

**LEBANON COMMUNITY SCHOOL DISTRICT
SCHOOL BOARD MEETING
August 7, 2018, 6:00 PM**

Santiam Travel Station

750 S. Third Street, Lebanon, OR 97355

MEETING MINUTES

The following individuals were present:

Tom Oliver, Chair

Nick Brooks, Vice Chair

Tammy Schilling, Member

Bo Yates, Interim Superintendent

Linda Darling, Director, Business Services

Jennifer Meckley, Director, Human

Resources and Community Relations

Kim Grousbeck, Director of Classified and
Employee Relations

The meeting minutes were recorded by Interim Executive Secretary Ruth Hopkins.

1. WELCOME AND CALL TO ORDER

Chair Tom Oliver called the meeting to order at 6:01 PM.

2. AUDIENCE COMMENTS

No members of the audience requested the opportunity to address the Board.

3. POLICIES, FIRST READING

Oliver moved to pull GBC and GNC-AR governing staff ethics for further review by district legal counsel from approval of First Reading. It will return for First Reading at the September 20, 2018 meeting.

Upon motion made by Oliver and duly seconded by Brooks, the remaining First Reading Policies were unanimously approved and will proceed to Second Reading for final approval and adoption at the September 20, 2018 meeting.

4. CONSENT AGENDA

A. Phase 3 Certified Staff Hiring for 2018-19

Meckley shared there will be a few more hires for certified. The classified hiring will follow as we prepare for the start of another school year. Upon motion by Oliver and duly seconded by Brooks, the Board voted unanimously to approve the hiring of Kyle Peterson, Dianne Sutherland, and Erin Forrest, and approve the request for a leave of absence for Tracy Olin.

B. July 17, 2018 Meeting Minutes

Upon motion made by Oliver and duly seconded by Brooks, the Board voted unanimously to approve the July 17, 2018 Board meeting minutes.

5. DEPARTMENT REPORTS

- A. Finance. Darling provided the FY 2018-19 Adopted Budget Document to the Board. She shared the 2018-19 Financial Board report which reflects all revenues and expenditures for 2014 through 2018, along with encumbered amounts for the FY 2018-19. The projected Ending Fund Balance (EFB) for FY 2-17-18 is \$5,109,800, which is an increase of \$400,000 from the July 2018 Report. Darling also stated that the PERS board had a session and information was released on upcoming rates but were not yet adopted. The rate increase appeared to be only a 2.5 percent increase which should result in a savings. However, there are many factors that could still impact the EFB. Since the business office is still receiving funds and invoices for June 2018, the EFB number will fluctuate until Audit is finalized in November 2018.

There were no questions regarding the Finance Report.

Oliver asked for an update on the architects for the facility assessment. Darling stated that the first meeting was held. The overall goals were established and they would schedule a walk-through of the district facilities and come back with recommendations for seismic updates.

- B. Operations. Yates indicated there was nothing to share regarding operations.
- C. Human Resources. Meckley shared that Human Resources was continuing to hire and hoping to have the final phase of hiring in September. EDUStaff for substitutes will go live October 1, 2018, so there will be more updates to follow in the October 9th Board meeting.

6. STRATEGIC GOALSETTING

Yates shared that we need to have performance goals. He would like a learning organization for schools for each level, so that we can learn from the goals. His three main areas of focus are: improving achievement, attendance and behavior. Performance goals are measurable. Yates stated that 90 percent is a good target for graduation rates. Currently we are at a low 80 percent. He feels that 90 percent is a reasonable expectation and it can be achieved by implementing individual support programs for students not meeting grade level benchmarks. He explained we need to be a learning organization and just throwing out goals without a plan would be irresponsible for us. We need to know what we need to do to improve things for our students. We need to know when to invest and when to spend and we need to look at the bigger picture.

Improving attendance has been a three-year goal. We currently have Measure 98 dollars that are helping at the high school. We are looking at a full-time attendance support person to help with improving attendance there. Yates stated he was working with the ESD to see if we can get a full-time attendance person from them. We need to figure out how we get kids to school and support them. It is not one thing that fixes attendance, it is many things. We need to have a program together that can leverage results. We can look at models from other schools and compare to ours for areas we can improve on.

Yates stated we needed process goals to figure out how we can support our schools. These goals are designed to figure out how we can do this better and by aligning standardized school systems. We need to have a process, follow it, and find a way to improve it. As a district, we need a model in place to achieve as a district and as a whole. We need to follow the same process and make adjustments together. It is not how fast we can go, it is how far we can go together. We need to figure out how things will work for everyone.

Oliver shared that this is not a quick process. We can figure it out with the systems we have in place, looking at what is working well, and then we know what we want to pick from. He stated the Board has previously talked about alignment.

A discussion ensued regarding system alignment.

Yates stated that we need common goals, common support and common systems. If we can grow together, we will go farther than what we are right now.

Yates stated that we do a good job of getting data on kids but we cannot access the data easily and it is hard to know what to do with the results we get. He stated we need a dashboard where teachers can look at all the data on students in one place. We need to have data out as soon as school starts, so teachers know their students and where they are at.

Brooks asked about who was setting up the data dashboard.

Yates said the ESD has offered a couple of diagrams of what it could look like and that we have some in-house people who can do that as well. He stated it was good to have all of the information in one spot for teachers to access, so they know how to work with their students. He also indicated, for a Board level, that he would like to put together a dashboard or a set of metrics so that we can talk the same talk and see how we are progressing in certain areas. He is looking at putting together some models for that as well.

A discussion ensued regarding the dashboard data and where it is pulled from.

Yates also shared he was looking at developing a comprehensive year-round student support system focused on math, reading and behavior issues. Yates shared a chart with the Board regarding issues on summer drop-off of reading skills, and expressed the need for a summer program to help keep those skills from dropping off. In math, students get the same learning loss. He feels we can put a comprehensive summer program together without spending a ton of money. He also stated that we have a lot of behavior kids that need support and we need to be able to support them to be successful in the classroom. So along with math and reading, we need to be able to help students with behavior issues as well.

A discussion ensued regarding location and models of a summer program.

Yates stated that we need a district communication plan that will need to be developed both through principals and district administration. A communication plan with all parties will follow for all of our communication. Also, how we use communication to get better as a district. He stated he would like to look at other districts and talk to other superintendents to see what models are out there.

Yates stated the District needs to have alignment of our efforts, goals and funding. That will allow us to stay focused on what we are doing.

A discussion ensued on accountability to goals, streamlining processes and areas to improve on.

Meckley added the alternative education program and many other things in the strategic plan, are focused on tying it back in to those areas. The process for alternative education is something they are looking at, how a student gets into that and what that path looks like. The processes, strategies and commonality are developed will help to determine what the needs are.

A discussion ensued regarding timelines and needs of the district, and what data will be available in the dashboard.

7. COMMUNICATION

- A. Board. Oliver provided an update on the superintendent search process. His expectation is to have proposal and a recommendation on a search consultant at the September Board meeting.

Brooks stated that he was going to be out of town for the September Board meeting.

Oliver asked for any objection to rescheduling the September meeting. None were offered. Therefore, the September meeting is changed to September 20th.

- B. Superintendent. Yates stated that the district has received some results on our achievement tests and one of the bright spots was the substantial growth seen at Seven Oak.

16. AUDIENCE COMMENTS

No members of the audience requested the opportunity to address the Board.

17. ADJOURNMENT

There being no further business before the board, the meeting was adjourned at 6:56 PM.



Tom Oliver, Chair



Bo Yates, Interim Superintendent