

Board Agenda Topics – October 13, 2025

1. Student Performance

- a. Focus on subjects other than math and reading (art, science, social studies, computers/technology)
 - i. Possible presentations from staff (K-5, 6-8, 9-12)
- b. Student Presentations
 - i. Specialized groups or clubs (band, choir, theater, robotics, sports, debate, etc.)
- c. Key metrics, presented to board monthly or quarterly
 - i. Metrics include easyCBM, attendance, 9th grade on track, school capacity, other test scores that are available
 - ii. Does not necessarily need ongoing discussion, can just be information to review

2. Student Support Systems

- a. Key metrics, presented to board monthly or quarterly
 - i. SWIS data, PBIS, SAFE Oregon
 - ii. Does not necessarily need ongoing discussion, can just be information to review
- b. Presentation on mental health supports available for students, possibly from school counselors or resource room staff
- c. Possible survey asking staff and students about what is needed, what is going well, what could be improved upon

3. Staff Wellbeing

- a. HR Report- recruitment, retention, retirements, transfers, and exits
 - i. Historical data on staff retention by position, by school
- b. Review of survey results from Oregon Statewide Educator Survey

4. Parent/Family Involvement

5. Community Involvement

6. Board Development

7. Facilities/Maintenance

8. Policy Review, Updates, and Adoption

Martie Steigleder

From: Jonathan Light
Sent: Monday, April 27, 2026 3:15 PM
To: Bob Brew; Nicole De Graff; Ken Kohl; Amber Langworthy; Jonathan Light
Cc: Jodi Omara; Martie Steigleder
Subject: Policy BG
Attachments: SPS Policy Review BG-OA (JL).pdf

Hello Board,

In preparation for tonight's discussion I am attaching a document that outline my thoughts on Policy BG and the corresponding Operating Agreements. Also check out Ken's research on the same topic with other districts in our area, which I will forward. I consider tonight's discussion to be a "first read" and not necessarily resulting in any action.

Jonathan

Please consider this email as confidential.

Important: Please do not reply or forward this e-mail if this communication constitutes a decision or deliberation toward a decision between and among a quorum of a governing body which could be considered a public meeting. E-mails on district business are governed by public records law.

BOARD POLICY BG: Board-Staff Communications Review & Discussion 4-27-26

OPERATING AGREEMENTS (prior to 3/9/20):

No language specific to board member visits to schools.

OPERATING AGREEMENTS (10/15/22):

School Visits by Board Members (see Policy BG)

1. School visits will be conducted according to Board policy and will be coordinated through the Office of the Superintendent.
2. Board members will be informed of unofficial visit opportunities (i.e., sporting events, plays, concerts). Board members may choose to attend these events as their schedules allow. Attendance at these events does not need to be coordinated through the Office of the Superintendent.

OPERATING AGREEMENTS (proposed):

School Visits by Board Members (see Policy BG)

1. School visits will be conducted according to Board policy ~~and will be coordinated through the Office of the Superintendent.~~
2. Board members will be informed of unofficial visit opportunities ~~(i.e., sporting events, plays, concerts).~~ Board members may choose to attend these events as their schedules allow. Attendance at these events does not need to be coordinated through the Office of the Superintendent.

POLICY BG Reviewed / Readopted: 4/28/25

The Board desires to maintain open channels of communication between itself and the district staff. ~~The basic line of communication will be through the superintendent.~~

Staff Communications to the Board (current)

All formal communications or reports to the Board, or any Board committee, from staff members will be submitted through the superintendent. This procedure will not be construed as denying the right of any employee to address the Board about issues which are neither part of an active administrative procedure, nor disruptive to the operation of the district. In addition, this procedure does not restrict protected labor relations communications of bargaining unit members.*? Staff members are invited to Board meetings, which provide an opportunity to observe the Board's deliberations on matters of district operation.

**As written this policy is in violation of an individual's First Amendment rights. The district can only restrict a staff member's right to communicate with a board member if it is: a) during the employee's work day, and/or b) takes place on district property.† Need to clarify policy language. (JL)*

† Legal opinion - Eakins (11/13/23) The board cannot be prohibited from speaking to any district employee outside of school hours assuming the employee agrees and is not coerced, or prohibit any employee from speaking to board members when outside of school hours or off of district premises.

Board Communications to Staff (current)

All official Board communications, policies and directives of staff interest and concern will be communicated to staff members through the superintendent. The superintendent will provide appropriate communication to keep staff fully informed of the Board's policies, priorities and actions.

**Unofficial communications (notes of thanks, congratulations, scheduling, response to a question, etc.) should not be subject to the above language and should not have to be routed through the superintendent's office. Policy needs to be clarified, making a distinction between official and unofficial.*

Visits to Schools (current)

Visits by Board members will be conducted with the full knowledge of staff, including the superintendent, principals and other supervisors. School visits by Board members will be regarded as informal expressions of interest in school affairs and not as "inspections" or visits for supervisory or administrative purposes.

Proposed Revision: (excerpts from Bethel Board Policy BG)**Visits to Schools**

Visits to address specific concerns from staff members will be considered official visits. Official visits by Board members will be carried out only under Board authorization and with the full knowledge of staff, including the Superintendent, principals and other supervisors. Unofficial school visits by Board members will be regarded as informal expressions of interest in school affairs and are encouraged. These visits are not "inspections" or visits for supervisory or administrative purposes. Unofficial visits may be directly scheduled by contacting building leadership, with a courtesy notification to the superintendent.

Martie Steigleder

From: Jonathan Light
Sent: Monday, April 27, 2026 3:16 PM
To: Bob Brew; Nicole De Graff; Ken Kohl; Amber Langworthy; Jonathan Light
Cc: Jodi Omara; Martie Steigleder
Subject: Fwd: Board Member School Visitations

Begin forwarded message:

From: Ken Kohl <ken.kohl@springfield.k12.or.us>
Subject: Board Member School Visitations
Date: April 22, 2026 at 2:33:05 PM PDT
To: Jonathan Light <Jonathan.Light@springfield.k12.or.us>

Jonathan,

I reviewed SPS, Eugene, and Bethel policies and agreements for school visit protocols. Eugene Policy BG requires superintendent "authorization". Bethel appears to only require informing the Superintendent. SPS Policy BBAA requires superintendent "approval". Actual policy language and links to the relevant information are below.

Policy BBAA Individual Board Member's Authority and Responsibilities 4/28/2025

4. Board Member's Relationship to Administration
Individual Board members will be informed about the district's educational program, may visit schools or other facilities to gain information when approved through the superintendent, and may request information from the superintendent.

Eugene 4J BBAA 10/23/2024

4. Board Member's Relationship to Administration
Individual Board members will be informed about the district's educational program, may visit schools or other facilities to gain information, and may request information from the superintendent.

Bethel 2/2026

4. Board Member's Relationship to Administration
Individual Board members will be informed about the District's educational program, may visit schools or other facilities to gain information, and may request information from

Ken Kohl
Springfield School Board

Important: Please do not reply or forward this communication if this communication constitutes a decision or deliberation toward a decision between and among a quorum of a governing body which could be considered a public meeting. Electronic communications on district business are governed by public meetings law. This communication has not been authorized by a specific Board motion.

Please consider this email as confidential.

Important: Please do not reply or forward this e-mail if this communication constitutes a decision or deliberation toward a decision between and among a quorum of a governing body which could be considered a public meeting. E-mails on district business are governed by public records law.

Please consider this email as confidential.

Important: Please do not reply or forward this e-mail if this communication constitutes a decision or deliberation toward a decision between and among a quorum of a governing body which could be considered a public meeting. E-mails on district business are governed by public records law.

Policy BCB 4/27/2026

A board member who has been formally censured by the Board, or removed from a board leadership position by board action, shall not be eligible for election or appointment to any board leadership role.

Eligibility may be restored only after:

1. The Board has determined, by majority vote in a public meeting, that the member has taken appropriate corrective action; and
2. The Board has affirmed that restoration of eligibility is in the best interest of the Board's effective governance.

For purposes of this policy, "corrective action" may include, but is not limited to, completion of governance training, adherence to board norms, and demonstrated conduct consistent with board expectations.

2nd Option:

Proposed Policy Addition – Board Leadership Eligibility

A board member who has been formally censured by the Board, or removed from a board leadership position by board action, shall be ineligible for election or appointment to any board leadership role for a period of six (6) months from the date of the censure or removal.

one year

After the six-month period, the member may be considered for leadership roles consistent with standard board procedures.

Springfield School District 19

Code: BCB
Adopted: 1/08/07
Revised/Readopted: 3/11/19; 2/10/25
Orig. Code(s): BCB

Board Officers

No later than the next regular meeting after July 1, the Board will elect one of its members to serve as chair and one to serve as vice chair. No member of the Board may serve as chair more than four years in succession. If a Board member is unable to continue to serve as an officer, a replacement will be elected immediately. The replacement officer will serve the remainder of the officer's term until the following July.

The Board chair will:

1. Assist the superintendent in establishing the agenda for regular Board meetings;
2. Call special meetings when required;
3. Preside at all meetings of the Board and enforce the rules of order;
4. Sign the minutes and other official documents that require the signature of the chair;
5. Represent the district and the Board at official functions, unless this duty is delegated by the Board chair to another Board member;
6. Appoint all committees unless otherwise ordered by the Board;
7. Have the right to discuss issues and vote.

In the absence, incapacitation or death of the chair, the vice chair will perform the duties of chair and, when so acting, will have the chair's powers. The vice chair will perform other functions as designated by the Board.

The superintendent will designate a staff member to serve as Board secretary and will directly supervise and evaluate the secretary. The secretary to the Board will take notes at Board meetings, compile minutes and perform related work as assigned by the superintendent or requested by the Board chair. These duties will include, but not be limited to, the following:

1. Record the disposition of all matters on which the Board considered action;
2. Prepare and distribute minutes in advance for approval at the next Board meeting;
3. Maintain and keep official copies of the minutes;
4. Maintain the official record of Board policies;
5. Properly post all Board meetings.

Board or District Spokesperson

The Board may appoint one of its members, usually the chair, or another person to make authorized statements to the public or the media when the Board deems that, under the circumstances, the district's position should be articulated by a single voice. The spokesperson serves at the Board's direction and may be removed or replaced at any time by action of a majority of the Board.

END OF POLICY

Legal Reference(s):

[ORS 255.335](#)
[ORS 332.040](#)

[ORS 332.045](#)
[ORS 332.057](#)

[OAR 166-400-0010\(9\)](#)

Cross Reference(s):

BC/BCA - Board Organization/Board Organizational Meeting