

BUSINESS MEETING MINUTES

A Business Meeting of the Springfield School District No.19 Board of Education was held on January 13, 2025.

1. CALL MEETING TO ORDER, FLAG SALUTE AND LAND ACKNOWLEDGEMENT

Board Vice Chair Nicole De Graff called the Springfield Board of Education meeting to order at 7:01 p.m. and led the Pledge of Allegiance. Following the Pledge of Allegiance, Director Light read the following Land Acknowledgement:

We acknowledge that we are in the traditional homeland of the Kalapuya people, specifically the community that was known as Chifin, the area that we now call Springfield.

Kalapuya people, who have lived in this region since "[Time Immemorial](#)", were illegally dispossessed of their land and forcibly removed to what are now the Grand Ronde and Siletz reservations over several years, but most notably in treaties between 1851 and 1855.

The Kalapuya are now members of the [Confederated Tribes of the Grand Ronde](#) and the [Confederated Tribes of Siletz Indians](#), and members of the Kalapuya still live, work, study, and thrive in this area, and continue to make important contributions here in Springfield, across the land we now refer to as Oregon, and around the globe.

This information is shared out of a responsibility to prevent the erasure of Native culture, heritage, and people and to ensure a quality contemporary education for future generations.

Attendance

Board Members attending the meeting included Board Vice Chair Nicole De Graff, Director Ken Kohl, Director Jonathan Light and Vice Chair Heather Quaas-Annsa.

District staff and community members identified included Superintendent Todd Hamilton, David Collins, Dustin Reese, Brett Yancey, Martie Steigleder, Brian Richardson, Jeff Michna, Taylor Madden, Jody Barnhart, Lesa Haley, Kristen Noor, Kimberlee Pelster, Megan Knight, Vanessa Truitt, Jonathan Gault, Tony Scurto, Cayden Finney, Troy Barnhart, Andy Price, Sahara Fisher, Jose da Silva, Lacey Macdonald, Alexis DeLuna, Cameron Stratton, Midori Rakestraw, Kenya Liberatore, and Joan Bolls.

2. APPROVAL OF THE AGENDA

Vice Chair De Graff asked for a motion to approve the January 13, 2025 agenda as presented.

MOTION: Director Kohl moved, seconded by Director Quaas-Annsa, to approve the January 13, 2025 agenda as presented.

Vice Chair De Graff called for a roll call vote. Vice Chair De Graff asked each Board member to indicate if they supported the motion in favor of approving the January 13, 2025 agenda as presented: Director Quaas-Annsa – Yes, Director Kohl – Yes, Director De Graff– Yes, and Director Light – Yes.

Motion passed, 4:0.

3. PRESENTATIONS

A. Introduction of the Student Board Representatives

A3

Cameron Stratton shared:

- Students performed one of their most powerful productions during December, with parents and students alike commenting on how moving the presentations were.
- Students have been learning about the 1960's, writing poetry detailing the crucial historical moments in civil rights. They are learning about researching, team collaboration, public speaking skill building, and choreographic development. Growth recording and direct feedback are provided to the students to help improve their writing.
- Artbration was held at the Wildish Community Theater on the last day of term, to showcase the student art made over the term, either through visual or performance.

Gateways High School GHS

Alexis DeLuna shared:

- Final classes prior to winter break included holiday activities in an effort to help motivate the students.
- Night school during the month of January, focused on assisting the students in catching up on any credits they may have been behind in.
- Brattain campus participated in Winterfest prior to the winter break. The week was planned out with lots of fun, activity-filled days.
- Students were given the opportunity to participate in a book challenge over the break.
- Senior Cosmetology students have been focusing on completing their practicals. The students both independently and as a class continue to grow the success of the program.
- Cosmetology students have been preparing to host an upcoming Career and Technical Educational (CTE) tour of the program.

Springfield High School SHS

ASB President, Sahara Fisher shared:

- College applications are being submitted and essays written.
- Teachers are promoting The Portrait of a Springfield Graduate, which consists of five main qualities meant to encourage the students to use and also to prepare them for their post-high school careers.
- An all-school assembly was held, in which the Performing Arts came together to showcase a wonderful musical talent for the many new members.
- The Cheer Team held the annual Invitational Cheer Competition during the first week of January.
- Yearbook Class has been interviewing the various campus clubs and groups that will be featured in the yearbook, as well as promoting the senior portraits, which will commemorate the student's milestones from childhood into adulthood.
- Yearbooks are priced at \$55, but will increase to \$65 at the conclusion of the semester.
- The Farm Team is hosting their farm from January 6th through the end of the semester. Students will collect pledges in a fundraising effort to aid the team in receiving better coaching and equipment. Their goal is to raise \$1500.

- The Winter Formal dance will be held on January 25, 2025.
- Winterfest will be held from January 21-25th. The week will be filled with many fun activities and prizes.

Thurston High School THS

ASB Vice President, Kenya Liberatore shared:

- Lane Community College, Financial Aid representatives, College and Career Center coordinator, and THS counselors held a Free Application for Federal Student Aid (FAFSA) workshop, to assist seniors and their families in filling out the forms.
- Students have begun preparing for Finals Week, which is just around the corner.
- December 24th was a Cookie'n'Cram Session. During this time, students caught up with their school work while enjoying cookies.
- THS hosted an MLK Celebration, in which guest speakers acknowledged Dr. Martin Luther King Jr. The Black Student Union (BSU), 5 Powers, and Leadership diligently worked to organize the event.
- Winter sports have kicked off and includes boys and girls basketball, boys and girls wrestling, and boys and girls swimming.
- The Colt Cafe has reopened. Students may purchase lunch from the THS Culinary program in January, while cafeteria meals remain free for all students.

Willamette Leadership Academy WLA

Cayden Finney shared:

- WLA held their Quarter-Two Review and Award Ceremony, where GPA improvements, leadership abilities, and dedication to the program and much more were celebrated.
- Charlie Companies (sophomores) have maintained their nearly year-long streak of having the most students on Honor Roll.
- Gardening class began planting the donated seeds they received over the summer, and they have placed another order for soil.
- Students have been taking advantage of the curriculum and credit recovery assistance.
- Parent-teacher conferences will be held next week. Conferences keep families connected with the student's academic efforts and responsibilities.

B. School Board Recognition proclamation

Proclamation

WHEREAS, school boards create a vision for what students should know and be able to do;
 WHEREAS, school boards establish clear standards for student performance;
 WHEREAS, school boards ensure that student assessments are tied to established standards;
 WHEREAS, school boards are accountable to the community for operating schools that support student achievement;
 WHEREAS, school boards align school district resources to ensure that students meet standards;
 WHEREAS, school boards create a climate that supports the philosophy that all children can learn at high levels;
 WHEREAS, school boards build collaborative relationships based on trust, teamwork and shared accountability; and
 WHEREAS, school boards are committed to continuous education and training on issues related to student achievement;

NOW, THEREFORE, we hereby declare our appreciation to the members of the Springfield Public Schools Board of Education and proclaim the month of January to be School Board Recognition Month.

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

Dated this 13th day of January 2025

Superintendent Todd Hamilton

4. PUBLIC COMMENT

Vice Chair De Graff shared: This is the portion of our agenda for public comment. The Board provides three ways for community members to share public comment: written public comment, in person oral public comment and virtual public comment. Written public comment is received via email. Public comment received via email for this evening has been reviewed by the Board and has also been posted on the District's website. The deadline for submitting a request for oral public comment was today at 2:00pm. Those who requested an opportunity to speak this evening were notified by the board secretary about their request.

Time permitting, the Board may also hear public comment from individuals who signed up in person at the Administration Office before the meeting.

We encourage groups with a common purpose to designate a spokesperson. If your comments will be covered by a group spokesperson, please indicate so when your name is called. I want to remind those members of the public who have indicated a desire to make comments that our policy provides for a limitation of three (3) minutes per person.

The Board will not hear comments regarding any school personnel. We ask those speaking to refrain from using names and titles of school personnel. Any complaints regarding a particular employee must be processed through the procedure set forth in Board policy KL, which requires that complaints be submitted in writing to the Superintendent. This procedure must be followed before there is any Board involvement with such issues. A compliment involving a staff member should be sent to the superintendent, who will forward it to the employee, their supervisor and the Board.

Speakers are reminded that their public comments will be limited to three (3) minutes.

There were no request(s) received to publicly speak.

There were no written statement(s) received.

5. ACTION ITEMS

A. Approve Consent Agenda

1. December 9, 2024, Business Meeting Minutes
2. Financial Statement, Resolution #24-25.029
3. Personnel Report, Resolution #24-25.030

Brett Yancey
Dustin Reese

Vice Chair De Graff asked for a motion to approve the Consent Agenda with the acknowledged December 9, 2025 corrections to the meeting minutes as presented.

MOTION: Director Kohl moved, Director Light seconded the motion to approve the Consent Agenda.

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Vice Chair De Graff called for a roll call vote. Vice Chair De Graff asked each Board member to indicate if they supported the motion in favor of approving the Consent Agenda with the acknowledged December 9, 2025 corrections to the meeting minutes as presented: Director Quaas-Annsa – Yes, Director Light – Yes, Director Kohl – Yes, and Director De Graff – Yes.

Motion passed, 4:0.

Board Announcement

Vice Chair De Graff announced that the Board received Kelly Mason’s Board resignation letter. On behalf of the Board, Vice Chair De Graff expressed gratitude for Mason’s service and commitment to Springfield, noting the meaningful impact she had upon the schools and the community. Success and happiness was wished for Mason as she moves forward in her life.

B. Declare Board Vacancy, Resolution #24-25.033

Vice Chair De Graff

It is recommended that the Board of Directors declare a vacancy for Position 5, effectively immediately.

MOTION: Director Light moved, Director Quaas-Annsa seconded the motion to approve the Board of Directors to declare a vacancy for Position 5, effective immediately.

Vice Chair De Graff asked if there was any discussion.
There was none.

Vice Chair De Graff called for a roll call vote. Vice Chair De Graff asked each Board member to indicate if they approve the Board of Directors to declare a vacancy for Position 5, effective immediately: Director Quaas-Annsa – Yes, Director Light – Yes, Director Kohl – Yes, and Director De Graff – Yes.

Motion passed, 4:0.

C. Elect Board Officers

Vice Chair De Graff

It is recommended that the Board of Directors appoint someone to fill the Chair position.

NOMINATION: Director Kohl nominated Nicole De Graff to fill the Board Chair position.

Vice Chair De Graff called for a roll call vote. Vice Chair De Graff asked each Board member to indicate if they approve Nicole De Graff to fill the Chair position: Director Quaas-Annsa – Yes, Director Light – Yes, Director Kohl – Yes, and Director De Graff – Yes.

Board nomination passed, 4:0.

It is recommended that the Board of Directors approve to fill the Vice Chair position.

NOMINATION: Chair De Graff nominated Heather Quaas-Annsa to fill the Vice Chair position.

Chair De Graff called for a roll call vote. Chair De Graff asked each Board member to indicate if they approve of Heather Quaas-Annsa to fill the Vice Chair position: Director Quaas-Annsa – Yes, Director Light – Yes, Director Kohl – Yes, and Director De Graff – Yes.

Board nomination passed, 4:0.

**D. Approve Out of State Travel, Springfield High School, Journalism Convention,
Resolution #24-25.034**

David Collins

It is recommended the Board approve Springfield High School Yearbook Class request to travel to Seattle, Washington to attend the JEA/NSPA National Journalism Convention. Dates of travel will be April 24-27, 2025.

Yearbook and Journalism Advisor Kate McGuire, explained that through the previous journalism advisor Mr. Miller, a grant had been received for \$15,000 per year. The current grant balance is \$23,000. These funds will be used towards the student's travel expenses. There will be no cost to the district.

MOTION: Director Kohl moved, Vice Chair Quaas-Annsa seconded the motion to approve Springfield High School Yearbook Class request to travel to Seattle, Washington to attend the JEA/NSPA National Journalism Convention. Dates of travel will be April 24-27, 2025.

Chair De Graff called for a roll call vote. Chair De Graff asked each Board member to indicate if they approve Springfield High School Yearbook Class request to travel to Seattle, Washington to attend the JEA/NSPA National Journalism Convention. Dates of travel will be April 24-27, 2025: Vice Chair Quaas-Annsa – Yes, Director Light – Yes, Director Kohl – Yes, and Chair De Graff – Yes.

Motion passed, 4:0.

E. Appoint EEAC Member to Budget Committee, Resolution #24-25.032

Taylor Madden

It is recommended that the Board of Directors appoint David Walp, representing the District's Educational Equity Advisory Committee, to serve as a member of the Springfield Budget Committee in position 3, effective January 13, 2025 through December 31, 2025, completing the current vacant mid-term position.

Taylor Madden reminded the Board that it is a district requirement to have a member from the Educational Equity Advisory Committee fill a position on the Budget Committee. Springfield District resident, graduate of Thurston High and a parent of an elementary school student. David Walp came forward as a candidate ready to serve on the Budget Committee and to represent the District's Education Equity Advisory Committee in position 3.

MOTION: Vice Chair Quaas-Annsa moved, Director Kohl seconded the motion to appoint David Walp, representing the District's Educational Equity Advisory Committee, to serve as a member of the Springfield Budget Committee in position 3, effective January 13, 2025 through December 31, 2025, completing the current vacant mid-term position.

Chair De Graff called for a roll call vote. Chair De Graff asked each Board member to indicate if they approve to appoint David Walp, representing the District's Educational Equity Advisory Committee, to serve as a member of the Springfield Budget Committee in position 3, effective January 13, 2025 through December 31, 2025, completing the current vacant mid-term position.: Director Quaas-Annsa – Yes, Director Light – Yes, Director Kohl – Yes, and Director De Graff – Yes.

Motion passed, 4:0.

F. Adopt Policy, Section I, Resolution #24-25.031

Superintendent Hamilton

It is recommended that the Board of Directors adopt the revised policies in Section I (Instruction) as presented.

MOTION: Director Kohl moved, Vice Chair Quaas-Annsa seconded the motion to approve to adopt the revised policies in Section I (Instruction) with five policies to be held for further review and/or discussion; IIA. Instructional Resources and Instructional Materials, IJF. Graduation Requirements, IKFB. Graduation Exercises, IMD. Student Achievement Program, and ISCA 21st Century Schools.

Chair De Graff asked if there was any discussion.

The Board requested that policies IIA. Instructional Resources and Instructional Materials, IJF. Graduation Requirements, IKFB. Graduation Exercises, IMD. Student Achievement Program, and ISCA 21st Century Schools be held for further review and/or discussion.

Superintendent Hamilton stated that he would gather the policy background information requested by the Board and follow up with them at a later date.

Chair De Graff called for a roll call vote. Chair De Graff asked each Board member to indicate if they approve to adopt the revised policies in Section I (Instruction) with five policies to be held for further review and/or discussion; IIA. Instructional Resources and Instructional Materials, IJF. Graduation Requirements, IKFB. Graduation Exercises, IMD. Student Achievement Program, and ISCA 21st Century Schools: Vice Chair Quaas-Annsa – Yes, Director Light – Yes, Director Kohl – Yes, and Chair De Graff – Yes.

Motion passed, 4:0.

6. Discussion

A. 2025-2027 Lane ESD Local Service Plan, Year One

Tony Scurto

Superintendent Hamilton welcomed Superintendent Tony Scurto and Lane Education Service District Board member Vanessa Truitt. He highlighted their roles and contributions to the community.

Superintendent Scurto expressed excitement about the new streamlined and easier to understand Lane ESD Local Service Plan format, which is now 11 pages instead of over 40.

Additional format highlights:

- An electronic version is still available for those seeking more detailed information.
- There is now a customized avenue for reporting services that have been used.
- Core Services - now organized by services funded through all 16 districts, granting access to all component districts at no cost.
- Menu Services - are optional for districts to choose from as needed, using their allocated flex funds and individual district resources.
- Custom Services - can be requested by an individual district or group of districts based on a specific need. These services may include staffing or the provision of services.
- Grants and Contracts - The ESD intentionally applies for grants that extend the services of the four component areas provided through the State School Fund to support the educational mission of the country. Out of the 35% of the services offered through the State School Fund, 65% come from grants and contracts.

Truitt shared a personal update about her children's achievements and expressed appreciation for the music program at Springfield High School.

Superintendent Scurto provided an update on the statutory action required from school boards by March 1, 2025, and offered to answer any questions as they may arise.

B. Policy Updates, Sections A/B & K/L

Superintendent Hamilton

Superintendent Hamilton directed the Board to sections A/B and K/L, which are related to board governance and operation and district and community relations, including some policies discussed by the board, in which the Oregon School Board Association (OSBA) tracked those conversations and recommendations were made based upon those. Hamilton asked the Board to review the information and provide feedback by January 29, 2025. This information will be placed on the district's website and made available to the public.

C. Board Vacancy, Process and Timeline

Brian Richardson

Brian Richardson presented three options for filling the vacated position:

1. Waiting until a newly elected director is sworn in.
2. Appointing a person from the May 20 election.
3. Hosting an application process.

Richardson provided explanations and timelines for each of the three options, while making it clear that the Board was under no obligation to fill the position by a specific timeline.

The Board discussed the pros and cons of each timeline option, while considering the community's expectations, the Board's workload, fairness to applicants, and the potential impact on the upcoming election.

After much deliberation, the Board decided upon proposal two, which extended the application period to January 31st, to ensure a broader applicant pool.

Board Vacancy Timeline - Proposal 2

01/03/25 — Kelly Mason announces board resignation.

- 01/13 — Board Meeting; The Board accepts resignation, declares board vacancy and determines a process and timeline for filling the vacancy.
- 01/14 — News release sent to the media. Application and information posted on the District website and shared via social media/newsletter. News post generated on the District website.
- 01/14 — 01/31 - Applications (paper/email) received by the Board secretary and date-stamped. Staff works with Board leadership to finalize interview questions.
- 01/31 — Application deadline, 3 p.m. on January 31, 2025.
- 01/31 — 02/07 - Board members will individually review applications.
- 02/07 — Board secretary informs applicants of the Board's process and schedules interviews with selected candidates.
- 02/10 — Board conducts interviews, votes to select the candidate and administers the oath.

7. Reports and Information

- A. Superintendent Communication** Superintendent Hamilton
Superintendent Hamilton acknowledged the efforts of the District staff members, Facilities and Operations Team, and the Technology Team, highlighting their accomplishments during the winter break and the support they provided to families in need.

January Community Event:

- Springfield's 2025 State of the City Address
 Mayor Sean VanGordon in partnership with Team Springfield to host the event
 Date: Thursday, January 30, 2025 at 5:30 p.m.
 Location: The Wildish Community Theater in downtown Springfield, Oregon
 More information to come

B. Board Communication and Comments

Chair De Graff shared:

The application process for the SEF grant award, and that it was still open.

Director Light shared:

The Martin Luther King Jr. (MLK) Celebration would be held next Monday, generally beginning around 1:00 p.m. and would include a walk-over from the jail. Springfield Education Foundation (SEF) will host the Jazz Bubbles this Sunday.

Director Kohl did not share.

Vice Chair Quaas-Annsa shared:

Attended her first event at the Wildish Community Theater and truly enjoyed it. She will attend A3's MLK Celebration presentation and expressed appreciation for all of the principals and educators who make such an impact on the students.

8. NEXT MEETINGS

- January 27, 2025 – Special Meeting at 5:30 p.m
- February 10, 2025 – Business Meeting at 7:00 p.m.
- February 13, 2025 – Budget Committee/ Work Session at 6:00 p.m.

Chair De Graff thanked everyone for attending.

9. ADJOURNMENT

Having no further business to conduct, Chair De Graff adjourned the meeting at 8:28 p.m.

(Minutes recorded by Trenay Ryan, LCOG)