



Santiam Travel Station

750 S. Third Street, Lebanon, OR 97355

MEETING MINUTES

<p><u>BOARD MEMBERS PRESENT:</u> Tom Oliver, Chair Richard Borden Mike Martin Tammy Schilling</p> <p><u>BOARD MEMBERS ABSENT:</u> Nick Brooks, Vice Chair</p>	<p><u>EXECUTIVE STAFF PRESENT:</u> Bo Yates, Superintendent Jennifer Meckley, Assistant Superintendent Tami Volz, Director of School Improvement Jan Sansom, Director of Special Education Rachel Cannon, Director of Alternative Education William Lewis, Business Director Kim Grousbeck, HR-Director of Employee Relations</p>
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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 6:00 PM and led the Pledge of Allegiance.

2. RALSTON ACADEMY UPDATE

Rachel Cannon shared the update for Ralston Academy. They have started a new Classroom-to-Career, where students learn job skills, make a resume, get their food handlers card, CPR and first aid cards, among other things. If they finish the program, they will receive \$125 before Christmas. There are a few students placed out at job sites right now. Two students are working as custodians at Ralston Academy. Three students work at the Boys and Girls Club after school. One student is working at the Welcome Center warehouse, putting the food backpacks together for students. There are also three students scheduled to do a job shadow at Weyerhaeuser.

There are currently 54 students attending Ralston Academy. Two students have already graduated this year and three are almost graduating. One student has received his GED. There are five to ten new students every six weeks.

3. AUDIENCE COMMENTS

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

4. SB 415 – NEW BOARD REQUIREMENTS

There is a new state law, Senate Bill 415, that requires Board members be trained as a mandated reporter. They will need to have the training done before the December board meeting. Human Resources will set up the board members in Safe Schools and send out the link for them to complete the training.

5. ATTENDANCE/BEHAVIOR/ALTERNATIVE EDUCATION:

Superintendent Yates went over the data sheet that was provided in the online packet of information. A discussion was held regarding the data that was presented on behavior reporting, expulsions and room clears, as well as the reporting of minor referrals versus major referrals and the differences between the schools. Superintendent Yates clarified that the process and definitions are the same for all schools.

A further discussion was held regarding the room clears and the process that was involved in collecting the data. The Board would like to see how many students comprised the referrals, room clears and behavior data.

6. STUDENT SUCCESS ACT UPDATE:

Assistant Superintendent Meckley gave the monthly update for the Student Success Act, which included a timeline for the school year, as well as covering the five areas for input: Reducing academic disparities; meeting students' mental and behavioral health needs; providing access to academic courses; allowing teachers and staff sufficient time to collaborate, review data and develop strategies to help students stay on track to graduate; establish and strengthening partnerships.

She also discussed the application for the SIA that will be provided to the Board in February 2020.

7. SPECIAL EDUCATION UPDATE:

Director of Special Education, Jan Sansom, gave an update for the special education department. She reviewed the data that was include in the board packet and made available online. Her department is currently preparing for census and currently they are looking at well over 700 students in special education, but that number will be updated. She said that they are almost at 18 percent for funding.

The high school had a unified basketball team that started last year and finished second in state. Her department also hosts the county prom, which is held in the high school gym. Last year there were close to 200 kids who participated in the prom. There is also a transition program at the high school, which helps students transition to jobs after high school.

The Willamette Valley Rehab Center partnered with the district on the remodel of the brick house. The transition program participated in that. The brick house currently has 16-20 students. Mark Lofft volunteered all of his time for the work he did at the brick house.

The graduation rate has increased over the last three years for the special education department. Jan Sansom explained how she looks to see how they can increase the graduation rate and help students to function in society after graduation.

She mentioned the question that had come up regarding restraining and seclusion, and went over the data, as well as information regarding the new laws and what constitutes a seclusion.

The increase in numbers is up to about 200 students. She pointed out that the ED (emotionally disturbed) students have increased and that causes more of a challenge in the classroom.

She added that developmental delay is a new category that comes from the state and can be used until they are 9-years-old to come up with a diagnosis.

8. STUDENT ACHIEVEMENT (STAR/EASYCBM):

School Improvement Director, Tami Volz, discussed the STAR data that was included in the board packet and is available online. The schools have completed the first screener for STAR and she discussed the numbers in the report. Kindergarten through eighth grade take the screener. If the scores are in the 40th percentile, the algorithm indicates that the student will pass. Ours is in the 50th percentile.

Superintendent Yates discussed how the administrative team met with all of the principals and went over the data so that they can see where the schools were at. Chair Oliver indicated that this data was better than looking at SBAC, since it is current data.

Tami Volz then went over the EasyCBM information, which is testing for first grade and kindergarten. She said that it was relatively the same data that showed every year.

Superintendent Yates commented that it was good to have tools like this that were more effective.

9. LHS LAND LAB UPDATE:

Superintendent Yates gave an update on the incident at the LHS Land Lab where a student added a racial comment to a picture that was taken at a land lab event in October. He said as a result there were some threats the next week, but none of them were viable.

Superintendent Yates indicated that Craig Swanson, high school principal, did a good job handling the situation at the high school and bringing students together. He tried to talk to all of students who were affected to make sure they were okay. The NAACP came down and offered support to the high school as well. Principal Swanson followed up with all of the students involved in the incident.

He further explained that the school district has a REG (Racial Equity Group) team that they are meeting with, as well as a regional equity team, regarding the process. He has looked at some of the curriculum that covered the issue of racism and will look at the possibility of imbedding the subject of racism into the curriculum. He will pursue outside support to come in and look to see if there are issues that need to be addressed inside of our schools.

Chair Oliver said that moving forward we are looking at someone outside to help address culture and curriculum, as well as take a step back to make sure our students are being educated in all that they need to be for students to feel safe and welcomed.

Superintendent Yates said that 90% of our student population is white, so we are trying to figure out how to have those conversations about those issues. He said that one of the things they are looking at with the Racial Equity Group is to have some cultural intelligence. However, there was a great lesson for students regarding social media. He will keep the board updated on the process as it moves forward.

10. CONTINUOUS IMPROVEMENT PLAN (CIP):

Assistant Superintendent Meckley explained the information that was provided in the board packet and is available online, regarding the Continuous Improvement Plan (CIP), what data was collected, the process, questions and so forth.

Upon motion made by Mike Martin, duly seconded by Richard Borden, the Board voted unanimously to approve the Continuous Improvement Plan as presented.

11. PROPOSED BUDGET CALENDAR:

William Lewis shared about the budget calendar that needs to be approved for meetings for the budget calendar.

Upon motion made by Richard Borden, duly seconded by Tammy Schilling, the Board voted unanimously to approve the proposed budget calendar for 2020-21.

12. CONSENT AGENDA:

A. October 10, 2019 Board Meeting Minutes

Upon motion made by Richard Borden, duly seconded by Tammy Schilling, the Board voted unanimously to approve the October 10, 2019 Board meeting minutes.

B. Hiring

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

C. Policies – First Reading

The following policies were approved for first reading: JFCJ, JFCF, JED, IGBBC, IGBBA, GCDA/GDDA, AC, and GBDA. Policy IKF was pulled from first reading, pending further explanation from Assistant Superintendent Meckley.

D. Policies – Second Reading

Upon motion made by Richard Borden, duly seconded by Mike Martin, the Board voted unanimously to approve policies GBC, GBC-AR and GBDA as presented on second reading.

13. DEPARTMENT REPORTS

A. Operations

Superintendent Yates shared that the City of Lebanon has approved adding a crosswalk on 5th Street and Reeves Parkway. He discussed the possibility of expanding the freezer space for the Nutrition Department at the DO. The district would also like to have a commercial bakery put in and be able to deliver out to the schools.

B. Human Resources

There were no updates from Human Resources.

C. Finance

William Lewis presented information to the Board regarding the question of making the ending fund balance a part of board policy. He shared that having an ending fund balance in policy would help our rating with Standards and Poor. The ending fund balance is something that we can control and reflects fiscal health. He looked at how other districts handle the issue of their ending fund balance and what considerations went into it, and shared the OSBA's range for an ending fund balance. He shared that based on our revenue, we could look at five percent and requested that the board look at having, at least philosophically, an ending fund balance of five percent.

Chair Oliver mentioned that every percentage that is left in the ending fund balance is not used to educate students, and that it was insurance, so the question is how much insurance is needed. He felt that we need to spend today's dollars on today's kids.

William Lewis presented past year's ending balance swings. He said it makes sense to cover one month of payroll, because if we have a recession in the middle of the school year where we have to make quick decisions, then we can make quality decisions.

Member Mike Martin explained that there was a similar discussion eight or nine years ago during audit. He said the number that was presented was 3 million, which has been an unwritten agreement with the board. William Lewis said that would be about 7.5 percent. Member Mike Martin indicated the auditors said that it was needed to be sound.

A discussion was then held around what an ending fund balance would be and what is best practice.

William Lewis asked if he could represent to the rating agency that our philosophy was to maintain a five percent ending fund balance, and that was agreed upon.

He further shared about the construction excise tax and that he was working with the City of Lebanon and with Linn County, getting all of the contracts that are in place with other entities. It is his understanding from the ad hoc group that once you get the long range plan in place, then we would talk about the tax. There are a number of moving pieces to work out on this, so he asked what the board needed from him.

Chair Oliver said that a presentation on how it works and what our options were, as well as having further conversation with the City of Lebanon.

There were no further questions.

14. COMMUNICATION

A. Board

Chair Oliver shared that Vice Chair Brooks has been given an opportunity at a mill in Washington that he has accepted, which is why he was not in attendance for the meeting tonight. He then read Vice Chair Brooks' resignation letter into the record.

The vacancy will be declared at the December meeting and the board will decide on the process for moving forward.

B. Superintendent

Superintendent Yates shared that Nick has done a great job. He took part in a lot of things in our community and his presence will be missed.

He further shared that he will be looking at preschools tomorrow and trying to figure out what we need to do to get some extra funding to increase our preschool participation. He is trying to figure out how he can access the most money that is allocated for pre-K.

15. AUDIENCE COMMENTS

Audience member Bonita Randklev addressed the Board and offered a few comments. She brought up Policy AC-AR Discrimination Complaint Procedure, which was up for first reading in the consent agenda. She said that gender identity is left off of AC-AR, which is something she asked the board to look at.

She also discussed the STAR data for the high school. It does only cover freshman, but it does cover the 9-12 special education population and that was something to consider when looking at that.

16. ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 8:01 PM.



Tom Oliver, Chair



Bo Yates, Superintendent