

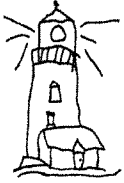


**The Lighthouse School**  
"Lighting the way to a brighter future."  
62858 Hwy 101  
Coos Bay, Oregon, 97420  
(541) 751-1649



**Agenda December 6, 2023**

1. Call to order
2. Public comment (3 minutes):  
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. Once Public Comment has closed the audience is welcome to stay for the remainder of the meeting, in observance only, in accordance with Policy BDDH. (Public Participation in Board Meetings
3. Union report (10 minutes)—
4. Discuss & Approve Board Meeting Minutes from 11/1/2023 –
5. Discuss & Approve Consent Agenda minutes:
  - 11/13/2023 - Grant Writing Team - see enclosed minutes
6. Directors Report with Curriculum Report—Shelley Lake
7. Business Report—Michelle Silva
8. Old Business
  - Strategic Plan Update
  - Staff Appreciation Dinner
    - i. Date: 12/8/2023
    - ii. Place: 999 Building
    - iii. Time: 6-8pm
    - iv. Caterer: The Plate
9. New Business:
10. Report from last District Board meeting – Shelley Lake
11. Roundtable / Good of the Order-



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**Meeting Minutes November 1, 2023**

1. Call to order

- The Board of Directors met November 1, 2023
- The meeting was in person and called to order at 7:05 PM.
- The meeting was a regularly scheduled meeting called by the Board of Directors.
- The Directors present at the meeting were: McKinley Prado, Paula Mosley, George von Dassow, Stacy Courtright, Jenni Schmitt, Stephanie Messerle, Maya Watts, and Stephanie Ospina. Also present was Business Manager Michelle Silva. A quorum was present because eight of the eleven board members were in attendance. Not present were Lisa LaGessee, Bruce Steele and John Gibson. Presiding officer was Stephanie Messerle.

**REGULAR MEETING – REPORTS AND DISCUSSION**

2. Public comment

- None

3. Union report

- Linda Johanson (Union Vice President) provided an email update read out loud at the board meeting. The union met on October 27th and discussed upcoming bargaining dates, bargaining team membership, overall membership at TLS, current contracts and CBSD contracts. (see attached)

4. Discuss and Approve Board Meeting Minutes

- October 4th, 2023 board meeting minutes

5. Discuss and Approve Consent Agenda minutes:

- Tech Team - 10/3/2023
- Grant Writing Team - 10/9/2023
- Safety Team - 10/19/2023

6. Old Business

- Strategic plan - Board work sessions were held in September and October to work on the strategic plan. Comments were compiled and edited and then sent to contractor Annie Donnelly, who provided constructive feedback and discussed next steps. As funding permits, she will edit the latest draft, facilitate listening sessions with teachers and other staff, including gathering and compiling their input, and provide suggested outlines for the facilities and governance sections.

7. Director and Curriculum Reports — Attached. Additionally:

- The TLS negotiation team met to go over differences between TLS and CBSD and their unions prior to negotiations.

8. Business Report—Attached. Additionally:
  - Audit is complete as of November 1, 2023
  - Maintenance staff completed tree removal for parking lot upgrade, with wood chips used on classroom trail. This resulted in a large savings in the total cost of the parking lot upgrade.
  - Several new applicants for open positions
9. New Business
  - Staff appreciation dinner - the 999 building on Front Street is available for December 8th. The Plate or another entity can cater; board can provide drinks and desserts.
10. Report from last Coos Bay District Board meeting
  - None
11. Roundtable / Good of the Order
  - Thanks for the teachers' hard work in the classrooms
  - 6th grade outdoor school was great
  - Fun to see Miss Mandell at the Mary Poppins theater production
  - Parents enjoy being able to participate in the classroom
  - Appreciate all the field trips being scheduled
  - Thanks to Shelley for all the administrative, student and teacher support
  - Thanks to LPO, especially Heather and Anita, for the 6-8 Halloween party

#### **Task list**

- Stephanie Messerle will confirm use of the 999 building date and contact The Plate to ask about availability and pricing.

#### **Corporate Actions**

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

**RESOLVED** to approve the October 4th board meeting minutes. MM by George von Dassow, 2<sup>nd</sup> by Stephanie Ospina. Unanimously approved.

**RESOLVED** to approve the consent agenda minutes. MM by Maya Watts, 2<sup>nd</sup> by Stacy Courtright. Unanimously approved.

**ADJOURNMENT:** The meeting adjourned at 8:22 pm. The next meeting date is scheduled for December 6th, 2023.

Signature of Secretary, Jenni Schmitt \_\_\_\_\_

Date: 11/1/2023



Michelle Silva &lt;businessservices@thelighthouseschool.org&gt;

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**board packet**

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**Fourth Grade** <fourth@thelighthouseschool.org>

Wed, Nov 1, 2023 at 5:19 PM

To: Michelle Silva &lt;businessservices@thelighthouseschool.org&gt;

Union Report  
Linda Johanson Vice President  
Nov 1 2023

The union met with members Friday, October 27 in the third grade classroom in a meeting held by Heather Kapande, President.

Our agenda included the upcoming bargaining dates, the bargaining team membership, overall membership at TLS, our current contracts and new CBSD contracts.

We reviewed the committee membership for TLS this year and were wondering how the members of the TLS team are chosen, as we are now determining our membership to the bargaining team. We were wondering how much time will be involved and how often we will meet.

As we take a deep dive down into our own contracts, we are now becoming aware of how our pay scale works for certified and non certified teachers. Compared to CBSD, we are also getting a more clear picture of what our teacher profession looks like in this demographic area.

We will now meet with our OSEA rep to set up the formal team and our bargaining points. Our understanding is that will need to be ready by January 2024.

Respectfully submitted,  
Linda Johanson

[Quoted text hidden]

## TLS response to Union report questions on 11/1/2023

**Union Question: We reviewed the committee membership for TLS this year and were wondering how the members of the TLS team are chosen, as we are now determining our membership to the bargaining team.**

TLS Answer:

In the past OSEA has requested that TLS not have more than 4 persons at the negotiation table, as this poses intimidation to the 4 executive member seats of the union. Therefore, the positions that sit at the table during active negotiations are Director, Human Resources/Business Manager, and 1-2 Board members. The rest of TLS's negotiation team is involved in breakout session discussions and pre-negotiation preparations.

- Nonunion positions are determined based on the job description
  - Positions that hold a supervisory role
  - Are privy to confidential information
  - Must make decisions in the best interest of the entire school

Must legally participate in negotiations in order to not be a unionized position.

At TLS these positions include:

- Director
  - Administrative Secretary
  - Business Manager/Human Resources
  - Operations & Maintenance Coordinator
  - Curriculum Coordinator
  - Pre-K Coordinator
- Any position that is excluded from the CBA may not participate for either side of negotiations include:
    - Subs
    - Dyslexia Coach/Coordinator

Once OSEA Chapter 160 has presented their proposals and explained their requests, those proposals would be taken back to a breakout session with the full TLS team for discussions. TLS would then either agree to the proposed requests or would return with a counteroffer. If a counteroffer was made, OSEA would then have their own breakout session discussion before making a decision.

**Union Question: We were wondering how much time will be involved and how often we will meet.**

TLS Answer:

Typically, at or before the first meeting ground rules are established between both parties,  
Sessions occur once a month, or can be scheduled once every two weeks if both parties agree,  
sessions do not run longer than 2 hours – from 4:00-6:00 pm (this allows each team to meet for 30 minutes prior and then have breakout sessions to discuss proposals).

If negotiations run into the following year (24/25) and or a contract has not been agreed upon by June 30 of the current year, all employees will remain on their respective steps until a contract has been ratified and agreed upon by both parties.

TLS is open to begin meeting before January if the union is prepared to do so. Our available dates are 11/29/2023, 1/31/2024, 2/28/2024, 3/20/2024, 4/24/2024, & 5/29/2024.

Consent

Agenda

Lighthouse Grant Team – Meeting Minutes  
11/13/2023

Attendees: Stephanie Messerle, Shelley Lake, Jackie Chambers, and Julie Graber

- Welcome
- Overview of Meeting Dates-
  - Meetings will be virtual at 7:00 on the following dates:  
12/11/2023, 1/8/2024, 2/12/2024, 3/11/2024, 4/8/2024, 5/13/2024.
- Status of spending on awarded grants
  - Three Rivers Foundation status: \$8,900 awarded - \$4,459.94 spent, with \$4,440.06 left.
    - Discussed and determined plan for the remaining \$4,440. Stephanie will draft an email request to Three Rivers requesting TLS spend the remaining funding on six picnic tables, accessories for outdoor classroom (a set of 30 buckets, seats, and clipboard rain guard covers), and materials for the steps and rail on the trail to the outdoor classroom. If they have time, Shelley and Julie will send any other information or details to Stephanie by Friday. Grant must be spent by 2.22.24 or request an extension.
    - Progress continues on the fabrication of the outdoor covering. It's anticipated to be installed in the next few weeks.
- Overview and updates of the Grant Team's Google Sheet which lists status of identified needs. A thank you to Michelle for adding updates to the Google Sheet.
- Grants on the Horizon
  - Coquille Community Tribal Fund: Due date November 17<sup>th</sup>
    - The Team discussed needs to target for this grant. Purchasing 13 computers was discussed, but the team decided to submit an application for a bike rack. If funded, TLS will work with the Marshfield welding program to fabricate the bike rack. The grant request will be for \$3,000. Shelley will reach out to the Marshfield welding teacher and let him know we are applying for funding for a welding project. Stephanie will request a couple financial documents from Michelle. Stephanie will ask the grant team if they have time to provide any input to the grant questions and will submit it by Friday the 17<sup>th</sup>.
  - Three Rivers Foundation: Opens April 2024
  - Pacific Power Foundation: Spring 2024



# Director Report



## **Director's Report: 11/1/2023**

### **Connections Log**

11/2 Interview  
11/2 Smart License Renewal  
11/3 Mary Poppins-support K. Mandell  
11/6 ELTC Informational seminar (zoom)  
11/6 Kairos –Student support  
11/8 Leadership meeting  
11/9 CHW re: counseling update  
11/13 Grant Team meeting  
11/15 Fall Festival  
11/16 OBOB Coaches meeting  
11/16 K. Blake re: sail installation  
11/17 M. Fields re: Credential support for teachers  
11/17 DFN tech walkthrough with J. Gibson & Hyssop  
11/24 Cable Management for projector installation grades 1 & 2  
11/25 C. Vollier ESD Re: Speech services  
11/29 Negotiations meeting  
11/30 ODE Charter School Conference in Salem OR  
12/1 ODE Charter School Conference in Salem OR  
12/2 TLS/FOLS Holiday Faire  
12/2 K.Blake Sail installation Outdoor classroom  
12/5 Tech support meeting

### **TLS Accolades:**

- Huge Shout Out to Michelle for coordinating and overseeing the completion of the new Parking Lot over Fall Break
- Micheala Vonderohe for
- Kendall Blake, Rebeka Scholan & Ken Graber on the successful installation for the sail in the outdoor classroom
- S. Messerle for connecting with 3 Rivers for Grant update in the outdoor classroom
- Dave Slone & Anthony Cordova for the spread of woodchips up the pathway to the outdoor classroom
- Rebeka Scholan for the successful completion and reward of the Bulbs grant
- Successful Fall Festival with student Leadership kids: Zechariah Lake & Pedro Arias-Soto for Emcee efforts. Teachers for their dedication in preparing students for presentation
- Anita Martins, Jake Robinson, Eva Bailey along with other FOLS & LPO volunteers for Winter Faire
- To all Staff for their dedication and completion of Term 1 Report Cards

### **Curriculum Report:**

Lake meeting with 5<sup>th</sup> grade weekly for math lesson planning/collaboration

Lake meeting with 2<sup>nd</sup> grade weekly for lesson planning/collaboration. Lake pushing into second grade for Main lesson support and coaching in the area of classroom management.

11/17 was an in-service day for all staff for the completion of Term 1 Report Cards

School "report Card" included in Director Report

State Report card can be accessed: <https://www.oregon.gov/ode/schools-and-districts/reportcards/Documents/rptcd2023.pdf>

Math observation scheduled with Former Alumni for 12/8-12/9 for their observation and Projects Portfolio

### **Other**

Classroom projectors have been installed for grades 1 & 2

Lake to order New computers for 3 staff members prior to 1/1/2024

Meeting scheduled with Hyssop Productions for Website facelift with rollout anticipation for January 2024

CBSD Board session agenda(s) attached including the release of Superintendent Charis McGaughy

### **ODE Conference Summary:**

I attended sessions on 11/30 and 12/1

- 1.) Three-prong approach to Learning-Developing an Advisory System that Promotes Student Agency and Family Access to School and Instructional Programs  
This session stressed the importance of positive interactions building personal relationships with students, establishing one to one connections with individual students, and increasing home to school communications with academic emphasis and attendance accountability.
- 2.) Every Student Belongs – Preventing Exclusionary Discipline & Informal Removals  
This session discussed: creating documentation for students that are sent home during a school day, Creating BIP and FBA documentation for students who have repeated behavior management concerns, creating transferring documentation to include in Cumulative folders for students who withdrawal from school without proper explosion/manifestation meetings, teacher coaching in the areas of trauma informed classroom management, teacher coaching for students with disabilities and high behavioral needs, written documentation of teacher classroom management concerns for repeated behavior(s).
- 3.) Talent Strategy 101-  
This session discussed the need for positive culture and school climate for staff retention, identifying staff leadership and maximizing staff effectiveness, increased transparency and collaboration with teaching staff, the value for prioritizing networking and positive public relationships to boost the school's impact in the community
- 4.) Increasing awareness for diversity with ODE Director of Education Dr. Charlene Williams  
This session included: Discussion for positive impacts staff can make with students who identify as ethnic and social-economic minority, improving curriculum and educational staff to stay relevant with the population of culture diversity within your school.
- 5.) Top 10 Things to consider when Buying a School Facility  
This session was presented by Jordan/Ramis Piper & Sandler who are Financial Professionals that have assisted other Charter Schools with the financial responsibility of purchasing a facility for their charter schools (informational packet attached in Director Report)
- 6.) Legislative Landscape for Charter Schools with House Representative Susan McLain  
Reviewing House Bills to potentially impact Charter schools beginning January 2024 including: statewide Teacher Salaries pertaining to the recent Portland School Strikes, School appointed Civil Rights Coordinator, & proposed Facilities and Compensation bill(s)

In addition to the seminars, I was able to connect with House Representative Boomer Wright- we are planning to schedule a school visit/tour in Spring 2024. I was also able to meet with Board Director Kelly Ruse of the Madrone Trail Public Charter School in Medford, she too was interested in future collaborations and rebuilding an Oregon Waldorf Charter School Consortium. Likewise, I was able to meet & converse with ODE Charter School specialist Kate Patterson and the Director of Oregon Coalition of Community Charter Schools Iris Maria Chavez.

Staff Meeting 11/3/23

Ms. Moore's 7<sup>th</sup> grade classroom

2:00-3:00pm

Attendance: Michelle Silva, Shelley Lake, Julie Rita Coxon, Kimberly Mandel, Anita Martins, Amanda Peck, Mike Campbell, Ody Frangopoulos, Sarah Rigney, Angela Gibson, Kora Moore, Christopher Seldon,

Waldorf Minute – Rita Coxon “Song Deep and Wide”

**Housekeeping:**

- Note from Nurse Donna: Flu season is upon us. If you are inclined to get a flu shot, this would be the year to do so. It takes 2-3 weeks to build immunity which puts us right up to the holiday.

**Fall Festival November 15<sup>th</sup>** Quickly approaching

-Teachers arrive at 5:30, Students arrive at 5:45, Performance begins at 6:00

-Teachers will sit with their class during the Fall Festival.

-Specialty teachers and aides will be assigned a class to sit with for additional crowd control/support

-If you have are using any music please email the tracks to [kgraber@thelighthouseschool.org](mailto:kgraber@thelighthouseschool.org) as soon as possible. It requires having the files accessible and in one spot in order for it to work effectively the night of the festival.

*\* Mike Campbell volunteered to help with set up beginning at 4:30*

*\* Anita will coordinate/look into Volunteer Card rewards*

*\*Lake/Leadership will MC Festival, if you have specific blurb please email Lake*

**11/17 No Students Report Card Prep**

Michaela will send a shared link when your report cards are ready.

Formatting should be ready, please do not adjust – email Michaela if you encounter any issues

Office will spell check upon review

Email Director and the office when your report cards are finished

Report Cards are DUE to Lake and Office by Monday 11/27

Term 1 Report cards will be mailed home Friday 12/1

*\*Specialty teachers please connect with Main Lesson teachers for any comments you wish to influence in the yearbook. Same for 6-8 subject rotations*

**Yearbook**

The Yearbook elective starts in second term. If you have not done so already, please begin to upload class photos into the entourage account. If you do not have access to the entourage account, please connect with Michaela.

**Holiday Fair**

Classrooms should be coordinating with their room parent to create a craft to sale at the Holiday Fair on December 2.

Any supplies you can't get donated reach out to Michelle to place remaining supply orders.

All proceeds go toward class field trip funds.

Anita will connect with room parents for any grades that need a parent lead (5<sup>th</sup>, 3<sup>rd</sup>, 1<sup>st</sup>, Kindergarten) 6<sup>th</sup>-birdhouses, 4<sup>th</sup>-candles, 8<sup>th</sup>-cookies

### **Winter Celebration 12/15**

Winter celebrations is a school wide event where teachers pair up to teach students about other countries activities during the winter months.

- All students are put into groups of mixed grades K-8 and will rotate around to 6 or 7 stations.
- A Sign-up sheet is in the copier room. Each station is only 20 minutes long so be mindful that your activity can be completed in that amount of time.
- Each station has a \$30.00 budget. Make sure to coordinate with Shelley for your lesson plan and lesson plan with Michelle for supply purchases.
- Lesson plan templates will be emailed out once groups have been established. There are examples in the copier room.

Last year we did the following activities (not to be repeated this year)

Philippines Lantern festival; craft was making a light lantern

Peru - hot chocolate day: craft was drinking hot chocolate

Native Americans mid-winter ceremonies: craft was phases of the moon bookmark

Germany/Rome/Egypt - snow globes

Mexico - Poinsettia: Craft was poinsettia ornaments & sugar cookies

Chinese new Year: craft was Lei See (red envelope)

Norway hide the broom: craft was miniature broom ornaments

- *Students release at 1:30*
- *Winter celebration will begin at 8:30 and last until lunch. Students will go to lunch, be in the classroom the last hour, and release for winter break. (No specialty classes on this day)*

### **OTHER**

**12 Days of Giving-** Begins 11/30-12/15 – students will bring in identified canned & boxed goods to donate to a charitable food pantry.

*\*Pre-K has recess from 9:30-9:45 and 1:30-1:45. No other grades are permitted to use the playground space during this time for safety reasons.*

*\* Electives for Term 2 will be processed on 11/17 during prep day. Term 2 electives begin after Fall Break.*

### **Upcoming Dates:**

**11/10 NO School-Veteran's Day observed**

**11/15 Fall Festival**

**11/17 No School-Report Card Prep**

**11/20-11/24 Fall Break –**

**12/1 Staff meeting- Virtual PLC with Alisa for Trauma informed classroom management**

**12/2 Winter Fair**

**12/6 Board Meeting**

**12/8 Staff Meeting**

**12/8 6:00 Staff Holiday Party 999 Front Street**

**12/13 All School Caroling at the mission (optional attendance) 6:30-7:00**

**12/15 Winter Celebration**

**12/18-1/1 Winter Break**



Director TLS &lt;director@thelighthouseschool.org&gt;

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## Winter Faire

1 message

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**Director TLS** <director@thelighthouseschool.org>

Mon, Dec 4, 2023 at 1:13 PM

To: Office TLS &lt;office@thelighthouseschool.org&gt;

Bcc: Pre Kindergarten &lt;prek@thelighthouseschool.org&gt;, Kindergarten Teacher

&lt;kinder@thelighthouseschool.org&gt;, First Grade &lt;first@thelighthouseschool.org&gt;, Second Grade

&lt;second@thelighthouseschool.org&gt;, Third Grade &lt;third@thelighthouseschool.org&gt;, Fourth Grade

&lt;fourth@thelighthouseschool.org&gt;, Fifth Grade &lt;fifth@thelighthouseschool.org&gt;, Sixth Grade

&lt;sixth@thelighthouseschool.org&gt;, Kora Moore &lt;seventh@thelighthouseschool.org&gt;, Chris Seldon

&lt;eighth@thelighthouseschool.org&gt;, Michelle Silva &lt;businessservices@thelighthouseschool.org&gt;

Hello All and congratulations on a successful winter faire! It was a fun day with wonderful attendance and positive feedback from all who participated. These are the days where all that you do, and the ways you always go above and beyond are noted with increased appreciation from The Lighthouse School community.

I spoke with board members in attendance who had nothing but wonderful things to say about you as individual teachers, and as a school in general. Families beamed as they purchased student art, and students played gaga pit in the rain (until I kicked them out!) ate s'mores under the covering, and conversed with Santa- AKA former TLS alumni Graham Gibson.

Many of you may have noticed extra students' items in the back of your classrooms. These are there for you to distribute to your students as you wish and/or speak with your designated room parent(s) about a potential booth sale at the upcoming winter carnival in January. If the items are taking up too much space in your classroom, let me know and we can get creative on next steps.

As always, thanks again for the time, energy and efforts you pour into our students daily and I am here to support you, just reach out!

--

Shelley Lake

Director, The Lighthouse School

director@thelighthouseschool.org

<https://www.thelighthouseschool.org/>

(541) 751-1649

"Love starts when we push aside our ego and make room for someone else." -Rudolf Steiner



Director TLS &lt;director@thelighthouseschool.org&gt;

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**Zoom PD on FRIDAY 12/1**

3 messages

**Director TLS** <director@thelighthouseschool.org>

Wed, Nov 29, 2023 at 8:47 AM

To: Office TLS &lt;office@thelighthouseschool.org&gt;

Bcc: Kindergarten Teacher &lt;kinder@thelighthouseschool.org&gt;, Pre Kindergarten

&lt;prek@thelighthouseschool.org&gt;, Kinder Aide &lt;kinderaide@thelighthouseschool.org&gt;, First Grade

&lt;first@thelighthouseschool.org&gt;, Second Grade &lt;second@thelighthouseschool.org&gt;, Third Grade

&lt;third@thelighthouseschool.org&gt;, Fourth Grade &lt;fourth@thelighthouseschool.org&gt;, Fifth Grade

&lt;fifth@thelighthouseschool.org&gt;, Sixth Grade &lt;sixth@thelighthouseschool.org&gt;, Kora Moore

&lt;seventh@thelighthouseschool.org&gt;, Chris Seldon &lt;eighth@thelighthouseschool.org&gt;, Rebeka Scholan

&lt;rscholan@thelighthouseschool.org&gt;, Stephanie Krug &lt;skrug@thelighthouseschool.org&gt;, Angela Gibson

&lt;agibson@thelighthouseschool.org&gt;, Music Teacher &lt;music@thelighthouseschool.org&gt;, PE Teacher

&lt;pe@thelighthouseschool.org&gt;, Odysseus Frangopoulos &lt;art@thelighthouseschool.org&gt;, Spanish Teacher

&lt;spanish@thelighthouseschool.org&gt;, Michelle Silva &lt;businessservices@thelighthouseschool.org&gt;, Lynda

Johnson &lt;ljohnson@thelighthouseschool.org&gt;, Librarian &lt;librarian@thelighthouseschool.org&gt;

Hello All,

As discussed at the last staff meeting, we have a professional development hour THIS Friday from 2:00-3:00 with Alisa Kaczorowski via zoom. Please plan to login in through your device and participate in the mandated training session. This will be our last Professional Training with Alisa for the 2023-24 school year.

Topic: Mind-Body Skills

Time: Dec 1, 2023 02:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86449969755?pwd=b2pvSzlwUIQ3ajlvQ2d1S1A0VU84QT09>

Meeting ID: 864 4996 9755

Passcode: 148901

I will likely be participating remotely, however I will be off campus Thursday and Friday as I will be attending the ODE Charter School conference in Salem, OR. If you need student support in my absence, please connect with the office per usual. If you need me during these days I am available via email and text. We will meet as a collective Staff again NEXT FRIDAY 12/8 per our usual time.

Lastly, it has been fun to see all the parent volunteers on campus and support the classrooms in preparation for THIS Saturday's winter Faire.

It has been a nice week back from Fall break and Winter break is around the corner-don't blink as these days pass quickly! Thank you for all of your time and attention to the classroom, student support and school climate as a whole. I truly appreciate all that you do.

--

Shelley Lake

Director, The Lighthouse School

director@thelighthouseschool.org

<https://www.thelighthouseschool.org/>

(541) 751-1649

"Love starts when we push aside our ego and make room for someone else." -Rudolf Steiner



## OREGON COALITION OF COMMUNITY CHARTER SCHOOLS

ADVOCACY | SUPPORT | COLLABORATION

We are a coalition of community-based, public charter schools representing all corners of our state. We are all unique in our pedagogy and practice, what unites us is our commitment to educational innovation and to high quality schools for all students. Our mission is to provide a voice and sustainable support and guidance for the members of our coalition.

At ORC3S, we offer advocacy, support, and guidance to community-based, public charter schools throughout Oregon.

### Informing Policy

We work with policy makers at the state and local levels to advocate for policies that support community based charter schools and work to the benefit of all public education.

### Shaping Practices

We provide resources and peer-to-peer mentoring to schools through our network of experienced school leaders.

### Increasing Collaboration

Charter schools were created as laboratories of innovation, we seek out opportunities for collaboration with school districts, charter schools, and other educational entities. We welcome opportunities to learn from and exchange ideas with our colleagues.

**WHAT DO WE BELIEVE IN?** Members of our organization are part of a community of educators and stakeholders who believe in the transformative power of schools to change the lives of young people and **ARE CERTAIN** that chartering can encourage innovation in the organization and programs of public schools.

**WHY JOIN?** We collaboratively promote autonomy, accountability, and the investment in culturally responsive professional educators to ensure progress toward a high quality and innovative education for each member school and its students. We model the integration of community into the governance process for all member schools to provide optimal school growth.

**ORC3S MEMBERSHIP** is open to Oregon community based charter schools that are:

- Tax-exempt 501(c)(3) entities
- Have a current charter contract with a sponsor under ORS Chapter 338
- Primarily serve students in a physical location
- Affirm the Oregon Coalition of Community Charter School's Guiding Principles

Membership in ORC3S provides:

- **Advocacy**
- **Support**
- **Collaboration**

For information on membership please visit

[www.ORG3S.org/membership](http://www.ORG3S.org/membership)

[www.ORG3S.org](http://www.ORG3S.org)

[info@orc3s.org](mailto:info@orc3s.org)

[www.Facebook.com/ORG3S](https://www.Facebook.com/ORG3S)



# Charter School Facility Financing

*From Start-Ups to Stabilized Operators*

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Prepared for the Oregon Coalition of Community Charter  
Schools Conference

**PIPER** | SANDLER

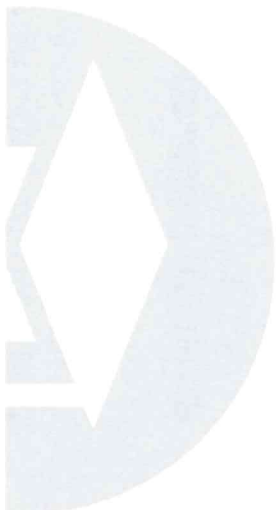
**JORDAN**  **RAMIS**

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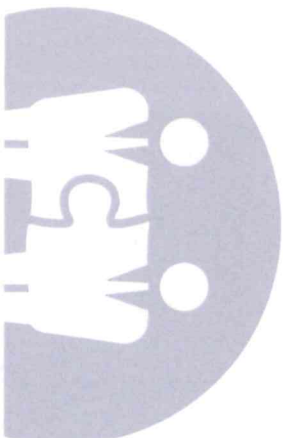
## Audience Participants



**New schools?**



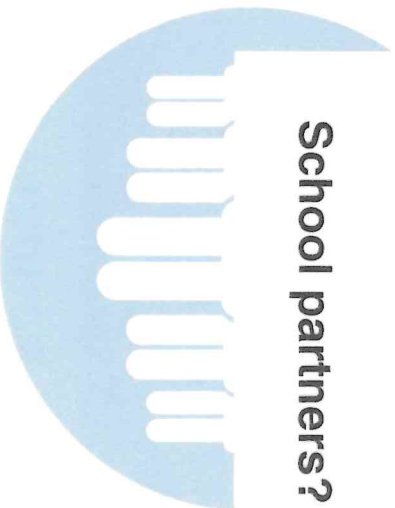
**Schools currently leasing facilities?**



**Schools looking to expand enrollment or grades?**

**Schools looking to refinance existing debt and capital expenditures?**

**School partners?**



# Key Characteristics and Common Challenges



## What Do We Consider?

- History & founding
- Historic enrollment
- Waitlist
- Educational program/academic performance
- Financial performance – liquidity, operating margin & debt service coverage
- Governance
- Administration
- Charter Contract
- Retention – students & teachers
- Student demographics (including free & reduced lunch)
- The Project
- Competition



## Common Challenges

- Charter renewal/revocation risk
- Limited operating history compared to other sectors
- Slim margins/limited liquidity
- High debt burden
- Construction risk
- Significant increase in facility size
- Demonstrating demand

## Variety of Charter School Clients

Piper Sandler's underwriting and placement agent services offer significant market penetration and expertise in the charter school sector.

Piper Sandler supports charter schools throughout their lifecycle as highlighted below:

	Start-up Schools	Expanding Schools	Stabilized Schools
<b>Typical Ratings</b>	Non-Rated	"BB/Ba" or NR	"BBB/Baa" or Enhanced
<b>Bond Market</b>	Single Investor Deals (likely), Limited Offerings (with right story)	Limited/Public Offerings	Public Offerings, Enhancement Programs
<b>Placement Market</b>	Banks (with equity/sub debt)	Banks (with equity/sub debt)	Nationwide Loan Funds
<b>Typical Credit Metrics</b>	Management, Demand Profile, Affiliations/Philanthropy, Brand	Demonstrated financial/academic success, 40+ days cash, clear market penetration	Waitlists, stable enrollment, 100+ days cash, 1.5x coverage ratios, demonstrated academic performance, charter renewals

# Project Budget in Current Market Conditions

\$10 million financing		\$1 million annual debt service	
Financing Size	Amortization (Years)	Annual Debt Service	Amortization (Years)
\$10,000,000	35	\$1,000,000	35
Interest Rates	Annual Debt Service	Interest Rates	Financing Size
5.00%	\$610,717	5.00%	\$16,374,194
6.00%	\$689,739	6.00%	\$14,498,246
7.00%	\$772,340	7.00%	\$12,947,672
8.00%	\$858,033	8.00%	\$11,654,568

We can further review your school's planning process by performing a debt capacity analysis. The analysis will highlight the following:

- Affordability of contemplated project
- Impact of estimated debt service on financials
- Estimated rates based on the school's credit
- Additional project fund capacity based on credit, enrollment levels

---

## Governance and Administration Best Practices

- Engage Counsel
- Reimbursement Resolution
- Board & Administration/Management Involvement
  - At least one representative from each heavily involved
  - Board approved parameters & delegation rights
- Facilities Subcommittee
  - Board member involvement
  - Administration/management involvement
  - Attend regular meetings regarding facility and update Board
- Inform Authorizer
- Loop in financial service provider
- 501c3
- Communicate with Sponsor regarding facilities plans
- Develop the story and the “why” behind the facility
- If enrollment is expanding, have plan for additional staffing

---

**Disclaimer:**

In providing the information contained herein to a municipal entity or obligated person, Piper Sandler is not recommending an action to any municipal entity or obligated person recipient, is not acting as an advisor to any municipal entity or obligated person and does not owe a fiduciary duty pursuant to Section 15B of the Exchange Act to any municipal entity or obligated person with respect to the information and material contained in this communication. Piper Sandler is acting for its own interests, and any municipal entity or obligated person recipient of this information should discuss any information and material contained in this communication with any and all internal or external advisors and experts that the municipal entity or obligated person deems appropriate before acting on this information or material.

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## REAL ESTATE TRANSACTION DUE DILIGENCE CHECKLIST

### Title Review

- Preliminary Title Report/Commitment Ordered:
- Date Received:
- Date Reviewed:
- Notice of Objections Deadline:
- Notice of Objections Sent:
- Response from Seller:

### Appraisal/Appraisal Review

Appraiser:

- Date Ordered:
- Date Received:
- Date Reviewed:
- Revision/Correction Required:
- Appraisal Approved:

### Environmental/Hazardous Materials Review

Environmental Inspector:

- Phase I Date Ordered:
- Phase I Date Received:
- Phase I Date Reviewed:
  - Identified Environmental Conditions:
  - Additional Action/Recommendations:
- Phase II Date Ordered:
- Phase II Date Received:
- Phase II Date Reviewed:





Oregon achieves... together!

OREGON DEPARTMENT OF EDUCATION

# OREGON AT-A-GLANCE SCHOOL PROFILE

PRINCIPAL: Shelly Lake | GRADES: K-8 | 62858 HWY 101, Coos Bay 97420 | 541-751-1649



## Students We Serve



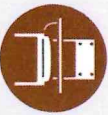
# 191

Student Enrollment

### DEMOGRAPHICS

American Indian/Alaska Native	Students	3%
American Indian/Alaska Native	Teachers	7%
Asian	Students	0%
Asian	Teachers	0%
Black/African American	Students	0%
Black/African American	Teachers	0%
Hispanic/Latino	Students	8%
Hispanic/Latino	Teachers	0%
Multiracial	Students	14%
Multiracial	Teachers	0%
Native Hawaiian/Pacific Islander	Students	1%
Native Hawaiian/Pacific Islander	Teachers	0%
White	Students	74%
White	Teachers	93%

\* 2 Languages Spoken



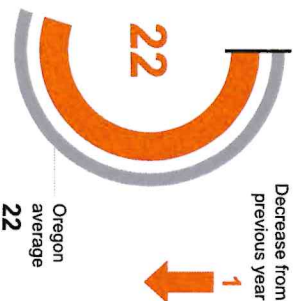
11% 95% >95%

Students with Disabilities	Required Childhood Vaccinations	Free/Reduced Price Lunch
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## School Environment

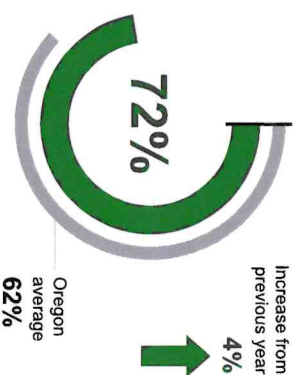
### CLASS SIZE

Median class size.



### REGULAR ATTENDERS

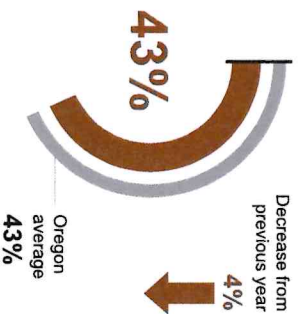
Students who attended more than 90% of their enrolled school days.



## Academic Success

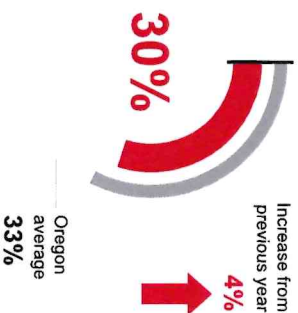
### ENGLISH LANGUAGE ARTS

Students meeting state grade-level expectations.



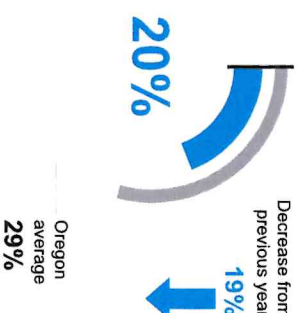
### MATHEMATICS

Students meeting state grade-level expectations.



### SCIENCE

Students meeting state grade-level expectations.



## School Goals

Our mission is to provide students and their families with a challenging and creative learning environment dedicated to academic excellence. The Lighthouse School utilizes an eclectic approach to holistic education allowing children to reach their social, creative and intellectual potential nurturing the whole child—head, heart and hands. We model compassion for all living things, respect for the environment, and an appreciation for a changing and diverse world.

## State Goals

The Oregon Department of Education is partnering with school districts and local communities to ensure a 90% on-time, four year graduation rate by 2027. To progress toward this goal, the state will prioritize efforts to improve attendance, provide a well-rounded education, invest in implementing culturally responsive practices, and promote continuous improvement to close opportunity and achievement gaps for historically and currently underserved students.

## Safe & Welcoming Environment

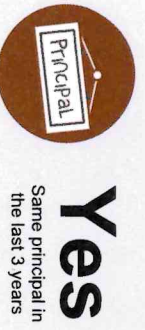
We are a K-8 school, with class sizes ranging from 20-26 students. Our small school environment encourages student accountability regarding both learning, social dynamics and behavior development.

# OREGON AT-A-GLANCE SCHOOL PROFILE CONTINUED

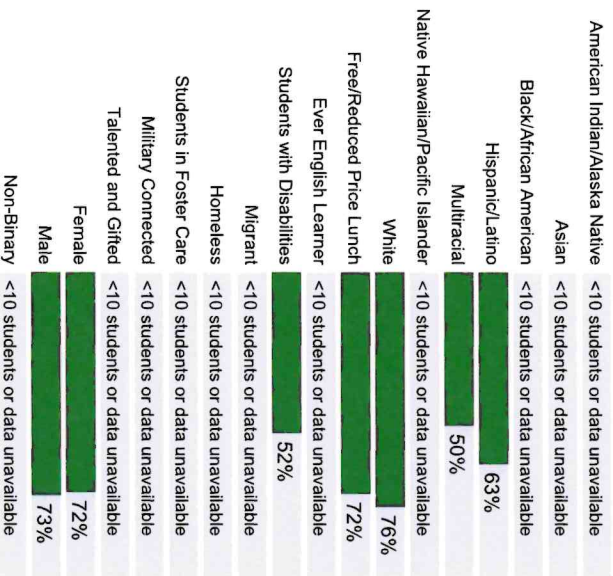
2022-23

## Outcomes

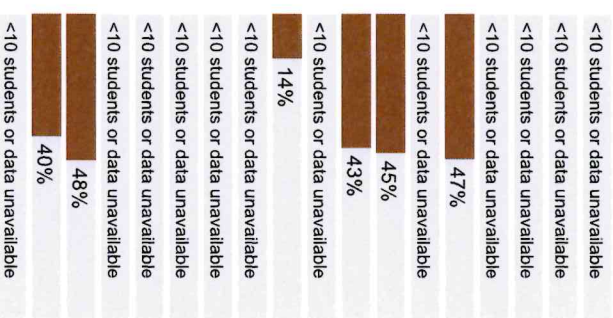
### Our Staff (rounded FTE)



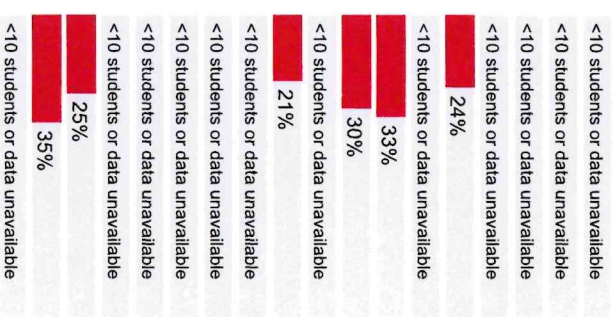
### REGULAR ATTENDERS



### ENGLISH LANGUAGE ARTS



### MATHEMATICS



## About Our School

### BULLYING, HARASSMENT, AND SAFETY POLICIES

Here at the Lighthouse School we rise to challenge our school community with individual responsibility, perseverance, compassion and integrity. TLS has a zero tolerance on bullying. Students are held accountable for their actions through Positive Behavior Intervention Supports: Behavior tracking and collaboration teams to include Parents, Teachers & Administration.

### EXTRACURRICULAR ACTIVITIES

The Lighthouse School offers activities to include: Handwork, Music, Spanish and Art specialties. In grade 6-8, students are offered electives in cooking, yearbook, leadership and drama. After-school clubs include: Archery, Battle of the Books (OBOB) and Chess.

### PARENT ENGAGEMENT

The Lighthouse School was founded by parents in 2002 and parents continue to be highly involved in the governance, fundraising and intricacy of School operations. Volunteerism is an integral part of our school and parents of TLS students are encouraged to volunteer a minimum of 40 hours annually.

### COMMUNITY ENGAGEMENT

The Lighthouse School encourages community engagement through the Lighthouse Parent Organization (LPO) and through the Friends of the Lighthouse (FOLS) organizations. These organizations are vital in all areas of classroom enrichment, specialties course, and maintaining our school's inclusive climate and culture.



Oregon achieves... together!

OREGON DEPARTMENT OF EDUCATION

# OREGON AT-A-GLANCE SCHOOL PROFILE

PRINCIPAL: Wade Lester | GRADES: K-8 | 62858 HWY 101, Coos Bay 97420 | 541-751-1649



## Students We Serve



# 210

Student Enrollment

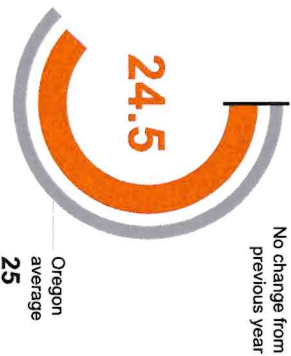
### DEMOGRAPHICS

American Indian/Alaska Native	Students	3%
American Indian/Alaska Native	Teachers	0%
Asian	Students	2%
Asian	Teachers	0%
Black/African American	Students	0%
Black/African American	Teachers	0%
Hispanic/Latino	Students	7%
Hispanic/Latino	Teachers	0%
Multiracial	Students	5%
Multiracial	Teachers	0%
Native Hawaiian/Pacific Islander	Students	<1%
Native Hawaiian/Pacific Islander	Teachers	0%
White	Students	82%
White	Teachers	93%

## School Environment

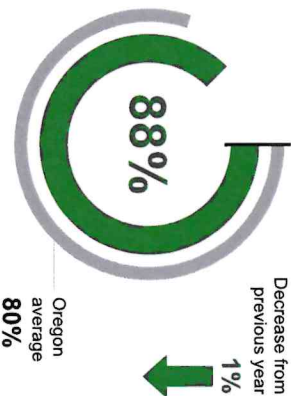
### CLASS SIZE

Median class size.



### REGULAR ATTENDERS

Students who attended more than 90% of their enrolled school days.



## Academic Progress

### INDIVIDUAL STUDENT PROGRESS

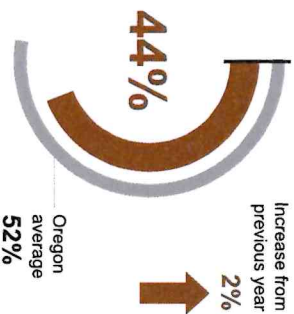
Year-to-year progress in English language arts and mathematics.



## Academic Success

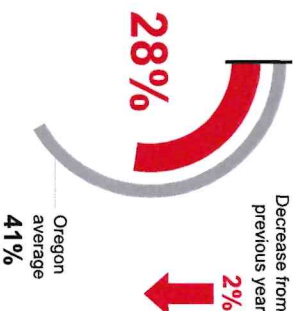
### ENGLISH LANGUAGE ARTS

Students meeting state grade-level expectations.



### MATHEMATICS

Students meeting state grade-level expectations.



### SCIENCE

Students meeting state grade-level expectations.

Coming in 2019-20

## School Goals

The Lighthouse School is happy to provide an alternate form of education for our local community. We are constantly looking for ways to improve student learning. Most recently, we have implemented a dyslexia program for children that have indicators of being "at risk".

## State Goals

The Oregon Department of Education is partnering with school districts and local communities to ensure a 90% on-time, four year graduation rate by 2025. To progress toward this goal, the state will prioritize efforts to improve attendance, provide a well-rounded education, invest in implementing culturally responsive practices, and promote continuous improvement to close opportunity and achievement gaps for historically and currently underserved students.

## Safe & Welcoming Environment

Being a public charter school, means that we are constantly asking parents to engage with us. We often have parent pot lucks, celebration of main lesson themes, and many opportunities for families to spend time on campus. We have an active parent group, and do many activities to get parents engaged with one another.

\* 1

Ever English Learners

Languages Spoken

13%

Students with Disabilities

Required Vaccinations

Free/Reduced Price Lunch

<10 students or data unavailable

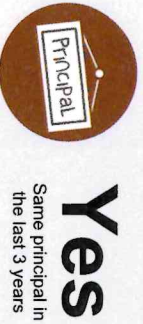
# OREGON AT-A-GLANCE SCHOOL PROFILE CONTINUED

PRINCIPAL: Wade Lester | GRADES: K-8 | 62858 HWY 101, Coos Bay 97420 | 541-751-1649



2018-19

**Our Staff (rounded FTE)**



## Outcomes

	REGULAR ATTENDERS	ENGLISH LANGUAGE ARTS	MATHEMATICS
American Indian/Alaska Native	<10 students or data unavailable	<10 students or data unavailable	<10 students or data unavailable
Asian	<10 students or data unavailable	<10 students or data unavailable	<10 students or data unavailable
Black/African American	<10 students or data unavailable	<10 students or data unavailable	<10 students or data unavailable
Hispanic/Latino	64%	<10 students or data unavailable	<10 students or data unavailable
Multiracial	<10 students or data unavailable	<10 students or data unavailable	<10 students or data unavailable
Native Hawaiian/Pacific Islander	<10 students or data unavailable	<10 students or data unavailable	<10 students or data unavailable
White	91%	43%	29%
Free/Reduced Price Lunch	81%	29%	15%
Ever English Learner	<10 students or data unavailable	<10 students or data unavailable	<10 students or data unavailable
Students with Disabilities	89%	11%	11%
Migrant	<10 students or data unavailable	<10 students or data unavailable	<10 students or data unavailable
Talented and Gifted	<10 students or data unavailable	<10 students or data unavailable	<10 students or data unavailable
Female	90%	45%	24%
Male	86%	43%	32%
Non-Binary	<10 students or data unavailable	<10 students or data unavailable	<10 students or data unavailable

## About Our School

**BULLYING, HARASSMENT, AND SAFETY POLICIES**

*One of the great things about our school, is our relentless focus on the prevention of bullying and harassment. We get to know our children so well, that any form of bullying stands out and is immediately dealt with. As technology becomes more and more present, we have seen the need to also reach out into the cyber realm of bullying.*

**EXTRACURRICULAR ACTIVITIES**

*Our children can participate in any of the district sports or after school functions. In the past, we have offered after school music and drama programs that are specific to The Lighthouse School.*

**PARENT ENGAGEMENT**

*The Lighthouse School survived because of the engagement of parents. In the beginning of the school, there were so many needs the school had, that if it wasn't for engaged and active parents, the school simply would not have survived. We ask parents to commit to volunteering 40 hours per school year. We offer opportunities both on campus and off, and have come up with many ways for folks to contribute.*

**COMMUNITY ENGAGEMENT**

*Our school often seeks ways in which to give back to the community. We have done several food drives for our local food bank, as well as knit gloves and hats for the folks that are "in need" via the local Mission.*

Data are suppressed to protect confidential student information.

For more information please visit: [www.oregon.gov/ode/reports-and-data/](http://www.oregon.gov/ode/reports-and-data/)

HR/  
Business  
Report

# BUSINESS/HR REPORT FOR THE BOARD MEETING OF December 6, 2023

## HUMAN RESOURCES

- 2023/2024 OPEN POSITIONS
  - 1.0 FTE Literacy – still open
  - Math Specialist – still open
  - 1<sup>st</sup> grade – still open
  
- Parking lot make-over
  - Work began on 11/21/2023 – 11/22/2023 by Knife River
  - Striping was completed on 11/27/2023 by South Coast Pavement
  
- Students will return to Music 1/2/2024

## BUSINESS REPORT

- Enrollment – 202
  - K = 22
  - 1<sup>st</sup> = 26
  - 2<sup>nd</sup> = 25
  - 3<sup>rd</sup> = 26
  - 4<sup>th</sup> = 26
  - 5<sup>th</sup> = 26
  - 6<sup>th</sup> = 26
  - 7<sup>th</sup> = 13
  - 8<sup>th</sup> = 12
  
- Current financial status as of 11.30.2023

Adopted budget	\$ 2,765,466.00	Adopted budget	\$ (2,765,466.00)
Expenses Year to date	\$ (790,494.08)	Revenues Year to date	\$ 716,046.76
Anticipated Expenses to 6/30	\$ (1,521,691.92)	Anticipated Revenues to 6/30	\$ 2,075,915.47
under budget	\$ 453,280.00	anticipated revenue deficit	\$ 26,496.23
		anticipated net is a positive cash flow of	\$ 479,776.23

**REPORT FROM  
LAST DISTRICT  
BOARD  
MEETING**



Director TLS &lt;director@thelighhouseschool.org&gt;

---

**Please welcome Dr. Dave Novotney**

3 messages

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**Daven Cagley** <DavenC@coos-bay.k12.or.us>  
To: EVERYONE <everyone@coos-bay.k12.or.us>  
Cc: Novotney Consulting <novotneyconsultants@gmail.com>

Mon, Dec 4, 2023 at 3:52 PM

*Dear Coos Bay School District Community,*

*We are pleased to announce that Dr. Dave Novotney has been appointed as the Acting Superintendent of Coos Bay School District, effective December 4, 2023. Dr. Novotney brings a wealth of experience and a deep commitment to education, making him an excellent choice to lead our district during this transitional period. During his career Dr. Novotney served 38 years as an educator and school administrator in Oregon including 11 years as the Superintendent of Willamette ESD as well as various interim superintendent positions.*

*We extend our heartfelt gratitude to Dr. Charis McGaughy for her dedicated service as Superintendent. Her leadership has been instrumental in advancing the district's goals and fostering a positive learning environment. We wish Dr. McGaughy all the best in her future endeavors.*

*In light of these changes, the Board of Directors is forming a committee to review candidates for the Interim Superintendent position. The committee will play a crucial role in ensuring the continued smooth operation of the district and in maintaining our commitment to providing the highest quality education for our students.*

*Furthermore, the Board will soon commence the process for a comprehensive search for a permanent Superintendent. We will keep the community informed about the progress and opportunities for input throughout this process.*

*We appreciate your continued support as we work towards a seamless transition in district leadership. Please join us in welcoming Dr. Dave Novotney to his new role and expressing gratitude to Dr. Charis McGaughy for her dedication to the Coos Bay School District.*

*For more information about Dr. Novotney please see attached bio. He can be reached via email at: [novotneyconsultants@gmail.com](mailto:novotneyconsultants@gmail.com) or by phone at 503-949-1305.*

*Sincerely,*

*Coos Bay School District Board of Directors*



COOS BAY SCHOOL DISTRICT  
**REGULAR BOARD MEETING with EXECUTIVE  
SESSION**  
**11/13/2023**

---

13 OF November, 2023 / 5:30 PM / Blossom Gulch Library

## BOARD MEMBERS

| Kim Brick, Board Chair | Kevin Dubisar, Vice Chair | Adrian DeLeon | David Geels | Diane Johnson | Addie Hutchison | Arnie Roblan |

## AGENDA

**1) CALL TO ORDER & PLEDGE OF ALLEGIANCE**

**2) APPROVE AGENDA**

**3) DISMISS TO EXECUTIVE SESSION**

- a) Based on ORS 192.660 (i) To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

**4) RECONVENE FROM EXECUTIVE SESSION**

**5) CONSENT AGENDA**

- a) Approve New Hire
- b) \*Adopt Policies
  - i) GCBDA/GDBDA - Family Medical Leave\*
- c) \*Approve Minutes of October 9th, Regular Board Meeting; October 23, Special Board Meeting

**6) PUBLIC INPUT**

**7) ITEMS FOR INFORMATION**

- a) **MHS Update** - Mallory Edd
- b) **\*MHS Scholarship Committee Presentation** - Les Engle
- c) **CBEA Business** - Jeremy Burgher
- d) **OSEA Business**- Bre Landrum
- e) **Featured School- Millicoma** - Gary Roberts
- f) **Announce Science Adoption**- Chad Putman
- g) **SIA Update** - Maureena Wright/Chad Putman
- h) **Business Office Update - Maureena Wright**
  - i) \*November Student Enrollment
  - ii) \*October Financials
- i) **Superintendent's Update**

**8) BOARD ITEMS**

- a) **Board Member Highlights**
- b) **Facilities Update**
- c) **Policy Committee- Daven Cagley**
  - i) \*First Readings
    - (1)EFA - Local Wellness
    - (2)EHB - Cybersecurity
    - (3)KL-AR 1 - Public Complaint Procedure

**9) ACTION ITEMS TO CONSIDER**

- a) **\*Amendment to First Student Contract**
- b) **\*Appoint budget committee member to position #1**
- c) **Postpone Math Adoption one year - Chad Putman**
- d) **\*Vote on OSBA Legislative Policy Committee**

**10) Future Agenda Items****11) ADJOURN MEETING**

COOS BAY SCHOOL DISTRICT

# SPECIAL BOARD MEETING with EXECUTIVE SESSION 12/4/23

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4 DECEMBER 2023 / 8:00 AM / VIRTUAL

## BOARD MEMBERS

| Kim Brick, Board Chair | Kevin Dubisar, Vice Chair | Adrian DeLeon | David Geels | Diane Johnson | | Addie Hutchison | Arnie Roblan |

## AGENDA

- 1) CALL TO ORDER
- 2) APPROVE AGENDA
- 3) DISMISS TO EXECUTIVE SESSION
  - a) Based on ORS 192.660 (f) To consider information or records exempt by law from public inspection.
- 4) RECONVENE FROM EXECUTIVE SESSION
- 5) ACTION ITEMS
  - a) Approve agreement with superintendent
  - b) Appoint acting superintendent
- 6) ADJOURN MEETING

## Next Committee Meetings

Facilities	1/9/2024 9:00 AM
Policy	12/28/2023 4:00 PM

Visit the District's Webpage at [www.cbd9.net](http://www.cbd9.net)

\*Available in packet - The meeting will be posted on Youtube.