

Agenda October 7, 2020

1. Call to order

2. **Public comment** (The board welcomes comments and questions from the public. If you wish to address the Board this evening, please sign in. We ask that you limit your comments to three minutes. If more than one person will be addressing the same topic, we ask that you appoint a spokesperson to speak for the group. Speakers may offer objective criticism of school operations and programs, but the Board will not hear complaints concerning individual school personnel. (Policy BDDH: Public Participation in Board Meetings)

3. Union Report

4. Discuss & Approve August Minutes

5. Consent Agenda items – All meeting reports put on hold due to COVID-19

6. Director Report – Shelley Lake – in board packet
Action Items:
 - a. Dave-Cash Valley Electric provided a quote of: \$8,366.00 for camera replacements. Needs Board approval to purchase or should we seek out another vendor.
 - b. Coos Bay School District is requesting The Lighthouse School to present a 20 min informational power point at an upcoming Coos Bay Board meeting. (Quote attached)
We can choose from the following available Board Meeting dates and times:
 - December 14 at 6:00pm (Monday)
 - January 12 at 6:00pm (Tuesday)
 - June 14 at 6:00pm (Monday)

7. Business HR Report – Michelle Silva – in board packet

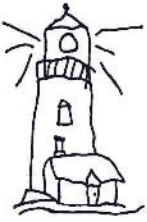
8. Curriculum Report – Julie Graber – Please defer to Director’s report at this time

9. Report from last district board meeting -
 - a. Representative for next district board meeting –

10. Old Business
 - a. Signage on HWY 101

11. New Business –
 - a. Resignation – 3rd grade Renee Rowe
 - b. New Hire – Madeline Shelton to support Kindergarten

Round table-



The Lighthouse School
"Lighting the way to a brighter future."
62858 Hwy 101
Coos Bay, Oregon 97420
(541) 751-1649



BOARD OF DIRECTORS MEETING MINUTES

- ❖ The Board of Directors met September 2, 2020.
- ❖ The meeting was held via video conference.
- ❖ The meeting was a regularly scheduled meeting called by the Board of Directors.
- ❖ The Directors present at the meeting were: Josie Keating, George von Dassow, Stephanie Ospina, Jenni Schmitt, Tim Hyatt, Stephanie Messerle, Avena Singh, John Gibson, and Daniel Pruett. TLS director, Shelley Lake, Julie Graber, Tere Munoz, Karen White, TLS Secretary, Michaela Vonderohe, and business manager, Michelle Silva. A quorum was present because nine of the twelve of board members were in attendance. Not present was Scott McEachern, Lisa LaGesse and Paua Mosley. Presiding officer was John Gibson.

REGULAR MEETING – REPORTS AND DISCUSSION

1. Minutes from the previous meeting 8/5/2020 were unanimously approved with corrections (MM by Stephanie/2nd by Daniel)
2. Lighthouse Student Rep. –none.
3. Public comment—none.
4. Union report— nothing to report.
5. Consent Agenda-all reports on hold.
6. Directors report—Business manager, Michelle Silva, to report on updates
 - See attached report. John commented that it's only a portion of the work that's being done.
7. Business report—Michelle Silva
 - Discussed setting a schedule for board work sessions.
 - Discussed scheduling a charter renewal meeting.
 - See attached report.
8. Curriculum Report—Julie Graber
 - Update on how the start of the school year is going.
 - See attached report.
 - Stephanie asked about using the Canvas platform. It will be rolled out a little later after teachers, parents and students get settled with what they are using so far.
9. District meeting report
 - No TLS board members were in attendance.
10. Old Business—
 - 2020/2021 ODE Guidance Ready Schools Plan—was accepted.
11. New Business—
 - Bank Resolution—discussed custodian funds.

- Discussed the possibility of moving the signage on 101 to extend the 25mph area in front of the school.

CORPORATE ACTIONS:

The following actions were motioned, seconded and approved by unanimous consent unless otherwise stated:
RESOLVED to approve to add the new Director to the Banner Bank accounts (MM Avena/2nd Daniel.)

ROUND TABLE / GOOD OF THE ORDER

- Folks are relieved to send at least some of their kids to school. Requested more of what the teachers have to offer in the online part of school.
- Thanks to Shelley for jumping ALL in to get the school ready to start.
- Ken Graber appreciates Shelley's husbands help doing projects around the school.
- Kids that are back on campus are overjoyed.
- 7th grade is going great.
- Teachers have been great at creating nice, engaging environments.

ADJOURNMENT: The meeting adjourned at 7:57pm. The next meeting time and date will be Wednesday, October 7th, 2020 at 7:00pm.

Signature of
Secretary

Date

Action Item

- Dave-Cash Valley Electric re: Updated Security Camera and equipment. 2 cameras are still down and cannot be fixed, Dave provided a quote of: \$8,366.00 for camera replacements.
- Coos Bay School District is requesting The Lighthouse School to present a 20 min informational powerpoint at an upcoming Coos Bay Board meeting. This would be a good time to submit an annual report to the board for review if we have it, as well as share things that the Lighthouse is doing this school year. We need to secure a date, and share the powerpoint in advance to have it added to the Board Packet.
 - **We can choose from the following available Board Meeting dates and times:**
 - December 14 at 6:00pm (Monday)
 - January 12 at 6:00pm (Tuesday)
 - June 14 at 6:00pm (Monday)

Connections

- Updated TSPC clearance for all staff including New Hire: Madeline Shelton
- Connected with Steve Sears-Osea RE: ADA compliance and COVID medical release clarification
- Donette-Meal Distribution, now serving Hot and Cold options for Breakfast and Lunch. Per Sodexo meals are free for all students through December. Students off campus are also able to participate in free meals by picking up at specified locations.
- OETC: Updated account to remove Wade and Add Shelley, ordered an additional 55 Enterprise Management Licenses.
- Pete Schaefer: Learned how to install Management license and installed 78 Lenova's for use in 1-3 grade.
 - Updated Securely to send all push notifications to Shelley's email for closer monitoring of student internet usage.
 - Turned off Google Hangouts to prevent unsupervised side chat during class sessions
- John: Working on ordering another 24-30 touch screen devices for use in Kindergarten when/if we go to comprehensive distance learning. Kindergarten is currently using fire tablets, but these are not compatible with Chrome and cannot be managed if taken off site. Current Parental settings allow student access to Scootpad ONLY!
- Helped create a survey to request students that have access to Pedometers, fit bits and/or smart app for tracking fitness to use in 4-8th grade PE per Coach Hamner's request.
- Attended a 504 training with Lisa Desalvio and have begun to enter/update all of our SPED and 504 cases into Synergy
- Sharon Hogan-Occupational Therapist Referrals and services

- Marie Small- WE have begun remote counseling through the use of ZOOM 4 hours weekly and updated our services list to include students both on and off campus. Counseling services available Monday 10am-12pm and Tuesday 9-11am
- John Mighton, founder of Jump Math, prepared a training for teachers in grades K-8 with a Q&A answer time at the end. (9/25/20)
- Coos Health and Wellness regarding ongoing COVID related protocol and Procedures, we have agreed to follow the guidance of our supporting District pertaining any possibility of future school closures.

Whole School:

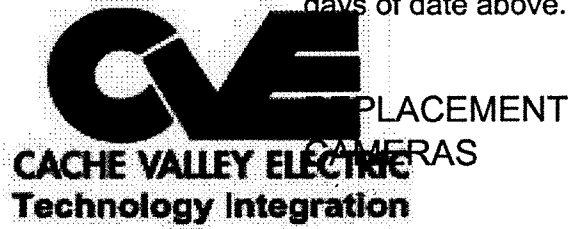
- Jump Math curriculum has arrived. Debbie has agreed to push into grades 1-3 for training and fidelity. Currently pushing in to classes 2x weekly.
 - Debbie is still pre-recording math content lessons for 3rd grade
 - Debbie is pre-recording lessons for 5th grade and meeting with Diane every Friday training her to begin teaching lessons independently from Debbie's guidance.
 - Debbie is pushing in to train Arena in Jump Math 2x weekly during her 35 day student teaching window.
- Reading Horizons
 - Angie has completed Dibels testing for grades K-3 grade
 - Angie is pushing into 2nd grade to help train Arena in RH instruction during her 35 day student teaching window.
 - Decreased intervention caseload to Tier III students only, and training teachers for intervention for students at risk in Tier II.
- IXL Spanish in Grades 4-8 enrolled all students and assisted Snr. Munoz with implementation
- Weekly Staff meetings see attached min.
- Updated Fire Drill Protocol (see attached) Held first monthly fire drill on 9/30/20
- Increased communication to include instagram page @the_lighthouse_school and added Robocalls for parent communications
- Met with Staff for Fall Goal Setting Conferences
 - Review/discuss IEP and 504 students
 - Review/identify Target Students for intervention and/or extension strategies
 - Discuss areas identified as professional improvement goals
- SafeSchools trainings completed: Mandatory Reporting, Sexual Harassment

GOALS by NEXT BOARD MEETING:

- Connect with Superintendent of Coos Bay to
 - Establish connection begin relationship needed to renew Charter Agreement
 - Coordinate Admin Forums To include Lighthouse
- Order/Distribute Lenovas (24) in the chance of Comprehensive Distant Learning for Kindergarten class.
- Coordinate pick-up day for distance learners Friday 10/9/20

- Postvention Training for teachers on Friday 10/9/20
- Possible PD days to include Jump Math training in PLC cohorts:
 - Early intervention and scaffolding strategies K-3
 - Math Acceleration and Math Olympiad 4-8
- Ongoing PD to increase distance learning communication and effectiveness
- Easy CBM testing window? Coos Bay is NOT using this, Lighthouse Staff still wishes to use this for data retrieval: requested by 2nd and 4th grades.
- Train teachers in Securely student management
- Future SafeSchool trainings to include:
 - October- FERPA training & Bloodborne Pathogen Training
 - November-Corona Virus Disinfecting Toolkit & Playground Supervision
 - December- Asbestos Awareness + specialized training based on position/goals

days of date above.



SHELLY LAKE

DATE 9/4/2020

To: Pricing valid from 30

LIGHTHOUSE SCHOOL

Amount	
Ordered	Unit Price Description

<u>1 8,366.00</u>
Amount <u>\$0.00</u>

	<u>Replace 2 Existing Cameras with AXIS Model P3719-PL</u>	<u>\$8,366.00</u>
<u>- Include Corner Mounting for Rear</u>	<u>Configuration and Programming into</u>	
<u>and Wall for Front - Include Camera</u>	<u>Existing System - Include Testing and</u>	<u>\$0.00 \$0.00 \$0.00</u>
	<u>Commissioning</u>	
<u>- Include Travel and Lodging Expense</u>	<u>\$0.00</u>	
<u>Work to be Performed During Normal</u>		
<u>Business Hours</u>	<u>\$0.00</u>	

Customer to Approve Camera Views at Time of Aim/Focus \$0.00

\$0.00

TOTAL **8,366.00** 0.00

SHIPPING

TAX 0

0%

TOTAL QUOTE AMOUNT 8,366.00

INSTRUCTIONS

1. Please send _____ Copy(s) of your invoice.
2. Notify us immediately if you are unable to ship as specified

Authorized Signature



Staff Meeting Minutes
The Lighthouse School
Friday September 4, 2020

In Attendance: Tere Munoz, Jim Elwell, Marie Sweet, Amanda Brown, Debbie Shupe, Karen White, Angie Gibson, Aengy Pedrazzini, Megan Maxwell, Ody Frangopoulos, Colten Hendricks, Renee Rowe, Callie Hart, Areena Thompson, Kalan Orsel, Amanda Rowe, Julie Graber, Michaela Vonderohe, Michelle Silva, Shelley Lake

Not Present: Diane McMahan, Emily Wilson, Eric Hamner

- Review Staff meeting Norms
- Shout Outs and Parking Lot
- Procedures Review
- Recess

Lost and Found -We will work on a place to put found items per classroom. Leave jackets outside door and encourage them not to take them on nice days. Lost jackets and other things need to try to find owners, there is no community lost and found.

Staff is to fan out and try not to group up when on recess duty. Also try to keep students in area planned and continue to clean in between. Two more squares will be painted in wall ball area.

- Housekeeping
 - Remind students to FLUSH the toilets
 - Breakfast/Lunch Trays need to be set outside the room as soon as finished.
 - Water on the floor, make sure to wipe up from water spills and kids coming in. The water ruins the wax on the floor.
- Communication
 - Attendance Policy/Procedure – Each teacher is required to do attendance for their students. Upper grades make sure to go back and mark those absent that did not participate or mark those present that did participate after being marked absent. Lower grades to do attendance early and then mark any online students accordingly. Michaela will send reports out regularly to double check attendance.
 - Lunch count – New menu and student list will be in box outside classroom each morning. After taking school lunch order just place in the box outside room again.
 - Walkie Talkies -will be distributed. Each lower grade classroom will have one to keep with its own charger in their classroom. Some specialties that help with transportation and duties will also be assigned one.

Intercom – When students names are called, try to repeat name so office knows you heard it. No need to press button, once activated from office it can hear into your classroom.

Bus Tags -Students will be brought bus tags next week to be put on their backpacks helping us know what bus they should be riding each day. The bus/transportation pass given to students/teachers is the only thing that trumps the tag on their backpack.

- Insurance

Rates and application were passed out. Dental is only thing you can opt out of. Ortho and Vision is included. Please return to Michelle by Tuesday. Opt out price is listed on rate sheet for \$428

KCBY Video on Lighthouse shared

- Professional Development

Distance Learning planning – We received our first red x, which is a warning that we need to be prepared for distance learning.

Shelley discussed how lesson plans could look. Having a sub plan. And using the same plan that you are using in class and sending to parents at home. Providing clear guidelines and boundaries. Lesson planning has to be the forefront. Equality is sending lesson plan home with distance learners. Writing clear agenda of the day for any student. Shelley shared some lesson plan formats and discussed engaging and being creative.

6 things that go into good lesson plan: Objective, Warm Up/Review, Direct Instruction, Student Practice, Closure, Assessment or exit ticket.

Shelley showed how a google classroom could look and how to add items and videos into the class assignment.

Picture Day on campus learning Sept 16th, Distance learners Sept 18th
Distance Learners will have a date in the future to visit campus.

Meeting adjourned

Minutes submitted by Michaela Vonderohe, The Lighthouse School Secretary



Staff Meeting Minutes
The Lighthouse School
Friday September 11, 2020

In Attendance:, Jim Elwell, Eric Hamner, Marie Sweet, Amanda Brown, Diane McMahan, Debbie Shupe, , Angie Gibson, Aengy Pedrazzini, Megan Maxwell, Colten Hendricks, Renee Rowe, Callie Hart, Areena Thompson, Kalan Orsel, Amanda Rowe, Julie Graber, Michaela Vonderohe, Michelle Silva, Shelley Lake

Not Present: Tere Munoz, Emily Wilson, Karen White, Ody Frangopoulos

- Review Staff meeting Norms

- Shout Outs and Parking Lot

- Communications: Technology Update

Instagram account: #the_lighthouse_school -this new account will be used for parents as reminders and happenings at the school. This is not necessary for teachers to add.

Remind 101: Is an app that is recommended that the teachers look into getting that can help them put information out to parents. It is recommended that you ask the parents to do the signing up on their end versus signing up for them. This will allow parents to contact you even though they will not have your personal phone number. Clever: K-3 students will have badges printed with QR codes to make logging in simple and they then just wave the badge at camera and it logs them in automatically.

RoboCalls: We now are using the RoboCall service to families. Emails will continue to be sent with more information.

- Staffing

We are in need of SUBS, please pass the word.

When you are absent make sure to enter your absence in AESOP no matter what before 7am, even if you do not need a sub. Then email Shelley, Michelle, and the office so we can work on filling assignments if the position is not filled.

Goal setting conferences will be scheduled soon with the Director. Please fill out the form with your goals prior to meeting.

- Dates

Virtual Parent Night: Communicate, communicate, communicate. Try to schedule 2-3 different times and give clear expectations in email to parents. Please use the 5pm-7pm timeframe and keep choices within your parameters. Send times to Shelley so she can make a master schedule, so grades don't overlap for families. These are not

pre-recorded sessions and make sure to send emails to parents to give them time to plan.

Picture day 9/16 for all students on campus and as many staff as we can. We will call each class down by grade/cohort. Let the office know ahead if you have any time period that will conflict.

Picture day 9/18 for all distant learners and other staff as needed. Please remind students on classrooms to check with their parents to see if they have a scheduled time. If they still need one, have them contact the office.

- Staff Class Code: eacimgq -add this staff classroom and the ideas and links from meetings will be posted there.

- Other:
 - To help keep students from chatting with each other outside of class make sure to make the old invite inactive and make new for each meeting.
 - Snacks cannot be provided due to the amount of tracking.
 - SEL ideas shared

Meeting adjourned

Minutes submitted by Michaela Vonderohe, The Lighthouse School Secretary



Staff Meeting Minutes
The Lighthouse School
Friday September 18, 2020

In Attendance:, Jim Elwell, Eric Hamner, Marie Sweet, Tere Munoz, Diane McMahan, Debbie Shupe, Angie Gibson, Aengy Pedrazzini, Megan Maxwell, Colten Hendricks, Callie Hart, Arena Thompson, Kalan Orsel, Amanda Rowe, Julie Graber, Michelle Silva, Shelley Lake
Not Present: Emily Wilson, Karen White, Ody Frangopoulos, Amanda Brown, Michaela Vonderohe, Renee Rowe

- Shout Outs and Parking Lot
 - Excellent Job on Virtual Parent Night!
- Sub Update - WE CANNOT STRESS enough the need to plan ahead. Please email all weekly Sub plans to the director PRIOR to Monday morning.
- Yearbook Picture Uploading
https://link.entourageyearbooks.com/view_account.asp?l=35B0D1F1-71B3-4C58-A30F-B6842DCB2C2E
 - Upload them quickly and offload the data via app or website
 - CREATE your own user name and password
 - Both teachers and parents can upload pictures
 - An e will appear in the upper left hand corner of a picture that has already been uploaded to avoid duplicates
 - For additional information and/or individualized training see front office
 - DO NOT WAIT until the end of the year, upload as you go!
- Cell Phone Devices on Campus
 - Staff
 - As professionals our focus should be on the students and not on our phones. Please make sure that you are not on your phone at recess or in the classroom
 - Students
 - We had a student (k-3) lose their cell phone the other day. Student cell phones should remain in their back packs and not be out during school hours
- Technology and Jump Math. Still backordered.
- Professional Learning Cohorts
 - Grades K-3 meet with Debbie from 9:00-9:30

- Grades 4-8 Meet with Debbie from 10:00-10:30
- Navigating learning pathways with scootpad-please bring your computers to this meeting.
- Professional Development:
 - Jump Math Inservice NEXT FRIDAY 9/25 10-11:30 All K-8 grade teaching staff
 - We will be meeting with Jump Math Founder John Mighton LIVE through virtual connection to discuss the scope and sequence of the K-8 program, the benefits of using the curriculum with fidelity and provide a chance for you to hold a live Q&A session for any questions, comments and/or concerns you have encountered with curriculum.
 - Staff are asked to present their questions/concerns in a professional manner and remember that we represent the school
 - SafeSchools
 - Assigned tasks via email: contact Shelley if you do not receive an invitation to safeschools
 - Mandated Reporting: Child Abuse and Prevention Due 10/2/20
 - Sexual Harassment Policies and Procedures Due 10/9/20
- Other –
 - Goal Setting Conference Forms -return via email OR hard copy.
 - DUE NEXT FRIDAY 9/25
 - Schedule a time to review in a 1-1 setting.
 - School START and STOP times
 - Staff are expected on site by 7 am
 - If you're going to be absent or late please enter your time into Aesop before 7 am and or send an email to both Shelley and Michelle
 - ODOT -Wrong Way violations
 - Shelley explained that according to ODOT turning left from the wood stock driveway across the sidewalk to get to the light is a ticketable offense.

Meeting adjourned

Minutes taken by Michelle Silva and submitted by Michaela Vonderohe, The Lighthouse School Secretary



Staff Meeting Minutes
The Lighthouse School
Friday September 25, 2020

In Attendance: 9am - Jim Elwell, Eric Hamner, Marie Sweet, Tere Munoz, Diane McMahan, Debbie Shupe, Angie Gibson, Aengy Pedrazzini, Megan Maxwell, Colten Hendricks, Callie Hart, Arena Thompson, Kalan Orsel, Amanda Rowe, Julie Graber, Michelle Silva, Shelley Lake, Amanda Brown, Michaela Vonderohe, Renee Rowe
Not Present: Emily Wilson, Karen White, Ody Frangopoulos,

Start and End Times

- Monday-Thursday
Every employee is scheduled for an 8 hour day, except our Dyslexia Coordinator whose start time is 7:30. For the rest of us, we should all be on campus by 7am. If you know that you are going to be late, please enter your tardy into Aesop. If it is past 7am please send an email to Michelle so it can be entered for you
- Friday: Start and End time: 7am start time, but flex has been working fine so far.

Breakfast and Food Waste

- Please have students wrap up breakfast by 8:15
- Please use just ONE garbage can for food scraps each day, and keep it near the front of the room so she can empty with minimal exposure/distractions
- Bring the trash can around after meals, to each table, so students can discard trash and limit wandering

Google Classroom tips

- Keep your Google stream clean
 - Parents have to scroll through chatter before finding assignments. Consider muting students ability if they abuse posting privilege and explain your requests on chatters and delete unnecessary chatter.
 - One post each day in the stream that is the agenda, schedule or checklist for students (includes assignments, links or classwork for students/parents). Pinning items to the top and placing newest info at the top of the stream.
 - Maintain control of google meets with the use of a meet nickname. This will keep kids off of google meets until you are ready for them to attend your class session (see video link attached). Other virtual and digital areas for students to chat. We do not want google meets to be that portal. Encourage parents to have the students do some live meets with classroom.
 - Discussed specialty staff & distant learners coordination communication. Letting main lessons teachers know of schedule. And maybe put the link or schedule in main lesson classroom.

Instagram

- School/staff spotlights- The vision is to connect the families with the staff. Spotlight including the staff or student project. Also, can include informational items such as free breakfast and lunch. Reminds students of what they love on campus even when they are not here. Virtual spirit week idea.

Professional Development

- Please submit your **STAFF GOAL** Conference form from last week if you have not already done so. I will begin to schedule our Goals meeting Next Week. It is attached on google classroom. Spreadsheet on google classroom that you can sign up for a time that works for you. Will take about 20 minutes, can be done in-person or virtual. Not before 6am
- **SafeSchools** trainings: Username first initial, last name see Shelley for password assistance if needed. Link is on the google classroom. Email or print the certification to Shelley.
- We have an in-service with **JUMP MATH** founder John Mighton TODAY for all K-8 teaching staff from 10-11:30 thank you for arriving to the gym promptly with questions, comments and concerns that you wish to be addressed. John will be on virtually and this will be a good time to be growing with this curriculum.

Other

- 9:00 and 11:00 Lighthouse will be testing the alarms. Please disregard the system today.
- Fire drill discussion of where students should go and drill coming soon
- Technology is here and plan to get the rest out next week
- Supply Pick up day in October soon, so if you have plans for items to get together for students, start gathering them.

Meeting adjourned 9am

Minutes submitted by Michaela Vonderohe, The Lighthouse School Secretary

THE LIGHTHOSUE SCHOOL - Fire drill protocol

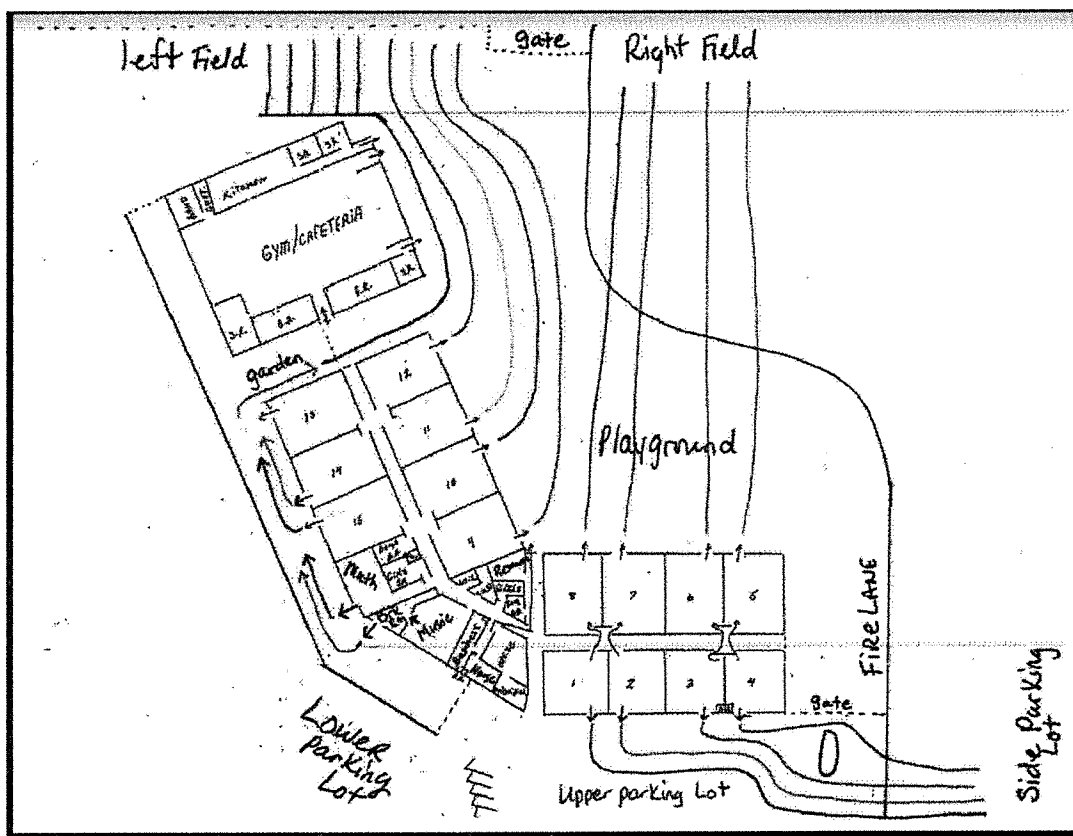
Fire drills are held once per month at least 10 months out of the year.

1. **The Director will let:**
 - a. teaching staff know which week the drill will be, so that teachers can prepare students
 - b. office staff know the exact date and time, to make sure there are no meetings scheduled
2. **When the alarm sounds:**
 - a. **ALL staff need to grab:**
 - i. Safety tote with supplies
 - ii. Safety envelope with contact info
 - iii. Walkie talkie for communication to channel 3

**There should be NO chatter on the walkie talkie except between the office
OR IF YOU HAVE AN EMERGENCY**

When the Director and office staff need to communicate they will switch to channel 6 briefly

3. **The Office will unlock the front gate**
4. **The Director will unlock the back gate**
5. **Staff should exit your space according to the diagram below (trying to maintain 6 ft. of distance between students)**



6. **A head count should be taken as you are exiting the building**
7. **Once to your designated spot role should be finalized and the green card in your packet should be held up to let the everyone know your class is safe and accounted for**
8. **While classrooms are lining up the Director and Admin Secretary will be doing a room check**
9. **Once the drill is over the Director will give the all clear over channel 3 OR WILL GIVE NEXT STEP INSTRUCTIONS**
10. **Everyone will return to the building OR IN CASE OF AN ACTUAL FIRE WILL FOLLOW THE EMERGENCY INSTRUCTIONS**

October 2nd, 2020

In lieu of an all staff meeting this week, I will be meeting with many of you for individual goal setting conferences.

Great Job on this week's fire drill. The kids were organized and prepared.

- Please remember that even if you do not have students physically in your rooms, all teachers need to evacuate the building and take with them the safety envelope, walkie talkie and first aid kits.
- Please remember to *UNLOCK* and *CLOSE* your *EXTERIOR* doors. The reason we unlock the doors is in the event that there is an actual fire, our first responders would have quick access to the rooms. The reason we close the doors is to limit airflow in the room to help contain a fire.
- You May use the fabric lock block on the exterior doors to quicken your exit time and limit any fumbling of the keys.
- Once a Fire Drill is announced ALL CLEAR, teachers and students may return to their rooms, Kindergarten and First grades: it is imperative that you relock your exterior doors for additional safety.

GOAL Setting Conference:

If you have not yet done so, please schedule a day/time to meet with me for a brief conference. You may email me directly or use the link: bit.ly/3irAVug

TLS Email Announcements, Instagram & Yearbook:

Please alert the Office to any projects that you wish to highlight and share with our families

Sub-Lesson Plans: Thank you in advance for turning in your weekly lesson plans via email or dropping them in my box no later than Monday Morning of each week.

HouseKeeping:

- Please remind our students that the area behind ball throw is off limits to prevent further erosion of our trail entrance. If a student throws their ball onto the trail, they should retrieve it using the trail entrance and NOT climbing the hill.
- Please hang wet towels in the custodian room on the *side* of the bucket so they can dry first
- Please do not release students onto the playground for recess early. Thank you trace contact.

Upcoming Dates:

10/7 Board Meeting

10/9 Mandatory Inservice with Connect Postvention from 8am-12pm.

10/9 Parent Pickup from 1-4pm for distance learners.

10/9 Safeschools training DUE!

10/23 & 10/30 Virtual Conferences

10/26-10/30 SPIRIT WEEK More details to come...



Promotes and provides innovative quality health services,
prevention, and education for our communities

281 LaClair Street, Coos Bay, OR 97420
p. 541-266-6700 • f. 541-888-8726
TTY Relay 711

September 30, 2020

This is a bilingual message | Este es un mensaje bilingüe

FOR IMMEDIATE RELEASE
Face Shield Use and Safety

Face shields can be an effective alternative to face masks. In order to be effective certain guidelines for use must be followed.

Face shield means a clear plastic shield that covers the forehead, extends below the chin, and wraps around the sides of the face. The small shield that rests on your chin and covers only your mouth (chef's shield) is not effective at stopping the droplets and should never be worn as an alternative to a face mask or face covering.

To understand more about how face coverings and face shields must be worn you can read the guidance document from OHA here.

<https://sharedsystems.dhsoha.state.or.us/DHSForms/Served/le2288K.pdf>

It is up to us, as a community, to be the best public health stewards we can be. If you have any questions regarding COVID-19, please visit our website [HERE](#) for the most recent guidance, or email us at covid19.questions@chw.coos.or.us.

Dr. Eric Gleason MS

Assistant Director

Pronouns: He/Him/His

Coos Health & Wellness

Together, inspiring healthier communities

281 LaClair St. Coos Bay, OR 97420

p. [541-266-6741](tel:5412666741) Coos County is an Affirmative Action/EEO TTY Relay: 7-1-1



Public Health
Prevent. Promote. Protect.

BUSINESS HR REPORT FOR THE BOARD MEETING OF OCTOBER 7, 2020

- **HR**

- **We have multiple staff working under accommodations**
- **3rd grade update**
 - **Main Lesson Teacher interviews went well, however we did not have enough applicants to fill the open position in 3rd grade, as of yet**
 - **We have a long term sub in 3rd currently for consistency and are working on getting a replacement teacher**
- **Kindergarten update**
 - **Julie is filling the sub position as Main Lesson teacher**
 - **One of our applicants from the 3rd grade interviews has filled the spot in Kindergarten as the co-teacher**
- **Closing Cohorts**
 - **On 9/14 we got to put our Ready Schools Plan protocols into place and closed one cohort for the week.**
 - **The attached notice was sent to all staff while Shelley called parents and I notified employees**
 - **The cohort was brought back to campus after all tests returned negative**
- **Reading the weekly Metrics**
 - **Attached is brief tutorial**

- **Financial Report**

- **Bank balances as of 10.6.2020:**

Current: \$1,178,262.34 ⓘ

Available(s): \$1,178,262.34 ⓘ

Analysis Checking	⋮	Basic Business Checking	
Current Balance	\$649,184.30	Current Balance	\$13,504.96
Available Balance(s)	\$649,184.30	Available Balance(s)	\$13,504.96
Business Money Market			
Current Balance	\$515,573.08		
Available Balance(s)	\$515,573.08		

- **Our State School Fund Estimate came in at \$8811.00 per student – we budgeted on \$7950**
- **Current Enrollment is 215**
- **As of 9/30/2020 we have collected 54% of our materials fees**
- **2019/2020 Audit underway and on schedule**

Dear Staff

On Monday September 14, at 12:25 pm The Lighthouse School received an email from a local physician regarding one of our students that was being tested for COVID, because they displayed what ***could be*** COVID systems.

We immediately contacted the Local Health Authority at 12:30 pm. At 3:15 pm the Local Health Authority advised that as a ***precautionary measure*** we were to send the entire cohort home, including the teacher of record for that specific cohort, along with any other staff members who have had direct contact with the student in question.

Shelley has called all of the parents of the students in the cohort, and we have notified the staff who have been in direct contact with the student in question.

Once we receive the test results we will notify those impacted, however it can take 3-5 days to get test results back. Please note this information is confidential and we can not release any specifics due to HIPPA privacy laws.

If you were not contacted by either Shelley or myself today regarding the matter, then you were not deemed in direct contact with the student in question.

If anyone has any questions, please send them directly to Shelley or myself.
And please remember to be courteous to your fellow coworkers during these times.

We are all in this together

Michelle Silva
The Lighthouse School
Business Manager
Human Resources

Ready Schools Plan Latest development regarding transitioning to Comprehensive Distance Learning

Per ODE, we should follow our sponsoring district, as to not jeopardize our charter agreement.

The following link

<https://www.cbd9.net/apps/news/article/1307508>

will lead you to where CBSD is posting their updated Covid information.

We will simply follow their lead from here forward, in order not to jeopardize our charter agreement. If they close we close, plain and simple. Shelley is in contact with CBSD while I am in contact with the Local Health Authority.

For those following Willamette's website, there are TWO sets of criteria. On the left hand side where you put in your county it lists what the state and county numbers are and currently has red x's. Those red x's indicate that as a county we CAN NOT have ALL students on campus. However, they are NOT the information we follow to determine if we are allowed to be open under the exception for k-3.

On the RIGHT hand side of the metric, that is where it tells us if our county can be open under the exception. Currently we have green check marks on the right hand side in section 2 does my county meet the county allowance or statewide exception for in person instruction? - which is the only spot we are monitoring.

Additionally, if you look at the actual numbers - Coos County had 19 new cases for the week - which because of our size equates to 30 per 100,000 residents. Which means if we get 20 new cases in a 7-day period THEN we would have over 30 per 100,000.

The guidance states that if the county metric is greater than 30 per 100,000 that we would need to begin to monitor the metrics closely and begin preparations to move to Distance Learning. We are not OVER 30.

However, if the number of cases continues to rise then we do need to be vigilant, because closing is not a 3 weeks in a row criteria. The criteria for OPENING is 3 consecutive weeks. But the criteria for closing is one week.

As of Friday October 2nd we now have to make a weekly report to ODE regarding our current weekly status.

Renee Rowe

94788 Mark Place
Coquille, OR 97423
(541) 252-7076

September 8, 2020

The Lighthouse School
62858 US Highway 101
Coos Bay, OR 97420

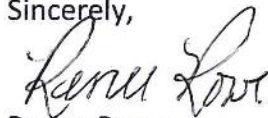
Dear Ms. Lake,

Please accept this letter as formal notice of my resignation as Third Grade Teacher at Lighthouse School, effective September 22, 2020.

After a period of careful consideration, I have found that my current family situation requires more of my time and focus than I am able to commit while working at Lighthouse, so I have decided to assist my husband in our family business. This will allow me the flexibility I need at this point in my life. I have truly enjoyed my time at Lighthouse school. Teaching third grade has been an absolute joy. It has been incredibly rewarding to form relationships with staff, parents and my wonderful students.

Under your leadership, I am confident that Lighthouse School's great reputation and unique approach to education will continue years into the future. Thank you so much for taking us on. Although brief, it has been a pleasure and a privilege to work with you.

Sincerely,

A handwritten signature in cursive script that reads "Renee Rowe".

Renee Rowe