

**LEBANON COMMUNITY SCHOOL DISTRICT  
SCHOOL BOARD MEETING  
August 8, 2019, 5:00 PM**

Santiam Travel Station

750 S. Third Street, Lebanon, OR 97355

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## **MEETING MINUTES**

The following individuals were present:

Tom Oliver, Chair  
Richard Borden, Member  
Mike Martin, Member  
Tammy Schilling, Member

Bo Yates, Superintendent  
Jennifer Meckley, Assistant Superintendent  
Kim Grousbeck, Director of Employee Relations

Nick Brooks, Member, was absent.

The meeting minutes were recorded by Executive Secretary Ruth Hopkins.

### **1. WELCOME AND CALL TO ORDER**

Chair Tom Oliver called the meeting to order at 5:08 PM.

### **2. BOARD REORGANIZATION**

#### **A. Action: Oaths of Office from Richard Borden and Tammy Schilling.**

Richard Borden and Tammy Schilling took their oaths of office to serve their new four-year term.

#### **B. Action: Election of Board Chair for 2019-2020**

Richard Borden made a motion to elect Tom Oliver as the Board Chair for 2019-2020. Mike Martin seconded the motion. The motion carried unanimously, and Tom Oliver abstained.

#### **C. Action: Election of a Board Vice Chair for 2019-2020**

Tammy Schilling made a motion to elect Nick Brooks as the Board Vice Chair for 2019-2020. Richard Borden seconded the motion. The motion carried unanimously.

### **3. AUDIENCE COMMENTS**

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

### **4. RESOLUTION 1920-1**

Upon motion made by Martin, seconded by Borden, the Board voted unanimously to approve Resolution 1920-1 as presented.

**5. MEMORANDUM FOR SALE OF CONSTRUCTION HOUSE**

Yates shared that the sale of the construction house required board approval. Martin asked if the program would be self-sustaining after the sale. Yates said that we would be \$100,000 to the good. The program will not be self-sustaining this year, but it should be on the next house.

Upon motion made by Borden, seconded by Martin, the Board voted unanimously to approve the sale of the construction house.

**6. CONSENT AGENDA**

**A. June 13, 2019 Meeting Minutes and June 26, 2019 Meeting Minutes and Policies for Second Reading**

Upon motion made by Borden, duly seconded by Schilling, the Board voted unanimously to approve the June 13, 2019 Board Minutes and the June 26, 2019 Special Board Minutes and Policies JEC, JECB, JECF, IKF, LBE and IGDJ as presented.

**B. Hiring:**

Martin asked how attrition effected the number of new hires. Meckley stated they were not all retirements; some were relocations. Martin asked if the young teachers coming in were leaving or staying. Meckley responded that often young teachers were connected to the medical school and did not stay more than three years. Martin asked if the numbers were down from last year and Meckley responded they were. She indicated that last year it was 40 to 45 for new hires. She said there were currently five position open, a couple of which were on maternity leave.

Upon motion made by Martin, duly seconded by Schilling, the Board voted unanimously to approve the hiring as presented.

**7. SECLUSION AND RESTRAINT REPORT**

Jan Sansom stated that it was an annual report that was required by ODE. She mentioned that the district has done a good job in getting staff trained, and said to please note how many staff were included in the report.

**8. DEPARTMENT REPORTS**

**A. Operations**

Yates shared that the food service department has served over 12,000 meals this summer for kids in the community. Transportation has trained three new drivers. For facilities, the land lab project is very close to being completed. He would like to hold a board meeting up there soon. Also, the Ralston Academy is under construction.

The custodial crew is working in Ralston Academy and will have some kids at each school to support custodial services and give them some work experience.

He said that technology is flawless; doing a fantastic job.

Schilling questioned the food service program and challenged Yates to try out the food. She thought kids were skipping meals because of the food quality. Yates indicated he would look into it. He mentioned that the meals he was referring to were ones that were served out of the lunch bus as part of the summer meal program.

Yates asked Tami Volz to give a report on student achievement.

Tami Volz said she would have a formal report to share in September. She said that the K-5 summer school program concluded on August 1. There were 38 staff members that participated, and 255 students that were served. We are currently collecting feedback from a staff and parent survey. We worked with a few community partners. The Boys and Girls Club had some older kids that volunteered to work with the younger kids. Keller Williams also offered a reading library where kids read books and turned in reading slips that were entered into a drawing for five grand prizes.

Eugene Science Center, OMSI and Warner Bros. offered field trip experiences that offered kids the opportunity to learn things beyond the normal school subjects.

For AVID, we had 34 teachers and administrators that participated in the AVID Summer Institute in San Diego, California. Almost all of schools imbed the AVID strategies in their school at some level. She asked the board if they would like to have a formal presentation on AVID, as she would be happy to bring them specific information.

There will also be a Curriculum Academy this summer, which will start on August 19 and is targeted to our staff. There will be over 100 teachers and instructional assistants that will be participating. The focus will be on reading and math for K-12. Then for language arts, there will be a Keynote Speaker, Barbara Steinberg, who will be presenting on foundational reading skills. There are also smaller groups for TAG and the counselors, who will be meeting together.

No questions were asked. Oliver said that he would like to hear more on both AVID and the Curriculum Academy. He would like a formal report on AVID indicators. Volz said we will have more information as there will be two AVID Showcases at Pioneer School this year.

## **B. Human Resources**

Meckley shared that we have hired 23 certified staff and two temporary certified staff, two administrators and we have five open posts.

She mentioned that all of the new teachers will participate in the Curriculum Academy. We are also improving the teacher mentor program by adding instructional mentors, most of which are teachers who are retired or on a leave of absence or not teaching at the moment, and are available to give feedback to the new teachers.

Schilling asked if we have a cross training program where a new teacher will observe a seasoned teacher for a few days. Meckley said we did have that but it was not for a few days. She said the district will do learning walks twice a year, which will be two half days a year.

## 9. COMMUNICATION

### A. Superintendent

Yates shared that we have the opportunity to apply for a matching bond at the state level. The ODE will match our bond up to about \$4.5 million, so if we raise \$4 million, the state will match \$4 million and then we would have \$8 million to spend on maintenance and upgrades. We can apply for the bond every six years. He mentioned that there are limited funds available, but that our demographics would allow us to have a full match and to even possibly have more.

There was an ad hoc facility meeting on July 18<sup>th</sup> and they discussed the repairs that needed to be done. Yates shared the report that came back regarding costs for facility replacement and repairs and it is attached to the minutes.

Yates indicated that they would prioritize the needs at each school and then whatever was left over, it would be divided up based on square footage to maintain equity.

A discussion was held around the report and the needs of the different facilities within our district.

Oliver asked if we would be asking for a \$6 million bond. Yates said we were and the matching would bring us up to \$10 million.

Schilling asked for the detailed report. Oliver said there was a report that the ad hoc committee was working on. He also mentioned that there was not going to be significant changes to the buildings. It would not change the look and the feel of the buildings. It also does not take into consideration the enrollment increase in the district.

Martin asked if it would be for the May election and Oliver indicated that May would be pushing it.

Oliver mentioned that there was another piece regarding a construction excise tax and it would provide up to \$1.50 a square foot, up to a certain amount. He mentioned that some of the pieces that needed to be in place to apply for that tax, are also needed for the bond.

There was a discussion that was held around construction excise tax and urban growth.

Yates indicated it was closer to \$4 million that would take care of the needs in the remodels, not the wants.

### B. Board

Oliver shared that he and Yates had met with a publications firm that works with public entities. The purpose of the meeting was because of the district's need for a strategic communication plan to communicate to parents and the community, and to gather feedback regarding the bond and about what the community is valuing and what the needs are in the buildings.

After the last board meeting, they received a plan back from Loomis. They would get the plan set up and going, then the district would take over. The proposal from the firm is \$4,700 a month for their services to build the plan and do the communication, which would be through the time the bond was out there. So it would be approximately \$60,000 in total.

Martin said he felt we need to do that. It would be like hiring an efficiency expert.

Oliver indicated that we did not need a motion, just a consensus so that Yates had a direction of which firm to use.

Schilling asked for a specific plan.

Yates said that during the first round of parent teacher conferences, we will be doing goal settings with student and parents, doing surveys, and try to get an idea of how we can work with parents to support the kids.

Consensus is for Yates to move forward and get a detailed service plan, with all of the costs involved.

#### **10. AUDIENCE COMMENTS**

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

#### **11. ADJOURNMENT**

Whereupon, there being no other business before the Board, the meeting adjourned at 6:05 PM.

Upcoming Board Meeting Dates:

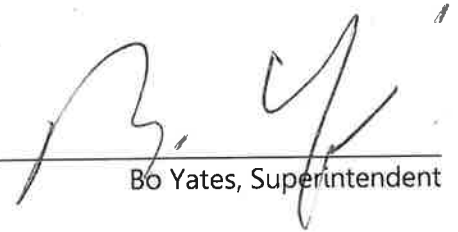
September 12, 2019

October 10, 2019

November 14, 2019



Tom Oliver, Board Chair



Bo Yates, Superintendent

# Lebanon Community Schools

Code: **BBBB**  
Adopted: 6/15/98  
Readopted: 2/4/10  
Orig. Code(s): BBBB

## Board Member Oath of Office

Board members when elected or appointed must take the oath of office before assuming the duties of office. The oath of office must be taken again after each election or appointment of a Board member.

The oath of office will be in the following form:

I, **Richard Borden**, having been duly elected a member of the School Board of Lebanon Community School District, Linn County, Oregon, do solemnly swear/affirm that I will support the Constitution of the United States and of the State of Oregon, the laws thereof, and the policies of the Lebanon Community Schools District and that I will faithfully and objectively discharge the duties of a member of said school Board to the best of my ability (so help me God - optional).

Subscribed and sworn to before me this 8<sup>th</sup> day of August, 2019.

Signed:



District Board Member

END OF POLICY

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**Legal Reference(s):**

ORS 332.005

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## Board Member Oath of Office

Board members when elected or appointed must take the oath of office before assuming the duties of office. The oath of office must be taken again after each election or appointment of a Board member.

The oath of office will be in the following form:

I, **Tammy Schilling**, having been duly elected a member of the School Board of Lebanon Community School District, Linn County, Oregon, do solemnly swear/affirm that I will support the Constitution of the United States and of the State of Oregon, the laws thereof, and the policies of the Lebanon Community Schools District and that I will faithfully and objectively discharge the duties of a member of said school Board to the best of my ability (so help me God - optional).

Subscribed and sworn to before me this 8<sup>th</sup> day of August, 2019.

Signed: \_\_\_\_\_

District Board Member

END OF POLICY

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**Legal Reference(s):**

[ORS 332.005](#)





## LCSD Needs Your Support

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Our schools need a considerable amount of Maintenance and Repair

	Maintenance	Replacement
▪ Cascades	\$3,500,000	\$22,000,000
▪ Green Acres	\$3,500,000	\$22,000,000
▪ Riverview	\$80,000	
▪ Pioneer	\$350,000	
▪ Hamilton Creek	\$3,700,000	\$22,000,000
▪ Lacombe	\$3,700,000	\$18,000,000
▪ SevenOak	\$5,500,000	\$35,500,000
▪ LHS	\$16,500,000	\$103,500,000
▪ Total	<b>\$37,500,000</b>	<b>\$223,000,000</b>