



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



Board Agenda April 5, 2023

1. Call to order
2. Public comment:
(The board welcomes comments and questions from the public. If you wish to address the Board this evening, please raise your hand or unmute yourself, when public comment is requested. We ask that you limit your comments to three minutes. If more than one person will be addressing the same topic, we ask that you appoint a spokesperson to speak for the group. Speakers may offer objective criticism of school operations and programs, but the Board will not hear complaints concerning individual school personnel. (Policy BDDH: Public Participation in Board Meetings)
3. Union report— Chris Seldon
4. Discuss & Approve Regular Board Meeting Minutes & Executive Session Minutes from March 1, 2023
5. Discuss & Approve Consent Agenda minutes:
 - 3/9/2023 - Safety Team Meeting - cancelled
 - 3/13/2023 - Grant Writing Team - see enclosed minutes
 - 3/14/2023 – Tech team meeting – see enclosed minutes
 - 3/22/2023 - Budget committee meeting – see enclosed minutes
 - 3/23/2023 - Pre-K committee meeting – see enclosed minutes
6. Directors Report with Curriculum Report—Shelley Lake
7. Business Report—Michelle Silva
8. Report from last District Board meeting –
9. New Business:
 - **ACTION ITEM:** to adopt resolution 01-2223 earmarking anything over \$250,000 to land acquisition
 - **ACTION ITEM:** to adopt resolution 02-2223 increasing fixed asset purchasing from \$500 to \$1,000
10. Old Business;
 - Grant awarded for Strategic Planner – Stephanie Messerle/John Gibson
 - Anne Donnelly to begin work with Board May 21, 2023 in multiple work sessions
11. Roundtable / Good of the Order-



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**Board Meeting Minutes
March 1, 2023**

1. Call to order

- The Board of Directors met March 1, 2023
- The meeting was in-person at The Lighthouse School and called to order at 7:04 pm.
- The meeting was a regularly scheduled meeting called by the Board of Directors.
- The Directors present at the meeting were: John Gibson, Avena Singh, George von Dassow, Maya Watts, Stephanie Ospina, Jenni Schmitt (virtual), Stephanie Messerle (virtual), Bruce Steele, and Lisa LaGesse. Also present were Director Shelley Lake, Business Manager Michelle Silva, Curriculum Coordinator Julie Graber and Union President Chris Seldon. A quorum was present because nine of the ten board members were in attendance. Not present was Paula Mosley. Presiding officer was John Gibson. Also attending from the public was Heather Koell.

REGULAR MEETING – REPORTS AND DISCUSSION

2. Public comment

- No public comment

3. Union report

- New union representative will meet with members on Friday.

4. Discuss and Approve Board Meeting Minutes

- February 1st, 2023 board meeting minutes

5. Consent Agenda

- Grant Team meeting minutes - 2/13/2023
- Safety Team meeting minutes - 2/9/2023
- Pre-K Committee meeting minutes - 2/16/2023

6. Director and Curriculum Report — Attached. Additionally:

- Two new overhead projectors were purchased
- Science fair and drama productions are upcoming
- Accolades given to teachers, staff and families for being flexible with the disruptions from snow days and late starts
- Just over 40 families were at orientation on February 28, with just over 70 signed up
- STEM Hub connections have been made for teachers
- 2nd Grade teacher providing fun unit by dressing up in character for Tall Tales series

- Student journal went out with articles written by upper grade students and Oregon State University would like to publish a few
 - First year of Oregon Battle of the Books (OBOB) for TLS with eight teams in the 3-5 division and three teams in the 6-8 division. Students have been taking field trips to compete with other schools. Regional tournament hosted one team from each school for each division. TLS 6-8 group made it to top eight and 3-5 won regionals and will go on to states. Lots of parent volunteers made it possible and kids loved it.
 - Archery tournament upcoming March 4
 - Recent field trips including fifth grade to fish hatchery
 - Safety trainings for teachers and staff included interactive active shooter and response training as well as earthquake and tsunami awareness presentation
 - Letter discussing benefits of TLS middle school will be sent home to parents of 4th graders and higher
7. Business Report—Attached. Additionally:
- The ECF funds were finally received from CBSD
 - Sent a request to receive some of the leftover funds from OR house bill 4030
 - Kindergarten teacher letter of resignation was received effective end of 2022/23 school year
8. Report from last Coos Bay District Board meeting
- No one from the board attended.

EXECUTIVE SESSION 7:39 pm – 8:30 pm

Executive session under ORS 192.660 (2); (a) to consider the employment of a public officer, employee, staff member or individual agent.

9. New Business
- Action item - to approve renewals and non-renewals as presented for 2023/24 school year including the renewal of the director
10. Old Business
- Preschool update and discussion – Stephanie Ospina
 - Pre-K committee met and discussed location (house vs school), funding (including long-term sustainability plan), organization of preschool (number of students, duration, number of sessions, ages of students), lottery and vs fee-based program, and type of program to be offered (e.g., academic and play-based program).
 - Met with Ford Family Foundation and South Coast Early Learning Program for funding mechanisms and resources
 - Discussion around pros, cons and timing of developing a Pre-K program
11. Roundtable / Good of the Order
- Thanks to the board for their time and commitment

Task list

- Shelley Lake will include benefits of TLS middle school program in upcoming newsletter and share with grade 4-7 families.

Corporate Actions

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

RESOLVED to approve the February 1st board meeting minutes. MM by Bruce Steele, 2nd by Avena Singh. Unanimously approved.

RESOLVED to approve the consent agenda minutes. MM by Bruce Steele, 2nd by Maya Watts. Unanimously approved.

RESOLVED to approve renewals and non-renewals as presented for 2023/24 school year, including renewal recommended for director. MM by Avena Singh, 2nd by Bruce Steele. Unanimously approved.

RESOLVED to approve development of Pre-K program at TLS for the 2023/24 school year. MM by Stephanie Ospina, 2nd by Lisa LaGessee. Approved by seven of nine, two abstained.

ADJOURNMENT: The meeting adjourned at 9:41 pm. Next meeting date is scheduled for April 5th, 2023.

Signature of Secretary, Jenni Schmitt _____

Date: 3/6/2023



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BOARD OF DIRECTORS EXECUTIVE SESSION MINUTES

- ❖ The Board of Directors met on Wednesday, March 1, 2023 at 7:39 pm.
- ❖ The meeting was in-person at The Lighthouse School.
- ❖ The Directors present at the meeting were: John Gibson, Avena Singh, George von Dassow, Maya Watts, Stephanie Ospina, Jenni Schmitt (virtual), Stephanie Messerle (virtual), Bruce Steele, and Lisa LaGesse. A quorum was present because nine of the ten board members were in attendance. Not present was Paula Mosley.
- ❖ The presiding officer was John Gibson.

Executive session under ORS 192.660 (2);

(a) To consider the employment of a public officer, employee, staff member or individual agent.

ADJOURNMENT: There being no further business, the executive session was adjourned at 8:30 pm.

Signature of Secretary, Jenni Schmitt _____

Date _____

The Lighthouse School Grant Team – Minutes

3/13/2023, 7:00, virtual

Attendees: Stephanie Messerle, Shelley Lake, Julie Graber, and Jenni Schmitt

- **Welcome and introduce new member, Lani Schreiber**
- **Upcoming meeting date reminders: 4/10/2023, 5/8/2023, and 6/12/2023**
- **Review Awarded Grants**
 - No new awarded grants to report.
 - Review of awarded grants and status of implementation.
 - Coquille Community Fund - projectors arrived and screens have been ordered.
 - Three Rivers Grant - Julie will research pull down maps. She will connect with volunteer family to plan for the outdoor classroom covering purchase and sewing of material.
- **Pending Grants**
 - Ford Family Foundation – Submitted grant request on 12/4/22 for \$5,000 to hire a consultant for a strategic plan development. Ford requested a signed contract with the consultant for the application package. The signed contract was submitted on March 3rd. Ford confirmed it was received and implied the request would be funded. Waiting for official confirmation.
 - Pacific Power Foundation – Will submit grant by the 3/15/23 due date for \$10,000 to purchase and install three projectors and screens.
- **Declined**
 - Oregon STEM Hub - Applied on December 20th. Included \$10,000 for projector, screens, and mounting kits. Request also included \$2,300 for a collection of STEM activities for 6-8 grades, 3rd, and Kinder class requests. The request was declined because the funding wasn't for STEM equipment and it needed to be tied to a Computer Science standard. Working with Shelley, we were not able to tie the projector and screens to a Computer Science standard, so the request was denied. However, Shelley and Michelle are working with Amy Hoffman from the Oregon STEM Hub and will likely find areas that align with the school and their criteria for funding. Discussing training stipend for Heather Kapande and purchasing B-Bots.
- **Upcoming grant opportunities to consider. Review Google sheet and brainstorm needs.**
 - Judith Ann Mogan Foundation, Letter of Inquiry due 5/15/23. The team discussed areas of need such as teacher training and the pre-k program development. Set a target of end of April to determine if a need has been solidified to write and submit the Letter of Inquiry.

Review To Do List:

1. Ongoing - Identify grants that will fund training for teachers. Need to develop a prioritized plan of specific trainings and costs. Julie will check with Shelley
2. Determine if there is a need to apply for the Judith Ann Mogan. Letter of Inquiry due 5/15/23.
Grant Team

3. Ongoing - Mezdulene and TLS will work on building a library needs list including books, materials, supplies, shelves, etc. The Grant Team can use this list to apply for future funding. Mezdulene.
4. Ongoing - Shelley will work with the teachers and staff to identify needs for the Grant Team to target funding. Shelley.
5. Ongoing - Stephanie will update the Grant Team google sheet. Steph
6. Create a repository of completed grants. Create a google drive. Jenni
7. Ongoing - Develop list of needs for garden. Rebeka and Julie
8. Capture annual, average volunteer hours. Julie

Completed Items:

1. Michelle is completing the summary from last year for the Coquille Community Grant. This needs to be completed before TLS can apply for the current round of funding. *DONE*
2. Stephanie will request to be added to the Ford Family Foundation application portal. *Done 10/14/2022*
3. The Grant Team will apply for the Coquille Community Foundation, due date November 15th. The request will be for projectors and screens. *Done, 11/14/2022*
4. Check Pacific Power grant due date. *Done - March 15th due date.*
5. Stephanie will send google calendar invites for the 2022-2023 Grant Team meetings. *Done*
6. The Grant Team will apply for the Ford Family Foundation Technical Assistance Grant for hiring a facilitator to create a strategic plan. Grant Team. *Done 12/4/22*
7. Get a cost estimate for pull down maps and number to purchase. Julie. *Done 12/21/22*
9. Rebeka will check with Julie for status of current Master Gardener's grant and if they have an offering round coming up. *Done 1/4/2023, Julie submitted final report.*
10. Submit Pacific Power grant. Grant Team *Done 3/15/23*

Tech Team

Attendance: Shelley Lake, Michaela Vonderohe, Megan Maxwell

3/14/23 12:30-12:45

Projectors and white boards have arrived. Dave and Ken are coordinating with 4th and 3rd grade for installation location and dates.

Projector filters need to be Cleaned-Dave and Ken will clean them before the break

Gathering projector has a startup delay. Filter has been cleaned.

Michaela will work with Mezdulene to inventory all chrome books into the resource Mate through Library checkout.

- Inventory that leaves campus via Pete for maintenance, will be checked out through Library once this is complete.
- Students chrome books will be checked out through the library to individual classrooms.

4th Grade mobile projector needs Attention-Lake will meet with Linda to review need.

4th grade needs 6 headphone replacements for OASIS testing requirements. Lake provided from surplus.

Lake has 2 computers that need replacement, possibly still under warranty. Lake to contact manufacturer.

Angie Gibson requested a remote slide advancer. Possibly need to order more for teachers.

Drive Public storage glitch with office recycle bin. Glitch reported to Pete for Immediate attention.



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Budget Committee Meeting Minutes
March 22, 2023

1. Call to order – 4:03 pm
 - In attendance – Board Chair John Gibson, Treasurer Avena Singh, Vice Chair Stephanie Messerle, Secretary Jenni Schmitt, Board Member Lisa LaGessee, Director Shelley Lake and Business Manager Michelle Silva.
A quorum was present because 7 of the 7 committee members were in attendance.
Presiding Budget officer was Michelle Silva.

2. Public comment – None
(The board welcomes comments and questions from the public. If you wish to address the Board this evening, please let us know. 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. ADM – which enrollment number do we want to use? **Unanimous to use 210 for 2023/2024 budgeting purposes**
 - Current enrollment as of 2.28 for 2022.2023 is 193
 - Estimated enrollment for 2023.2024 looks like 215
 - 232 max capacity
 - 220
 - **210 – this is the typical number we use**
 - 200

4. What % of the SSF estimate do we want to use? **Unanimous to use 97% of the May final estimate**
 - 2022.2023 SSF used for budgeting was \$9,169.00
 - CURRENT estimate is at \$9,338 per student
 - as of the 2.22.23 estimate for 2023.2024 the SSF is \$9,676 per student
 - for example: if the current estimate is 9,676 the % we decide to budget on would be what we apply to the May estimates to create the budget going forward (as the estimate fluctuates between now and May). Need to vote on a % not an amount. The % will dictate the amount when the final May estimate comes out.
 1. 98% = 9,482
 2. **97% = 9,386**
 3. 96% = 9,289
 4. 95% = 9,192
 5. 92% = 8,902
 6. 90% = 8,708

5. Areas of discussion:
 - **Electricity** 2022/2023 budgeted \$45,000 will only spend \$32,000 **Unanimous to reduce to \$32,000**
 - (a) **Leave at \$32,000 until we know how much is saved from new lighting**
 - (b) reduce it by a guesstimated amount?
 - **Water & Sewer** 2022/2023 budgeted \$6,040 cost increased on sewer by 15% and water usage went up with garden sprinklers for the summer of 2022 **Unanimous to raise to \$8000**

- o (a) \$7,500 or
 - o **(b) 8,000**
- **Garbage** was 796.00 per month (2022/2023 budgeted \$9,600) monthly fee increased in February to 951.58 per month. **Unanimous to Increase budget to \$13,000**
 - o (a) \$11,419 or
 - o (b) \$15,000
- **Unanimous not to budget for online Sign Language teacher in 2023/2024**

Treasurer Avena Singh left the meeting. A quorum was still present because 6 of the 7 committee members were in attendance.

- Music Teacher will be on leave until January 2023 – **unanimous to only budget music class January – June and forgo music class from August - December**
 - o (a) Budget for temporary long term sub August – December or
 - o **(b) Budget for January – June only**
- **Under the SIA Grant Unanimous to budget for:**
 - o **1st Grade Aide**
 - o **Reading Specialists at 2.5 FTE**
 - (a) 1.0 FTE
 - (b) 2.0 FTE
 - **(c) 2.5 FTE**
- **Under the ESSER III Grant Unanimous to budget for:**
 - o **Part Time Librarian**
 - o **Counselor**
 - o **Pre-K Coordinator/Teacher**
 - o **Unanimous to add Part Time HW Teacher assistant for 2023/2024**
- **Under the ESSER III Grant Unanimous NOT to budget for:**
 - o **Part Time Drama Teacher**
- **Unanimous to continue Early release Fridays at 1:30**
 - o to allow for staff meetings within the scheduled work time per the CBA
 - o PE minutes will be met by adjusting schedule format
- **Unanimous to Budget**
 - o **PE at 1.5 FTE to meet state requirements**
 - o **Summer School Grant if available**
- **Unanimous to budget for possible grant funding to provide staff training in Waldorf methods.**
- **Unanimous not to pay for health curriculum, but to utilize ODE's free options**
- **Unanimous not to invest in new math curriculum for 2023/2024**
- **Unanimous to reduce Reading Horizons costs by the difference in contractual amount**
- **Unanimous to add a 1.0 Reading Specialist designated ½ time to 2nd grade in 2023/2024 for support with students testing well above bench mark**

6. Other discussion points:

- **FOLS – Future funding**
 - o **TLS will budget the same amounts in 2023/2024 that were budgeted in 2022/2023**
 - **1921 – FOLS contributions \$20,000**
 - **1790 – Field trip revenue \$25,500**

7. Meeting adjourned – 6:25 pm

Signature of Budget Officer, Michelle Silva _____

Date _____



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PRE-K Committee Meeting Minutes
March 23, 2023 1:30 – 3:00 pm

In attendance – Taya Noland, Shelley Lake, Michelle Silva, Stephanie Ospina, Heather Koell, and Hannah Hunt. Leah Scott attended virtually.

At the March 1st Board meeting, TLS Board of Directors made a motion to "pursue the development of a preschool for the 2023/2024 school year". This motion passed by seven of nine, two abstained.

Here are the items that we know moving forward:

- **Expectations of a Pre-K program:**
 - Academics would be taught in a play enrich environment that
 - Are Waldorf Inspired and
 - Based on a program that follows the ODE state standards with
 - Measurable and predictable success that
 - Teaches social and emotional norms and expectations so that
 - Upon completion students are Kindergarten ready.

- **Enrollment Requirements:**
 - Enrollees must be toilet trained and
 - Age 4 before August 1

- **Location:**
 - Pre-K classroom will be held inside of The Lighthouse School in an existing space

- **Lottery:**
 - Students who attend the Pre-K program will enter the lottery like every other registrant with no preference
 - Preference will remain in place for enrolled TLS siblings per ORS 338.125 (3)(B))

- **Schedule:**
 - AM/PM 3 hours a day
 - Follow TLS schedule for morning and afternoon busing

Topics of meeting:

1. Recruitment Fair May 13, 2023

- Book marks and Take home brochures will be provided to the host
- There was discussion around the layout for the brochure to provide important information without being too wordy
 - Hannah Hunt and Heather Koell will work on and get ideas back to the school by April 7th

- Registration forms
 - Include the information that TLS office needs
- Pre-K Handbook
 - Taya Noland emailed examples
 - Recommended to have a contractual clause that parents sign
 - Committee felt that current policies set by the board would be utilized as applicable
 - with Director input for additional day to day processes detailed
 - such as late payment fees
 - schedule
 - class structure

2. Budget and price per student

- All 3 options keep the price under \$10.00 per hour
- All 3 options provide wiggle room to fill 18 of 20 slots
- All 3 options allow flexibility to hire within a range from no experience to a highly qualified applicant
 - Discussion around Cape Academy just announcing their price increase to \$500 a month to go into effect soon
 - They are running at 4 hours a day
 - Equity of access was discussed regarding the price per month
 - The committee unanimously chose option (b) \$475.00 a month for 11 payments

(a) Lowest option:
 \$102,300 operating budget
 20 slots
 \$5,115 per student annually
 11 payments
 =\$465.00 / month

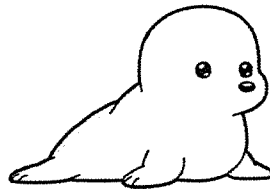
(b) Middle option:
\$104,500 operating budget
20 slots
\$5,225 per student annually
11 payments
=\$475.00 / month

(c) Highest Option:
 \$110,000 operating budget
 20 slots
 \$5,500 per student annually
 11 payments
 =\$500 / month

3. Other -

- Interview questions
 - There was a lot of discussion around interview questions capturing appropriate information
 - All members' concerns were taken into account

- Questions were emailed to Stephanie Ospina for review
 - No changes were made as the questions appear exhaustive in nature
- **Name of Program**
 - A name was chosen by majority vote from the following list:
 - Crustaceans
 - Tide Pools
 - Barnacles
 - Sea Gulls
 - Tsunamis
 - Sea Urchins
 - Sand Dollars
 - Seal Pups
 - The Lighthouse School Seal Pups won
 - With this guy being our mascot



- **Pre-School Planner**
 - Shelley Lake and Michelle Silva met with Christine Cox on 3/14/2023 as suggested by TLS Board at the March Board meeting
 - After a comprehensive discussion of questions – Christine did not feel that she had anything additional to offer and when asked if we needed to hire a planner – she replied with “I don’t know what else I could do for you, since you have over 95% of the work already completed”
 - Christine posed questions on the attached list

At the time of our conversation the only answers we did not have completed were:

- Amount per slot
 - Was determined by the Pre-K committee 3/23/23
- Operating budget
 - Was determined by the Pre-K committee 3/23/23
- Staffing
 - Will be decided after April 7th interviews
- Meals
 - Reached out to Janine Leap at CBSD of Sudexco
 - She referred us to CACFP
 - After a conversation with the dept head, Gema MCSoto – she lead us back to Sudexco head office to ask for
 - Vended meals
 - which CBSD is already a part of under the free and reduced program
 - There is more work to be done on meals but we made good headway obtaining information and have a contact for ODE directly if needed.
- Training

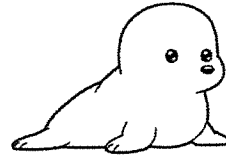
- Will depend on the applicant hired
 - Christine provided contacts, suggestions and specifics
 - Early Intervention Screenings
 - Applicant should be trained in ASQ's
 - Need to connect the applicant with SCESD to build that relationship
 - Supplies needed
 - Will be determined once we can get into the storage unit
- After our Pre-K committee meeting the only remaining items are:
 - Staffing
 - Meals
 - Supplies needed

Pre-K name and logo ideas

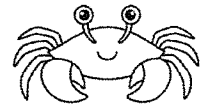
Please number your 1st choice, 2nd choice and so forth,
with favorite being 1 and least favorite being 8



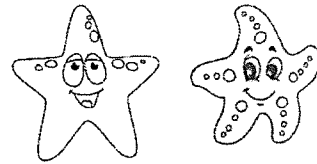
The Lighthouse School Seal Pups



The Lighthouse School Crustaceans



The Lighthouse School Tide Pools



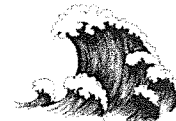
The Lighthouse School Barnacles



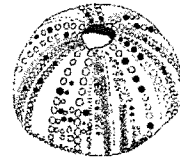
The Lighthouse School Sea Gulls



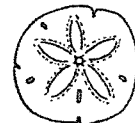
The Lighthouse School Tsunamis



The Lighthouse School Sea Urchins



The Lighthouse School Sand Dollars



Preschool Checklist

Program Expectations

Academics will be taught in a play enrich environment that are Waldorf Inspired and based on a program that follows the ODE state standards with measurable and predictable success that teaches social and emotional norms and expectations so that upon completion students are Kindergarten ready.

How are you Different

Thematic Curriculum tied to state standards that follows TLS vision

Enrollment requirements

Must be toilet trained and age 4 by August 1

Cost Structure

Fee based
amount per slot \$475.00

Funding Source(s)

Stair Stepping model:

Short Term

Esser III would fund year 2023/2024

Long Term

Parent fees from 23/24 would pay for 24/25
parent fees from 24/25 would pay for 25/26

Operating Budget

\$104,500

Space

Use existing room at TLS

Class size

10 students AM & 10 students PM

Class times

am - 8-11 / pm 12-3

Playground Requirements

75 square feet per child

Staffing

1 Teacher/Coordinator

Job posted since 12/21/2022

Interviews scheduled for April 7th

Busing

routes to school at 7 are the same
route to drop off at 3 are the same
all students will use star seats that the bus company provides
mid day home and mid day to school routes will be developed based on enrollment

Meals

Students will need to eat in the cafeteria. CACFP training is required in order for free and reduced meals to be implemented in Pre-K school setting.

Training

CACFP training is required in order for free and reduced meals to be implemented in Pre-K school setting.

EI Screenings

connect applicant with SCESD regarding ASQs

Security

Already in place at TLS

Volunteers & background checks

System already in place

Restrooms

There is a restroom in the proposed classroom

Supplies

Other

Director's Report: 4/5/2023

Connections Log

3/2 4th Grade Field Trip: Coquille tribal center
3/3 A Hoffman-Oregon Stem Hub
3/7 Fire Drill
3/8 B. Jackson
3/9 School-wide photo
3/10 Staff Photo –Report Cards
3/13 Pre-K consult meeting: Christy
3/13 Tech Team Meeting
3/15 OMSI –outdoor school with 6th grade
3/16 Rainbow Dance Theater-school assembly and 3rd grade workshop
3/17 R. Scoville
3/20 Grant Team
3/23 Pre-K committee meeting

Accolades

- Mr. Seldon led the second annual Middle School Science fair with grades 3-5 attending
- Silva & Graber helped as the secret judges for the science fair
- 5th & 7th grade drama productions led by Ms. Mez
- K. Moore and 3 students selected to appear at the Student Voice Awards in Eugene for the student article: Vaping is affecting teens at a higher rate than in the past
- 4th Grade Animal Projects and presentations
- Thank you to the Albritton Family for their donation of 6 interactive circuit boards.
- Thank you D. Kern for the School Photo via Drone

Curriculum Report:

3/17 OASIS training Grades 3-8

-OASIS scheduled for the end of April/beginning of May for grades 3-8

White boards and Projector orders arrived from the Coquille Grant, to be installed in grades 3rd & 4th.

3rd grade hosted the Rainbow Dance Theater Coding class to introduce Computer Science Standards in tandem with the STEM HUB grant we received, along with a school wide assembly. 3rd Grade to receive a class set of BeeBots.

The School does not plan to renew the Reading Horizons curriculum for the 23/24 school year, instead we plan to utilize UFLI and Spellography for grade K-3 as piloted in 2nd grade this year.



Director TLS <director@thelighthouseeschool.org>

No Staff Meeting 3/24

1 message

Director TLS <director@thelighthouseeschool.org>
To: Office TLS <office@thelighthouseeschool.org>

Tue, Mar 21, 2023 at 3:53 PM

Bcc: Kindergarten Teacher <kinder@thelighthouseeschool.org>, First Grade <first@thelighthouseeschool.org>, Kinder Aide <kinderaide@thelighthouseeschool.org>, Rebeka Scholan <rscholan@thelighthouseeschool.org>, Stephanie Krugg <second@thelighthouseeschool.org>, Third Grade <third@thelighthouseeschool.org>, Fourth Grade <fourth@thelighthouseeschool.org>, Fifth Grade <fifth@thelighthouseeschool.org>, Rita Coxen <sixth@thelighthouseeschool.org>, Seventh Grade <seventh@thelighthouseeschool.org>, Eighth Grade <eighth@thelighthouseeschool.org>, PE Teacher <pe@thelighthouseeschool.org>, Art Teacher <art@thelighthouseeschool.org>, Spanish Teacher <spanish@thelighthouseeschool.org>, Librarian TLS <librarian@thelighthouseeschool.org>, Julie Graber <jgrabber@thelighthouseeschool.org>, Ken Graber <kgrabber@thelighthouseeschool.org>, Maintenance TLS <dstone@thelighthouseeschool.org>, Custodian TLS <custodian@thelighthouseeschool.org>, Angela Gibson <agibson@thelighthouseeschool.org>, Martha Robinson <mrobinson@thelighthouseeschool.org>, Music Teacher <music@thelighthouseeschool.org>, Michelle Silva <businessservices@thelighthouseeschool.org>, Adam Weiner <aweiner@thelighthouseeschool.org>

Hello Team,

With Spring break around the corner, and the grey hairs I see popping out of some heads-it appears that we are ready and anticipating the upcoming break!

With that being said, there will be no Staff meeting this Friday 3/24. Please use this time for prep so that you don't have to spend too much time prepping and planning your lessons for the week return over the break.

Please keep in mind that Parent/Teacher conferences are around the corner, and you will need to begin coordinating your dates and times with families. Conference dates are Friday 4/14 and Monday 4/17. Please add this to your newsletter this week so families can begin to prepare. Conferences may be in person, virtual or phone, but in person is always encouraged!

You will want to start coordinating these times sooner than later and will use the shared google sheet with the office for schedule coordination much like we did last conference round. The office is available to assist you as needed. The afternoon of Friday 4/10 is dedicated for conference prep & planning.

If you plan on having me attend a parent conference please let me know right away so that I can schedule accordingly.

Shelley Lake
Director, The Lighthouse School
director@thelighthouseeschool.org
<https://www.thelighthouseeschool.org/>
(541) 751-1649

NOTES from the Alumni Student and Parent Surveys:

Insightful comments received from 5 student surveys...

- Switching from class to class was pretty new, and having more responsibility was different, but other than that the transition was good.
- I felt I was prepared for math, but was lacking a little bit in English.
- This school really taught me how to respect other people and learn who I am as a person. My advice to 8th graders...the harder it gets, the more valuable the reward.
- I had a good transition socially wise, I had a good group of friends to be confused together with.
- I have less work in high school than I did in 8th grade, but I feel I was well prepared for English. I'm not so prepared for physics.
- Advice to 8th graders: Be yourself, don't try to impress everyone it's not worth it. Be yourself and those who are like you, will find you. Also, asking for help IS worth it...it's worth it not to be behind.
- Initially (the transition) was very weird. I wasn't used to so many teachers and so many different kids in the classes.
- I keep up with my LH friends in a message group chat.
- I felt very prepared and am taking geometry, honors English and honors physics. I felt pretty prepared for Spanish 1 and history. I for sure have more homework than at LH, but it is nothing crazy or unbearable.
- LH helped me learn how to create strong, close friendships.
- I would love to be invited back for more alumni activities. I find it fun going back to LH.

Insightful comments received from 5 parent surveys...

- The best change I made for _____, in the public school setting was enrolling her in Lighthouse. The small class size, the individual time given to her was amazing. I honestly wished Lighthouse went through to 12th grade!
- Your faculty are incredible. The time they gave to _____ did not go unnoticed. Thank you!
- The Lighthouse children helped each other the first few weeks of school. They stuck together and it made the transition easier.
- She was well-prepared for all her classes. Her biggest hurdle is physics. This is a subject she could have been more prepared for.
- (In response to "It was our intent to inspire students to take responsibility for their learning, to think critically and creatively...to teach mutual respect, compassion and appreciation for everyone's unique differences...") Lighthouse was excellent in all these categories. All the LH kids have continued these behaviors and in fact was one of the more shocking issues for _____. She could not believe the other kids' behaviors.
- The time at LH during COVID was handled well, but it made transitioning to high school hard. We feel social was more difficult than academic.
- We did not feel our son had to play "catch up". We feel he was well prepared. Appreciated the Spanish program. Math well-rounded, English appeared to be more difficult.
- I believe core values are a wonderful asset for students of LH. We always receive compliments on our son's social skills, kind-heartedness and work values.

- I realize computers are generally not the LH emphasis, however would be beneficial for transition to high school.
- The transition went very well. I feel Mr. Seldon prepared her for what to expect in high school. Academically, LH taught her over and above the necessary education to make the transition go very smoothly. LH helped give her an excellent work ethic. She was prepared for math, history, English and Spanish.
- She has always been shy, but LH and the staff helped her learn to self-advocate. This year, she has been able to do that with teachers.
- I just want to say thank you. LH has been a huge part of our lives. We appreciate the teachers and administrators for all they have put into my children's lives.
- My child transitioned well and I felt how ready he was, is an excellent indication of the skills and education he received from LH. I believe the LH staff went above and beyond, (especially considering COVID issues). I look at it with grace in the moment. He was able to get the extra hands-on assist and focus on his strengths.
- I want the school to know how much it meant that the LH staff brought/bring so much understanding, patience, kindness, generosity, and joy to these kids, (especially my own). There were so many times I worried about their success, and it was just very appreciated. Thank you so much LH for all that you do!!

BUSINESS/HR REPORT FOR THE BOARD MEETING OF April 5, 2023

HUMAN RESOURCES

- 1st set of interviews are scheduled for Friday April 7, 2023
- Board Work Session notes from 3/12/2023
 - Best practices are:
 - a public school cannot vote on any matters via email, all votes must be cast in a public meeting
 - the 4 Executive Board members do not have the legal ability to make decisions outside of the entire board
 - The School Director is responsible for overseeing employees and delegating responsibilities
 - the Board is not responsible for day to day business within the school
 - Board members should not be involved in the hiring process
 - The meeting was not able to be recorded
 - All Board members have been emailed the information packet provided from OSBA, for review
- Employee Intent to return notices are due by 4/15/2023
 - As of Monday (4/3/23) waiting on 7 forms
 - 14 returning per their response letters
 - Positions will be posted as intent to renews are received with no intent to return
- Discussion was had at the work session that best practice is that Board members should be excluded from the hiring team.
 - We would like to ask that Stephanie O remain on the interview team for the April 7th interviews
 - For process changes to take effect in the next fiscal year, if the board so agrees
- Employee appreciation week is 5/8/-5/12
 - if the Board would like to do anything there are 28 total for TLS
 - and then Val and Donnette would make an even 30

BUSINESS REPORT

- Enrollment 191
- Current financial status as of 3/31/2023

Adopted budget	\$	2,521,384.00	Adopted budget	\$	(2,521,384.00)
Expenses Year to date	\$	(1,342,370.63)	Revenues Year to date	\$	1,321,202.43
Anticipated Expenses to 6/30	\$	(827,898.95)	Anticipated Revenues to 6/30	\$	1,136,825.27
under budget	\$	351,114.42	anticipated revenue deficit	\$	(63,356.30)
			anticipated net is a positive cash flow of	\$	287,758.12

- Granted
 - \$5,000 Ford Family Foundation
 - This grant is for securing a Strategic Planner with TLS contributing \$3,500 in matching funds
 - TLS has contracted with Anne Donnelly for work to begin May 21, 2023
- **ACTION ITEM:** TLS needs to adopt a resolution to correct wording from the previous resolution
- **ACTION ITEM:** it was discussed at the March 2023 work session to increase the fixed asset amount for approval of purchases from \$500 to \$1000 before the Director needs board approval.

Resolution # 01-2223

To Appropriate Land Acquisition Funds

BE IT RESOLVED, that The Lighthouse School Board of Directors authorizes any ending fund balance over \$250,000 to be earmarked as Land Acquisition funds for the sole purpose of purchasing property or land.

This resolution is hereby adopted this 5th day of April, 2023 and will remain in place until this resolution has otherwise been amended.

TLS Board Chair, John Gibson

Dated: April 5, 2023

Resolution # 02-2223

Purchase limit for fixed assets

BE IT RESOLVED, that The Lighthouse School Board of Directors authorizes the expenditure of purchases up to \$1,000.00.

Purchases exceeding \$1,000.00 require board pre-approval.

This resolution is hereby adopted this 5th day of April, 2023 and will remain in place until this resolution has otherwise been amended.

TLS Board Chair, John Gibson

Dated: April 5, 2023