

WORK SESSION MINUTES

9/A Work Session of the Lane County School District No. 19 Board of Education was held on November 14, 2016.

1. CALL MEETING TO ORDER

Board Chair Tina DeHaven called the Springfield Board of Education Work Session to order in the Board Room at the District Administration Center at 5:06 pm.

Attendance

Board Members present included Chair Tina DeHaven, Laurie Adams, Erik Bishoff, Sandra Boyst and Emilio Hernandez.

District staff and community members identified included Superintendent Sue Rieke-Smith, David Collins, Brett Yancey, Tom Lindly, Michael Henry, Jenna McCulley, Brian Megert, Kevin Ricker, Suzy Price, Judy Bowden, Anne Goff, Linda Henry, Kevin Wright and Rachel Allen.

2. WELCOME

Chair DeHaven and Superintendent Sue Rieke-Smith welcomed the Board to the meeting.

3. RFP FOR LEGAL COUNSEL

Brett Yancey directed Board members to a document entitled Springfield School District #19—Request for Proposals (RFP) to Provide Legal Services, which was a copy of the RFP the District released in June 2004. He noted the District was not required to go through a full competitive process for this service because the Board reviewed legal counsel services, as a professional service, annually. When the Board last reviewed professional services, six firms were approved for legal counsel because law firms tended to focus in certain areas, such as real estate, labor, public procurement, and other specific fields. He noted the legal counsel was considered counsel to the Board, and the Board had designated the District Superintendent and other staff to reach out to counsel on its behalf. He asked the Board to review the proposal before them and consider if it wanted to go out for a formal request at this time. During the last RFP process, the evaluation team consisted of two Board liaisons, the Superintendent, the Director of Human Resources, the Director of Special Education, and the Chief Operations Officer. The evaluation team brought a recommendation to the Board for action in an open meeting.

Dr. Rieke-Smith noted local, state and federal policies were ever changing. It was beneficial to have legal counsel that could review these policies and provide advice to the Board and staff on legal issues.

Following a Board discussion, Mr. Yancey said he would ask staff to prepare an RFP for legal counsel services after January 1, 2017 for implementation July 1, 2017.

4. BOARD WORKING AGREEMENTS

Chair DeHaven led a discussion with the Board to set forth the Board Working Agreements for 2016-2017. She had acquired agreements from several other districts for comparison with Springfield Public Schools (SPS) agreements.

Ms. McCulley distributed the following documents:

- Board's and Superintendent's Working Agreement

- School District Board/Administration Operating Principles

In response to Ms. Adams, Ms. DeHaven said the Board needed to talk about evaluating itself and holding itself accountable to the public.

Ms. Boyst distributed information on board and superintendent evaluations she received at a recent Education Service District (ESD) conference, and facilitated a brief discussion.

Dr. Hernandez asked that the diversity process be included in the Board's agreements.

Dr. Rieke-Smith said District leaders would review the LEAD Tool from Education Northwest in December 2016. She would include the LEAD tool in the Board's Friday Updates. The LEAD Tool was a professional growth tool designed to support leadership teams in developing organizational leadership capacity for equity from a policy perspective through use in the classroom.

Ms. DeHaven proposed that that Board adopt its working agreements at the December 2016 Board meeting.

In response to Ms. Adams, Ms. McCully said the Board agendas were set at the meetings the Superintendent had with the Board Chair and Vice Chair.

The Board took a short dinner break.

Ms. DeHaven asked Board members to forward their comments for Board Agreements to Ms. McCulley by November 28, 2016.

Board members and staff offered suggestions for the Board Agreements and discussed options for outreach to parents, including Board visits with Dr. Rieke-Smith to schools, Board members attending Parent Teacher Organizations (PTO) and listening sessions.

5. WRAP UP AND NEXT STEPS

Chair DeHaven said the Board would hold a work session on December 6, 2016 to interview candidates for a Budget Committee vacancy.

6. NEXT MEETINGS:

December 6, 2016, 5:00 pm, Work Session (Interviews for Budget Committee)

December 12, 2016, 4:00 pm, Work Session (OSBA Training: Parliamentary Procedure)

December 12, 2016, 7:00 pm, Business Meeting

9. ADJOURNMENT

With no other business, Ms. De Haven adjourned the meeting at 6:40 pm.

(Minutes recorded by Linda Henry)

BUSINESS MEETING MINUTES

A Regular Meeting of the Lane County School District No. 19 Board of Education was held on November 14, 2016.

1. CALL MEETING TO ORDER

Board Chair Tina DeHaven called the Springfield Board of Education meeting to order in the Board Room of the District Administration Center at 7:00 pm and led the Pledge of Allegiance.

Attendance

Board Members present included Chair Tina DeHaven, Erik Bishoff, Sandra Boyst, Laurie Adams and Emilio Hernandez.

District staff and community members identified included Superintendent Sue Rieke-Smith, David Collins, Brett Yancey, Brian Megert, Jenna McCulley, Kevin Ricker, Suzy Price, Brett Yancey, Michael Henry, Judy Bowden, Anne Goff, Kristen Denmark, Jennifer Perry, Justin Minter, Karen Lane, Brenda Evans, Wanita Tiburcio, Miguel Tiburcio, Elijah Tiburcio, Mireya Castaneda, Shelly Jones, David Bowsby, Carla Smith, Charlie Jett, Jeremy McCarthy, Melissa Muller, Tara Williams, Xiomara Rivas, Alba Fuentes, Greg Nathan, Beverly Kuhn, Manuel Mendez, Jamie Kile, Cheryl Wallerstedt, Rose Burnette, Mike Gravarmier, Aaron Smith, Joslyn Smith, Rene Stewart, Ashlea Leas, Emma Newman, Jim Wright, Vay Wright, Whitney McKinley, Ross Anderson, Chad Towe, Courtnee Garrow, Bakul Willard, Sally Mann, Ben Muir, Leslie Watson, José da Silva, Nancy Willard, Guadalupe Spain, James Spain, Poppie Storup and Chris Storup.

Student Board Representatives present included:

Aden Crafton/Academy of Arts and Academics (A3);

Brenna Stramler/Springfield High School (SHS);

Nick Romig/Thurston High School (THS);

Tara Pugh/Willamette Leadership Academy.

• Changes or Additions to the Agenda

There were no changes to the agenda.

2. RECOGNITION: AMERICAN EDUCATION WEEK PROCLAMATION

Chair DeHaven asked Ms. Adams to read the following proclamation:

American Education Week Proclamation

WHEREAS, public schools are the back bone of our democracy, providing young people with the tools they need to maintain our nation's precious values of freedom, civility and equality; and

WHEREAS, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and

WHEREAS, education employees, be they teachers, administrators, or other education professionals, work tirelessly to serve our children and communities with care and professionalism; and

WHEREAS, schools encourage community, bringing together adults and children, parents, mentors, community leaders, local businesses, and elected officials in a common enterprise to foster a love of learning in our students, spark creativity, instill a positive work ethic, and give our children the tools needed to realize their full potential.

NOW, THEREFORE, BE IT RESOLVED that we, the Springfield Board of Education, do hereby proclaim November 14 – 18, 2016 as American Education Week.

DATED this 14th Day of November 2016.



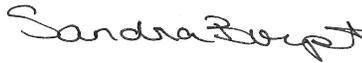
Tina DeHaven, Chair



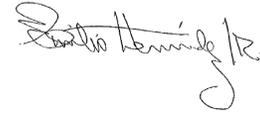
Erik Bishoff, Vice Chair



Laurie Adams



Sandra Boyst



Emilio Hernandez

3. CTP PRESENTATION (Community Transition Program)

Sally Mann, Program Coordinator for the CTP program, shared information on the program that offered work experience, independent living skills, community participation and post secondary education options for students aged 18 to 21 years old with disabilities. Ms. Mann introduced Courtnee Garrow and Bakul Willard who shared their experiences in the program

Kevin Hillman, the Youth Transition Coordinator, shared information on the Transition Garden. He said students aged 16 to 21 years old participated in activities in the Transition Garden. He introduced Nathan Wells who worked at the farm. He said the program produced 1500 pounds of excess produce last year that was sold to SPS school cafeterias and the Sprout! Kitchen. He thanked the Board for its support. Mr. Hillman said the program had received grant funding to support 1.5 full time equivalent (FTE) positions since 1990.

4. SCHOOL PRESENTATION: HAMLIN MIDDLE SCHOOL (HMS)

Principal Kevin Wright introduced Karen Bodeen, 7th and 8th grade choir teacher at HMS who led the choir, accompanied by Carrie Davis, singing two songs. Assistant Principal Rachel Allen gave a presentation on Positive Behavioral Intervention & Supports (PBIS). Principal Kevin Wright provided a PowerPoint presentation entitled SPS Board Presentation—Hamlin Middle School—Classes of 2021, 2011 & 2023.

In response to Ms. Adams, Mr. Wright said HMS had made gains in transforming its practice in response to the Ed Spec process several years ago. HMS was moving toward being a STEAM school in the new HMS facility which was a state of the art facility.

Ms. Allen added that the clear vision of the Whole Child from Dr. Rieke-Smith showed the importance of arts for students and facilitated the move towards STEAM.

Mr. Wright said the challenge was the need to equip staff and practitioners with the skills to execute the challenge and produce results.

5. PUBLIC COMMENTS

No one wished to make public comments.

6. WORK SESSION SUMMARY

Chair DeHaven introduced student Board representatives.

Chair DeHaven shared that during the Work Session the Board discussed the Board's and Superintendent's Working Agreement, School District Board/Administration Operating Principles and the RFP for Legal Counsel.

7. CITY UPDATE: IMPROVEMENTS TO VIRGINIA/DAISY CORRIDOR

Emma Newman, Transportation Planner with the City of Springfield, commended the collaborative efforts between the City of Springfield and SPS. She gave a shout out to Darla Robins, the Page Elementary School (PES) PTO president. PES had won a national Walk and Bike to school challenge promoting physical activity. Ms. Robins also served on the City of Springfield Bicycle and Pedestrian Advisory Committee. Ms. Newman provided information on several upcoming projects:

- Virginia/Daisy Bikeway Project
- 13th Street Connector and Lighting
- Filling the Gaps for Safe Walking Routes to Schools.

Mike Schlosser announced a SPS School Bus would be in the Christmas Parade on December 3, 2016. He invited Board members to ride on the bus.

8. CONSENT AGENDA

A. October 10, 2016 Board Meeting Minutes

B. October 24, 2016 Board Fall Planning Minutes

C. November 1, 2016 Special Board Meeting Minutes

D. Financial Statement

E. Board Policy, First Reading

Jenna McCulley recommended that the Board of Directors review the following board policies as a first reading:

- GBA Equal Employment Opportunities
- GBA-AR Veterans' Preference
- BCBDD/GDBDD Sick Time

F. Open Enrollment & Inter-District Transfer Update

Assistant Superintendent David Collins shared the following report:

In 2011 Legislature passed House Bill 3681 (HB 3681), which took effect for the 2012-2013 school year. HB 3681 allows school districts to enroll out-of-district students without charging tuition, securing a one-to-one exchange or obtaining consent from the resident school district through an Open Enrollment Transfer process.

During 2012-13, 2013-14, 2014-15, and 2015-16 Springfield Public Schools had a net loss of 228 students through Open Enrollment. To date, the 2016-2017 school year has a net gain of 8 students.

Students enrolled in a Springfield school through Open Enrollment guidelines are allowed to continue through graduation. However, students changing school levels, i.e., elementary to middle or middle to high school; reapply for the coming year.

Inter-District transfers, previously referred to as 1:1 Exchange transfers, are processed outside the Open Enrollment window. While IDTs no longer require an even exchange with the resident district, they do require consent from both districts.

For the 2016-17 school year, to date, we have accepted 43 students into Springfield schools from other districts. There are currently 35 students from Springfield attending other districts through Inter-District transfer guidelines.

G. Out of State Trips Overview

Kevin Ricker shared the following report:

High School principals were asked to submit anticipated out of state trips for the 2016-2017 school year.

In addition to the Out of State Trip Requests being presented tonight, the following anticipated trips submitted are:

Springfield High

Wrestling to Ilwaco, WA (McClain)	July 2017
VICA to Seattle, WA (Touchette)	Dates TBD
TBD, Long Beach, CA (Whelan)	Summer 2017

Thurston High

Track to Seattle, WA (Gillespie)	January/February 2017
Choir to Bellevue, WA (Huisenga)	February 2017
Baseball to Phoenix, AZ (Minium)	March 2017
Cheerleading to Anaheim, CA (Erickson)	March 2017
DECA to Anaheim, CA (Fisher)	April 2017
Newspaper to Seattle, WA (Roberson)	April 2017
Band/Orchestra to HI (Vian)	April 2017
Cheerleading to Santa Cruz, CA (Erickson)	July 2017
Yearbook to Santa Cruz, CA (Roberson)	July 2017
Girls Basketball to TBD (Brown)	dates TBD

In the future, there may be additional requests, however, our intent is to put the current information in front of the Board and avoid last-minute requests/submissions.

Current practice requires out of state trip request forms be submitted and approved at least 90 days prior to date of proposed trip before any commitment can be made to parents, students, etc. Any changes to an approved trip request must be covered and resubmitted to the Board in an Addendum.

H. Out of State Trip SHS Performing Arts, Resolution #16-17.012

It is recommended the Board approve Springfield High School's Performing Arts students' requests to travel to Anaheim, California to participate in the Disneyland Performance tour. Dates of the Trip will be Friday, May 26, 2017 through Tuesday, May 30, 2017. Students will miss one (1) day of school.

There is no cost to the district for this trip. All sub costs will be paid using SHS funds.

Principal da Silva will report fundraising progress to the Board in March 2017. It is understood trip approval is contingent upon the club/organization raising all funds required to cover all costs, including substitute teacher costs, associated with the trip.

I. Out of State Trip SHS DECA, Resolution #16-17.013

It is recommended the Board approve Springfield High School's DECA student's requests to travel to Anaheim, California to participate in the DECA International Career Development Conference. Dates of the trip will be Tuesday, April 25, 2017 through Saturday, April 29, 2017. Students will miss four (4) school days.

There is no cost to the district for this trip. All sub costs will be paid using SHS funds.

Principal daSilva will report fundraising progress to the Board in March 2017. It is understood trip approval is contingent upon the club/organization raising all funds required to cover all costs, including substitute teacher costs, associated with the trip.

J. Out of State Trip SHS HOSA, Resolution #16-17.014

It is recommended the Board approve Springfield High School’s HOSA students’ requests to travel to Orlando, Florida to participate in the HOSA International Leadership Conference. Dates of the trip will be Wednesday, June 21, 2017 through Saturday, June 24, 2017. Students will miss no school days.

There is no cost to the district for this trip. All sub costs will be paid using SHS funds.

Principal da Silva will report fundraising progress to the Board in May 2017. It is understood trip approval is contingent upon the club/organization raising all funds required to cover all costs, including substitute teacher costs, associated with the trip.

K. Out of State Trip THS Cabaret, Resolution #16-17.015

It is recommended the Board approve Thurston High School’s Cabaret’s request to travel to Anaheim, California to participate in dance workshops and perform at Disneyland. Dates of the trip will be April 20-23, 2017.

THS Cabaret class has currently fundraised half of monies required to cover the cost of this trip. There is no cost to the district for this trip.

Principal Towe will report fundraising progress to the Board in March 2017. It is understood trip approval is contingent upon the club/organization raising all funds required to cover all costs, including substitute teacher costs, associated with the trip.

L. Board Policies Approval, Resolution #16-17.016

Jenna McCulley recommended that the Board of directors approve the following board policies:

- BBAA Individual Board Member’s Authority and Responsibilities
- BBC Board Member Resignation
- BD/BDA Board Meetings
- BDC Executive Sessions
- KGB Public Conduct on District Property

M. Personnel Action, Resolution #15-16.068

Michael Henry recommended that the Board of Directors approve the personnel action for licensed employees as reflected below:

New Hires

Ranell Trantham

Resignations

Rachel Stroh

Retirement

Jim Farah

Change of Contract Status

Anastasia Irwin

MOTION: Laurie Adams moved, Dr. Emilio Hernandez seconded, for approval of the Consent Agenda. Motion carried 5-0.

8. REPORTS AND DISCUSSION

A. Student Communication

Tara Pugh reported that the WLA recently held its annual Harvest Party. Funds raised at the event were used to purchase supplies and equipment for WLA. The Thanksgiving Feast was scheduled for November 22. The first quarter recently ended and a ceremony was held to acknowledge promotions and students who were on the honor roll. She said approximately 45 students out of 185 enrolled students would be recognized for being on the first quarter honor roll.

Aden Crafton reported on A3 activities. The student led conference was completed. Confluence was coming up, with a focus on America's Civil Rights Movement. Students would give a presentation at the Jazz Station in Eugene on December 7 and 8, 2016. J Term, scheduled for January 2017, would be followed by J-Fluence. He agreed to provide a report of the school's visit to Nepal.

Brenna Stramler reported on SHS activities. She said the Varsity Boys Soccer Team won the Mid-Western League Title for the second year in a row. SHS is hosting the Leadership Conference for the State of Oregon on November 21, 2016, which would be attended by over 700 kids from all over the state.

Nick Romig reported on THS activities. Recently completed activities included: Dream Big, a college prep event; Parent/Teacher conferences; sports registration; THS had a girls' wrestling team with 35 student athletes; Leadership sponsored a badminton tournament. Associated Student Body (ASB) had focused on clubs such as DECA, the Debate Team and others. Upcoming events included: the Fall Play November 16-19, 2016; Tree of Joy toy collection for elementary school kids; Mood Booster, Monday and Friday free hot chocolate; Movie Night in planning; 5K run fund raiser in April 2017; Craft Fair November 25 and 26, 2016.

Ms. Adams said the Board was interested in learning what the leadership classes were talking about and what the Board could do to connect with the schools.

Dr. Hernandez noted Dr. Rieke-Smith, Dr. Chris Parra, Bethel School District Superintendent and Dr. Gustavo Balderas, Eugene School District Superintendent, had prepared a joint letter about the impact of the elections on the schools. He said the Board was concerned about the climate in the schools following recent elections and wanted to hear from the students about those concerns.

Ms. DeHaven asked if there was an opportunity for the Board to get to know other members of the leadership classes at the schools.

Dr. Rieke-Smith said she and Mr. Ricker had visited the leadership classes last year, and invited Board members to join them or visit the schools on their own.

B. Superintendent Communication

Superintendent Sue Rieke-Smith thanked Dr. Hernandez for sharing information about the joint letter related to the election put out by herself, Bethel School District Superintendent Dr. Chris Parra, and Eugene School District 4J Superintendent Dr. Gustavo Balderas. She referenced the American Education Week Proclamation read this evening began: *WHEREAS, public schools are the back bone of our democracy, providing young people with the tools they need to maintain our nation's precious values of freedom, civility and equality.* She found it bittersweet to be thinking about the proclamation and some of the responses heard in the schools last week. She had great hope and joy in sharing how the District's teachers responded. She shared a response by Peter Norman, a mathematics teacher at Thurston Middle School, when a student confronted another student, who was an American citizen, whose parents were from Mexico. Mr. Norman took this as a teachable moment and shared the letter the superintendents had jointly prepared, and engaged the student in conversation. She commended SPS staff for their efforts in this challenging time. The District had much work ahead of it in this arena. She was thankful for the District's partnership with the National Equity Project and the SPS Board for its commitment to equity as a standing agenda item. She invited Board members to the Two Rivers/Dos Rios Elementary School annual English language development parent meeting on November 16, 2016.

Mr. Bishoff said he had attended *Sit with Sue* sessions and the recent Oregon School Boards Association (OSBA) meeting. He thanked Dr. Rieke-Smith for being a straight shooter in delivering good news and bad news.

Ms. Adams commended Dr. Rieke-Smith for her role in preparing and distributing the letter from the three local superintendents related to the elections, and expressed her appreciation for her leadership in the larger community of Lane County and the State of Oregon.

Dr. Hernandez said he had received several phone calls and comments about the impacts of the election on the schools, and thanked Dr. Rieke-Smith for her leadership.

Dr. Rieke-Smith said it was an honor and privilege to serve the Board and the District.

C. Board Communications

- Board Committee Reports

Ms. DeHaven said the last month had been very eventful. The Springfield Education Foundation *Night of 11,000 Stars!* had raised over \$181,000. The funds would provide opportunities for teachers to request grants to fund curriculum and experiences for students. She recently attended a SEF Board meeting as the SPS Board representative, where the success of this year's event, and how future events would look, were discussed. She had attended the very successful SHS Pep Rally, and she commended SHS for their hard work. She also attended the recent OSBA Conference, where she had an opportunity to engage with other school board members from across the State. She commended Dr. Rieke-Smith for her work with the OSBA and on behalf of SPS. She was looking forward to the Business Education Forum which Board members had been invited to on November 29, 2016.

In response to Mr. Bishoff, Mr. Yancey said he met recently with business directors from other Oregon school districts. The business directors discussed a looming potential deficit in the State which was compounded by Medicare issues and two recently passed ballot measures that did not have revenue attached to them. He would provide Board members with needed information when they met with local representatives about the upcoming Legislative session and the State budget.

Dr. Rieke-Smith said she had tasked Mr. Yancey with developing models around the numbers the Legislature would be looking at, to share with the Board and to provide information to the Legislators as they went into the biennial Legislative Session. She planned to connect with Representative John Lively to discuss the Legislative Session.

Ms. Adams hoped the Board Room in the new building would have better acoustics for student presentations. She asked for donations from Board members for candy for the Christmas parade.

Mr. Bishoff said he was now serving as the Board's representative on the Wildish Board and the A3 Committee. He was looking forward to the upcoming Looking Glass Community Services breakfast and Sit with Sue sessions.

Ms. Boyst said the SEF *Night of 11,000 Stars!* was a great event. It was amazing what the community could do when everyone came together. She was able to reach out to the business community to raise \$2,000 for the Hamlin Middle School PTO run scheduled for January 2017.

Dr. Hernandez said he met with the SEF Executive Director, Ronnel Curry, about scholarship events in conjunction with the University of Oregon (UO). He planned to participate in fund raising events. Unfortunately, he had missed the *Night of 11,000 Stars!*

10. OTHER BUSINESS

There was no other business.

11. NEXT MEETING

Ms. DeHaven said the next meeting was set for December 6, 2016. The Board would conduct interviews for a replacement for the Budget Committee.

12. ADJOURNMENT

With no other business, Chair DeHaven adjourned the meeting at 8:55 pm.

(Minutes recorded by Linda Henry)