

WORK SESSION MINUTES

The Springfield Board of Education held a work session on August 8, 2016 on Board Training with Oregon School Boards Association.

Renee Sessler, Board Development Specialist, Oregon School Boards Association (OSBA) welcomed those in attendance and called the meeting to order at 4:35 pm, in the First Floor Conference Room, of the District Administration Center, 525 Mill Street, Springfield. She introduced Jim Green, Deputy Executive Director, OSBA.

Attendance

Board members present included Chair Light, Laurie Adams, Erik Bishoff, Sandra Boyst, and Tina DeHaven.

Others in attendance included Superintendent Sue Rieke-Smith, Brett Yancey, David Collins, Jenna McCulley, Judy Bowden, Anne Goff, Linda Henry, Renee Sessler, Jim Green, Alisha Roemeling of *The Register Guard*, Megan Shin from *KMTR*.

Ms. Sessler asked Board members to identify their expectations for today's meeting:

- District's attorney felt the Board needed coaching around school board development
- To be better at Board work
- Continuous learning
- Protocol—better understanding of the Board's responsibilities; avoid past mistakes in the future
- Clarity on Executive Sessions and public meeting laws.

Ms. Sessler distributed a booklet entitled *Roles and Responsibilities Workshop—August 8, 2016—Springfield School District* and offered a PowerPoint presentation entitled *Roles and Responsibilities*. She explained that individual Board members brought their knowledge, values and beliefs to the Board's work, which influenced the Board culture, the District work and culture, which affected classroom instruction and student achievement.

Ms. Sessler facilitated a Board discussion regarding its roles and responsibilities. She encouraged Board members to be familiar with the District Roles and Responsibilities included in the *Roles and Responsibilities Workshop* booklet, particularly the B section and Policy KL, Public Complaints. She encouraged the Board to have a discussion about Board protocols at a future meeting. The Oregon Legislative Assembly delegated responsibility for the conduct and governance of programs and services in the District. Powers granted to the Board were:

- Legislative or Rule Making Authority
- Judicial Authority
- Executive/Administrative Authority.

The Board took a short break.

In response to Mr. Bishoff, Ms. Sessler noted Policy BBA, Board Powers and Duties, was last adopted in 2007. She suggested the Board schedule a work session with OSBA staff to review the Board's policies, particularly the B policies, which were the rules by which the Board agreed to conduct itself.

Mr. Green opined that the Board was a fact hearing body rather than a fact finding body.

Ms. Sessler urged Board members to exercise caution when interacting with members of the public outside of Board meetings, noting they were Board members only when officially convened, and not when they engaged with community members outside of Board meetings.

In response to Mr. Light, Ms. Sessler explained one of the Board's roles was to convey concerns expressed by the community to the superintendent, and to place community concerns and suggestions on Board agendas for discussion by the full Board.

Ms. Sessler directed Board members to Policy CB, Superintendent. "The superintendent is the chief operating officer and, under the direction of the Board, is responsible for control and operation of the school system and for implementing the decisions and policies of the Board." She said it was important for the Board to trust the superintendent, and if it did not trust the superintendent, the Board needed to have a conversation with the superintendent. She noted superintendent tenure had a significant impact on student achievement. There was a correlation between high student achievement and the amount of time a superintendent had been in a district. Ms. Sessler stated there was a clear distinction between the roles of the Board and the superintendent. The superintendent could help the Board with its goals, policy language and advocacy work. However, the Board should not be involved in the day to day operations, personnel decisions and development of regulations unless brought to the Board in Executive Session, or by adopting the regulations that enacted the policies developed by the Board.

Mr. Green explained that Board policies were broad statements supported by Oregon Administrative Rules (OAR) which allowed for implementation of Board policies.

Ms. Sessler directed Board members to page 4 in the *Roles and Responsibilities Workshop* booklet, which explained "Meetings" under Oregon Revised Statutes (ORS) 192.660 related to Oregon Public Meeting Laws. She explained there were three kinds of meetings: Regular Meetings, Special Meetings (Work Sessions and Executive Sessions) and Emergency Meetings. She directed Board members to page 5 which explained Typical Duties of the Board Chairman, page 6 which explained EMAIL and page 7 which explained Executive Sessions. Public notice was a requirement for Board meetings. Additionally, principal subjects that the Board would discuss must be identified, required a quorum for the Board to take action, and minutes were required for all meetings. Board committees were subject to Oregon Public Meeting Laws. She said the OSBA website included a section, *Ask Betsy*, where questions and answers were posted. Mr. Green invited Board members to contact the OSBA office if they had questions.

In response to Ms. Adams, Ms. Sessler said serial or daisy chain meetings which resulted in Board decisions circumvented the public meeting process and were not permitted.

Ms. Sessler thanked Board members for their service to the community She reviewed the expectations Board members identified for today's meeting and noted consensus that those expectations had been met.

In response to Ms. Adams, Mr. Green said Board members were not mandatory reporters. However, Mr. Light was a mandatory reporter because he was a licensed teacher.

The meeting adjourned at 6:42 pm.

BUSINESS MEETING MINUTES

1/ A Regular Meeting of the Lane County School District No. 19 Board of Education was held on August 8, 2016.

1. CALL MEETING TO ORDER

Board Chair Jonathan Light called the Springfield Board of Education meeting to order in the boardroom of the District Administration Center at 7:02 pm and led the Pledge of Allegiance.

Attendance

Board Members present included Board Chair Jonathan Light, Vice Chair Laurie Adams, Erik Bishoff, Sandra Boyst, and Tina DeHaven.

District staff and community members identified included Superintendent Sue Rieke-Smith, David Collins, Brett Yancey, Judy Bowden, Jenna McCulley, Kevin Ricker, Suzy Price, Brian Megert, Tom Lindly, Michael Henry, Chad Towe, Anne Goff, Carmel Barnhart, Jayne Hulse, Leah Emmett, Sarah Ewing, Scott Touchette, Brenda Royce, Alyssa Dodds, Marilyn Williams, Bill Northrup, Jeff Butler, Joy Marshall, Joni Wareham, Nicole Nakayama, Alisha Roemeling of *The Register Guard* and Darcy Wallace of the *Springfield Times*.

• Changes or Additions to the Agenda

There were no changes to the agenda.

2. WORK SESSION SUMMARY

Ms. Adams provided a summary of today's Work Session.

3. MEASURE 98 STAND FOR CHILDREN

Joy Marshall, Lane County Director of Stand for Children Oregon, introduced Stand for Children members Scott Touchette and Brenda Royce. Ms. Marshall thanked Springfield Public Schools (SPS) for supporting Career and Technical Education (CTE) programs although the State of Oregon had reduced funding for the program. Stand for Children knew that Measure 98 would help students be successful. The graduation rate would not be improved unless all children had better access to CTE, university and college preparation. She said Governor Brown and the OSBA, as well as other school boards in the state had endorsed Measure 98. She noted Stand for Children was aware that budgets had been tight. The Oregon Department of Education worked with the Governor's Budget and Management Division, and the updated projections for the cost of maintaining service level for K-12 funding were \$7.97 billion in the next biennium, which was an increase of 8.2 percent and included the Public Employees Retirement System (PERS) cost. The projected increase in the state General Fund was 8.9 percent. The General Fund would grow by more than \$1.6 billion in addition to receiving additional lottery funding. There would be \$1.7 billion in new money, which would be sufficient to maintain K-12 spending and allow for some modest new investments. Measure 98 expenditures were modest, approximately \$147 million annually, or 1 percent of the state budget. Based on Oregon's graduation rates and the need for CTE, it was time the state made this investment.

Brenda Royce said she was the parent of two SPS students in the Thurston area, and quite involved in their activities, school fundraisers and the school PTA. She became involved with Stand for Children when SPS was working to pass the bond measure, and she became passionate about Stand for Children's goals. She cared about the schools and their future, and she wanted them to get the support they needed to support the children after high school, in the work force or going to college. She hoped the Board would endorse Measure 98 which would provide targeted funds to the high schools. Her daughter, who was entering middle school in September, was a traditional academic learner and would do well in middle and high school. Her son, who was entering high school in September, was a hands on learner, who needed to know why a class was

relevant. All students, regardless of how they learned, needed support from SPS. CTE would make learning much easier for her son. Measure 98 would also provide funding providing counseling and tutoring and prevent dropouts.

Scott Touchette had been a teacher at Springfield High School (SHS) for 13 years. He moved to SHS because of SPS's strong programs and commitment to CTE. CTE was important because he saw kids on a daily basis who did not fit in the core classes for whom CTE was a hook. He knew that CTE classes were often the only reason kids went to school, and they were able to use the skills they learned in CTE classes in other academic classes. Measure 98 could mean more opportunity, which could reduce class sizes. The best way to engage kids was to have smaller class sizes. He credited his CTE teachers for his success in earning two bachelor's degrees and a master's degree. Measure 98 would enable SPS and other school districts to expand CTE programs, which would be good for kids.

Ms. Marshall thanked Ms. Royce and Mr. Touchette and other parents in the audience for their support and speaking up for what they knew was best for kids.

In response to Mr. Light, Ms. Marshall said Measure 98 did not require SPS to expand its programs every year. Stand for Children did want to ensure that any funding that currently existed was not supplanted by new funds that would come from passage of Measure 98. Measure 98 would fund CTE in the high schools, but offering CTE opportunities in the middle schools should be looked at in the future. She added SPS would work with the community and SPS staff to determine how to best spend the money.

Mr. Light felt there was support in the business community for CTE.

Mr. Bishoff said if it had not been for architecture, drafting and theater arts, he did not know if he would have made it through high school. While Measure 98 focused on attendance, CTE and some college courses and readiness, he noted kids right out of high school were being hired because of their participation in CTE programs. He noted Measure 98 was also endorsed by the Register Guard editorial board, the Bend-La Pine School Board, the South Lane School Board, Eugene-Springfield NAACP, the Independent Party of Oregon, and the Chambers of Commerce of Medford, Eugene and Beaverton.

Ms. Adams understood the Springfield Chamber of Commerce did not support Measure 98. She planned to contact the Chamber about Measure 98.

Dr. Rieke-Smith said the Springfield Chamber of Commerce had referred Measure 98 to its government affairs committee for review and she opined there would be a more favorable response from the Chamber. The business community was very supportive of education. Their concern was the tax rate and the impact on their businesses. The Chamber wanted to ensure that money identified for a specific purpose was actually used to do good for kids and something that the Oregon Legislature could not redirect for another use.

In response to Mr. Bishoff, Ms. Marshall said then Governor Ted Kulongoski had advocated unsuccessfully for CTE for many years at the Legislature. An economic advisor to Governor Kulongoski was one of the Measure 98 authors. Advocates for kids including Stand for Children, the Latino Network and the Coalition of the Communities of Color, and advocates for kids who were not succeeding, supported Measure 98.

Board members discussed how graduation rates increased in SPS and other Oregon high schools where CTE was offered.

4. PBIS UPDATE

Brian Megert, Director of Special Services and Nicole Nakayama, facilitator of Special Education gave an update on Positive Behavioral Intervention and Supports (PBIS) implementation. He provided a PowerPoint presentation entitled *School-Wide PBIS—School Board Update, August 2016*. He said SPS had worked in partnership with Dr. Rob Horner, who was a professor of special education at the University of Oregon (UO) and director of the Educational Community Supports (ECS). Mr. Megert stated he had an opportunity to present this information in Washington, D.C. last week to the U.S. Department of Education Office of Special Education Programs (OSEP) project director's bi-annual meeting. He gave a presentation about what SPS was doing to over 100 educators from all over the nation. People were amazed at the implementation SPS had gone through during the last three years without additional funding. He credited support from the cabinet, the Superintendent, and the Board to continue to carry the work forward.

Mr. Megert reviewed the PBIS implementation and training timeline from 2013-14 to 2015-16, noting that PBIS had been implemented in all SPS elementary, middle and high schools. The implementation team had designed the program so that SPS would be able to fully support the program when the grant funding ended in two years.

Ms. Nakayama said almost all SPS elementary schools had met the 70 percent threshold for Tier I. All four of the SPS middle schools had reached the 70 percent threshold for Tier I. The data indicated that students were benefiting from PBIS implementation through reduced office discipline referrals. Based on national data, healthy schools would have at least 80 percent of student population receiving zero or one major office discipline referral in a school year. Each of the five SPS demonstration sites had achieved that goal, which allowed schools to support all students at the level which they needed.

Mr. Megert reviewed the *Next Steps* SPS would take in further implementing PBIS:

- Sustain fidelity of Tier I and Tier II, add Tier III to ready schools.
- Continue offering two trainings per year to participating schools.
- Continue offering coaching support for each participating school.
- Train all elementary special education teachers and school psychologists on behavior support planning for students with intensive needs.

In response to Mr. Light, Mr. Megert said SPS would have to use partnerships within the community to be effective. He added that new elementary special education certified staff would be included in the PBIS training and time would be dedicated during new teacher orientation to discuss the concept of multi-tiered systems of support in PBIS and Response to Intervention (RTI).

Ms. Nakayama added all SPS schools would orient new certified and classified staff to the PBIS system in their schools.

Mr. Collins said he would meet with the Oregon School Employees Association (OSEA) leadership regarding training for classified employees. He added there would be three days available for new teacher training and orientation.

5. PUBLIC COMMENTS

Bill Northrup said he was a Thurston High School (THS) graduate. He distributed a handout entitled *Transgender Guidelines—a concern and a request* and briefly reviewed the handout for Board members. He encouraged the Board to make a statement or create a policy regarding students who are not comfortable changing clothes in a communal environment giving them the opportunity to ask for a private environment for them to use.

Carmel Barnhardt said she was representing Yolanda Elementary School (YES) Parent Teacher Organization (PTO). She thanked the Board and SPS staff for taking safety concerns for the students seriously and for moving forward with the construction of the school's new parking lot. She offered a special thanks to Jeff Butler who was an amazing principal at YES.

Mr. Light said the Board did not have a formal resolution regarding Measure 98. Ms. Marshall agreed to send the information to Dr. Rieke-Smith.

Motion: Ms. Adams moved, seconded by Mr. Bishoff, that the Board go on record in support of Ballot Measure 98 and direct staff to work with Ms. Marshall to prepare a resolution for Board action. The motion carried unanimously, 5-0.

6. CONSENT AGENDA

A. June 27, 2016 Board Meeting Minutes

B. Financial Statement

C. Personnel Action, Resolution #16-17.001

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

New Hires

Bonnie Aulakh	Allison Jacobson	Dana Okray
Tamara Brown	Jeannette Jacobson	Kristin Page-Botelho
Tiffany Brown	Amber Ketchum	Eric Roberts
Joshua Carlton	Ashley Lawrence	Jennifer Smith
Greg Fisher	Colin Lyons	Molly Spain
Paul Griffith	Hannah Miller	Renae Thwaites
Zackery Grimsley	Cassandra Moorhead	
Julia Harris	Shelby Morgan	

Resignations

Amanda Heaven	Kelly Stroh	Lonnie Usrey
Brooke Quinones	Tiffany Swalm	

Retirement

Patrick Allender

Leave of Absence

Katie Keeler

D. Nutrition Services Fresh Produce Products, Resolution #16-17.002

Brett Yancey recommended that the Board of Directors award the fresh produce products contract to Emerald Fruit & Produce of Eugene for an estimated amount of \$200,000.00.

E. Nutrition Services Dairy Products, Resolution #16-17.003

Brett Yancey recommended that the Board of Directors award the dairy products contract to Spring Valley Dairy of Eugene for an estimated amount of \$340,000.00.

F. Nutrition Services Bakery Products, Resolution #16-17.004

Brett Yancey recommended that the Board of Directors award the bakery products contract to Franz Family Bakeries of Eugene for an estimated amount of \$100,000.00.

G. Purchase of Nutrition Services Supplies, Resolution #16-17.005

Brett Yancey recommended that the Board of Directors approve the purchase of Nutrition Service supplies from the following vendors for the anticipated amounts indicated:

McDonald Wholesale Company, Eugene, OR	680,000.00
NW Distribution – Tools for Schools, Emmitt, ID	20,000.00
Wallace Packaging LLC, Tucson, AZ	20,000.00

TOTAL ANTICIPATED AWARD \$720,000.00

H. 2016-2017 Grants Report

I. Restraint & Seclusion Report

Motion: Ms. Adams moved, seconded by Mr. Bishoff, for approval of the Consent Agenda. The motion carried unanimously, 5-0.

7. ACTION ITEMS

A. Contingency Request Page Elementary School, Resolution #16-17.006

Immediately following concerns arising from nationwide and local entity results of water testing, Springfield School District developed a plan and strategy for managing our water systems for the District.

Originally tested in November 2001, testing results returned with levels, at that time, below the EPA's (Environmental Protection Agency) tolerance for required action. Recently (June 2016) the District conducted additional testing at all District owned facilities with a goal to further understand potential levels of lead in our water system(s). The results at two facilities indicated levels above the EPA's tolerance level of 20 parts per billion (.02ppb). One sight, Brattain Early Learning Center, identified one rarely used fixture as being above acceptable tolerance (.04820ppb) during the first sample tested. To verify results the District followed recommended practices and retested the source. The second test resulted in the fixture falling below tolerance (.00362ppb), therefore confirming that lead is no longer present at a level of concern for the EPA.

The second site that tested above tolerance levels was Page Elementary School. Again, recommended practices were followed and the school was retested. This second sample testing confirmed that six classrooms in the west instructional wing of the school continued to be above an acceptable level of lead presence. The District's recommended approach is to abandon the existing water system and reconstruct a new water system above ground (in ceiling). This replacement project will alleviate the lead concerns and ensure that the school is completely upgraded.

Realizing that the District is on a very tight timeline in order to complete the project prior to the start of the 2016-17 school year, staff conducted an evaluation process, based on two bids received. The lowest bid received is \$95,000 by Hydro-Temp Mechanical from Wilsonville, Oregon. At the time of the 2016-17 budget adoption this project was unknown, therefore the requirement to allocate contingency resources is necessary.

Brett Yancey recommended that the Board of Directors allocate contingency resources for the Page Elementary School re-plumbing project as follows:

General Fund:

100-6110-0810	(\$95,000)
100-4150	\$95,000

Mr. Light thanked Mr. Yancey and his team for moving forward with this re-plumbing project, noting the safety of the SPS's students was paramount. This action illustrated the importance of having an adequate contingency fund.

Mr. Yancey reviewed the progress of the project, noting the urgency due to the start of the school year in September. He noted all of the SPS's schools had received new fixtures and staff and parents would receive communications from SPS about the project.

Motion: Mr. Light moved, seconded by Ms. Adams, for approval.

The motion carried unanimously, 5-0.

8. REPORTS AND DISCUSSION

A. Superintendent Communication

Superintendent Sue Rieke-Smith reported that she attended a superintendents' conference with Mr. Light in Washington, D.C. in July related to legislative advocacy. The purpose of the conference was to provide an update on legislation that directly impacted schools and district operations, and to provide superintendents an opportunity to visit members of Congress to advocate for particular legislation. She and Mr. Light spoke directly with Senator Ron Wyden's staff, Senator Jeff Merkley's staff, and Congressman Peter DeFazio's staff. She and Mr. Light spoke specifically about Every Student Succeeds Act (ESSA) and expressed their appreciation for the work the Oregon Congressional delegation was doing to reign in the U.S. Department of Education and to give the State of Oregon maximum flexibility. They also expressed appreciation for encouraging SPS to achieve maximum flexibility at the local level through the State of Oregon. They also spent time advocating for the reauthorization of the Perkins CTE legislation and anticipated that the legislation would be reauthorized. Senator Wyden was currently working on middle school engagement CTE legislation for which he had bipartisan support. She and the SPS delegation advocated for increased funding to the ESSA for Title I and for special needs students. She, Mr. Light, Mr. Megert and Mr. Collins recently met with Senator Wyden on current legislation that he had been able to shepherd through the House of Representatives and was now moving on to the Senate, which would give increased funding for preventative services to families in crisis.

B. Board Communications

Mr. Light directed Board members to a document entitled *SPS Hill Meetings—7.13.17 (AASA Advocacy Conference)—Brett Garson (Smith Dawson) Notes*, which provided information on the work the SPS delegation did while in Washington, D.C. He noted Vice Presidential candidate Tim Kaine introduced legislation in the U.S. Senate in support of middle school CTE several years ago. He distributed a book to Board members entitled *50 Myths and Lies That Threaten America's Public Schools: The Real Crisis in Education*. The SPS delegation had discussed concerns related to dual credit for high school and college credit. He proposed that the Board discuss at the August 22, 2016 Summer Planning Meeting ways to make the Board Opt Out statement more prominent in our schools.

9. OTHER BUSINESS

The Board had no other business.

10. NEXT MEETING

Mr. Light said the next Board meetings would be as follows:

Summer Planning Meeting, August 22, 2016, 9:00am

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

11. ADJOURNMENT

With no other business, Chair Light adjourned the meeting at 8:30 pm.

(Minutes recorded by Linda Henry)