

**LEBANON COMMUNITY SCHOOL DISTRICT
SCHOOL BOARD MEETING
MINUTES
January 11, 2018 - 6:00 PM
Santiam Travel Station – 750 S. 3rd Street, Lebanon, Oregon 97355**

A regular School Board Meeting was held at the Santiam Travel Station on January 11, 2018. Those present included:

Nick Brooks, Director	Rob Hess, Superintendent
Richard Borden, Director	Bo Yates, Assistant Superintendent
Russ McUne, Director	Jennifer Meckley, Director of Human Resources
Tom Oliver, Director	Linda Darling, Director of Business

Mike Martin, Director, was not present. Minutes recorded by Nicole Hundley, Executive Secretary.

Board Chair Tom Oliver called the meeting to order.

GOOD NEWS/COMMUNITY COMMUNICATIONS

1. Attendance Team at Lebanon High School

Principal Brad Shreve introduced Jeff Stolsig, Dean of Attendance. Jeff Stolsig reviewed the purpose of the Attendance Team: to improve graduation rate, attendance rate, academic success, and school culture. He outlined the actions they are taking under accountability, support and meaningful incentives to accomplish the team's goals. He also reviewed data showing improvement in attendance. Discussion ensued regarding unexcused absences, the need for consistency in grading and make up work practices, attendance taking by teachers, and open campus lunch. Jeff Stolsig also reviewed future actions the team hopes to take in accountability, support, and meaningful incentives. He reviewed some positive stories from students that have been directly impacted by the Attendance Team.

AUDIENCE COMMENTS

Sandi Cox commented about seeing high school students out on campus frequently during class time. She also encouraged that other school events and activities be incorporated into the potential grading policy.

GENERAL BUSINESS

1. Policies

a. Discussion: Policy BDDH: Public Participation at Board Meetings and BDDH-AR: Public Comment at Board Meetings

The OSBA recently suggested changes to the policies governing public comment. At the last meeting, the Board decided to table these policies to allow for further thought before continuing forward. Tom Oliver noted that he did not see a compelling reason to change, as he is not interested in limiting public comment, and our current process is working. He felt it was a stretch to limit positive comment on staff. Richard Borden agreed, stating that the Board needs public input. Russ McUne also agreed, and asked that a clean policy without the changes limiting public comment be brought for first reading at the next meeting.

b. Action: Adopt Revised Board Policies on First Reading

The following policies were presented with revisions according to recommendations from OSBA based on various law changes as outlined in the enclosure: CCG: Evaluation of Administrators; GCN/GDN: Evaluation of Staff; GCN-AR: Core Teaching Standards (delete); and GDN: Evaluation of Classified Staff (delete). Russ McUne made a motion to approve the policies as presented for first reading. Nick Brooks seconded the motion. The motion carried by majority.

c. Action: Adopt Revised Board Policies on Second Reading

The following policies were presented with revisions according to recommendations from OSBA based on various law changes as outlined in the enclosure: IGBA: Students with Disabilities – Child Identification Procedures; IGBAG-AR: Special Education – Procedural Safeguards; IGBAH: Special Education – Evaluation Procedures; IGBAJ: Special Education: Free Appropriate Public Education (FAPE); IGBAJ-AR: Special Education: Free Appropriate Public Education (FAPE); IGBHE: Expanded Options Program; IGBHE-AR: Expanded Options Program; IGCA: Post Graduate Scholars Program; JEC: School Admission and Open Enrollment; JEC-AR(1): Open Enrollment/School Attendance Areas (information only); JEC-AR(3): Application for Open Enrollment (information only); JECA: Admission of Resident Students; IKF: Graduation Requirements; IKF-AR: Graduation Requirements; IKFB: Graduation Exercises; JFCG/JFCH/JFCI: Use of Tobacco Products, Alcohol, Drugs and Inhalant Delivery Systems (new); JFCH: Alcohol (delete); JFCI: Substance /Drug Abuse (delete); JFCG-AR: Discipline for Use, Possession, Distribution of Sale of Tobacco Products or Inhalant Delivery Systems (new); JOA: Directory Information; KBA: Public Records; and KBA-AR: Public Records. Russ McUne made a motion to approve the policies as presented for second reading. Richard Borden seconded the motion. The motion carried by majority.

2. Report: Sand Ridge Charter School

The Board reviewed the annual report from Sand Ridge Charter School. There were no questions or concerns.

3. Action: Approve Non Resident Open Enrollment and Interdistrict Transfer

Nicole Hundley explained the two separate processes for allowing non-resident students to attend the District. The Non Resident Open Enrollment process is only open during the month of March, and the District proposed closing this to Seven Oak Middle School and Lacombe School. Interdistrict transfers were proposed to still be accepted for all schools based on a space availability basis at grade and classroom level.

Nick Brooks asked that this topic be tabled until after the Seven Oak Overcrowding discussion.

4. Discussion: CET Ad Hoc Committee Update

Linda Darling reported that the Committee next meets on January 29 and there will be more details at the February board meeting.

5. Discussion: Update on Public Complaint Policy and Process

Tom Oliver noted that he anticipates Jollee Patterson will have completed recommendations for policy revisions at the next Board meeting.

6. Report: 2020 Vision Reflection

Rob Hess presented the next five reflections of the original 25 focus areas of the 2020 Vision. This includes evidence of progress towards the goal in the last seven years and some suggestions for the District's next steps in that area.

7. Report: Division 22 Assurances

Jennifer Meckley discussed the Division 22 Assurances report. Annually, we are required to report compliance with some or all of Division 22. Jennifer Meckley noted that we are in compliance with all components. One staff person from each school will have completed the new dyslexia training by July 1. All supporting documents are kept in Jennifer Meckley's office if a Board member would like more detail.

8. Action: Approve LBL ESD Local Service Plan

The annual local service plan with Linn Benton Lincoln Education Service District was presented for Board approval. Rob Hess noted that the ESD uses their Board and local superintendents' feedback to create the service plan. He outlined the differences in Tier 1 and Tier 2 funding. Richard Borden made a motion to approve the LBL ESD Local Service Plan. Russ McUne seconded the motion. The motion carried by majority.

The Board meeting recessed for five minutes.

9. Discussion: Seven Oak Overcrowding Solutions

The Board reviewed the facts and assumptions that went into creating the seven possible solutions outlined in the memo. Rob Hess noted that he is looking for direction from the Board on how to solicit input from staff and parents between now and a future meeting.

Nick Brooks asked which idea Rob Hess ranked best. Rob Hess discussed the sister school concept, which was originally Bo Yates' idea. This is a long term solution that allows the PK-2 level to be in an environment with no testing, with focused Title 1 resources, learning to read. Then the 3-6 level would be reading to learn and would be the introduction of the SBAC. Seven Oak could then be only 7-8, with an increased focus on SBAC, career preparation and CTE exploration. In the short term, this would be the most stressful transition. Several staff members would be moved and we may have licensing issues at 6th grade. However, there would be no modules or new facilities necessary and it would allow the District to stretch our current facilities longer. Grouping students this way both academically and socially is more resource efficient than the K-5/K-6 model. Discussion ensued regarding large families having students at multiple schools, transportation, and the distance between schools.

Bo Yates reviewed classroom and common area square footage per student across different District buildings. Seven Oak does have narrow hallways, lockers and a small lunch room. Previously the 6th grade was self-contained but now they are also in the halls during passing periods. Compared to other buildings in the District, Seven Oak has the least square footage per student. Discussion ensued regarding the building design at 750 students not being reasonable when it feels crowded at 670.

The Board discussed several concerns, including how to seek public input, if the public would support sister schools, and potentially having another big change in a few years. The board agreed they strongly want parent input, but did not feel there was sufficient time to complete a process like the 2020 prior to the next school year, and Seven Oak needs a more immediate resolution.

Bo Yates and Rob Hess discussed a self-contained wing at Seven Oak for the 6th grade as the most feasible option given the timeline. Option A, expanding Cascades School to become a K-6, is the least disruptive option. Option B, expanding Cascades and Green Acres to K-6, is the next feasible, as it requires modulars and will be more expensive.

The Board agreed that doing nothing is not an option. They determined to move forward with meetings at schools to seek input from staff, parents and the community. Rob Hess will also conduct an electronic survey and an online thought exchange. This would be for an immediate solution on where to put 50-75 6th graders in order to reduce the class size at Seven Oak, and then a long term solution at a later time. Tom Oliver stressed that the group should

look for the least disruptive, least expensive short term solution that doesn't preclude the District from moving towards a good long term solution.

Discussion ensued regarding high open enrollment requests at the 6th grade level and the plan for District wide band options at the 6th grade level for equity.

Rob Hess will schedule meetings at the schools potentially impacted to solicit feedback from families and the community, with a goal of a Board decision in March to allow for the plan to be included in the Budget for 2018-2019.

DEPARTMENT REPORTS

1. Finance

a. Report

Linda Darling noted that the report was reviewed during the Budget Committee Meeting. There were no further questions.

b. Report: 2016-2017 Audit Report

The Audit was provided in the packet for Board review. Linda Darling asked if the Board was interested in having the auditors come to a meeting. Tom Oliver and Nick Brooks asked that the auditors come and present. Linda Darling will schedule this for an upcoming Board meeting.

2. Operations

Bo Yates noted that there are new storage facilities at Seven Oak and LHS. He discussed the two new buses, and how DEQ may provide more grant funds to reimburse for their purchase. He may ask during the Budget season that these funds be used for activity vans for high school athletic competition transportation.

3. Human Resources

Jennifer Meckley noted that classified bargaining will begin January 31, and the team is currently preparing for that.

COMMUNICATION

1. Board

Tom Oliver reported that he had a recent conversation with the Ethics Commission regarding Rob Hess' inquiry for guidance on the supervision and evaluation of family members. We should have material from the Ethics Commission before the next meeting.

2. Superintendent

Rob Hess noted that the CTE Ad Hoc Committee had its first meeting today. The purpose of this group is to explore what we are currently doing in the District with CTE and how to increase interest, participation and efficiency. It is commitment of the District to support CTE, and there is a lot of community interest and investment.

Rob Hess also discussed the calendar committee which consists of four administrator representatives, four classified representatives, and four certified representatives. Their first meeting was this week, and they will have another in February, with a goal of bringing at least one calendar to the Board at the March meeting for consideration.

Rob Hess then discussed how he has found a house to purchase that is big enough to support his large family; however the house is outside of the District's boundary which is a superintendent contract obligation. He inquired as to the Board's openness to reconsider that part of the contract, as the home is only 15 minutes from the District Office and he would still be in the area. Russ McUne noted how the residency requirement is not in any other District employee's contract, and the purpose of this section was to have the superintendent be involved in the community. Richard Borden also supported that the intent of that section of the contract is to have participation in the local area. Nick Brooks expressed some concern because the contract was reapproved last year with the residency section intact. He was unsure how the Board would go about changing this section on this short of notice. Rob Hess stressed that this was not something he intended for the Board to vote on tonight. Rather he wanted the Board's input and wanted to have the situation discussed in public for transparency. Nick Brooks noted that he felt put on the spot because of the short timeline, and expressed that the Board had the chance to take the residency section into consideration last year and did not. Rob Hess discussed how his participation in the community could be a part of his evaluation rather than his contract. Tom Oliver noted that he had discussed the contract section with Nancy Hungerford, and the language is enforceable and is neither common nor uncommon. Tom Oliver felt that the current language of this section is not worded in a way to address the intent of the superintendent's commitment and engagement in the community. He felt the Board should open up the entire contract for reconsideration. Discussion ensued regarding the timeline due to the potential home purchase. Russ McUne felt not making a decision at this meeting did not allow Rob Hess to move forward, while Tom Oliver felt that the matter required more due diligence than this meeting allowed. Rob Hess again noted that he was not asking for a vote, he just wanted a Board conversation to help form his decisions. Discussion ensued regarding bringing the contract that starts in July 2018 back to the Board for consideration of language changes. Rob Hess agreed that this achieved what he hoped to accomplish tonight by seeking Board feedback and knowing the Board is open to bringing the contract forward for additional conversations. Tom Oliver noted that the Board did not want to withhold something from the superintendent that they would reasonably allow for other employees.

RETURN TO GENERAL BUSINESS

3. Action: Approve Non Resident Open Enrollment and Interdistrict Transfer

Richard Borden made a motion to establish that all nonresident students shall receive written consent for admission under ORS 339.133(5)(b) for the 2018-2019 school year at the following schools: Cascades School, Green Acres School, Hamilton Creek School, Pioneer School, Riverview School, and Lebanon High School. Non-Resident Open Enrollments will not be accepted at Seven Oak Middle School or Lcomb School. Russ McUne seconded the motion. The motion carried by majority

Richard Borden made a motion to establish that all nonresident students shall receive written consent for admission under the interdistrict transfer policy for the 2018-2019 school year, subject to space availability for the K-8 grade levels and school requested and only after consideration of resident requests for open enrollment. All resident students shall receive written consent for release to another district under the interdistrict transfer policy for the 2018-2019 school year. Russ McUne seconded the motion. The motion carried by majority.

CONSENT AGENDA

1. Action: Approve December 14, 2017 Board Minutes

Richard Borden made a motion to approve the December 14, 2017 minutes as presented. Russ McUne seconded the motion. The motion carried by majority.

2. Action: Approve Hiring

- i. Cindy Cady – 3rd Grade Teacher, Riverview School (Temporary 2017-2018 School Year)**
- ii. Katherine Harkins – Elementary Teacher, Green Acres School and Pioneer School (Temporary 2017-2018 School Year)**

Richard Borden made a motion to approve the hirings as presented. Russ McUne seconded the motion. The motion carried by majority.

AUDIENCE COMMENTS

Board Chair Tom Oliver welcomed audience comments.

Cindy Thompson, a Green Acres employee, asked if the District was taking into consideration how many of the classrooms at Seven Oak only had eight students in them. She also commented that she does not feel the superintendent should have his children attend school outside the District.

Theresa Peltier discussed the potential changes to Seven Oak. She noted that the change from a K-8 to K-6 at Pioneer has been positive, as it allowed the 6th graders to focus on leadership, academics and social-emotional learning. She felt this model would be great for other schools. She expressed concern on sister schools, because of the number of students that would be displaced in order to implement this model. She also suggested that the District look into outsourcing the school structure conversation to a consultant. She worried about rushing decisions that would be disruptive to students.

Jason Pottoroff noted how he appreciated the Board's measured approach to discussing overcrowded classrooms. He recommended that the Board focus on a minimum square footage per student goal and disregard the design capacity figure as it does not make sense. He also expressed disappointment that Russ McUne tried to rush a decision on changing the superintendent's contract at this meeting.

ADJOURN

The meeting adjourned at 9:00 PM.

Tom Oliver, Board Chair

Rob Hess, Superintendent