



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



Agenda April 7, 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—Amanda Rowe/Diane McMahan
4. Discuss & Approve March 3, 2021 Board Minutes –
5. Consent Agenda - all reports on hold due to Covid-19.
6. Directors Report—Shelley Lake, attached
7. Business Report—Michelle Silva, attached
8. Curriculum Report—Julie Graber, attached
9. Report from last District Board meeting –
10. Old Business –
 - Charter Renewal with CBSD – still in active negotiations.
11. New Business –
 - 3 resignations effective 6/16/2021
 - Kalan Orsel
 - Marie Sweet
 - Karen White
12. Roundtable / Good of the Order-

Director's Report: 4/7/2021

Connections Log

- Gold Coast Security-Fire Drill (3/9/2)
- CBSD-Charter negotiations meetings (3/30/21; 4/6/21)
- Jennifer Stackhouse -Executive Director Portland Village School Collaborating Waldorf training committee and PD (decided to postpone until further notice) (3/12/21)
- Bay Area Kiwanis "Shoes for kids" sponsored 20 TLS students (4/5/21)
- Ryan Mendez-Securely Annual Data Review/Renewal (3/16/21)
- WGU-Finished Clinical Supervision of K. Orsel (3/30/21, 4/1/21)
- North Bend High School Forecasting for 8th graders (3/19/21)
- SSA Summer Webinar (3/16/21)
- PACE compliance review (3/17/21)
- Charter RSSL update Informational Zoom (Mondays standing appointments)
- SEL Trauma Conference PD (ongoing through May)

School Shout-outs!

- Slideshow for Board
- Parent Teacher Conferences 4/9 & 4/16
- New Camera for the playground was ordered with an anchor. Should be installed within the next week.
- Mrs. Maxwell Heading up Virtual Talent Show with around 25-30 participants
- Mrs. Shupe Math League and Math Pushin assistance
- Securely Renewal and Success
- 4th Grade Fish on Campus 4/9/21

Goals By Next Board meeting:

- Establish a PLC with Waldorf Committee
- Gift of Literacy with first Grade
- Staff Trainings for Positive Behavior Interventions and Classroom Management
- CBSD Board Meeting: **April 12, 2021 at 5:30pm**



TLS Director <director@thelighthouseschool.org>

No Staff Meeting tomorrow

3 messages

TLS Director <director@thelighthouseschool.org>

Thu, Mar 4, 2021 at 8:45 AM

To: Amanda Brown <abrown@thelighthouseschool.org>, Amanda Rowe <arowe@thelighthouseschool.org>, Angela Gibson <agibson@thelighthouseschool.org>, Anita Martins <anitammartins1@gmail.com>, Callie Hart <chart@thelighthouseschool.org>, Debbie Shupe <dshupe@thelighthouseschool.org>, Diane McMahan <dmcMahon@thelighthouseschool.org>, Eighth Grade <apedrazzini@thelighthouseschool.org>, Eric Hamner <ehamner@thelighthouseschool.org>, Hailey Starks <hstarks@my.wgu.edu>, James Elwell <jelwell@thelighthouseschool.org>, Julie Graber <jgraber@thelighthouseschool.org>, Kalan Orsel <korsel@thelighthouseschool.org>, Karen White <kwhite@thelighthouseschool.org>, Kinder Aide <kinderaide@thelighthouseschool.org>, Larry Willaims <lwill976401@yahoo.com>, Maddie Shelton <mshelton@thelighthouseschool.org>, Marie Sweet <msweet@thelighthouseschool.org>, Megan Maxwell <mmaxwell@thelighthouseschool.org>, Mezdulene Reed <mezdulene@mezdulene.com>, Michelle Silva <msilva@thelighthouseschool.org>, Odysseus Frangopoulos <ofrangopoulos@thelighthouseschool.org>, Seventh Grade <7thgrade@thelighthouseschool.org>, TLS Office <mvonderohe@thelighthouseschool.org>

Hello Staff,

This email will serve as a reminder that we will not have a staff meeting this week on Friday 3/5/21

I will be off campus, Tomorrow, Friday 3/5/21, as I am attending an SEL and Trauma intervention conference with CBSD. I will be available throughout the day by text and email as needed. I will still be attending all IEPs and SST virtually as scheduled this afternoon.

Report cards are due by **Monday Morning 3/8/21** for Director review. There are no ART, Music or handwork grades this term as students in grades 4-7 are still in CDL. Likewise, there is no Spanish grade.

PE will have a grade. The Director will input PE grades as provided by Coach Hamner.

Housekeeping items:

- 1.) Please remind students to grab their jackets when lining up at the end of recess and to place the items (balls, walk blocks, hula hoops) in the dirty bins when recess is finished.
- 2.) 2nd and 3rd grade teachers, please have a conversation with your student regarding bathroom breaks. Students are found socializing near the bathroom or in the hallways. ALSO 2nd and 3rd grade boys are leaving water all over the floor.
- 3.) Breakfast should be wrapping up by 8:15 to ensure that Alan has time to clear food waste from the classroom. Students should be in the classroom and all available breakfast delivered up until the time that we close the gate between 8-8:05. Micheala will announce by radio when the gate is being closed. Students entering through the main office are considered tardy and therefore breakfast will not be an available option to them.

REMINDER: Safety DAY is NEXT TUESDAY for COHORT A. The Fire Drill is scheduled for 10am. The LockDown Drill is scheduled for 2:00pm. Mrs. Lake will come by grades 4-7 to discuss the lockdown drill with Cohort A students as this will be their first experience with TLS Safety Day. I have attached the Lockdown procedure below for additional review as needed.

STATE TESTING:

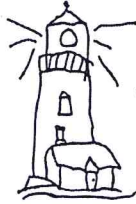
At this time, we still do not have any information. I will certainly share information as it is provided. All that I know is that ODE has denied the request to delay testing, but they have not clarified how testing will be expected to resume nor is there clarification on which subjects will be tested.

METRICS:

Country metrics have risen to an all new high. While CDL is still not in our immediate forecast, we do need to be mindful that it is still a possibility. As of current we have 335 cases per 100. 350 cases could lead us to resume comprehensive distance learning with all students learning off campus. I will continue to monitor the advisory and keep you as informed as possible.

Have a wonderful day.

Shelley lake
Director
The Lighthouse School



The Lighthouse School

"Lighting the way to a brighter future."

March 9, 2021

Hello Lighthouse Families,

Spring is almost upon us and we are fast approaching the one-year mark when COVID-19 sent us all home last year. It has been a long and frustrating ride that has isolated us from our loved ones, friends and colleagues and has us experiencing stress from all of the changes we have endured.

As you have likely seen in the news, the cases in Coos, Curry and Douglas counties have risen at alarming rates. Although concerns have been voiced from Educational Leaders across the state, the Ready Schools Safe Learners document is clear that when trends of COVID-19 are increasing in the county, but cases are not spreading in the school environment, the guidance is to *pause expansion of additional in-person learning but maintain access to those that have it.* This means that if students are actively in person in schools and there are not situations where one person spreads the virus to another in the school setting, schools should continue operating as normal.

In addition, *schools are not advised to reduce in-person learning or revert to comprehensive distance learning based on metrics if the school can demonstrate the ability to limit transmission in the school environment.* This means that even though the county cases are rising we should not begin moving everyone to CDL because we have not experienced situations in school where the virus spreads from one person to another. We must continue to be vigilant and utilize the layered mitigating measures that we have in place including face masks, social distancing, cohorting, frequent hand washing and screening to maintain this current trend in schools.

At this time there will be no instructional changes in our surrounding districts or here at The Lighthouse School as a result of the COVID cases in the community.

Governor Announcement on 3/5/21

Additionally, the Governor signaled a significant action to ensure all students in the State of Oregon have access to in-person learning. In summary, she will be releasing a new executive order to require all districts to:

- Provide in-person instruction for K-5 students on or before the week of March 29, 2021
- Provide in-person instruction for students grades 6-12 on or before the week of April 19, 2021

It is important to note that this new requirement will do very little to change the way schools in our county operate because we have primarily had our students in-person/hybrid throughout the year. There are a couple of high schools that have yet to finalize opening but they are working diligently to do so. This executive action will support them in moving forward and finalizing their plans to opening in-person to high school students.

Some of you may be wondering why if the case counts are up that we would be directed to open all school levels in person? Overall Oregon has made a drastic improvement in COVID-19 case rates in the last month. Unfortunately, our county is one of a handful that are experiencing a surge.

We will continue to use all of our layered safety protocols to maintain the safe environment that we have created and maintained since the beginning of the school year. While there have been cases of COVID-19 in other schools, schools in general, have not seen any spread from person to person.

As always, if you have questions please feel free to reach out to me

Shelley Lake
Director
The Lighthouse School

3/11/21

STAFF meeting

Accolades and Praise

Housekeeping:

- Please be sure to go back into your attendance and update any later arrivers as TARDY.
- Please be sure to continue the communication with your CDL families. Weekly Newsletters can be shared with the Director to better inform parents as they call in. Remember- over communication is better than NO communication.
- Breakfast should wrap up by 8:15 and students should not be eating outside of designated times. Breakfast will not be available after 8:05am. Any students that are tardy forgo breakfast.
- Please UPDATE your sub binders-Detailed Sub Plans should be provided with each absence. If you are not provided detailed sub plans with weekly lessons each Monday Morning, please remember to provide them by 7:30am (OR EARLIER!) the morning of your absence. These sub plans should include WHERE to locate your Reading Horizons, JumpMath, and other content so that anyone can walk into your class and teach in your absence.
- Afternoon pickups there will be hiccups. When cars are waiting and no one is being called, please be patient. When they call the walkie or intercom, it ties up the line so that Anita cannot hear who and what she is dealing with that may be the reason for the line holdup.
- When students have transportation issues that come up or someone else shows up to pick up a student these things have to be verified before we keep calling. We do allow the other traffic through to get some off the highway, but they will just have to wait near pickup spots a bit longer.

Recess Reminders:

- Please remind students to collect their jackets after each recess and place all items (balls, walk blocks, jump ropes and hula hoops, etc.) in the dirty bins when recess is finished

Metrics Update:

- One Year COVID anniversary

Other

Adjourn

Upcoming Dates:

3/19 Talent Show Registration Deadline

3/22-26 SPRING BREAK!

4/7/21 Board Meeting

4/21 Safety Day

4/23 & 4/30 Parent/Teacher Conferences



TLS Director <director@thelighthouseschool.org>

No Staff Meeting

TLS Director <director@thelighthouseschool.org>

Wed, Mar 17, 2021 at 3:42 PM

To: Amanda Brown <abrown@thelighthouseschool.org>, Amanda Rowe <arowe@thelighthouseschool.org>, Angela Gibson <agibson@thelighthouseschool.org>, Anita Martins <anitammartins1@gmail.com>, Callie Hart <chart@thelighthouseschool.org>, Debbie Shupe <dshupe@thelighthouseschool.org>, Diane McMahan <dmcMahon@thelighthouseschool.org>, Eighth Grade <apedrazzini@thelighthouseschool.org>, Eric Hamner <ehamner@thelighthouseschool.org>, Hailey Starks <hstarks@my.wgu.edu>, James Elwell <jelwell@thelighthouseschool.org>, Julie Graber <jgraber@thelighthouseschool.org>, Kalan Orsel <korsel@thelighthouseschool.org>, Karen White <kwhite@thelighthouseschool.org>, Kinder Aide <kinderaide@thelighthouseschool.org>, Larry Willaims <lwill976401@yahoo.com>, Maddie Shelton <mshelton@thelighthouseschool.org>, Marie Sweet <msweet@thelighthouseschool.org>, Megan Maxwell <mmaxwell@thelighthouseschool.org>, Mezdulene Reed <mezdulene@mezdulene.com>, Michelle Silva <msilva@thelighthouseschool.org>, Odysseus Frangopoulos <ofrangopoulos@thelighthouseschool.org>, Seventh Grade <7thgrade@thelighthouseschool.org>, TLS Office <mvonderohe@thelighthouseschool.org>

Hello Staff,

This email serves as notice that there will be no staff meeting or PLC meetings This Friday 3/19/21.

Shelley Lake
Director
The Lighthouse School

4/2/21 STAFF meeting

8:30-9:30 Virtual Staff Meeting

COVID and Metrics Update:

- New Variant of Virus in Coos County
- 3 ft Restrictions in class, 6ft restrictions while eating/mask free
- As of current, TLS to remain hybrid

VIRTUAL PARENT Conference:

Discussion:

- Please be sure to share the Conference Schedule with the Office and Director including Meet Link access to help trouble shoot as needed
- Plan to meet with EVERY parent within the two-week frame.
- No Staff Meetings on 4/9 & 4/16 to time for conferences, prep and planning

Housekeeping:

- Please be sure to be diligent in assigning Friday assignments and taking Friday attendance on Monday.
- Students do not have on the following Fridays: 4/9, 4/16, 4/23, 5/7, 5/31
- Students should have no medication on them. Prescription or not. No Tylenol, Excedrin, or inhaler. Everything should be in the office.
- ALL absences need to be scheduled through AESOP as well as emailed the director, Michelle and the office to ensure adequate time for coverage. ADMIN will place coverage.
- CDL preparations should be ready at any moment for families that notify the school of possible exposure and/or need to quarantine. Distance learning options are also helpful students that are absent.

Recess Reminders:

- As the temperature warms up, students will be sure to shed layers, please do a visual scan and remind students to collect their belongings, Lost and found is growing and Recess duty does not always have time to do a belongings check.
- Students in the field should not be playing contact tag. Social distance should be enforced at all times.
- Recess Zones need to be enforced. Cohorts should not be mixed.
- The Picnic Tables are designated for Mask free zones/breaks.

Talent Show:

- All submissions are due through the music classroom on 4/15/21.

PBIS Training: Positive Behavior Intervention System

- What is PBIS?

Other/ADJOURN

Upcoming Dates:

- 4/7 Board Meeting
- 4/9 & 4/16 Parents Conferences
- 4/12-4/13 Lake OFF CAMPUS
- 4/23 NO SCHOOL days for students

BUSINESS/HR REPORT FOR THE BOARD MEETING OF APRIL 7, 2021

- **HR**

- Intent to Renew
 - We have received all but 2 letters of intent to renew back as of 4/6/2021.
 - 3 resignations
 - Kalan Orsel
 - Marie Sweet
 - Karen White
- Hailey Starks was originally interviewed by the hiring team back on 12/4/2020. She was offered a co-teacher job but declined. We then offered her the position of roving sub and she started on 1/19/2021. She has been offered a full time main Lesson position for the 2021/2022 school year and has accepted.
- Job Postings
 - Main Lesson Teacher
 - Kinder Aide or Co-teacher
 - Spanish
 - Drama

- **BUSINESS REPORT**

- Bank Balances as of 4.6.2021

Current: \$1,072,452.45 ⓘ

Available(s): \$1,072,452.45 ⓘ

 Current Balance \$541,333.97 Available Balance(s) \$541,333.97	 Current Balance \$15,213.71 Available Balance(s) \$15,213.71
 Current Balance \$515,904.77 Available Balance(s) \$515,904.77	 We've updated the terms and conditions of our checking and savings accounts. View Terms and Conditions

- Current Enrollment 209
- TLS was awarded \$61,575.61 each summer for three years (summer 2021, 2022 and 2023) for a summer program. Any funds not spent will be deducted for the following year. We intend to:
 - poll parents and staff to see who is interested
 - post the position for a summer program coordinator that was developed last year
- File Server – Nick Hageman began the file server installation on Tuesday 4/6/2021.
- Property clean-up was completed on 3/31/2021. All of the trash and furniture left behind has been hauled off. Locks changed. Brush cleared. Storage container emptied.
- The neighbor next to our property owns half of the easement and will give us first bid on the house if we want it. She will be listing it in May for under 100,000 and it comes with both buildings on the property, which could serve as classrooms.



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 62858 Hwy 101 S
 Coos Bay, OR 97420
 541-751-1649

RE: Intent to Renew

Date: 3/15/2021

In accordance with ORS 342.985(4)(a), this letter is written to notify you that The Lighthouse School Board, Coos County, Oregon, at a board meeting held March 3, 2021, voted to renew your contract for the 2021-2022 school year.

This renewal is contingent upon the following:

1. The school receiving sufficient funds through the State School Finance Distribution Formula which will permit payment to you in accordance with the salary schedule set forth;
2. The school's decision to eliminate positions due to decreased student enrollment;
3. Proper licensing, completed by you, for your assignment.

Signed: _____

John Gibson, Board President

ORS 342.553(1) requires that you notify the school in writing, on or before April 15, 2021, of your acceptance of this offer. If you do not so notify the school, your contract does not have to be renewed.

Please initial next to your decision below and return the original of this entire form to Human Resources no later than April 15, 2021.

If you have any questions, please contact me directly.

Shelley Lake

Director of The Lighthouse School

_____ I accept employment with The Lighthouse School for the 2021-2022 school year, and my signature constitutes my formal acceptance.

As of the signature date of this letter, I do not intend to return for the 2021-2022 school year, and my resignation letter is attached.

Employee Signature

KALAN ORSEL

Printed Name

3/15/21

Date

To Whom It May Concern,

I am writing to inform you that I am resigning from the post of 3rd grade co-teacher at The Lighthouse School. My final working day will be June 16th, 2021.

My time at The Lighthouse School has been enjoyable, and I really appreciate the opportunities I have been given here. I wish the faculty and students the best of luck for the future and will be happy to do whatever I can to help with a smooth transition.

Many thanks for the opportunities you have offered me.

Yours sincerely,

Kalan Orsel



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If you have any questions, please contact me directly.

Shelley Lake

Director of The Lighthouse School

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As of the signature date of this letter, I do not intend to return for the 2021-2022 school year, and ~~my resignation letter is attached.~~

Employee Signature

MARIE SWEET

Printed Name

4-6-21

Date



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If you have any questions, please contact me directly.

Shelley Lake

Director of The Lighthouse School

I accept employment with The Lighthouse School for the 2021-2022 school year, and my signature constitutes my formal acceptance.

X

As of the signature date of this letter, I do not intend to return for the 2021-2022 school year, ~~and~~ my resignation letter is attached.

 Employee Signature

KAREN WHITE

Printed Name

4-5-21

Date

Curriculum Report – March 2021

- The “host-teacher” and “supervisor” observations concluded for Kalan Orsel, although we will continue to work with both third grade staff members to assist with lesson planning and performance throughout the rest of the school year.
- NB District councilors met virtually with us and shared expectations for forecasting. At this point those planning to attend NBHS have submitted forms via their online protocol. CB has been contacted twice and they assure us they are also working on a virtual format and will get it to us as soon as possible.
- We are looking into summer offerings for staff members, including further introductions to Waldorf education, as well as literacy instruction.
- Discussions of potentials for a summer school offering to students are also being explored.