

## SWEET HOME SCHOOL DISTRICT NO. 55

Sweet Home, Oregon

Board Chairman Jason Redick called the regular meeting of the board of Directors of Sweet Home School District No. 55 to order at 6:30 p.m. on April 13, 2020. Virtual meeting as per ORS 192-670.

---

### **Board Members in Attendance**

Debra Brown, Jason Redick, Joseph Kennedy, Angela Clegg, Chanz Keeney, Jenny Daniels, Mike Reynolds, Jim Gourley, Jason Van Eck Absent:

### **Staff Members in Attendance**

Superintendent: Tom Yahraes; Administrators: Luke Augsburger, Colleen Henry, Mark Looney, Ralph Brown, Chris Hiaasen, Rachel Stucky, Thad Holub, Josh Darwood; Certified; Elizabeth Hunt, Julia Weist, Classified: Velma Canfield Board Recording Secretary: Julie Emmert

### **Other Attendance**

Sean Morgan, representing *the New Era*, Zane Byers, Y. Suttan

## **2. Agenda Approval/Changes**

Chairman Redick called for changes and/or approval of the agenda.

***Motion No. 20-14: Board Member Angela Clegg moved to approve the agenda as presented. Board Member Mike Reynolds seconded the motion.*** Debra Brown- Aye, Jason Redick - Aye, Joseph Kennedy -Aye, Angela Clegg - Aye, Chanz Keeney - Aye, Jenny Daniels - Aye, Mike Reynolds - Aye, Jim Gourley Aye, Jason Van Eck - Aye ***The motion passed unanimously***

## **3. Public Comments: None**

## **4. Student & Personnel Reports/Comments**

- A. **Certified & Classified Representatives:** Elizabeth Hunt: Teaching staff have been rock stars, everybody has a can do attitude. Velma Canfield, glad classified are being paid through the year and everyone is happy to help.
- B. **Superintendent's Report:**
1. Enrollment Update: enrollment for March much like previous years—steady.
  2. Attendance – Golden Shoe – Foster 90.93%.
  3. Operations Under Corona Virus:

### ***Operations under COVID 19***

**Latest Corona Data:** National: 560,000 confirmed cases, 22,150 deaths; Oregon 1584 confirmed cases, 52 deaths; Linn County 52 confirmed cases, 4 deaths. Sweet Home 1 confirmed case. (Spoke with city official)

### **Review of Governor's Orders:**

**March 12, Governor Brown Ordered** all schools statewide closed--March 16 to April 28, and now all school facilities are closed to the end of the school year.

Governor Brown issued two orders directly k-12 education services/ operations: [Executive Order 20-08](#) and the "Stay Home. Save Lives" order [Executive Order 20-12](#).

**The Basics of Order 20-08:** Public schools must meet four requirements:

- Providing distance education to students.
- Nutritional services for students must be maintained.
- Childcare must be provided for emergency personnel and first responders.

- All district “regular” employees must continue to be paid.

**Basics of “Stay Home. Save Lives” order and ODE guidance to schools:**

- Schools should facilitate telework and work-at-home by employees, to the maximum extent possible. Work in buildings is prohibited whenever telework and work-at-home options are available.
- When telework and work-from-home options are not available, school districts must designate an employee or officer to establish, implement, and enforce social distancing practices, consistent with guidance from the Oregon Health Authority.

**Operational Implications: We have/are** building capacities to keep all staff home to the maximum extent possible.

**Personnel:** Essential Staff and on Call

- \* Principals and department heads are designated social distance officers for each building.
- \* Teachers: are working at home and use buildings for technology, resources, packet assembly.
- \* Teacher assistants: many are working directly with teachers to support students and families.
  - Facilities: skeleton crew--re-clean building spaces if used, performing isolated jobs.
  - Transportation: skeleton crew--performing isolated jobs, delivering food (Foster and Holley), and some packet work.
  - Food Service: Work crew is mixed with nutrition crew from other schools and other classified support
  - Office Operations: Most staff can now perform most office duties from home virtually, working on building more capacity.
  - Technology: Site work and working virtually from home
  - Administrators: All working on virtual capacities with a lot of success (GoTo and ZOOM meetings)

My message to staff: We will follow governor’s orders: to the greatest extent possible work from home using phone and computers. If you must come in or are asked to come in: 1) must be approved by admin. 2) staff must practice isolating, separating, stay 6 ft away, cleaning, wear masks when appropriate, and practice heightened hygiene. 3) we are sensitive to all employees who are at risk and may be taking care of at-risk family members.

**Food Service: Grab and Go:** Up and Running for a month (through spring break)

- Phase I: Two sites served: High School and Foster. Numbers as of 4-10-20:
  - The first day, March 16, served: 62 at Foster and 100 at High School.
  - Friday 4/10 served 134 at Foster and 314 at High School. That was a drop from yesterday, which was 155 at Foster and 348 at high school
  - Week Totals for Sacks which contain 1 lunch and 1 breakfast:
    - March 16-20 = 1286
    - March 23-27 = 1589
    - March 30-April 3 = 1987
    - April 6-10 = 2390
    - Total Breakfast = 7252
    - Total Lunches = 7252
- Phase II: based on researching supply, demand, capacity and possible blending of services: We will start serving at Holley starting 4/13/20 (Today)

**Teaching and Learning:** Governors Orders shift from Supplemental Learning to “Distance Learning for All. ” What that means and how it looks:

**Teaching and Learning (Rachel Report)**

- ‘Distance Learning for All’, Guidance from ODE

- What is Distance Learning?

Distance Learning Distance learning is not just online instruction. It is defined as instruction in which the student and instructor are in different locations. Students access materials, hence learning, through multiple modes of communication and blended learning strategies.

- Practices

- Options
- Equity

Our practices, whether online, paper-pencil, phone, or blended should focus on two things; 1) essential standards and learning targets; and 2) equity of access to those standards and learning targets. Simply put, whether students are working online and/or with paper, the designated content and instructional targets need to be equivalent. We must ensure equity by providing preferred access that is aligned to the exact same learning concepts and targets.

-Reaching out to those who are not responding

### **Basic Accountability:**

**Attendance:** measured by recording every contact with a student (awaiting further guidance from ODE)

**Grading:** teachers assess lessons and provide constructive feedback. (At the time of writing this doc, ODE has not provided grade 9-11 direction for the passing of credits). Anticipating crediting (pass/incomplete) all students K-11 in order to advance-- based on progress up to March 13, plus any progress up through distant learning.

**New Graduation Pathways: Ralph Brown** Information will be provided at the board meeting. This information was just released. Cliff note version:

- 1) If a senior was in good standing pre-March 13, they will receive a passing credit for the remainder of the year.
- 2) If a senior is currently failing the spring term class, they will have an opportunity to pass between now and the end of the year.
- 3) If a senior is credit deficient, they will have an opportunity to make credits up between now and the end of the year.

**Preliminary Data Shows:** 67 seniors finished; 56 dual credit seniors completing college portion; 41 seniors need to bring grades or credits up. (very confident majority can complete this year through distant learning)

### **Under Construction Dashboard Tracking of the numbers: (Tom) Refer to Initial Data**

- # of student contacts
- # of assignments received
- # of assignments given feedback
- # of students no response
- Major issues/ challenges

**Chromebook Distribution to Students:** Teaching and Learning, Colleen, and IT working with buildings.

Guiding principles based on surveys: measured family's preferences and readiness: 55% online, 45% packets. Developed checkout protocols.

- Phase I: Serving high school students, families, and teachers where they are at according to preference and readiness--surgical and targeted. (150 Chromes ready and process of being deployed)
- Phase II Junior high 150 ready “ ”
- Phase III selected elementary grades and classes “ ”

**Update:** 300 Chrome books anticipated to be ready to be deployed Monday morning (today).

**Student Services: (Thad)**

**Counselors:**

Tier 1: Website and Hard Copy of General Wellness information with links

Tier 2: Assisting Students and Families who need help accessing services

Tier 3: Individual counseling through a secure platform

**Special Education Teachers:**

Connect with every family on the caseload

Use the building's system of distribution to provide distance learning materials to students and families

Reach out and be available to schedule “office hours” for individualized instruction

Provide FAPE (Free Appropriate Education) to the greatest extent possible

**Kristi Walker Family/ Homeless Support Services:**

Assist families who have issues accessing essential needs

**Nursing Staff:**

Connect with families who have students with medical needs

Monitor new CDC guidance and provide assistance to the District on protocols

**Student Services Staff:**

Continue to schedule IEP meetings

Manage student files and ensure special education staff complete IEP paperwork in a timely manner

Oversee Dashboard Accountability and continue to build new reach out services/capacities

**All efforts being tracked using Student Service Dashboard**

**Other Information:**

**Print Shop:** Have developed a K-12 in/ out protocols and calendar.

**Emergency Childcare for Emergency Health Care Responders Only:** We are signed up with the state to be a provider. We are in standby and await activation. At this point, here is ODE guidance:

ODE and OHA Child Care provisions for schools are very strict and do not include police, fire, school, pharmacy, grocery store, post office, etc, personnel in the emergency child care provisions—at this point. Emergency School Child Care sites are regulated with guidance from the state and have an application process only for emergency health care personnel children. Yellow/ Red protocols

**ESSA Waiver:** State testing and essential skills requirements are waived for the 2019-20 year.

**Additional Accommodations and Guidance in the Works:** ODE is working on guidance regarding grades 9-11 students earning credits to stay on track to graduate and serving all students with disabilities and/or individualized learning plans. More information to come.

**Student Investment Account (SIA):** Districts are to still apply (we have), but funding is very suspect. Corporate Activities Tax may be delayed. I anticipate a big funding shortfall.

**Athletics:** Spring season and practices are canceled. We will be participating in statewide recognition of our spring student-athletes through state-wide coordinated actions such as the weekly lighting of our stadium lights.

**Virtual Celebrations of Student Achievement** are being developed. More information to follow.

### **Initial Distance Learning Data:**

#### **Foster:**

285 out of 338 received a packet or access content online

308 out of 338 responded to contact

**Hawthorne** learning: packets to be distributed as follows:

bus-23

mail-24

On-site pick up-289

online exclusive-19

#### **Holley:**

Reached- 144/153- 94 %

Assignments delivered/completed online- 142/153- 93%

#### **Oak Heights**

215 paper packets picked up and 50 packets emailed.

257 families contacted either by phone, email, through Facebook page.

Still trying to make contact with 8 families that we know have not received our contacts.

#### **Junior High:**

- Current enrollment at the JH is 352.
- 209 parents submitted responses to JH Parent Readiness Survey.
- 320 students and 531 parents received messages on Remind this last week; 38 follow-up voicemails left for parents of student's teachers were unable to make contact with....
- 22,834 messages were delivered on Remind this last week. This includes 18,022 announcements and 4,812 conversations and reactions.
- 27/45 staff users sent messages on Remind this last week.
  
- As of today we have 23 active online Google Classrooms.
- 100 students were mailed manila envelopes of work today.
- 5 posts on JH Facebook page in the last week reached 563 followers with 417 engagements/responses.
- 150 chromebooks cleaned and ready to deploy next week.

#### **High School: Enrollment - 512**

**# Responding to Contact - 474 (93%)**

Of those NOT responding, 14 did not pick up available packets and have not responded to emails/voicemails/etc. or have disconnected numbers and invalid emails

Of those NOT responding, 24 were sent invitations to Google Classrooms and have not responded

Students who have NEVER responded to anything (DO Survey, 2nd round of calls, other calls/invitations/emails/Reminds) - 4 (0.8%)

**# We can verify received assignments:** All except the 38 who have not picked up their packets or joined a Google Classroom. These 38 DID respond to either the DO survey or our 2nd round of calls to indicate the type of curriculum (in print or via internet) they preferred. 93%

Thad Holub gave a report on Special Ed and what the staff are working on. Working on IEP's and reaching out to schedule and process them. Reaching out to families that are homeless, counselors have contacted 800 families.

Print Shop ready to go.

Child Care Program, this is only ready for first emergency care providers.

SIA update

**Final thoughts for the Superintendent:** Through these challenging times, we will grow stronger in our connections to students and families. We will develop new, more advanced communication practices. We are developing more advanced distance learning methods. These times are requiring us, with our families, to learn new things.

Our chief priority is to do our part to as quickly as possible stop the spread of COVID 19, so that we can get back to our brick and mortar operations. However, now is not the time to take our "foot off the accelerator," meaning weaken in our school and community efforts in mitigation. With today's report of a confirmed Sweet Home COVID case, let us reaffirm all of our efforts and commitments. Let's work together to help keep ourselves apart. All of our hard work in social distancing and safe hygiene practices has made a difference in keeping people healthy and alive.

## **5. Consent Agenda**

- A. Approved minutes from March 9, 2020 School Board Meeting
- B. Accepted Donation of 11 Dell OptiPlex 3020's (computers) from Ivan Wolthius valued at \$1650.00
- C. Approved resignation of Stephani Catt Severns, 3<sup>rd</sup> grade Teacher at Hawthorne Elementary, effective June 30, 2020

***Motion No. 20-15: Board Member Jim Gourley, moved to approve the consent agenda as presented. Board Member Mike Reynolds seconded the motion. . Debra Brown- Aye, Jason Redick - Aye, Joseph Kennedy -Aye, Angela Clegg - Aye, Chanz Keeney - Aye, Jenny Daniels - Aye, Mike Reynolds - Aye, Jim Gourley Aye, Jason Van Eck - Aye The motion passed unanimously.***

## **6. Information/Discussion**

- A. Budget Update/Safety Information/Bond and Seismic

***Budget*** – The good news • Oregon has education stability funds that can be drawn down • The federal CARES (Coronavirus Aid, Relief, and Economic Security) Act will include funding for school districts • Our school district currently has less outstanding debt than at any time during the past 17 years 2019-2020 Revenue Outlook Prior to the Coronavirus pandemic, we had been expecting a small reduction in Sweet Home's 2019-2020 State School Fund allocation compared to what we had budgeted. The 2019-2020 budget was built anticipating modest enrollment growth this year over last year. Instead, enrollment has largely held

steady when compared to last year. We are set to receive two more State School Fund payments this fiscal year – in mid-April and in mid-May. According to the State, there are no plans to reduce these payments due to the Coronavirus. Interest income will be less than what was budgeted. When the budget was prepared, we were earning 2.75 percent in interest. Since then, interest rates have fallen to 1.75 percent and we expect additional reductions between now and year end. We also anticipate less income from other sources for the remainder of the fiscal year. For example, Little Promises has reached out to see if we can provide assistance on its rent at Pleasant Valley School. We are also not receiving pool admission fees and the fate of Fire School in June is uncertain. State timber revenue could also decline as mills announce shutdowns. Nutrition services revenue is also expected to decline as we serve fewer meals than when school was in session.

### 2019-2020 Expenditure Outlook

The bulk of our budget consists of salaries and benefits. Per Governor Kate Brown’s executive order, we will continue to pay these costs for the remainder of the fiscal year. We do expect savings in some areas such as bus fuel and electricity. However, some areas such as the print shop will likely have higher expenses than originally estimated.

### 2020-2021 Revenue Outlook

Oregon’s state budget, including the State School Fund, is largely dependent on income tax revenue. With businesses from Precision Castparts to Powell’s Books announcing significant layoffs, we can anticipate a drastic reduction in income tax revenue. State lottery revenue has also dropped sharply. COVID-19 and its possible impact on the 2019-2020 and 2020-2021 budgets

### Sweet Home School District April 10, 2020

An April 7 statement from Josh Lehner with the Oregon Office of Economic Analysis predicts that some businesses will recover faster than others once restrictions are lifted. However, the “initial bounce back likely takes the economy from near-depression level readings up to something resembling a severe or bad recession.” From there, “the economy sees slow or moderate rates of growth until the health situation is under control. This may be due to the wide availability of a vaccine, herd immunity or some other treatment or development,” said Lehner. We also expect further reductions in interest income due to lower rates and less available funds to invest during 2020-2021.

### What About the Student Success Act?

The 2019 Oregon Legislature passed a new Corporate Activities Tax to fund the Student Success Act which promised significant additional revenue for Oregon schools. During an April 8 news conference, Governor Kate Brown told school districts that had been ramping up to hire more employees to offer enhanced services to “put those plans on ice.”

### 2020-2021 Expenditure Outlook

We are expecting higher costs in the upcoming fiscal year for many budget line items. Some examples include:

- Our classified staff members have already negotiated a wage and benefit increase for next year.
- We have been notified that property and liability insurance premiums are expected to increase by 17 percent. Factors include reduced investment returns, significantly higher costs for property reinsurance coverage, insurers being hit hard with abuse and molestation claims, and a growing number of cyber coverage claims.
- We expect some staff members that had been covered by a spouse’s medical insurance plan to opt for coverage through the district if their spouse has been laid off from

work. This will increase the district's health insurance expenses. We are already preparing to make some service reductions. For example, the 2020- 2021 budget will not include a school "key needs" budget. We will also look for other areas where we can cut costs. What State School Fund Assumption will be used for the 2020-2021 Budget? Oregon School Boards Association Executive Director Jim Green recommended during an April 9 teleconference with school business officials that districts build their 2020-2021 budgets using a State School Fund projection published by the Oregon Department of Education on February 26. However, Green called this a "best case scenario" and advised districts to have plans in place in case the State School Fund is later cut. What about PERS? Employer rates for the 2020-2021 fiscal year were based on the PERS unfunded liability on December 31, 2017. Employer rates for the 2021-2022 and 2022-2023 fiscal years will be based on the PERS unfunded liability on December 31, 2019. These valuations significantly understate the depth of the hole PERS currently finds itself in. The PERS portfolio needs to grow by 7.2 percent per year just to break even due to actuarial assumptions. With low interest rates for fixed income investments and negative returns for equity investments, the current outlook is dim. Unless investment values quickly rebound, we can expect significantly higher PERS rates in the future. `

**Safety** – There was one recordable incident in the month of March. Staff member was bitten.

**Bond and Seismic:** Current Bond Revenue is \$8,548,232. Jr. High expenditures to date equaled \$8,458,232 and Foster and Holley combined totaled \$3,607,196.

B. Budget Committee Update: On track for our May Budget Committee Meeting.

C. Facilities Projects Report: Josh Darwood provided an update on the Jr. High construction and showed a video of the updates. Mike Reynolds asked if there

#### **7. Action Items:**

A. Approved Colton Emmert, Position #9 Sweet Home Budget Committee member, term ending June 30, 2022

**Motion No. 20-16: Board Member Mike Reynolds, moved to approve Colton Emmert as a Budget Committee member position #9, term ending June 30, 2020. Board Member Jim Gourley seconded the motion. . Debra Brown- Aye, Jason Redick - Aye, Joseph Kennedy -Aye, Angela Clegg - Aye, Chanz Keeney - Aye, Jenny Daniels - Aye, Mike Reynolds - Aye, Jim Gourley Aye, Jason Van Eck - Aye *The motion passed unanimously.***

**8. Board Comments** – Jason Redick gave a shout out to our teachers for stepping up and getting things done.

**9. Late Items** – No late items

#### **10. Future Agenda Items**

A. Next Board Officers Meeting May 4, 2020 at 3:30 p.m. Superintendent's Office

B. Budget Meeting May 11, 2020 at 5:30 p.m. in DO Board Room

C. Next Board Meeting May 11, 2020 at 6:30 p.m. in DO Board Room

D. Budget Meeting May 13, 2020 at 6:00 p.m. in DO Board Room if necessary

E. Budget Meeting May 18, 2020 at 6:00 p.m. in DO Board Room if necessary

#### **11. Adjournment**



The meeting adjourned at 7:32 p.m.

**12. Executive Session – ORS 192.660 (2) (a) – Licensed Recommendations**

---

*Signature, Board Chairman* Julie Emmert, Board Recording Secretary (This meeting was also recorded and saved supt/board/audio)