



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



Agenda May 4, 2022

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 raise your hand or unmute yourself, when public comment is requested. 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— Chris Seldon
 4. April Board Minutes on hold until June Board meeting
 5. New Business:
 - Cafeteria Tables – Shelley lake
 - **Action item – to approve the acquisition of additional cafeteria tables**
 6. Consent Agenda:
 - Grant Writing Team – Stephanie Messerle
 7. Directors Report with Curriculum Report—Shelley Lake
 8. Business Report—Michelle Silva
 - **Action item – to adopt the 2022/2023 budget at \$2,521,384.00**
 - **Action item – to approve the 2022/2023 school year to start August 31, 2022 and end June 15, 2023**
 9. Report from last District Board meeting –
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10. Old Business –
 - Tim Hyatt made wooden signs for our safety drill – Thank YOU!!
 11. Roundtable / Good of the Order-

Director's Report: 5/4/22

Connections Log

4/5-4/6 Threat Assessment Conference
4/7 5th Grade Pizza Party
4/8 Parent Conferences
4/10 Shelley Fuller CBSD
4/13 NextWave STEM
4/14 Bruce Steele Campus Tour
4/15 3rd Grade TEA
4/18 Grant Team Meeting
4/19 Sarah Prince
4/19 H. Bowen
4/22 Earth Day-Tree Dispersal
4/22 Admin Team Meeting/planning
4/22 Coast Guard Virtual Orientation
4/25-28 State Testing 6-8 & 5th Science
4/27 Virtual Meet & Greet with potential application
4/28 Budget Committee Meeting
4/29 Securely Annual Review meeting
5/2 River Blessings Farm-3rd Grade Field Trip
5/2-5 Week 2 State Testing grades 3-8
5/3 M. Small re: counseling services

TLS Updates:

- Virtual Talent Show –Thanks Mrs. Maxwell!
<https://youtu.be/silVbHbvFGA>
- Special Thanks to FOLS, Board, LPO for the special treats and sweets in celebration of Staff appreciation
- Ms. Mez for cataloging all the books in the Library when she is not subbing for us
- Angie and Markie for assisting in the cafeteria while Dave is out

Curriculum Report:

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- State Testing Begins Week of 4/26-5/12
 - Upcoming Field Trips to include:
Kinder-TidePools, 1st Gift of Literary, 2nd Butterfly Pavilion, 5th Washed Ashore, 6th & 7th Outdoor School, 8th Grade Campout
 - Teacher Appreciation Week is coming up the week of May 2-6
 - I have been subbing in the PE rotations for all grades-it has been fun to interact with the students on this level and enrich their physical motivation through various cooperative learning activities
 - We have scheduled interviews for the 22-23 school year
 - Robyn Brown will be on campus 5/6/22 Waldorf training for all Teaching Staff

Staff Meeting 4/15/22

Accolades & Praise

Get up and MOVE!

- Yearbook Students Dance Tutorial-The Floss
- Linda Circle Movement

House Keeping

- Updated Safety information in classrooms (see form attached)
- GATHERING DOOR MUST STAY LOCKED! All staff should enter and exit through main office.
- Safety Committee-Please reach out if you see any safety concerns on campus. There is a Can near the office Drinking station for anonymous concerns or you can talk to: Dave, Shelley, Michelle, Chris and/or Anita.
- Students are not permitted to chew Gum on campus
- Dress Code: Please ensure that students are following. Frequent violations include: Hats (inside the classroom) and Shirts that do not cover the midriff. As temperatures rise, please ensure that shorts/skirts are appropriate in length (fingertips)
- Special Treat for Teachers Week of 5/2-5/6- Michaela

EARTH DAY

- April 22nd
- Half Day for all educators
- We will still not have a school wide event but request creative ideas and brainstorming in the classroom.
- Regular student schedule
- Mr. Hyatt will have 100-200 trees (Douglas Firs) to donate to students in honor of the day.

State Testing

- See schedule provided
 - Grades 3-8 test ELA and Math (CAT & Performance)
 - Grades 5, 8, 11 test science
- Testing should be uninterrupted and students have as much time as they need to complete assessments. Classes are allotted scheduled time for student completion, Mrs. Lake & Mrs. McMahan can pull students for additional test time as needed.
- If you have not already done so, please log into the TA interface: <https://osasportal.org/test-coordinators.html>
- Opt out, 504/IEP accommodations and student Login Cards
- Use the Secure Login in student chrome books to access testing
- Remove any material from class walls/vicinity that could stipulate an impropriety
- Teachers will need to read the Testing Script Provided in The Summative Test Administration Manual Provided starting on Page 45 (Please familiarize yourself with the TA Manuel BEFORE test administration)
- Students are permitted to take notes during the test, all student notes MUST BE collected by the teacher between testing and shredded at the conclusion of the test.
- Mrs. Lake will provide A Bag of Jolly Rangers for teachers to distribute during testing times.

Field Day Committee

- Please Email Ody AND Shelley if you wish to be part of this committee
- June 7 Field Day K-3
- June 8 Field Day 4-8

Field Trips:

- Our Goal is to get every grade an opportunity to attend at least one field trip by the end of this year
- Please do not elicit chaperones. The office will assist with this based on the approved volunteer list(s)

Self-regulation tools (NOT TOYS)

- It is that time of year where we sometimes see behaviors start to flare back up.
- As a reminder, in each bag there are numerous manipulatives to help students learn to self-regulate their emotions
 - This is a process not a one-time fix
 - There are different manipulatives to address different issues
- You should never use the words 'play with' or 'toy'.
 - We don't allow students to say I want to play with the scissors right?
 - We expect that they will say I need to use the scissors
 - The items in the self-regulation bags should receive the same respect
- When you are building a house you can't just use a hammer right?
 - You need multiple screwdrivers, and different kinds of saws
 - And all of these things live in a tool box or tool shed typically.
 - The self-regulation bags are the exact same concept.
 - They are tools that we are teaching students how to use so that they can build their own tool box

Easy CBM

- Spring Benchmark opens May 16-June 9
- Please ensure students are allotted make-up time if they are absent the day the class is testing

Upcoming Dates:

4/21 Earthquake/Tsunami Drill

4/26 Dental Screening

4/27 Office Appreciation Day

4/25-28 Begin State Testing

5/2-5/6 Teacher Appreciation Week

5/6 Assembly for Grades 1-3: Smokey the Bear (NO PE)

5/6 Mandatory Waldorf training/Professional Development Presenter Robyn Brown 1:00-3:00pm

School Risk Management: Classroom Safety Tips



Students and teachers spend most of their school day in classrooms. And thanks to hardworking and creative teachers, these rooms are transformed into welcoming educational environments. They can bring life to an otherwise bland space with decorations and inspire students with innovative lesson plans.

But with such high use and so much going on, classrooms also need to be safe environments. Places where students can learn, and teachers can teach without worrying about getting hurt in an accident.

So as teachers educate and maintain their rooms throughout the year—they should be aware of dangers lurking in the classroom and, they should be equipped with simple safety precautions that can prevent injuries to themselves and their students. Consider these 9 classroom safety tips to help build a safe and secure environment:

1. **Keep Exits Clear.** Make sure all classroom exits—both doors and windows—remain clear from obstructions and clutter.
2. **Safe Ladder Use.** When putting up decorations or accessing materials on high shelves, always use a ladder. Do NOT stand on chairs, stools, or desks. Choose the appropriate ladder and follow ladder safety guidelines.
3. **Hang Decorations Properly.** Avoid hanging things from light fixtures and sprinkler heads. Do not block exit signs or obstruct any exits with your decorations.
4. **Keep Hazardous Materials Out of Reach.** Hazardous materials, such as cleaning supplies and chemicals used for instruction, should be properly labeled and securely stored. You should also know where to find safety data sheets addressing how to properly treat exposure to hazardous materials you might have in your classroom.
5. **Eliminate Tripping Hazards.** Do not leave unattended drawers or cabinet doors open. Make sure chairs are pushed in when students are moving around. Keep items put away when not in use to prevent tripping.

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6. **Be Aware of Electrical Cords.** Make sure electrical cords are not running through high-traffic areas, walkways, and doorways. Do not fasten cords with staples, hang from nails, or suspend them with a wire. Don't cover them with rugs or mats.
 7. **Do Not Overload Electrical Circuits.** Do not plug two extension cords or two surge protectors together. If your surge protector keeps resetting, you are overloading it! Be careful how many devices you are plugging into one outlet.
 8. **Use Care When Lifting Heavy Objects.** When setting up a classroom, rearranging things, or moving heavy items like textbooks, use safe lifting techniques to avoid injury.
 9. **Post an Evacuation Plan Near The Door.** Ensure all students are familiar with the exit routes in case of emergency. Post a resource for evacuations in the room, such as a map detailing the specific classroom location and highlighting the various exit routes available. After all, the closest exit may be behind you!

Classroom safety is an essential part of school risk management. It's where students and teachers spend most of their time. So, ensure your teachers are aware of classroom safety hazards and you're equipping them with resources to create a safe learning environment for students and staff.

TOPICS: RISK MANAGEMENT SCHOOLS
WRITTEN IN PART BY: GIBSON



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Dear Lighthouse Families,

Part of what makes a Waldorf inspired school special is the attention we put into surrounding our students with mindful intentions regarding not just their academics, but their entire wellbeing and school environment. For this reason, I feel the need to specifically address the dress code that The Lighthouse School abides by. We want to come alongside the families to create a modest school culture and therefore Clothing must cover all undergarments. Clothing that is suitable for the school should address the needs of all classroom activities, including physical education.

Please be mindful that clothes should abide by the school dress code to include:

- Students are allowed to wear hats while outside, but are not permitted to wear them while inside.
- Shorts, skirts and dresses should be of modest length. Students who wear skirts are encouraged to wear shorts underneath for modesty during physical activity and recess.
- Students should wear athletic shoes. Closed shoes are required at all times. Open toed sandals and heels are not allowed. Wheelies or roller skates are also not permitted on campus.
- Shirts should not expose midriff. If a student chooses to wear a halter top (or similar) an undershirt or tank top is required.
- Tanks tops should have a minimum of a three-inch shoulder. Spaghetti straps are not allowed.
- Students are not permitted to wear clothing that advertises inappropriate statements, violence or drug paraphernalia.
- Students should dress according to the weather and bring a Jacket when it is cold and/or raining. Please write the student's name inside their clothing so we can return them when/if they are left in the lost and found area.

Per the student handbook, The Lighthouse School reserves the right to decide if any clothing or accessory interferes with the safety of a child, presents a distraction to the academic or creative pursuits, or advertises inappropriate attention. In the event that the student is on campus with clothing that the school deems inappropriate, the office will provide clothing such as sweat pants and plain tee shirts to cover up or replace the student's own clothing, when possible. If these borrowed items go home with your student, please wash and return them so that others can borrow them in the future. The Lighthouse School also reserves the right to contact parents, if necessary, to see that the student's misjudgment or infraction is understood and will not be repeated.

As the school administrator, it is not my intent to embarrass anyone, nor is it my intent to be "the clothing police" so please have a conversation with your child in the area of appropriate compliance with school policy and expectation so that we can all focus on their social and academic well-being.

Thank you for your ongoing support. If you have additional questions or concerns related to the School Dress Code please contact me through the school office (541) 751-1649 or email me at director@thelighthouseschool.org

Shelley Lake, Director

BUSINESS/HR REPORT FOR THE BOARD MEETING OF May 4, 2022

HUMAN RESOURCES

- INTENT TO RENEW 2022/2023:
 - 21 OUT OF 22 are returning
- Summer School Grant:
 - TLS returned the SS Grant funds to ODE
 - There was a second grant for \$24,789.00 for Summer enrichment that was geared specifically toward Math and Reading
 - TLS will offer a 2-week literacy program in August before School starts for the 2022/2023 year to fulfill these grant requirements
- Termination of Kimberly Watham, April 29th
- Resignation of Emily Wilson, April 29th
- INTERVIEWS
 - have been scheduled for Saturday May 7 and Saturday May 14 for Math, 1st Grade and PE

BUSINESS REPORT

- Current financial status as of 4.30.2022

Adopted budget	\$	2,224,446.00	Adopted budget	\$	(2,224,446.00)
Expenses Year to date	\$	(1,433,159.43)	Revenues Year to date	\$	1,585,615.85
Anticipated Expenses to 6/30 under budget	\$	(-605,171.75)	Anticipated Revenues to 6/30	\$	701,762.61
		186,114.82	anticipated revenue deficit	\$	62,932.46
			anticipated net is a positive cash flow of	\$	123,182.36

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- Current Enrollment as of 4.30.22 = 193
 - Budget Committee: Approved the budget for 2022/2023 to be presented to the board for adoption at \$2,521,384.00
 - 2022/2023 calendar
 - First day of school
 - Wednesday, August 31, 2022, this is the traditional last Wednesday in August before labor day
 - Last day of school
 - Thursday, June 15, 2023

**THE LIGHTHOUSE SCHOOL BUDGET
2022/2023**

**210
students**

APPROVED BUDGET 4.29.22

TOTAL REVENUES				
	3101 - State School Funds Income		-1,925,490	APRIL 15 ESTIMATE OF \$9169/STUDENT X 210 STUDENTS
	1500 - Bank Interest		-3,500	
	1740 - Materials Fees Income		-22,000	
	1741 - Yearbook Sales		-4,750	
	1743 - Merchant Store Income		-5,000	revenues
	1790 - Field Trip REVENUE		-25,500	2,521,383.60 expenses
	1920 - Trustee Payments		-2,750	0.00
	1921 - FOLS Contributions		-20,000	
	1990 - Misc Revenues		-75,000	
	1923 - Other Private Donations		-5,000	
	1924 - Coquille Indian Tribe Grant		-6,000	
	1926 - Little Red School House		-500	
	2200 - Student Investment Account		-145,881	year 3 of 3
	2200 - ESSER III		-212,248	year 1 of 3
	2200 - Summer Enrichment Grant		-24,789	
	1990 - School Events REVENUE		-500	
	5400 - BACKFILL RESERVES (TO COVER DEFICIT)		-34,476	
	3299 - State Grant Income - OUTDOOR SCHOOL		-8,000	
	TOTAL EXPENDITURES		2,521,384	
		1630538		
100	1XXX INSTRUCTION			
	1280	ALTERNATIVE EDUCATION K-8	873619	
	1280	ALTERNATIVE EDUCATION SPECIALTIES	756920	
100	2XXX SUPPORT SERVICES			
	2310	BOARD SERVICES	890845	
	2320	EXECUTIVE ADMINISTRATION SERVICES	20024	
	2520	FISCAL SERVICES	335749	
	2540	OPERATIONS & MAINTENANCE	110453	
	2540	62860 HOUSE	333548	
	2550	BUSSING	23050	
	2640	STAFF SERVICES	15000	
	2660	TECHNOLOGY SERVICES	39246	
			13775	