



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



Agenda September 8, 2021

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 August, 2021 Board Minutes –
5. Consent Agenda - all reports on hold due to Covid-19.
6. Directors Report—Shelley Lake
7. Business Report—Michelle Silva
8. Curriculum Report—temporarily in Director's report
9. Report from last District Board meeting –
10. Old Business –
11. New Business –
 - New Hires for 2021/2022 school year
 - Kimberly Watham – PT swing custodian
 - Board – open Position
12. Roundtable / Good of the Order-



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Board Meeting Minutes August 11th, 2021

1. Call to order
 - ❖ The Board of Directors met August 11th, 2021.
 - ❖ 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 Board members present at the meeting were: Stephanie Ospina, Jenni Schmitt, Tim Hyatt, Stephanie Messerle, Avena Singh, Lisa LaGessee, Paula Mosely, George von Dassow, and John Gibson. Not Present was Daniel Pruett. Director- Shelley Lake, Curriculum Coordinator - Julie Graber, and Business Manager- Michelle Silva. A quorum was present because nine of the ten board members were in attendance. Presiding officer was John Gibson.

REGULAR MEETING – REPORTS AND DISCUSSION

2. Public comment – none
(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—none
4. Discussed & Approved Board minutes from July 7, 2021, Emergency Board Meeting Minutes from July 14, 2021, and Executive Session from July 14, 2021– unanimously approved (MM by Jenni Schmitt/ 2nd by Stephanie Ospina
5. Consent Agenda - all reports on hold due to Covid-19.
6. Director's Report – Shelley Lake, attached
 - Pet Policy, attached
 - Shelley requested a pet policy for the school to allow animals on campus and in classrooms (e.g., classroom pets and show and tell).
 - MM by Stephanie Messerle to adopt pet policy as written, Jenni Schmitt 2nd, motion passed.
 - Lisa LaGessee gave a reminder of the policy committee. Intent of committee is to review proposed policies before they are presented to the board. Future policies will go through the policy committee and be given to the board with time for review before meeting.
 - Shelley will have the policy committee review the pet policy and if necessary provide revisions and bring back to the board for approval.
 - Employee Dress Code Policy (Code: GBCA), attached
 - Revision/edit of current code.
 - MM by Lisa LaGessee to accept edits to employee dress code policy, Stephanie Messerle 2nd, motion passed.
 - Policy committee will review dress code and bring revisions back to the board if necessary.
 - Purchase of two new security cameras, not to exceed \$3500
 - MM by George Van Dassow to purchase two new security cameras not to exceed \$3500, Lisa LaGessee 2nd, motion passed.
 - Purchase lawn and maintenance equipment over \$500
 - Instead of school purchasing maintenance equipment at this time, the school will solicit quotes to maintain grounds from landscaping companies.
 - Purchase a one-year subscription to Zern for a \$2500.
 - Zern is a math program for distance learning, would replace IXL
 - Minimal use in classroom and would not replace teacher led instruction in classroom.

- Discussed a needed future topic of advanced math offering, exceeding grade level (geometry and algebra).
 - Apex program could be purchased later if deemed necessary for older grades.
 - MM by Lisa LaGesse to purchase Apex, Tim Hyatt 2nd, motion passed.
 - Shelley gave a PowerPoint presentation of Lighthouse Employees.
 - Well received, Shelley will send out to Lighthouse families.
 - August 27th, Lighthouse Board and Employees luncheon planned on campus.
 - August 30th, meet the teachers for students and Lighthouse families.
 - Other notes: Playground/recess activities will be closer to normal for students. Archery will be offered as an elective for 6th to 8th graders and may be reinstated as an after-school program.
7. Business Report – Michelle Silva, attached
- 2021/2022 Budget
 - Budget Committee will meet in one month to review budget
 - MM by Avena Singh to adopt budget as presented, Tim Hyatt 2nd, motion passed.
 - Tentative Agreement reached with OSEA (union negotiations)
 - Includes salary scale for Charter School Registries and TSPC Licensed staff.
 - MM by Lisa LaGesse to accept Union Contract, George Van Dassow 2nd, motion passed.
8. Curriculum Report – Julie Graber, attached
- Julie has been working on curriculum and schedules as well as a road map for new teachers.
9. Report from last Coos Bay School District (CBSD) Board meeting
- No report
10. Old Business –
- Board and staff lunch planned for August 27th at 12:30, on campus
11. New Business –
- New Hires for 2021/2022 school year
 - Nadine Trapold – Kindergarten
 - Katie Guetterman – Kinder aide
 - Rebeka Scholan – 1st grade aide
 - Stephanie Krug – 2nd grade
 - Heather Kapande – 3rd grade
 - Linda Johanson – 4th grade
 - Sarah Rigney – 5th Grade
 - Rita Kawecky Coxon – 6th grade
 - LaSaundra Williams – 7th Grade
 - Chris Seldon – 8th Grade
 - Markie Robinson – Dyslexia/Reading Coach
 - Grant Opportunities
 - Put out a request to parent and board for grant writing committee. There is a need to reinvigorate this committee.
12. Roundtable / Good of the Order –
- Hopeful and excited for new school year. Looking forward to upcoming school year.
 - Thankful for all the effort over the summer to get ready for the new school year and hiring.
 - Excited for new hires.
 - Looking for volunteers to weed the garden.
 - Appreciation for the interview team, charter renewal team and the union negotiation team

ADJOURNMENT: The meeting was adjourned at 8:30. The next meeting time and date will be Wednesday, September 8th, 2021 (rescheduled for one week after the first day of school) at 7:00pm.

Signature of Secretary, Stephanie Messerle _____

Date _____

Director's Report: 8/8/21

Connections Log

Reese Electric (8/19/21)
Vivotek Security Cameras installation pending plate adapters
New Staff Welcome (8/19-8/20/21)
Governor's Press Release (8/19/20)
Kompan to fix playground Zip line (8/23/21)
Sodexo (8/23/21)
All Staff Training (8/23-8/27/21)
ODE Response to COVID training (8/23/21)
504 Meetings (8/24/21, 8/26/21, 8/27/21)
OHA Webinar for COVID Protocols (8/25/21)
Take Lessons training (8/26/21)
CPR Training (8/27/21)
ESD SLP School Tour/Case Load review(8/30/21)
FIRST DAY OF SCHOOL (9/1/21)
Interview for math specialist (9/3/21)

CBSD At A glance narrative (8/19/21) Attached
RSSL Waiver submission w/letter of support from CBSD (8/27/21)
Rapid Test Registration for TLS & Rapid Test Administration Training Review (9/1/21)

RSSL Charter guidance (ongoing every Monday 3-4pm)
RSSL updates (Thursdays ongoing)

School Shout-outs!

Stephanie Messerle and Anita Martins-Staff Lunches for training week
Parent Volunteers help in prepping campus for the first day of school
Julie Graber stepping into 1st grade-curriculum coordinator duties relieved until first grade position has been filled
Michelle Silva-Helping with Duty schedules
Kim Waltham-Night Custodian
Angie, Markie, Eric and Diane-Cafeteria Duties
Diane-Character building specialty in congruence with the school-wide PBIS plan
New Hires-Working hard, strong communication

TLS RSSL Plan Overview:

(Link on our website: https://www.thelighthouseschool.org/docs/notices/Safe-Return-to-In-Person-Instruction-and-Continuity-of-Services-Plan_v1.1.pdf)

Classrooms- Students are socially distanced with the 3 feet recommendation. Students are wearing face coverings at all times both inside and outside of the classroom. No snack times are provided in the classroom. Snacks are to be eaten outside during recess in mask free zones (6 feet apart) with the exception of kindergarten-kindergartners eat snack in adjacent classroom 6 feet apart twice daily.

Recess-the playground is divided into 3 zones. One grade level is allowed to play in each zone per recess to promote social distancing and avoid crossing cohorts. Grades K-5 have three recess breaks Monday-Thursday, and two recess breaks on Fridays. Grades 6-8 have two

recess breaks Monday-Thursday and one recess Break on Friday. Masks are work by all students and staff.

Meals- The schedule allots for three breakfast and three lunch times. This limits the number of students eating. All students are spaced 6 feet apart with eating shields dividing students. Mealtimes are no longer than 15 min. Students are instructed to wash their hands in the classrooms before they are walked to the cafeteria for meals, students are also provided handwashing time in the classroom after they return from recess/cafeteria.

Quarantine-Students are not to be permitted on campus is presenting any symptoms of sickness. Students are isolated in the quarantine bubbles at the entrance of the school if they show symptoms during school hours, they will wait there until picked up. Quarantine bubbles are sanitized in between use.

Exposure- In the event that a staff member or student is exposed and tests positive for COVID-TLS will work with CHW on a case by case basis for guidance and length of quarantine. Students that are ill will be marked as excused absence. Students that are ill, can make up work when they return, email school/teachers for work during quarantine, connect with director for case by case instructions/specifications to obtain an Independent Study Plan.

Rapid Testing: The Director and 2 other staff members have viewed the training modules for the Rapid Testing. Rapid tests are now available at TLS for students and Staff by request.

Vaccines: Per Kate Brown's mandate: All staff and adult volunteers must be vaccinated by 10/18/21. TLS sent out an anonymous survey to all staff. Per the survey-4 of our staff members are currently not vaccinated. TLS has been collecting proof of vaccination from staff.

School-Health advisory for Continuity of Instruction

The Oregon Health Authority (OHA) and the Oregon Department of Education (ODE) are partnering to prioritize the safety protocols needed to reliably return to full-time, in-person school for all students. They note that students learn best in-person where they have access to other onsite critical services. Because schools are controlled settings, with layered mitigation safety protocols in place, the risk of COVID-19 transmission can be lower than in the general community in settings without such protocols in place.

The release of the first of School-Health Advisory from OHA/ODE School Health Advisories state:

To maintain the continuity of instruction during the first month of school this year, OHA and ODE are issuing the following School Health Advisory, to remain in effect statewide September 7 – October 1, unless otherwise updated:

1. All eligible youth and adults who come in contact with school-age children should vaccinate to reduce spread in the school community.
2. Families with school-age children and educators should limit gatherings and non-essential activities with people from other households to the extent possible. If you are visiting people from another household, you should wear a mask, maintain a physical distance of 6 feet, and keep activities outdoors as much as possible.
3. To the extent possible, schools and other organizations should reduce extracurricular activities and consider holding activities, such as meals, recess, physical education classes, music and choir, outdoors to maximize physical distancing. Likewise, if schools

and other organizations proceed with extracurricular activities, they should consider holding them outdoors and implementing additional precautions like face coverings and physical distancing.

4. Schools should hold beginning of the year family events (open houses, meet the teacher nights, etc.) online, rather than in-person. If events are held in-person, ensure all participants wear masks, hold the events outside, and maintain physical distancing of 6 feet to the degree possible.
5. Families should check our school's website to review our school's **Safe Return to In-Person Instruction and Continuity of Services Plan**.

County Metrics Link- <https://cooshealthandwellness.org/psa-coos-county-metrics-update-march-2-2021/>

Curriculum Report:

Angie and Markie have begun to pull students out for reading remediation to help close grade level gaps.

Zearn is purchased, Class rosters are in the process of being set up, teacher training PLCs scheduled for later this month.

Easy CBM rosters set up. Teacher training later this month

Interim Test Administration set for all grades 3-8 teachers

ASL and Spanish begin this week with online proctors

Teacher PD's due 9/24/21 include: Recess Supervision, Mandated Reporters, Sexual Harassment, Blood Borne Pathogens, COVID Response training, FERPA: Confidentiality of Student Records

Goals by Next Board meeting:

- Camera installation
- Zip Line repair installation

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

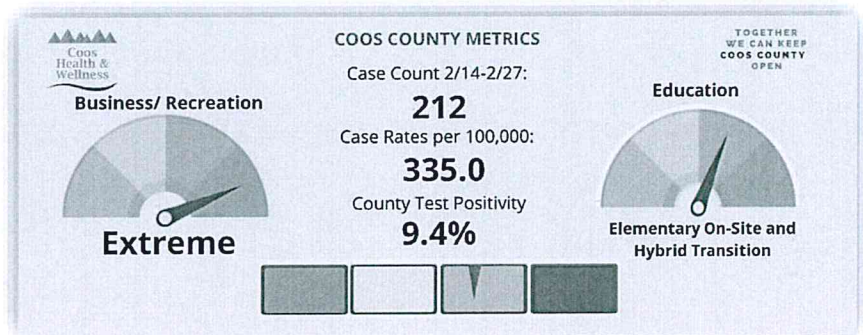
March 1, 2021

FOR IMMEDIATE RELEASE
Coos County Risk Metrics

Coos Health & Wellness is working hard to keep you informed on the status of COVID-19 guidelines in Coos County. We will continue to provide updates every Tuesday that review the most recent metrics and status released by Oregon Health Authority on Mondays.

Based on Monday, March 1st metrics, Coos County will be continuing in Extreme Risk Guidelines. These levels will be effective to March 11, 2021. The next opportunity for Coos County to change risk categories will be based on the Risk Category determined by Oregon Health Authority on March 8th. If you have specific question on guidance for each risk level you can go [HERE](#).

Our graphic now provides an update on school metrics as well as county metrics. School and business metrics are different. Business metrics are guided by the Governor's Office and the Oregon Health Authority and school metrics are guided by the Oregon Department of Education Ready Schools Safe Learners guidance. Schools have strong protocols that have increased protections so that students can return to school in person safely. Oregon Health Authority releases the metric data every Monday using a two week "look back" period. This allows communities, and Oregon Health Authority, to see case numbers on which decision are based to increase or decrease our county's safety guidelines.



We are asking that you follow the guidelines such as social distancing, wearing a face covering in public and using good hand hygiene to help keep our case counts low. 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



The Lighthouse School
"Lighting the way to a brighter future."

August 24, 2021

Dear Lighthouse Families,

The new school year is around the corner and I am sure your household is buzzing with anxious excitement as to what this year will look like. At this time, The Lighthouse School is still prepared to return to full-time, in-person education with no Distance Learning option, apart from specific quarantine cases as they arise. The school is requiring that everyone wear a mask at all times while on campus-both in the classrooms and on the playground per Governor Brown's recent mandate. In each of the classrooms, the students' desks and seating are arranged to accommodate social distancing. Our playground has been divided into 3 zones to maintain social distancing between students without the mixing of grade level cohorts. During this coming year we will continue with the same levels of cleaning that helped us successfully navigate the pandemic last year. Although we did have individual cases of COVID from time-to-time in the school, at no point last year did we have any spread from within the school setting.

Teachers will be explicitly teaching students handwashing etiquette, throughout the day. Our schedule allows students to wash their hands after a wellness screen each morning upon entering the classroom and throughout the day, before and after meals, and after each recess. Each classroom is provided with a sanctuary space to allow students a "mask break." These spaces are located near the back of the classroom-6 feet or more away from their classmates, and near an exterior door to maximize ventilation. All of our classrooms have windows that can be opened to increase ventilation-so please, have your student bring a sweatshirt or jacket to class with them as the increased ventilation may create cooler classroom temperatures. If you or your family are interested in donating an air purifier to your student's classroom for increased air quality, we would greatly appreciate this added benefit!

Unfortunately, due to our safety protocol, we will be restricting eating to only breakfast and lunch times. Kindergarten and first grade have time allotted and space provided for snack in each day's schedule. The rest of our students will not be permitted to eat during class. If your student(s) require a snack break, they will be given space and time during their outdoor recess times only. Please provide snacks that are easy for students to open independently. The school cannot provide food that does not come from the cafeteria. For all breakfast and lunch meals, students will be eating in our school gym. Since students will be removing their mask during mealtimes, TLS will have 3 rotations of each meal by grade level to accommodate 6 feet of social distancing between students. Again, it is imperative that students who bring a lunch from home, be able to open and assemble their lunch independently, and TLS will

NOT be able to heat up or help prepare meals brought from home so please plan accordingly. Once again, school breakfast and lunch options are provided by the school, free of cost, to all students.

I assure you, TLS is doing our very best to create a safe learning environment for all of our students and families. We have coordinated virtual platforms through Reading Horizons, Zearn, and Take Lessons to accommodate virtual learning in the areas of: Reading, writing, math and Spanish in the event your student(s) are quarantined and/or Comprehensive Distance Learning becomes a requirement. Each of our Teachers has created a Google classroom that we invite you to join in tandem with your student(s) for weekly newsletters, daily agendas, and ongoing assignments. More information on how to join these virtual classrooms can be found in the teacher letters that will be sent home with your student once school begins on September 1st. In the event that you or your students are exposed to COVID-19, we would ask that you notify the front office immediately so that we can coordinate with Coos Health and Wellness to help guide your family through our distance learning options, all while maintaining a healthy learning environment for our school community. Per our sponsoring district: TLS will refer students and staff to Coos Bay School District's Covid-19 testing sites for rapid-tests upon request.

Due to the precarious nature of our current case counts, we require that students who present symptoms of illness be kept at home. In this event, we ask that parents/guardians notify the school office if your child is feeling unwell and/or present the following symptoms: Fever, chill, rash, cough, shortness of breath, fatigue, body aches, sore throat, runny nose, congestion, nausea, diarrhea, vomiting, or sudden loss of taste or smell. If a student (or anyone) presents these symptoms while at school they will be sent home, and isolated in a quarantined location near the front office until they are picked up.

TLS will be adhering to Governor Brown's mandates. With this, TLS is limiting outside visitors/volunteers for the safety and wellbeing of our staff and students. For at least the first trimester, we will not be allowing volunteers on campus during student contact hours. If you have any further questions, please feel free to contact the school and/or email the school's director. Your school is here to come alongside and support you during this time.



Shelley Lake

Director

The Lighthouse School

director@thelighthouseschool.org

BUSINESS/HR REPORT FOR THE BOARD MEETING OF August 8, 2021

- **HR**

- Interviews

- The executive board interviewed for a PT custodian and hired

- Kim Watham as PT swing shift custodian
- We have a second applicant who will be interviewed for the day shift position

- Work Life Balance

- We have introduced Dancing with the Sea Lions to all of our employees as part of the Work Life Balance program

- The challenge is to find and take as many selfies with the painted sea lions along our beautiful coast

- Those who send in their photo will have it posted on the bulletin board

- Parents and students can join in on the fun as well



- **BUSINESS REPORT**

- Bank Balances as of 9.7.2021

Current: \$813,478.19 ⓘ

Available(s): \$813,478.19 ⓘ

████████████████████	⋮
Current Balance	\$269,928.38
Available Balance(s)	\$269,928.38

████████████████████	⋮
Current Balance	\$10,505.02
Available Balance(s)	\$10,505.02

████████████████████	⋮
Current Balance	\$533,044.79
Available Balance(s)	\$533,044.79

- Current Enrollment 210
- We were allocated \$139,996.61 in Student Investment Act funds
 - These funds will offset the deficit in our budget under the perimeters of the grant
 - From \$239,046.00 to \$99,049.39
- Union contract was passed unanimously by the association