

**LEBANON COMMUNITY SCHOOL DISTRICT
SPECIAL MEETING OF THE SCHOOL BOARD
March 19, 2018, 7:00 PM**

Santiam Travel Station

750 S. Third Street, Lebanon, OR 97355

MEETING AGENDA

1. WELCOME

- A. Call to Order
- B. Flag Salute

2. AUDIENCE COMMENTS

This is a time for citizens to address the Board. The Chair will recognize speaker(s) at the designated time. All speakers shall identify themselves and state their name before speaking. Speakers are asked to provide their name, address and telephone number on the Speaker's Sign-in Sheet. Each speaker may address the Board for three minutes.

3. SCHOOL CONFIGURATIONS

Superintendent's March 16, 2018 memorandum attached.

4. ADJOURNMENT

FUTURE MEETINGS

Date	Time	Location
April 12, 2018 Regular Meeting and Budget Committee Meeting	6:00 PM	Santiam Travel Station
April 26, 2018 Regular Meeting and Budget Committee Meeting	6:00 PM	Santiam Travel Station
May 10, 2018 Regular Meeting and Budget Committee Meeting	6:00 PM	Santiam Travel Station
June 14, 2018 Regular Meeting and Budget Hearing	6:00 PM	Santiam Travel Station

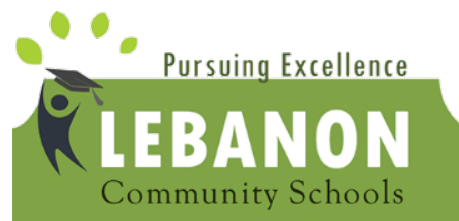
The Lebanon Community School District Board of Directors welcomes you to our regular meeting. It is the Board's goal to hold an effective and efficient meeting to conduct the business of the District. In keeping with this goal, the Board provides a place for Audience Comments on each of its regular agendas. This is a time when you can provide statements or ask questions. The Board allows three minutes for each speaker. The language below discusses the Public Meetings Law and public participation in such meetings.

"The Public Meetings Law is a public attendance law, not a public participation law. Under the Public Meetings Law, governing body meetings are open to the public except as otherwise provided by law. ORS 192.630 The right of public attendance guaranteed by the Public Meetings Law does not include the right to participate by public testimony or comment.

"Other statutes, rules, charters, ordinances, and bylaws outside the Public Meetings Law may require governing bodies to hear public testimony or comment on certain matters. But in the absence of such a requirement, a governing body may conduct a meeting without any public participation. Governing bodies voluntarily may allow limited public participation at their meetings."

Oregon Attorney General's Administrative Law Manual and Uniform and Model Rules of Procedure under the Administrative Procedures Act. Hardy Myers, Attorney General, March 27, 2000.

BOARD MEMORANDUM



To: The Honorable Chair and Members
Lebanon Community School District Board

From: Rob Hess, Superintendent

Date: March 16, 2018

Meeting Date: March 19, 2018

Re: School Configurations

Background

Over the past six weeks, the community has been engaged in a robust conversation about school configurations. The goal of these conversations has been to alleviate overcrowding at 7 Oak and improve academic performance. In pursuing a proposed solution, we reviewed the data gathered through a variety of formats and discovered the following key themes:

1. There is strong support to have 6th grade students learn in an elementary setting.
2. There is strong support for 7 Oak to be a 7th and 8th grade junior high school.
3. There is support – especially from staff – to create an alternative school.
4. There is strong support for consistency in our approach to resolving the school configuration dilemma.
5. In our desire to resolve the issues at 7 Oak, we must be careful to not create similar, additional, or unforeseen problems at other schools.

Longer-term Priorities (three to five years)

1. Establish an alternative school where a student can earn a diploma.
2. Reconsider the Open Enrollment policy.
3. Complete a comprehensive facilities study.
4. Explore a General Obligation bond with matching funds from the state.
5. Work toward consistent school configurations (K-6 Schools and K-8 Schools).
6. Prepare for growth in the community and review school boundaries.

Configuration Options for the 2018-19 School Year

Given the factors outlined above, there are three viable options for the 2018-19 school year:

Option 1: All In-town Elementary Schools Become K-6s for the Fall of 2018

This option would achieve several of our priorities in a short time period, but it would have significant costs in terms of staff and facilities. Issues to consider regarding Option 1 are as follows:

- Estimated cost with modular purchase is \$1.64 million (see Attachment A).
- Estimated cost with two-year modular lease is \$1.39 million (see Attachment B).
- Staffing: We would need to transfer staff who are able to teach in the elementary setting from 7 Oak. Some of these transfers would be involuntary. We would also need to hire and estimated 5.5 additional Full-time Equivalents (FTEs) to support Special Education (SPED), electives, and a dean of students to support the shift in population to the elementary level.
- Increased secretary and school assistant support needed at Riverview.
- Purchase or lease four, two-classroom modular buildings and complete site preparation at three different schools
- Additional training for teachers who are new to teaching 6th grade self-contained.
- Expand the book collections for media centers.
- This option represents the most change to the system, and it will be a stressful transition. It is, however, the preferred choice of parents and staff as communicated through the community forums.
- Option 1 represents significant costs and change to three district facilities prior to our district-wide facilities study.

Option 2: Grow the K-6 Model at the Elementary Schools through Parent Choice

This option would allow us to manage the next two years of large 6th grade classes and at the same time continue to pilot the K-6 model. It will also give us time to incorporate our long-range facilities plan into future decisions regarding school facilities. Issues to consider regarding Option 2 are as follows:

- Estimated Cost is \$398,000 (see Attachments A and B).
- Staffing: Requires an estimated additional 4 FTE to support SPED, electives at the K-6 level, and the creation of 6th grade classrooms at the elementary level.
- Communicates the district's commitment to transitioning to K-6 buildings for consistency of programming and opportunities.
- Provides for parent choice, but we would need parents to make their choice within the next 30 days. We would need at least 20 students enroll this spring for 6th grade at each of the K-5 schools to create a class.
- Progress toward consistency in programming goals is made.
- This option does not require any expenditures for facilities until after the facilities study is conducted and takes the long term view for the responsible use of resources.
- Additional training for teachers who are new to teaching 6th grade self-contained including how to appropriately support students who receive advanced math instruction at the 6th grade level.

Option 3: Keep the Same School Configurations

Through creative scheduling (self-contained 6th grade) and additional staff, we believe the goals of alleviating overcrowding and increased achievement can be realized. Issues to consider regarding Option 3 are as follows:

- Estimated cost with modular purchase is \$1.08 million (see Attachment A).
- Estimated cost with two-year modular lease is \$948,000 (see Attachment B).
- Staffing: Requires the addition of an estimated 5 FTEs to support SPED, counseling, and teachers to support a population of 700 students.
- Building renovations are necessary, since the original school's infrastructure (locker rooms, cafeteria, and playground) was not designed for 700 students.
- Purchase or lease 2 two-classroom modular buildings and complete site preparation for their use at 7 Oak.
- This option represents significant costs and changes to one district facility prior to our district-wide facilities study.
- Programming remains consistent for the majority of 6th graders in the district.
- Option 3 represents the least amount of change to current configurations, but it does not address the preferred outcome expressed at the community forums, which is to move toward the K-6 model for the district's in-town elementary schools, and would represent an estimated enrollment of 700 at 7 Oak.

Superintendent's Recommendation

Based on the feedback we received and our priorities to be achieved, I recommend the Board select Option 2. Option 2 provides the time needed to 1) complete a facilities study, 2) continue piloting 6th grade students in the elementary setting, 3) contain our costs to allow investment in an alternative school, and 4) honor the clear preferences of the parents and staff that participated in the community input process.

RB/mk

Attachments

Configuration Scenario's Costing - PURCHASE Modular Units

Costs are ESTIMATED

TOTAL \$ 1,641,140 TOTAL \$ 397,700 TOTAL \$ 1,081,500

Item	Unit Cost	Scenario 1: #	Scenario 1: K-6		Scenario 2:		Scenario 3:	
			Scenario 1: K-6	Scenario 2: #	Slow Grow K-6	Scenario 3: #	SOK Heavy Load	
Certified:								
Teacher	\$ 88,000	6	\$ 484,000	4	\$ 352,000	4	\$ 352,000	
Counselor	\$ 80,000	1	\$ 80,000	0	\$ -	1	\$ 80,000	
Classified:								
School Asst	\$ 12,000		\$ -		\$ -	2	\$ 24,000	
Instructional Asst	\$ 40,400		\$ -		\$ -	1	\$ 40,400	*
Custodian	\$ 61,500		\$ -		\$ -	1	\$ 61,500	
Secretary	\$ 54,500	1	\$ 54,500		\$ -	1	\$ 54,500	*
Food Assistant (>.5FTE)	\$ 13,400	1	\$ 13,400	1	\$ 13,400	1	\$ 13,400	
Food Assistant	\$ 40,400	1	\$ 40,400	0.75	\$ 30,300	1	\$ 40,400	
Facility:								
28X36 Modular Wet (installation included)	\$ 134,010	4	\$ 536,040		\$ -		\$ -	
28X36 Modular Dry (installation included)	\$ 125,510		\$ -		\$ -	2	\$ 251,020	
12X25 Modular - Restroom (used)	\$ 55,980		\$ -		\$ -	1	\$ 55,980	
Main Building Capacity Upgrade (fire, technology, security)	\$ 28,000	4	\$ 112,000		\$ -	1.5	\$ 42,000	
Permits	\$ 8,600	1	\$ 8,600		\$ -	1	\$ 8,600	
Power	\$ 11,200	4	\$ 44,800		\$ -	2	\$ 22,400	
Sewer	\$ 11,200	4	\$ 44,800		\$ -	2	\$ 22,400	
Ground Prep (leveling, gravel ...)	\$ 11,200	4	\$ 44,800		\$ -	2	\$ 22,400	
Tech	\$ 5,000	4	\$ 20,000		\$ -	2	\$ 10,000	
Fire System	\$ 5,000	4	\$ 20,000	0	\$ -	2	\$ 10,000	
Intercom	\$ 3,500	4	\$ 14,000	0	\$ -	2	\$ 7,000	
Security	\$ 10,000	4	\$ 40,000	0	\$ -	2	\$ 20,000	
Locks	\$ 5,200	4	\$ 20,800	0	\$ -	2	\$ 10,400	
Water	\$ 5,000	4	\$ 20,000	0	\$ -	1	\$ 5,000	
Misc.:								
Furniture	\$ 8,000	4	\$ 32,000	0	\$ -	2	\$ 16,000	
Nutrition Materials (trays, cooking equip)	\$ 1,000	3	\$ 3,000	2	\$ 2,000	1	\$ 1,000	
Insurance	\$ 500	4	\$ 2,000	0	\$ -	3	\$ 1,500	
Utility Costs	\$ 1,500	4	\$ 6,000	0	\$ -	3	\$ 4,500	

* Costs not included in total for the Heavy Load: staffing need established under current situation

Configuration Scenario's Costing - LEASE Modular Units

Costs are ESTIMATED

TOTAL \$ 1,392,620

TOTAL \$ 397,700

TOTAL \$ 947,610

Item	Unit Cost	Scenario 1: #		Scenario 2: #		Scenario 3: #		
		Scenario 1: K-6	Scenario 1: K-6	Scenario 2: #	Scenario 2: Slow Grow K-6	Scenario 3: #	Scenario 3: SOK Heavy Load	
Certified:								
Teacher	\$ 88,000	6	\$ 484,000	4	\$ 352,000	4	\$ 352,000	
Counselor	\$ 80,000	1	\$ 80,000	0	\$ -	1	\$ 80,000	
Classified:								
School Asst	\$ 12,000		\$ -		\$ -	2	\$ 24,000	
Instructional Asst	\$ 40,400		\$ -		\$ -	1	\$ 40,400 *	
Custodian	\$ 61,500		\$ -		\$ -	1	\$ 61,500	
Secretary	\$ 54,500	1	\$ 54,500		\$ -	1	\$ 54,500 *	
Food Assistant (>.5FTE)	\$ 13,400	1	\$ 13,400	1	\$ 13,400	1	\$ 13,400	
Food Assistant	\$ 40,400	1	\$ 40,400	0.75	\$ 30,300	1	\$ 40,400	
Facility:								
Lease: 28X36 Modular Wet (per month - 2 yrs)	\$ 1,600	4	\$ 153,600		\$ -		\$ -	
Lease: 28X36 Modular Dry (per month - 2 yrs)	\$ 1,600		\$ -		\$ -	2	\$ 76,800	
Lease: 28X36 Installation & Removal Fee	\$ 33,480	4	\$ 133,920		\$ -	2	\$ 66,960	
Lease: 12X25 Modular - Restroom (per month)	\$ 1,025	0	\$ -		\$ -	1	\$ 24,600	
Lease: 12X25 Installation & Removal Fee	\$ 4,750	0	\$ -		\$ -	1	\$ 4,750	
Main Building Capacity Upgrade (fire, technology, security)	\$ 28,000	4	\$ 112,000		\$ -	1.5	\$ 42,000	
Permits	\$ 8,600	1	\$ 8,600		\$ -	1	\$ 8,600	
Power	\$ 11,200	4	\$ 44,800		\$ -	2	\$ 22,400	
Sewer	\$ 11,200	4	\$ 44,800		\$ -	2	\$ 22,400	
Ground Prep (leveling, gravel ...)	\$ 11,200	4	\$ 44,800		\$ -	2	\$ 22,400	
Tech	\$ 5,000	4	\$ 20,000		\$ -	2	\$ 10,000	
Fire System	\$ 5,000	4	\$ 20,000	0	\$ -	2	\$ 10,000	
Intercom	\$ 3,500	4	\$ 14,000	0	\$ -	2	\$ 7,000	
Security	\$ 10,000	4	\$ 40,000	0	\$ -	2	\$ 20,000	
Locks	\$ 5,200	4	\$ 20,800	0	\$ -	2	\$ 10,400	
Water	\$ 5,000	4	\$ 20,000	0	\$ -	1	\$ 5,000	
Misc.:								
Furniture	\$ 8,000	4	\$ 32,000	0	\$ -	2	\$ 16,000	
Nutrition Materials (trays, cooking equip)	\$ 1,000	3	\$ 3,000	2	\$ 2,000	1	\$ 1,000	
Insurance	\$ 500	4	\$ 2,000	0	\$ -	3	\$ 1,500	
Utility Costs	\$ 1,500	4	\$ 6,000	0	\$ -	3	\$ 4,500	

* Costs not included in total for the Heavy Load: staffing need established under current situation