychologists/Social Workers the State Average is 1:256	1
Other	Hamlin Sports Complex – review and report, naming	1
Other	Nutrition Services report and review – usage, quality, farm to table, etc.	1
Other	Nutrition services; HS snack cafe update	1
Other	Staff culture review – relationships with unions, buildings, staff	1
Other	We should have a plan to close the gap with the state average and beyond. Just as we have	1
Other	monthly	1
Other	level, frequency of updates, including student perspectives)	1
Other	payments scheduled to be made under that change order, and all prior change orders	1
Other	plans.	1
Other	principal or equivalent reports	1
Other	reports on the district finances and personnel actions for certified staff, we should have a	1
Other	monthly	1
Other	webpage should be updated to include comprehensive resources with direct	1
Other	o Updated Resources: The Center for Parent and Family resources on the SPS	1
Other	● Shared learning: book studies, article reviews, and bringing back learning from	1
Other	● Survey students; Do they feel prepared for subjects taught in high school?	1
Policy & Legislative Alignment	I agree with Ken that policy updates are needed. I've also noticed a divergence in the board's	1
Policy & Legislative Alignment	Policy & Legislative Alignment	1
Policy & Legislative Alignment	Policy DJC Bidding Requirements	1

Category	Specific Agenda Item	Mentions
Policy & Legislative Alignment	Policy Updates	1
Policy & Legislative Alignment	Policy Updates and Board Alignment	1
Policy & Legislative Alignment	State legislative policy review and implementation	1
Policy & Legislative Alignment	The Greater Albany School District has the following language in their Policy DJC that I think we	1
Policy & Legislative Alignment	<ul style="list-style-type: none"> ● Board advocacy role in legislative sessions and policy development 	1
Policy & Legislative Alignment	<ul style="list-style-type: none"> ● Preparing for state and federal policy changes 	1
Student Learning & Achievement	AI policies and practices	1
Student Learning & Achievement	Attendance	1
Student Learning & Achievement	CTE and other enrichment and extracurricular programs	1
Student Learning & Achievement	Division 22 assurances	1
Student Learning & Achievement	High dosage tutoring professional update from the 5 identified sites	1
Student Learning & Achievement	IEP and 504 report and review	1
Student Learning & Achievement	Staffing related to Student Achievement	1
Student Learning & Achievement	Student Achievement	1
Student Learning & Achievement	Student Achievement report – annual	1
Student Learning & Achievement	Student Learning & Achievement	1
Student Learning & Achievement	excellent CTE programs.	1
Student Learning & Achievement	report on key metrics related to student achievement (e.g. attendance, 9th grade on-track, etc.).	1
Student Learning & Achievement	<ul style="list-style-type: none"> ● Recognize that COVID-19 impacted family connections to children's education. 	1
Student Learning & Achievement	<ul style="list-style-type: none"> ● Student achievement review (holistic review of data by demographics, school vs. district 	1
Student Learning & Achievement	<ul style="list-style-type: none"> ● Student support systems: ensuring effective implementation of 504 plans and IEPs ● Career & Technical Education (CTE) programs: expanding opportunities, partnerships 	1
Student Voice & Engagement	Change.org petition – student Advisory schedule	1
Student Voice & Engagement	Student Voices	1
Student Voice & Engagement	Student focused programs like student voice etc	1
Student Voice & Engagement	<ul style="list-style-type: none"> ● Board member engagement with the community (listening sessions, town halls, advisory 	1
Student Voice & Engagement	<ul style="list-style-type: none"> ● Direct staff connections: partnerships and dialogue with unions, staff advisory councils, 	1
Student Voice & Engagement	<ul style="list-style-type: none"> ● Direct student connections: student voice groups, leadership groups, and club 	1
Student Voice & Engagement	<ul style="list-style-type: none"> ● Diversity, equity, and inclusion updates (Equity Advisory Committee, site-based and 	1
Student Voice & Engagement	<ul style="list-style-type: none"> ● Invite Board members to attend, The SPS High School Student Voice Project 	1
Student Well-being & Behavior	Cell Phone policy development – process and review	1

Category	Specific Agenda Item	Mentions
Student Well-being & Behavior	Mental Health report and discussion	1
Student Well-being & Behavior	Mental health & behavior	1
Student Well-being & Behavior	Student Behavior and Attendance Issues	1
Student Well-being & Behavior	Student Well-Being & Behavior	1
Student Well-being & Behavior	Student behavior – data review and district-wide behavior plan	1
Student Well-being & Behavior	<ul style="list-style-type: none"> ● Cell phone use in schools (policies and impacts) 	1
Student Well-being & Behavior	<ul style="list-style-type: none"> ● Student behavior supports (school behavior plans, PBIS/MTSS, student 	1



Board Notes - Heather Quaas-Annsa
September 22, 2025 - Special Meeting

Johnathan
Heather
Lange
AVG - KK
3.75

- 30 Staff Wellbeing (4) 4 2 3 3.75
- 60 Board Development (6) 8 3 3 8 5.6
- 10 Student Performance (1) 1 1 1 1 2.6
- 20 Student Support Systems (2) 3 2 4 2 7.25
- 80 Policy Review, updates, adoption (7) 7 8
- 40 Parent/Family Involvement (3) 4 2 5
- 50 Community Involvement (5) 4 4 7 5
- 70 Facilities & Maintenance (8) 5 6 4 5.75
HQA