

SPRINGWATER ENVIRONMENTAL SCIENCES SCHOOL

BOARD OF DIRECTORS

**MEETING MINUTES**

November 18<sup>th</sup>, 2020

6:00pm

You are invited to a Zoom meeting.

When: Nov 18, 2020 06:00 PM Pacific Time (US and Canada)

Register in advance for this meeting:

<https://us02web.zoom.us/meeting/register/tZ0lduirpjuGt267vDgC7l05s8oCiloB5g0>

After registering, you will receive a confirmation email containing information about joining the meeting.

**Call to Order: 6:07pm**

**Members Present:** Genevieve Sheesley, Mali Geister, Justin Bearden, Tory Blackwell, Devon Sommer, Holly Johnston, Chelsea Hamilton, Cinda Scott, Tina Marquez

**Staff Present:** Greg Mylet, Dani Ainson, Mark Lapides, Kelsea Wagner

**Guest Speaker:** Karin Wandtke Audit reporter with McDonald Jacobs

**Community Present:** Nathalie Doherty, Debie Berreth, Maggie Sugg, Anna Murray, Liberty Pike, Emily Lewis, Dan Brown, AnJali Bates, Courtney Selby, Keri Steed, Katie Lamb, Skyler Schiewe.

**Motion to Approve October 14<sup>th</sup>, 2020 Meeting Minutes: Approved by ALL**

**Karin Wandtke Presents:**

Shows the Audit communications Letter. PERS- all looks good nothing new.

Accounting Matters- No Disagreements. A few changes- lining up with auditor guidance's. Record Required adjustments for PERS. Notes summary of Policies. Total assets have grown which is good. Pretty straight forward no surprises. Management Letter- Last Year didn't get put into Quick Books in the correct spot. However, Kelsea has corrected it for last year and already working on it for this year. Everyone was great to work with.

Audit report will be sent to all board members to review and vote to accept at the Dec. 9<sup>th</sup> Board Meeting.

**Principals Report:**

Greg shares feedback from recent Parent Survey regarding distance learning-

16 report not going well. 24 Going well and my child is successful.

Challenges- Too much computer time. Lack of social interactions. Not enough direct instruction from teachers.

Greg and staff are providing resources needed such as paper packets etc.

Over all equally balanced from families that say Too much work/ Not enough work.

Everyone wants to be back to school!

**Introducing new 1<sup>st</sup> Grade Teacher:**

Audra Cordell

Audra is very happy to be here!

**Ready Schools Safe Learners Update:**

The release of the new Covid-19 numbers, cases are continuing to climb up since the new guidance was released. We need to consider the case numbers in Multnomah county to as 50% of our teachers come from Multnomah County \* See website for map link to case #s per county.

Limited in-person Instruction is independent of this. Different schools are approaching it differently.

Following the guidance, we will have a 3-week lead time to prepare for in person learning.

Greg shares video of different school districts that are currently meeting in person.

They asked – What’s working in your schools? What is your current operational model (Hybrid, onsite) What grades are you serving on site? Name top strategies that work. Name critical lessons learned.

LIPI- Limited In-person Instruction

What’s next for Springwater?

1. Begin organizing the building and classrooms to Welcome Students Back
  - a. Goal of after Winter Break
2. Continue to monitor the Covid-19 case numbers
3. Collaborate with the Health Department

Currently Springwater sees 19 kids total a week spread out. None at the same time. Technically we can have 20 limited in person instructions at the same time. Spread of Covid-19 Virus doesn’t appear to be spreading at schools. Greg will send home a reminder to families that are currently receiving in person learning to keep kids at home if any health concerns at all.

### **Special Services Update:**

Mark Lapides- Why collaboration? Effective Collaboration?

Triads are meeting regularly. Each triad has schedules for meeting with Individual Students, skills block etc. Also meeting with Parents for academic or behavioral concerns. Mark shares a weekly newsletter, shares student perspectives, parent perspectives, and up coming events. SESS leadership teams are meeting on Mondays. Instructional Assistants are meeting regularly. Whole staff meeting weekly. Once a week Mark is meeting with OCSD Specialists. Students report that Skills Blocks are Fun! Using STAR assessment. Reading intervention materials have been adopted and arrived, and distributions are beginning. Mark is beginning Interventional/Prereferral processes. Keeping all Civil Rights of each student in mind.

If a Parent request an Evaluation, they honor it. Working on IEP’s and Re-Evaluations every 3 years.

Mali- Why is there much smaller time allotted for Middle school over the other Triads?

Dani- Middle school teachers do go over each IEP student’s Goals. Younger grades may be still in the process of Evaluations where as Middle Schools are implementing the set goals. All grades are collecting and sharing Data on each student via google drives

Tory- Does each Triad have a different focus? Middle school triad teams have been working together longer and each at Springwater longer than other Triads.

Greg- the needs of the younger Triads are different.

Dani- Younger triads are still formulating

Mark- I've learned a lot this year! I've been doing this Job for 25 years Yet still learning. I am feeling very grateful to be here and feel professionally motivated.

Genevieve- 4 students are in the Evaluation Process. Considering Current situation with online learning are we able to Identify and move forward and safely evaluate?

Mark- Yes, the school district has been very responsive in providing a safe space to do assessments.

Genevieve- have all families been contacted who currently have IEP's or 503's?

Mark- Yes

### **Greg's Goals-**

Equity is at the heart of the work we do!

Literacy-

1. STAR
2. Currently 70% are at or above reading level 16% are at or on the watch list. 10% intervention, 4% Urgent intervention
3. By Spring all students will demonstrate growth as readers
4. We will use CBM to check with interventions every 6 weeks
5. Implement collaboration with Katie and Mark with IA's for Skills block time
6. Focus on Reading
  - a. Read a thon
  - b. Encourage reading 20 minutes a day

Social and Emotional Learning-

1. Social lunches for triads
2. Spirit week in December
3. Read a thon
4. Counselor Tony
  - a. Teaching weekly lessons to students K-8
  - b. Running reading groups
  - c. Meeting with individual students

HOT Wing challenge- via Zoom

Incentive for reading- student will challenge teachers/staff to eat wings with hot sauce at home and watch via Zoom.

#### Instructional Model During a Pandemic-

##### Health and Safety

- a. We believe in person is best
- b. Follow all equitable practices

##### Equity work

1. Staff- applied for the Gray family foundation Grant hope to use that money for Equity training.
2. Systems
  - a. Consider admissions an inequity
  - b. Consider a Weighted lottery
  - c. Consider maybe Every other admission a lottery admission
  - d. Consider how and where we do Recruitment- languages, locations we advertise
  - e. Busses and or Transportation

##### Board Work-

1. Continue Equity work.
2. Document on boarding
3. Defining Roles and Responsibilities
4. Technology
  - a. Emails
  - b. Posting to web sites

Goal- Making systems decisions equitable, intentionally review Kindergarten Admissions slots, taking a look at the 10-year history of admissions.

Compare the demographic of Springwater to OCSD

Do we collect that information currently on the application and what is the demographics of students? This information was collected last year, so we do have demographic information.

**Motion to accept Greg's Goals and Board Goals for 2020-2021 as Greg presented them tonight:  
Approved by ALL**

**Motion to hire Audra Cordell for the First-Grade position: Approved by ALL**

**Motion to accept Greg's recommendation for Instructional Assistant Part Time position 4<sup>th</sup>-8<sup>th</sup> Vincent Braimes pending a successfully complete background check: Approved by ALL**

Greg shared Vincent's background. He was one of the volunteers last year that hosted the Mock Trial at Portland State. He teaches Guitar. He will introduce himself at the next board meeting.

**Stand at Ease: 5 min.**

**Return: 8:04pm**

**New Policies Discussion:**

OSBA model charter school sample policies

All students Belong

Suggestions or changes- to include Tory's statement First # and add 3<sup>rd</sup>

Discussion around the wording.

Finalized wording:

Paragraph 1:

Although our school is only a small part of the community, schools are where students come to learn and develop some of the core principles that they will use in decision making for the rest of their lives. For too long it has been the case in our country that many groups have not received fair and just treatment based on their race, color, religion, gender identity, sexual orientation, disability or national origin. This lack of equity has led to negative mental, physical, and educational experiences for these groups. As such, failing to address equity at school fails our future generation of leaders we hope to be raising. Springwater will take all measures to ensure that our students, employees, families and visitors feel safe and supported within our Springwater community. We also acknowledge that institutional racism and discrimination are real, and we will make every effort to ensure that our practices and policies are not designed to put anyone at a disadvantage.

Holly will look at our other complaint procedure and policies and forms for consistent wording regarding (10) days. "school days", "work days", "business days" etc. Check with OSBA. Holly will ask Leslie Fisher to update and circulate update to policies. Next meeting- Vote to adopt All Students Belong Policy.

**Bidding Process Review:**

Reminder we do have to consider all bids in a fair and Equitable way.

**Video from Jacque Fitzgerald (10min):**

Proposal for next steps for Board to consider for additional Equity Work.

Needs assessment, connecting and planning, 1:1 coaching using the Resonance coaching model

1. Individual Coaching (30min.) with prework, session, and email follow up
2. Teams- Themed
3. Organizational and Community

Additional Considerations- add on a workshop or separate set of norms to guide meetings, explored team culture, dynamics, and prior decision-making protocol.

Rates-\$3,500 1:1's

With additional training-\$ 4,250

Time line- Jan needs assessment, Feb Scheduling 1:1, March-April, May Connecting and Planning, June Visioning goal setting.

We as the Board set the tone for the culture. How do we pass on the information gained to future boards? What are the outcomes we hope to have after?

Make a training video?

Can we invite the staff? What is the through line? How to include students and community?

Start with the Governing Body- More next steps: Set a budget, goals, include staff

Invite Jacque Fitzgerald to next board meeting.

Create a comprehensive DEI Plan to pass along to Future Board Members.

**HVAC Update:**

Best practices for reducing the Covid-19 virus and other viruses are current HVAC MERV 13 filters.

We have received 3 different directions

1. Air Pure system
2. Different HVAC systems that have IONS
3. Individual units

None of these systems have been scientifically proven Yet to reduce the Covid virus. Tory was just in a meeting with Dr. Katheryn Kolesar, and air quality specialist that works for Air Sciences Inc. The important part is the exchange rate of air and filters. Technology does not yet have enough data.

The recommendation of the team is to hold off spending a lot of money now and revisit in 6 months to allow more scientific data to be available.

However, recommendation is to bring in 2 portable units for the cafeteria and 1 unit for the "steam" room aka "sick" room. Support air circulation.

Wondering about the roof intake valves and air flow. Check with our HVAC rep. Mark Waggy to find out.

These units are whisper quiet and cost \$1,000 each

**Motion to spend up to \$4,000.00 on a portable air scrubber units.**

**(2) cafeteria (1) sick room. Depending HVAC information found: Approved by ALL**

#### **Updates:**

#### **Facilities-**

##### **Water line-**

Needs to be repaired. Greg has reached out to 8 companies received 2 bids both bids estimated cost to be between \$5-\$8K

**Motion to move forward with Greg's recommendation for up to \$10K to repair waterline break. If exceeds \$10K Greg will let the board know. Approved by ALL**

#### **Fundraising-**

Halloween drive thru raised \$930.00

Thinking of having online Black Friday Sale to purchase Gift Cards put in student store section of the website.

Valentines Day- Drive thru raffle with the winning prize of "Peace Love & Pancakes"

Next Board meeting discuss Spring Fundraiser and Mali is reaching out to learn more about National Fundraising

**Budget:**

Checking account= \$329,254.42

Savings account= \$711,820.76

**Public Comment:**

Kerry Steed- Please shorten meetings! It is too long to wait until the end for families to give public comments. And Jacque is too expensive!