

**LEBANON COMMUNITY SCHOOL DISTRICT
SCHOOL BOARD MEETING
December 17, 2018, 6:30 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

Richard Borden, Member

Tammy Schilling, Member

Bo Yates, Interim Superintendent

Jennifer Meckley, Director of Human Resources
and Community 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 6:33 PM.

2. AUDIENCE COMMENTS

Audience members Deb Fell-Carlson and Wyatt King with Live Longer Lebanon addressed the Board and discussed who their organization is and what they do. Their mission is to help the Lebanon community live healthier and happier lives. They also work with the school district, through the Welcome Center, to help families in Lebanon. Wyatt King shared about the 5-2-1-0 Challenge and goals. The project is a one-week challenge in the schools, February 4-10, and a one-month challenge in the community that is February 1 to March 2. The challenge promotes more fruit and vegetables, less leisure screen time, more movement, and the elimination of sugary drinks. He also shared they hope to expand Live Longer Lebanon into the school gardens and school curriculum, as well as creating a disaster preparedness program in Lebanon. He asked the Board for formal recognition on the 5-2-1-0 Challenge.

Audience member Jennifer Moody, with the Albany Democrat Herald, addressed the Board to inform them that she was resigning from the newspaper and will start work at OSU as a student media advisor. This is the last board meeting she will be covering for the newspaper. Oliver thanked her for her service and hard work over the years.

3. SUPERINTENDENT SEARCH PROCESS

Hank Harris and Erin Prince from HYA shared some of their background and work in the communities surrounding Lebanon. Harris presented addendum A, Community Engagement and Confidentiality Options. He discussed the advantages and disadvantages to sharing all of the candidate information, bios and names, versus only releasing the name of the final candidate to

the public. He said some superintendents will only participate if the process is confidential and felt that sometimes the most talented candidates will not participate because they have a good relationship with their current board and they do not want their names released if they were not to get the job. Erin Prince mentioned the third column was a good compromise because community stakeholders are still involved. For that option, only the board engages with the candidate and if anyone else were to help with that process, they would sign a confidentiality agreement.

Oliver mentioned he was struggling with which way the Board should go on this. He felt there were expectations in the community that the process would be very open and questioned whether or not it would cost us candidates to make it an open process.

A discussion ensued around the different districts that Harris has worked with and the different ways they have conducted the search process, as well as how confidential or public the search was.

Borden mentioned he didn't feel that column three was an option for us because he felt there was an expectation from the community that we would be transparent in the process. Brooks agreed with that, based upon the people in the community he had talked to.

Schilling asked how many stakeholders were traditionally involved. Harris said there might be 15 to 20 stakeholders involved in the process, and mentioned it could be by application or lottery.

A discussion ensued around what level of confidentiality to have with the community and whether or not that would affect the applicant pool.

Harris moved on to addendum B, the search calendar, saying that it might help to answer some of the process questions the board has. The first item on the calendar would be to create focus groups to meet with on January 10-11. Then an online survey will be available. After all of the feedback has been processed, they will present the ideal profile for the candidate search. Harris will conduct the preliminary interviews via Skype. He will divide the candidates into three tiers, the first tier being the top candidates that fit the profile, the second tier being second choice and third tier being third choice. The board will also see all of the names of the candidates that apply. A tentative calendar was presented and discussed, with dates that are subject to change as the process moves forward. Harris asked who the contacts will be for the district for correspondence to go through and for meetings to be scheduled. Tom Oliver, Kim Grousbeck, and Ruth Hopkins will fulfill this role.

After a lengthy discussion, the Board selected column 2 for level of confidentiality with the public for the search process. A presentation of the ideal candidate profile will be presented at the January 31 board meeting.

4. POLICY

Policy IICC and GCDA/GDDA were presented for adoption on second reading. A motion was made by Schilling to approve the adoption of both Policy IICC-Volunteers and Policy GCDA/GDDA-Criminal Records Checks and Fingerprinting. Borden seconded the motion. The motion carried by the majority.

5. ALTERNATIVE EDUCATION PROGRAM UPDATE

Rachel Cannon shared an update for the alternative education program. The district has hired a full-time special education teacher for the program, along with a behavior support person, at Green Acres. That decision was based on behavior needs and caseload at Green Acres. A special education teacher has also been added to Riverview. A full-time behavior support person has been hired for Hamilton Creek. At Lacombe, one full-time temporary teacher to support third grade with academics and behavior has been added.

She has been working to align the RTI process within all elementary schools, and they are now aligned in that process.

For tutoring, direct instruction has been added for science, language arts and social studies. Jake Ford has been hired to be the teacher over tutoring. Two part-time tutors who have their license have also been hired, so they are able to award credit through direct instruction. Odyssey online is still used for math. There is also a behavior support person working in the morning with the GED students for post-secondary plans. He is also working with middle school students on social skills.

The change has been made to have high school students in the morning and middle school students in the afternoon, so they are now separated.

Oliver stated he liked the regular updates and the information that has been presented. He said it is good to see needed resources going to the classrooms.

6. AVID PIONEER SHOWCASE

Tim Geoghegan presented about the recent AVID showcase at Pioneer School. He explained that a showcase was where educational professionals from all over the state, and some even from Washington, have come to see how AVID works in our schools. They hear directly from AVID students, which is usually a highlight of the showcase. Pioneer students did a great job with this. They even were able to identify levels of questioning without prompting when they were asked to do so.

The comments at the showcase were positive. No improvements were suggested for the school system. The principal, staff and students have worked to make the AVID program at Pioneer a shining light in Lebanon. They will be hosting another showcase on February 26 at Pioneer and the Board is invited to attend.

All schools have had an AVID program in place for at least a year. We have started a Train the Trainer session this year to help the trainers be successful in our district. After school trainings have been offered throughout the year, with an average of 10 educators showing up and participating. We are doing the Train the Trainers to save money, as we aren't sending staff out of the district for training. There is good site team participation in all of the buildings.

One of the hurdles that we face is the fact that we need more tutors. They are hard to get. Students are also given the opportunity. Our seniors are offered a \$200 scholarship if they participate in the AVID tutor program, which can be used the following year as a scholarship.

He is working to improve communication from the director regarding the AVID program and there should be a newsletter or blog starting at the beginning of the year.

A discussion was held around the AVID program in the district.

7. ODE ELL REPORT

Meckley presented the required ODE ELL Report from 2016-17. She prepared some comparisons from local districts. The entire report is available on the district website.

8. DATA UPDATE

Yates presented the data he shared with the Board, which includes state reports, teacher turnover and staffing information.

Oliver requested another attendance update from the high school and Yates said that the A Team could come in and present the high school attendance.

Yates went through the achievement levels in his packet. He also discussed the work that has been done for curriculum alignment to get everyone on the same page and to make teachers successful.

9. CONSENT AGENDA

A. Approve board minutes

Borden made a motion to approve the November 8, 2018 minutes as presented. Brooks seconded the motion. The motion carried by the majority.

B. Approve Sand Ridge Charter School Renewal

Borden made a motion to extend Sand Ridge Charter School's renewal of charter and enter into contract negotiations. Schilling seconded the motion. The motion carried by the majority.

C. Alignment of Account Codes and Appropriation Transfer

Borden made a motion to approve the Alignment of Account Codes and Appropriation Transfer. Schilling seconded the motion. The motion carried by the majority.

D. Approved Hiring:

1. Jacob Ford, Alternative Education Teacher
2. Jennifer Ringler, Special Education Teacher
3. Jamie Sajovic, Special Education Teacher
4. Breeanne Patrick, Education Interpreter, Temporary 2018-19 School Year
5. Elaina Snow, Educational Interpreter, Temporary 2018-19 School Year
6. Jill Shreve, Instructional Coach/Special Education, Temporary 2018-19 School Year

Borden made a motion to approve the hiring as presented. Schilling seconded the motion. The motion carried by the majority.

10. DEPARTMENT REPORTS

A. OPERATIONS

Yates shared that the push out was completed at the land lab for a classroom up there. They will start working with curriculum at Seven Oak and some of the elementary schools to get students up to the land lab. There have been some HVAC units that went out at Hamilton Creek and those have been replaced. The engineers will be going through the buildings during Christmas break, working on the facility assessment.

B. HUMAN RESOURCES

There were no updates for Human Resources.

C. FINANCE

Lewis presented the financial update for the month. The budget season has started for the 2019-20 budget season. We are looking at a 3.5 to 4 percent growth rate in the property taxes for next year. The business office team is working with auditors and there will be a full audit report in January, and the auditors will be here to answer questions as well. The State of Oregon has bumped up the state school fund about \$20 per ADM, which is about a \$100,000 addition for our district.

11. COMMUNICATION

A. BOARD

Borden shared that the school board is not standardized for how they view the board packets since they are all digital now, and discussed the issue of what happens when a viewing device quits working. Oliver said if there is a need for a backup device, there are Chromebooks available in the technology department that the Board members can use.

B. SUPERINTENDENT

Yates shared that he feels that we have a great team to work with in our district and that they all have been stepping up to get things done with the shortage that we have had in our staff. He said we are in a good spot and aligning what we want to see in our district. He feels that we have a really good team here.

12. AUDIENCE COMMENTS

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

13. ADJOURNMENT

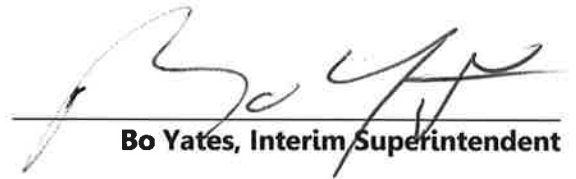
There being no further business before the Board, the meeting was adjourned at 9:12 PM.

Upcoming Board Meeting Dates:

January 10, 2019
January 31, 2019



Tom Oliver, Chair



Bo Yates, Interim Superintendent