



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



Agenda March 2, 2022

1. Call to order

REGULAR MEETING – REPORTS AND DISCUSSION

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 February 2, 2022 Board Minutes –
5. Consent Agenda -
 - Grant team – Stephanie Messerle
6. Directors Report with Curriculum Report—Shelley Lake
7. Business Report—Michelle Silva
8. Report from last District Board meeting –
9. Old Business –
 - Summer School position posting update
 - i. Awaiting Union approval to post the position

EXECUTIVE SESSION

Executive Session under ORS 192.660 (2)

(a) to consider the employment of a public officer, employee, staff member or individual agent.

(i) To review and evaluate the performance of the superintendent or any other public officer, employee or staff member, unless that person requests an open hearing.

10. New Business –
 - Renewals and non-renewals for 2022/2023
 - New officers for the 2022.2023 school year
 - If anyone is interested in filling one of the roles on the executive Board; Treasurer, Secretary, Chair or Vice Chair – please submit a letter of interest via email to office@thelighthouseschool.org by March 31. Your letters will then be distributed to the entire board. Officers in training will be voted in at the April 6, board meeting. The new officers for the 2022.2023 school year will work beside the current officers until June 30, 2022 and then take over their perspective roles in July 2022 for the 2022.2023 year.
11. Roundtable / Good of the Order-



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Meeting Minutes February 2, 2022

1. Call to order
 - ❖ The Board of Directors met February 2, 2022.
 - ❖ The meeting was held via video conference and called to order at 7:00 pm.
 - ❖ The meeting was a regularly scheduled meeting called by the Board of Directors.
 - ❖ The Directors present at the meeting were: John Gibson, George von Dassow, Stephanie Ospina, Jenni Schmitt, Tim Hyatt, Stephanie Messerle, Avena Singh, Lisa LaGessee, and Maya Watts. Also present - Michelle Silva and Shelley Lake. A quorum was present because nine of the eleven board members were in attendance. Not Present was Paula Mosley and Bruce Steel. Presiding officer was John Gibson.

REGULAR MEETING – REPORTS AND DISCUSSION

2. Public comment – No public comment
3. Union report—No report.
4. Minutes from the previous meeting 01/12/2022 were unanimously approved (MM by Jenni Schmitt/ 2nd by Avena Singh).
5. New Business –
 - Discussed work session notes for Summer School. See attached.
6. Consent Agenda - all reports on hold due to Covid-19.
7. Directors Report – Shelley Lake. Attached. Additionally:
 - Zip line has been repaired, will be open soon for students.
 - Updated Covid protocol for five days of quarantine. Updated information was sent out to parents.
 - Compost instruction to students from Lighthouse family. Compost will be taken from school daily to their farm.
 - In the middle of staff evaluations, will be completed by the end of the month.
 - Finishing easy CBM tests.
 - Waldorf training scheduled for teachers Feb. 18th.
 - Finished reviewing State testing requirements. Testing will be conducted in May. Tests back on track, for regular testing.
 - Teachers are beginning to invite volunteers onto campus and into classrooms as needed, along with reverse fieldtrips.
8. Curriculum Report – Temporarily included in director's report, attached.
9. Business Report - Michelle Silva, attached. Additionally:
 - January was a busy month with the landslide and tree falling on the fence, along with the windows being broken.

10. Report from last Coos Bay School District Board meeting –
 - Nothing to report
 - Reminder that a sign-up sheet was created for board members to attend the CBSD meetings. Meetings are recorded and can be viewed at a later time.
 - Shelley will ask Brian Trendell if a TLS Board member can attend a CBSD board meeting.

11. Old Business –
 - John is getting quotes for roof replacement on the house. Looking for a third bid, then will take to the budget committee and board for approval.

12. Roundtable / Good of the Order
 - TLS is still recruiting for Spanish, main lesson, PE, and math positions.
 - Fun to watch everyone step up, good communication happening, and pulling together.
 - Kindergarten is working with wool this week. Very appreciative the teacher is continuing the traditional wool lesson with students.
 - Appreciate the composting program, very excited about having it at the school. Easy to understand nicely labeled bins. Good lesson for the kids.
 - Recognition of staff covering multiple roles at the school.

Task List

- Shelley will ask Brian Trendell if a TLS Board member can attend a CBSD board meeting.

From January meeting

- Completed - Michelle will send information on sideboards, criteria, or other information helpful for the work session to plan the use of SSA funds.
- In Progress - Stephanie Ospina volunteered to post flyers around town for the parent orientation in February
- Completed - Board will brain storm ideas on how best to utilize the SSA grant before the work session on January 30th at 2:00 pm.

CORPORATE ACTIONS:

The following actions were motioned, seconded and approved by unanimous consent unless otherwise stated:

RESOLVED to approve the meeting minutes from 1/12/2022 (MM by Jenni Schmitt / 2nd by Avena Singh).

ADJOURNMENT: The meeting adjourned at 7:40 pm. The next meeting time and date will be Wednesday, March 2nd, 2022 at 7:00pm.

Signature of Secretary, Stephanie Messerle _____

Date _____

Director's Report: 3/3/2022

Connections Log

2/3 Meet with M. Maxwell

2/8 Coos Art Museum

2/11 Staff Meeting

2/14 Collaboration with A. Gibson re: K-2 intervention

2/15 Robyn Brown re: Staff PD (postponed)

2/17 Gold Coast Security: Fire Drill

2/22 Grant Writing Team

2/24 New Registration Orientation for Entering Kindergarten

TLS Updates:

- Second annual Virtual Talent Show. We are accepting auditions
- 2/22/22 celebration included a surprise ALL CALL at 2:22pm announcing a 2 min dance party.
- 100th Day of School 2/24 celebrated the Kinder Hat parade and the 1st grade 100 year old parade traveled through the upper halls and 2-8th grade classrooms.
- TLS 5-8 grades have their Art displayed at the Coos Art Museum
- 4th grade Taxonomy Reports

RSSL Update:

The OHA and ODE released that they will remove the mask mandate to end in schools on 3/19/2022. This date has been moved up from its original anticipated date of 3/31.

At this time, the TLS does not anticipate any change in our current policies or protocols.

- Masking in place for all staff and students through the end of the year keeps students on campus.
- Masked in classroom and on bus keeps all students in the room regardless of possible exposures minimizes mandatory quarantines as opposed to unmasked students exposing whole class to potential quarantine for all students/staff in the room.
- Masked outside as it is impossible to enforce required social distancing of 6 ft and difficult to trace exposure of unmasked students.
- Unmasked seating chart in cafeteria minimizes and quickly identifies exposure.
- 5/5/5 Quarantine does not segregate between the vaccinated and the non-vaccinated
- ISPs (Independent Study Plans) are provided for all mandatory quarantines
- Daily Self-Screening for all adults on campus. 3 or more symptoms allows us to identify illness before spread.
- Test to stay kits are not available to us at this time. If it becomes available, I would caution against its use as this too would segregate
- In the event that TLS chooses to change the current policies it would affect the active MOU and we would need to return to union for bargaining before changes can be implemented.
- If TLS drops the mask requirement, LHA will no longer assist in tracing, schools will not be eligible for test to stay, and our PACE policy does not cover us against lawsuits.

Curriculum Report:

- All Staff Formal observations and Evaluations are complete
- Easy CBM winter Tests Finished
- New Student Orientation 2/24 & 3/5 In person
- Robyn Brown Waldorf Professional Development Day on 2/18 for all K-8 Teachers was postponed by the presenter due to personal reasons. We will reschedule again for a future date.
- State Testing is scheduled for May 2022. Teacher Training scheduled for March 2022.
- Mrs. Lake is writing PE plans for subs. We have 3 rotating subs in PE. Subs are provided with a daily reporting system to increase student participation and accountability with 1-4 scale grades for daily participation and +/- reporting for student conduct reports.

Accolades

COVID Update:

- Morning routine change: Students in grades 3-6 will enter the building through the halls to access their lockers and enter the classroom through their interior door
- Grades k-2 and 7-8 will still enter from exterior classroom doors.
- Last Friday 2/7, the OHA released new guidance that takes effect March 31st for Oregon schools. At this time TLS has no plans to change our current protocols, and we will reevaluate in March.

Housekeeping:

- PE subs: will either be Larry Williams, Tim Nelson or Greg Gallino
 - Please share with your students that they are being graded each day on participation and behavior even though there is a sub and those grades come to the Director each day
- Outdoor Trail: Classrooms may use the back gate again to access the outdoor classroom, however the ground is quite soft and becomes muddy and slick once the ground thaws. We have plans of dropping wood chips over the entrance in the next couple of weeks and hope to have this entrance fully functional again by March. In the meantime, please keep students on the left side of the caution tape when utilizing this portion of the trail or continue using the smaller gate and check out 4th grades handy work on the new steps!
- Zip line is open again, there should only be one student on the platform at a time

Volunteers & Field trips:

- Please see attached forms
- We are still limiting the use of Volunteers until March

Testing:

- Easy CBM Winter assessments are due by Friday 2/18/2022
- Mandatory State Training videos will be held on march 3/4/2022. Please let Shelley know ASAP if you are unable to attend so that we can reschedule your viewing of the videos.

On 2/22/22 – 2-minute Dance party at 2:22 pm

- At 2:22 pm on 2/22/22, the office will interrupt your class with an announcement of 2/22/22
If possible take a 15-20 second video of your class dancing and send it to the Directors email before you go home.

Upcoming:

2/17 Safety day
2/18 EasyCBM Winter Assessments due
2/18 Waldorf Teacher Training 1:30-3:30pm
2/21 NO School President's Day
2/22 Dance Party
2/24 100th Day of School

THE LIGHTHOUSE SCHOOL
TEACHER REQUEST FOR VOLUNTEERS

Teacher: _____ Grade(s): _____

Today's Date: _____ # of students: _____

Date(s) volunteers are needed: _____

Number of requested volunteers: _____
one time on going Leisure Academic
 Vendors: Parents

Please identify each type of contact

Vendor Parent
Name _____ email address _____

Vendor Parent
Name _____ email address _____

Vendor Parent
Name _____ email address _____

Vendor Parent
Name _____ email address _____

Vendor Parent
Name _____ email address _____

Please explain the reason for your request and how this ties into your lesson plans:

For Internal use Only:

Approved

Denied

Date: _____

Signature: _____

The Lighthouse School
Teacher Field Trip Request Form

Directions: Please complete this form and return it to the Busienss Manager to Process
Requests must be made 30 days in advance for processing and planning time.
See back for traditional field trips per grade.

Teacher: _____ Grade: _____ # of students: _____

- | | | | |
|--------------------------|---|--------------------------|--------------------------------|
| <input type="checkbox"/> | This is an overnight trip (please attach itinerary) | <input type="checkbox"/> | Students need to bring a lunch |
| <input type="checkbox"/> | This is a day trip | <input type="checkbox"/> | Lunch will be provided |
| <input type="checkbox"/> | Traditional Field trip | <input type="checkbox"/> | New Field Trip |
| | | <input type="checkbox"/> | We will eat lunch at school |

Destination: _____

Deaparture Date: _____ Departure Time: _____

Return Date: _____ Return Time: _____

Cost of program: _____ Whole class

Other Expenses: _____ No Cost Per attendee

Please describe in as much detail as possible how this field trip fits in with your Main Lesson Theme:

Main Lesson Theme: _____

Details of field trip: _____

Coos Bay School Board names finalists for district's next superintendent

The Coos Bay School Board is pleased to announce three finalists for further consideration to be the next superintendent for the Coos Bay School District. The selected finalists are:

Marc Dyen

Currently Mr. Dyen is the principal of the Danube Elementary School for LA Unified School District LD Northwest (CA). Previously, he held several positions for LA Unified School District LD Central (CA) such as A-G Intervention Coordinator and Teaching and Learning Coordinator from 2013 to 2020. He was also the principal of the Gledhill (CA) elementary/magnet school from 2008 – 2013. Mr. Dyen received his master's degree in Education Administration from California State University Northridge.

Nanette Hagen

Ms. Hagen has been the superintendent of the Myrtle Point (OR) school district since 2017. From 2010 to 2017 she was the superintendent/principal of the Oakland (OR) school district near Roseburg. Ms. Hagen has been a high school principal as well as an elementary/middle school teacher earlier in her career. She serves as an executive board member for the Oregon Small Schools Association. Ms. Hagen earned her master's degree in Educational Leadership from Washington State University.

Charis McGaughy

Dr. McGaughy currently serves as the interim superintendent of the South Coast Educational Service District (OR). Prior to her current assignment, she served as the Assistant Superintendent for Instruction from 2014 to 2021 in the Eugene (OR) school district. She received her master's degree from the University of Texas at Austin in Public Affairs. Dr. McGaughy's doctoral degree in Educational Leadership, Policy and Organizations was earned at the Vanderbilt University (TN).

The school board will begin background and reference checks for each of the finalists. Each prospective candidate will be invited for a "day in the district" on Wednesday, March 2nd. At that time, staff and members of the community will have an opportunity to meet the candidates. The staff/community "meet and greet" will be held from 5:30 to 7:00 pm at the Marshfield High School's Heritage Hall. Comment cards will be provided for participants to share thoughts with the school board.

Accolades**COVID protocol Review**

- OHA has announced that the outdoor mask mandates for Oregon schools will drop on 3/19. This has been moved up from the original announcement of 3/31..
- At this time, TLS is not planning to change any of our current standing protocols for the duration of the school year. The ONLY time students should be without a mask is while eating in the Cafeteria or while taking a mask break.
- Please continue to enforce mask etiquette, social distancing, & frequent handwashing upon classroom entry, after class transitions such as after recess upon re-entering the classroom, after bathroom use, and before eating (snacks, breakfast and lunch)

Housekeeping

- Dance Party Videos: Please submit to Mrs. Lake for video compilation. If the file is too large to email or text, contact the office for help!
- Yearbook Video Compilation-Michaela & Lacy
- Music Schedule Change –Megan & Michelle
- Politics in the classroom – Don't.
- Assessments: keep a copy of any and all assessments you fill out for students once you fax them off. Sometimes the Dr. Offices don't receive them and we don't want you to have to restart the form.
- Student Absences-be sure to keep flyers, worksheets, and other handouts for any students who were absent and send them home with the student(s) when they return.
- Volunteers in the classroom. We are limiting classes to 5 volunteer requests per grade level. We anticipate allowing Parent Volunteers back on campus starting in Trimester 3. Please complete volunteer request forms now (if you have not already) so we can begin background checks & volunteer forms. Please use parents who have already cleared the background check. You should have a current list for your class.

Curriculum

- Online JumpMath Resource Center - see link in Google Classroom
- Virtual Conferences: We are about 1 month out, please begin setting up your calendars.

State Testing

- Mandatory Test Preparation Training NEXT FRIDAY 3/4/22 for all 3-8th grade teachers
- Teachers will sign affidavit after viewing training videos

Upcoming:

3/2 TLS Board Meeting 7:00-8:00

3/4 Mandated State Testing Training for Teachers grades 3-8

3/7 CBSD Board Meeting

3/11 Teacher Report Card Prep Day No Staff meeting-No Students

3/18 Last Day of Trimester 2 No Staff meeting. T2 Report Cards DUE

3/21-25 Spring Break

4/1 & 4/8 Virtual Conferences

BUSINESS/HR REPORT FOR THE BOARD MEETING OF March 2, 2022

HUMAN RESOURCES

- INTENT TO RETURN 2022.2023:
 - Kindergarten - 21
 - ORIENTING KINDERS = 16
 - Sibling Kinders = 5
 - 1st - Returning = 21
 - 2nd - Returning = 25
 - 3rd - Returning = 26
 - 4th - Returning = 24
 - 5th - Returning = 24
 - 6th - Returning = 21
 - 7th - Returning = 19
 - 8th - Returning = 18

- Next Safety Team meeting: scheduled for Thursday 3/10/2022 at 1:30-2:00 in TLS gathering room

- Library update:
 - Miss Mez is onsite as a roving sub covering unfilled absences to relieve Shelley from doing triple duty.
 - When she is not subbing in a classroom she is cataloging the rest of the library inventory into Resource Mate, with an anticipated completion of June 2022.

- PE update:
 - We have 3 regular subs who will be filling the PE absences for the remainder of 21.22
 - Potential PE applicants coming soon for 22.23

- Math update:
 - A proposal was sent to an interested applicant for a long term sub position to shadow with Mrs. Lake for the remainder of the year – we are awaiting a reply

- Summer School Program job posting:
 - We are still awaiting a confirmation response from OSEA to move forward with the posting as a temporary non-union position.

- Evaluations completed:
 - Renewal letters to be distributed on or before 3/15/2022 to staff
 - Directors evaluation feedback from staff has been received and will be forwarded to the Director's eval team (John, Avena & Lisa)

BUSINESS REPORT

- Current financial status
 - it has been suggested that rather than posting our actual bank account balances in a public document, that I report where we are financially with our budget.

Adopted budget	\$	2,224,446.00	Adopted budget	\$	(2,224,446.00)
Expenses Year to date	\$	(1,017,367.30)	Revenues Year to date	\$	1,227,684.98
Anticipated Expenses to 6/30	\$	(918,322.82)	Anticipated Revenues to 6/30	\$	788,570.85
under budget	\$	288,755.88	anticipated revenue deficit	\$	(208,190.17)
			anticipated net is a positive cash flow of	\$	80,565.71

- Current Enrollment as of 2.22.22 = 198
- 20.21 Audit completed and sent to board on 2/26/22
- Budget team meeting: Scheduled via email – recommendations due back by March 3

The Budget team is comprised solely of employees who work in the school on a daily basis. Typically, this group is called upon to come up with ideas as to how to cut costs based on daily knowledge of the school's operations. This team presents ideas to the Budget Officer, in an effort to start the budgeting process. The Budget Officer then presents a series of recommendations to the Budget Committee for finalization and approval.

- Budget Committee meetings: Scheduled for 7pm via google meets on
 - 3/31
 - 4/21
 - 5/26
 - please either accept or deny the invitations when received so that we can make sure we have a majority to cast votes.

A budget committee, in a public school, oversees the fiscal responsibility of the school. The budget committee reviews the recommendations from the Budgeting Team, approves the final budget, and makes recommendation to the Board of Director's for adoption.