

**LEBANON COMMUNITY SCHOOL DISTRICT
SCHOOL BOARD MEETING
SEPTEMBER 12, 2019, 6:00 PM**

Santiam Travel Station

750 S. Third Street, Lebanon, OR 97355

MEETING MINUTES

The following individuals were present:

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

Bo Yates, Superintendent
Jennifer Meckley, Assistant Superintendent

Nick Brooks, Vice Chair, participated via conference call.

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 5:58 PM.

2. LHS UPDATE

Mary Workman, LHS Public Relations Officer, and Kate Underwood, ASB Treasurer, came forward to provide the school board with an update on high school activities.

Mary gave an update on the following fall sports at LHS: football, volleyball, soccer and cross country.

Kate shared about the LINK CREW FOP, which is the group that helps with freshman orientation. She shared that there are 307 incoming freshman in the class of 2023. The Key Club will be doing a blood drive at the high school on October 27, 2019. The International Club is currently trying to raise money for a trip to Europe, and AVID students are currently looking for a new service project for this year.

3. AUDIENCE COMMENTS

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

4. GET OREGONIZED ACKNOWLEDGEMENT

Tami Volz shared that we have a business that donated to the purchase of our new social studies curriculum, Get Oregonized. She has a thank you gift for Joe Richard of JTI Supply. He was not in attendance. She will try to acknowledge him at the October 10, 2019 board meeting.

5. SCHOOL IMPROVEMENT PLAN

Tami Volz provided the final summer school update. She shared about the attendance for the individual schools and the overall enrollment. The average number of students in attendance was 45 to 50 students per school. There were two surveys given, one for parents and one for summer school staff. There were only 28 completed surveys from the parent group, of which 64% rated the overall experience at a 5, which is the best, and no one rated it below a 3. Several parents commented on the meals that were provided and that they appreciated them.

Oliver asked if there was a mechanism in place that would track them through assessments. Volz indicated that there will be a group for summer school students in STAR assessments to track their progress.

Meckley shared about the School Improvement Process. She said the whole leadership team has been involved in that process. The state requires districts to create a continuous improvement plan. She shared that there was a pilot last year where that work began and there is a time line in place that will track that information. She shared the goals, which include student improvement to increase by 3%. She indicated that the district level was 3% overall, but at a school level that may look different.

She shared the following district goals:

GOAL 1: Each student will demonstrate growth and/or achievement in ELA and math, leading to a 3% increase in overall SBAC achievement and 50% of students on grade level as measured by STAR.

1. Priority Standards and Curriculum Alignment
2. Comprehensive Assessment System
3. Process and Timeline for Reviewing Curriculum/Data/Assessment
4. Refine District Instructional Program

GOAL 2: The intact graduation rate will increase to 90% by 2021.

- 9-12 Support Program

GOAL 3: 98% of our intact cohort will read at or above grade level by 3rd grade.

- Align School Support Programs
- Improve Utilization of STAR Assessment

Volz added that the goals have been shared in a variety of capacities with the teachers in the district. They are working on alignment within the district and feel the teacher leader group has really embraced the process.

Meckley shared the formative data examination template for language arts and math for SBAC data, which will include SpEd data and how it impacts the results. Then she shared the rubric the administration team created, which is color coded to easily see where schools are at, as well as being able to drill down and see where individual classrooms are at.

Yates said that by breaking it down by classroom, they were able to see more than they expected to see. He felt it was a good process to see who was doing well and then to figure out how to duplicate that.

Martin asked about class size and how that would impact school achievement.

Yates indicated they really tried to break the data down as much as they could to see what they could control and what they could not control.

A discussion was held around the data and what is involved in collecting the data.

Meckley indicated it was good to develop a starting point for digging into the data and seeing where trends might show up. She further shared they had developed a list for principals to work on as far as by domain and indicators for success as the school as a whole, as well as by individual teachers. There is also a spot for students to develop goals for themselves.

Martin asked if the students set the goals themselves at the beginning of the year.

More discussion was held about tracking students who move in and out of the district. Martin asked if we could determine what the mobility rate is of the students. Yates said he would provide that.

Yates said there was another goal setting session in January and then in June. He indicated there was a defined schedule for tracking goals and the data, to stay on it regularly, not just looking back at the last year's data.

6. RESOLUTION 1920-2 (GO Bond Refunding)

William Lewis presented the GO Bond Refunding. The basic concept for refunding the district debt is similar to refinancing a home loan at a lower interest rate. The concept is the same for the district debt. He said it would lower the district debt, which would in turn lower the cost to taxpayers.

Lewis further explained the concept of the inverted yield curve, which means the middle interest rates are lower than the short term rates. He said the total debt service of the district is \$23.5 million. He indicated we could save \$1.9 million as of August 13, with the possibility of getting to \$2 million in savings.

He said we are working to have it done by November. He said we could use the Oregon debt bond refund program in the refinance and that we would work toward a November closing date once it is approved.

Schilling asked if there was a bad side to refunding. Lewis explained that the only thing he could come up with is if the economy goes down and the rates lower further, then we potentially could save more money. The positive is that we are saving money, the negative is how much. We are gambling that it will not go lower. Lewis said that the inverted rate curve has not happened for 12 years and he does not see the rate going lower.

Upon motion made by Martin, and duly seconded by Borden, the Board voted unanimously to approve Resolution 1920-2 as presented and move forward with the GO Bond Refunding.

7. CONSENT AGENDA

- A. August 8, 2019 Board Meeting Minutes.
- B. Updated Organizational Chart

C. Policies – Second Reading

D. Hiring

Upon motion made by Borden, and duly seconded by Schilling, the Board voted unanimously to approve the consent agenda as presented in its entirety.

8. FACILITIES EVALUATION

Yates indicated that the Facilities Evaluation and the Long Range Facilities Plan evaluations need to be formally approved to move forward with the OSCIM Grant. He further indicated that if it was approved and we moved forward with the grant, then he would need an amount decided upon by the Board to move forward.

Oliver clarified that we would be looking at \$4.5 million being available, and Brooks felt that we should ask for the full \$4.5 million.

Martin asked for an update, which Oliver provided. Applying for the grant will hold our place with the state for available funds, but then we will need to go out for a bond in the spring and get voter approval. Schilling asked for a timeline on the grant application process. Lewis said if approved, we will send the application to the state tomorrow morning.

Upon motion made by Borden, and duly seconded by Schilling, the Board voted unanimously to approve the Facilities Evaluation as presented and move forward with the OSCIM Grant application.

9. LONG-RANGE FACILITIES PLAN

Upon motion made by Martin, and duly seconded by Borden, the Board voted unanimously to approve the Long Range Facilities Plan as presented.

Oliver also indicated that we needed Board approval on the amount of \$4.5 million for the grant to apply for the full matching amount.

Upon motion made by Martin, and duly seconded by Borden, the Board voted unanimously to apply for the full matching amount of \$4.5 million.

10. SUPERINTENDENT'S EVALUATION

Yates shared that he had met with Mike Martin, as he has went through the superintendent evaluation process several times. He said that the evaluation was so that there were clear expectations on both sides. He shared the process he has developed for the evaluation.

The template covered the three main areas and the weight given to each area:

1. OSBA Template for Superintendent Evaluation (25%)
2. Student Achievement and Growth (50%)
3. TBD (25%)

He indicated he would like to do a 360 review eventually, but for this year would like to utilize focus groups to help identify specific areas of concern, as well as perceived school and district strengths. He also plans to do surveys twice a year and the feedback will be included in that.

He would like to focus on the communication part, as well as the expectations from the focus groups.

Then in 2020-21, he would like to do a formative 360 review.

He would like to provide the board with a timeline for the October board meeting. Then in February, he would work with the Board to go through the OSBA template. Then in June it would be a full evaluation.

Schilling asked about the survey. Yates said he would like to have the parents do it at conferences and have it available online. Schilling indicated she would like to have a paper one provided as well.

11. DEPARTMENT REPORTS

A. Operations

Yates shared that Ralston Academy is up and running with 60 students there currently. It is going well. Rachel Cannon is doing a great job there. He invited the Board to tour the academy.

He also indicated that the district is going through the final inspections at the land lab. He would like to have the October board meeting at the land lab. It was decided that the October meeting will be at 5:00 pm, with a tour of the land lab and the meeting will be held immediately after.

B. Human Resources

Meckley reiterated what Yates said regarding the Ralston Academy. She said it was a whole new vibe seeing the students in there and that the staff is incredible.

The district has hired 23 licensed staff, three of which were temporary staff from last year. There were 20 classified hires, which is less than we have had in the past. Two administrative hires at the high school. We have bus driver openings, which is an ongoing opening, and school assistants, which is also an ongoing opening. There is also a special education IA open. All certified spots are filled at this time.

C. Finance

Lewis shared that there was not much to go through. He feels that the September payroll is where we start the books for the year. The business office is currently working on insurance enrollments for the next school year.

Oliver mentioned that the beginning fund balance was right where it was budgeted to be at.

12. COMMUNICATION

A. Board

Martin shared that he went to see the Ralston Academy and felt that it was great. Students were on task and teachers were on hand and had students engaged.

Oliver said that the consultant for the communication plan is ongoing. Yates shared that he had talked with two more, including Ken Volante, at OEA. He is working on a comprehensive communication plan and hopes to have something more in the next couple of meetings.

B. Superintendent

Yates shared that Lisa Canaday, a 6th grade teacher at Seven Oak School, was honored as being named the Go The Extra Yard Teacher of the Year. She will be awarded with a \$10,000 check at the next OSU football game. She specializes in math and he felt she was a good person to build off of at Seven Oak. Mike Hillman nominated her with a nice application. It was nice to see her honored and be recognized for her work.

He also shared that we have put a bid on a piece of property for another construction house. It is a big enough piece of property that we might put in a duplex. It is on Second Street and it backs up to the canal. It is a great opportunity to move forward with the construction program. Hopefully, after this project, the program will be self-sustaining. He indicated we paid \$80,000. They were asking \$120,000, so we received a discount. Eric Frazier felt it was a great opportunity for the program. It is .32 acres of land.

13. AUDIENCE COMMENTS

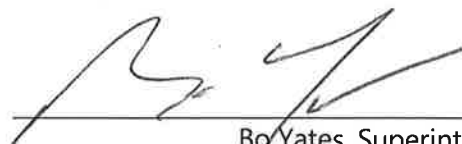
No members of the audience requested the opportunity to address the Board.

14. ADJOURNMENT

Whereupon, there being no other business before the Board, the meeting was adjourned at 7:34 PM.



Tom Oliver, Board Chair



Bo Yates, Superintendent