



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



**Board Agenda June 7, 2023**

1. Call to order
2. Union report— Heather Kapande
  - New Officers
    - i. Heather Kapande (President)
    - ii. Linda Johanson (Vice President)
    - iii. Sarah Rigney (Secretary/Treasurer)
    - iv. Chris Sheldon (Work Site Organizer) He will do new employee orientations.
3. 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. 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)
4. Discuss & Approve
  - Regular Board Meeting Minutes and
  - Executive Session Minutes from May 3, 2023
5. Discuss & Approve Consent Agenda minutes:
  - 4/18/2023 – FOLS meeting minutes – NEXT MEETING 6/20/2023
  - 5/2/2023 – Tech Team Meeting minutes
  - 5/10/2023 – Grant Writing Team meeting minutes
  - 5/11/2023 - Safety Team Meeting – scheduled with Staff meeting for AED collaboration
  - 5/31/2023 - Budget committee meeting minutes
6. Directors Report with Curriculum Report—Shelley Lake
7. Business Report—Michelle Silva
  - **Action item – to adopt the 2023/2024 Budget**
8. Old Business:
  - **Action item - 2023/2024 Calendar adoption – Shelley Lake/ Julie Graber / Michelle Silva**
  - **2nd reading of policy JGE with TLS AR – Shelley Lake**
9. New Business:
  - Open Board Positions – John Gibson
    - i. Regular Board Position
    - ii. Executive Position - Treasurer
      1. Letters of Interest
  - MOU with FOLS
  - Research Afterschool Programs – John Gibson
10. Report from last District Board meeting –
11. Roundtable / Good of the Order-



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**Meeting Minutes May 3, 2023**

1. Call to order

- The Board of Directors met May 3, 2023
- The meeting was in-person at The Lighthouse School and called to order at 7:02 pm.
- The meeting was a regularly scheduled meeting called by the Board of Directors.
- The Directors present at the meeting were: John Gibson, Paula Mosley, George von Dassow, Maya Watts, Stephanie Ospina, Jenni Schmitt, Stephanie Messerle and Bruce Steele. Also present were Director Shelley Lake, Business Manager Michelle Silva, Curriculum Coordinator Julie Graber and union treasurer Heather Kapande. A quorum was present because eight of the ten board members were in attendance. Not present were Avena Singh and Lisa LaGessee. Presiding officer was John Gibson.

**REGULAR MEETING – REPORTS AND DISCUSSION**

2. Union report

- Heather Kapande, union treasurer - union rep said some negotiations might be needed about 2023/24 school calendar.

3. Public comment

- Stacy Courtwright (1st & 4th grade parent)- thanks to Mrs Lake and Ms Wood for support and counseling support for major disruptions in 1st grade class that have been affecting other children.
- Rita Coxan (6th grade Teacher) - read letter to comment on 2023/24 calendar, plans for Friday release at 3pm might increase burnout and staff turnover. Currently using afternoons w/o PLC and staff time for additional planning and student grading. Next year calendar doesn't leave as much time without students to do some of that work. CB will still have early release Fridays.
- Heather Kohl (1st grade parent) appreciate extra options at TLS (art, handwork etc). Also want to thank Mrs. Lake for her support with 1st grade constant disruptive behavior to the detriment of other students. Believe floating aide isn't going to be enough students need behavioral support. Students doing well will also need support and asks for that more support be provided. Willing to help get support from CB school district if needed. Really want extra support for the 1st grade cohort because of these disruptions.
- Sydney Ringle (1st grade parent) - don't want to leave TLS but child doesn't feel safe with 1st grade classroom behavioral issues and need to put child's best interest first. Also want to be part of the solution and part of the conversation moving forward.
- Sarah Rigney (5th grade Teacher) - wants one in-service day per month just to get things done if possible, supports Rita Coxan's statement. Currently working 8-9 hours per school day plus 4hrs per weekend and 2-3 hours many evenings. The thought of less prep time

next year is troubling. Would love if TLS teachers were as important in equation as children are. If something can be done to help, would love that.

- Heather Kapande (3rd grade Teacher) - 100% agree with Sara and Rita. Love job and working at this school, but also take home work every night and on weekends and have full days at school. As teacher, feels pushed to limits. So adding additional time with student hours scares her. Would like board to consider what full Fridays means for teachers. Work load is a lot more than contracted for already.
- McKinley Prado (2nd & 4th grade parent)- students burn out too, extending Friday school day also not beneficial to kids, effects families too. The way TLS teaches is amazing and want teachers to have full support as well - lesson time and also work life balance.

**4. Executive Session: ORS 192.660(k) to consider matters relating to school safety or a plan that responds to safety threats made toward a school.**

**5. Discuss and Approve Board Meeting Minutes**

- April 5th, 2023 board meeting minutes

**6. Consent Agenda**

- Grant Team meeting minutes - 4/13/2023
- Safety Team meeting minutes - 4/13/2023
- FOLS meeting minutes - 3/8/2023
- FOLS meeting minutes - 3/22/2023
- Budget Committee meeting - 4/26/2023

**7. Director and Curriculum Report — Attached. Additionally:**

- Gymnasium art a hit with kids and beautiful background for talent show, which was also a hit
- State testing underway
- 5th grade puberty talk upcoming
- Many field trips upcoming
- Field Day being planned, including 6-8th as field day leaders and then going to Epuerto indoor sports center for their own field day
- Spring Festival upcoming

**8. Business Report—Attached. Additionally:**

- Filling positions - 1st, pre-k and K hired. 2nd grade open for hire.
- One teacher resigned, volunteer reassignment to mentee with Julie Graber plus horticulture (pending grant funding); another teacher volunteer reassigned to literacy
- Employee appreciation week next week - 5/11 treats will be provided by board
- Action item to approve two new copiers

**9. Report from last Coos Bay District Board meeting**

- Nothing pertinent to TLS

**10. New Business**

- 1st reading of AR for policy JGE
- Action item - 2023/24 calendar adoption

- Discussion around proposed full day Fridays, approval postponed for future board meeting pending reassessment and possible reconfiguration of calendar
- Letter of resignation from Avena Singh, board treasurer

#### 11. Old Business

- None

#### 12. Roundtable / Good of the Order

- Accolades to 4th grade teacher leading animal reports
- Talent Show was great to have back in person again
- OBOB kids in 3-5 went to states and did very well, especially as it was the first year TLS participated
- Two TLS students made it to nationals in Utah for archery
- Call for a collaborative work session with teachers and parents and board
- Thanks to teachers and parents for coming and providing public comment

#### Task list

- Board will review AR for policy JGE and send comments to Shelley Lake

#### Corporate Actions

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

**RESOLVED** to approve the April 5th board meeting minutes. MM by Maya Watts, 2<sup>nd</sup> by Bruce Steele. Unanimously approved.

**RESOLVED** to approve the consent agenda minutes minus budget committee meeting minutes. MM by George van Dassow, 2<sup>nd</sup> by Bruce Steele. Unanimously approved.

**RESOLVED** to approve budget committee meeting minutes. MM by Bruce Steele, 2<sup>nd</sup> by Stephanie Ospina. Unanimously approved.

**RESOLVED** to approve acquisition of two new copiers. MM by Bruce Steele, 2<sup>nd</sup> by Stephanie Ospina. Unanimously approved.

**ADJOURNMENT:** The meeting adjourned at 10:02 pm. Next meeting date is scheduled for June 7th, 2023.

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

Date: 5/18/2023



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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 LaGessee. 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.

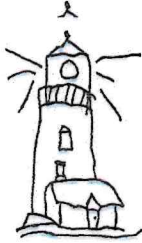
**Executive session under ORS 192.660 (2);**

(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 \_\_\_\_\_



## Friends of Lighthouse School

"Keepers of the light."

62858 Highway 101  
Coos Bay, Oregon 97420



### REGULAR MEETING MINUTES

- A regularly scheduled meeting of the FOLS Board of Directors was held on April 18, 2023 at 6:00 pm at The Lighthouse School.
- The Directors present at the meeting were: Jarret (Jake) Robinson, Johanna Curelo, Julie Graber, Lisa LaGesse, Sabrina McNeely, Stefani Eaton, Eva Bailey, and Ed Hughes. Absent member was Anita Martin.
- A quorum was present because eight of the nine Directors on the Board were present.
- The presiding officer was Jarret (Jake) Robinson.
- There were no guests present

### REGULAR MEETING – REPORTS AND DISCUSSIONS:

1. Meeting was called to order at 6:06 PM.
2. Public comment: none
3. Minutes from the 03/08/2023 and 03/22/2023 meetings were unanimously approved. (MM by Jake, 2<sup>nd</sup> by Julie).
4. Financial Report:
  - Alumni Gathering: FOLS previously funded a pizza dinner for the 03/02/2023 Alumni Gathering in the amount of: \$222.24
  - Cash out:
    - OBOB shirts
    - Rebeka's Gardening Class
    - Batch of Invoices from TLS
  - Accounts Update as of 04/03/2023:
    - MakeMain Checking: \$28,683.71
    - PayPal: \$878.95
    - Debit: \$1030.71
    - Total Assets: \$30,593.37
5. Old Business:
  - Recent funding decision updates

- OBOB shirt reimbursement: FOLS has not be reimbursed for the cost of the shirts from Far West Tires. Julie emailed, but has not heard back. Julie will ask Leah to look into this further.
- Rebeka's Gardening Class: Rebeka is registered for her class
- Bad to the Bow: Julie will send a letter to the families explaining the reimbursement that FOLS is offering. She will also follow up with the coach for the same reason.

#### 6. New Business:

- Funding requests:
  - Michaela is requesting \$50 for a leadership project with students for teacher appreciation week.
- Annual Tax Reporting: Due May 15, 2023
- Finalize protocol for interaction/fiscal responsibilities with TLS
  - Field Trips/Restricted Funds clarification
    - Discussed how funds are used, allocated and dispersed; changing the class restricted funds to class field trip funds; and having all other funding requests (ie, classroom supplies) submitted via the Funding Request Form and funded through the General Fund.
    - Questions were raised about parent contributions for field trips, expectations of how the field trip funds are used, and how deficits will be managed. Per the invoices received, we have seen that some field trips are funded completely by FOLS and some were paid, at least in part, by parents. There is concern that there will not be funds available to help support the more expensive field trips in the older grades.
  - Discussion with TLS Board/Budget Committee/Director/ Business Manager: decisions and discussions from today's meeting need to be communicated with the school. Further discussion about the process is needed.

#### 7. Committee Reports:

- Grants: no update
- Tech: no update
- Fundraising: no update
- Policy: no update

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

- **RESOLVED** to approve funding of \$50 requested by Michaela for a leadership project with students for teacher appreciation week. (MM by Julie, 2<sup>nd</sup> by Stefani. Eva and Johanna abstained.)
- **RESOLVED** to vote how to disperse funds left in the previous years 8<sup>th</sup> grade restricted funds during the September meeting of the following school year. (MM by Lisa, 2<sup>nd</sup> by Jake).

- **RESOLVED** to rename the class restricted funds to class field trip funds. (MM by Jake, 2<sup>nd</sup> by Ed).

**ROUND TABLE / GOOD OF THE ORDER:**

- Discussion about FOLS presence at events. Promote FOLS and highlight how to get involved with FOLS, LPO, and the Fundraising Committee.

**ADJOURNMENT:** There being no further business, the regular meeting was adjourned at 8:22 pm. The date and time of the next meeting will be May 16, 2023 at 6:00 at The Lighthouse School.

Signature of  
FOLS Board Officer \_\_\_\_\_  
Date \_\_\_\_\_

**Present:** Shelley Lake, Megan Maxwell, Michaela Vonderohe

**Tasks and Updates**

Anita's computer is running at snail's pace. Needs replaced. No extras that we know of, will check with Pete for spare. Kinder-aide computer also not working well.

Matilda in 6<sup>th</sup> grade does not have the cord with her Chromebook. Using another to charge. Shelley will look into.

6<sup>th</sup> grade's remote issue is fixed. Shelley has connected with 3<sup>rd</sup> grade about the non-working headphones and jacks. Shelley reported 3-8<sup>th</sup> grade headsets are all good now.

The Projector cleanout in the gathering room worked.

Megan will check in with 4<sup>th</sup> grade about her settings for projecting if her issue continues.

Michaela will have Pete follow up on 4<sup>th</sup> grade's current computer need. One is primarily used for the projector.

We will have teachers do backups before they leave for the summer (as part of Friday checkout)

At the beginning of the school year, we will go over the use of the server as not all staff is using the server for storing their documents.

A backup should be done each trimester and check-in that items are on the server.

Chromebook check-in will happen June 8<sup>th</sup>. Michaela will come up with schedule for classes. End of the day June 7<sup>th</sup>, the K-2 Chromebook carts will be moved into the music room to store for now. They will be checked in as a group.

## The Lighthouse School Grant Team – Minutes

5/10/2023, 7:00, virtual

Attendees: Stephanie Messerle and Julie Graber

- **Welcome**
- **Upcoming meeting date reminders:** The 6/12/2023 meeting will be canceled as there is no pressing business to discuss. The team will reconvene regular meetings next fall. The team can address grant needs over the summer if anything comes up.
- **Pending Grants**
  - Pacific Power Foundation – Submitted a grant on 3/15/23 for \$10,000 to purchase and install three projectors and screens. On 3/22/23 received notification that our application was deemed eligible and forwarded for consideration. Still waiting on funding decision.
- **Upcoming grant opportunities**
  - Judith Ann Mogan Foundation, the Letter of Inquiry due date is May 15<sup>th</sup>. We the teacher training needs, specifically Waldorf training. Shelley and Julie are gathering information and ideas to provide Waldorf training. Shelley is visiting the Village School and the Eugene Waldorf School for potential training collaboration. We also discussed the need for behavioral, mental, social, wellness, and emotional support for students. There were not enough specifics for either of these ideas to formulate a funding request. The Lighthouse School did not submit a LOI for the JAMF funding opportunity. We will keep this grant on our radar for next year and assess needs.
  - NOAA Ocean Guardian School, due 6/1/23. There was not a developed idea to submit a grant application. We will keep this on our radar for next year. It could be an option to become a registered “Ocean Guardian” school without asking for funding. Julie and Rebeka will look into the program.
- **Status of funded grants.**
  - Three River Foundation, received \$8,900 for classroom maps and covering for the outdoor classroom.
    - Maps – Julie put together a supply list and is ordering maps, globes, etc. The intent is to have the maps and other supplies ordered and installed before the 23.24 school year.
    - Outdoor Classroom – Julie is working with the parent volunteer to purchase the materials to construct the covering. The intent is to have the covering and improvements completed before the start of the 23.24 school year.

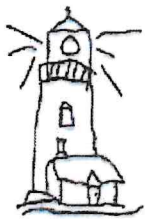
### **Review To Do List:**

1. Ocean Guardian Program – Is this something TLS wants to become a part of? Julie and Rebeka
2. 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
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 15<sup>th</sup>. The request will be for projectors and screens. *Done, 11/14/2022*
4. Check Pacific Power grant due date. *Done - March 15<sup>th</sup> 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*



Dear Lighthouse Community,

The safety of our students and staff is always a priority at TLS. Recently, The Lighthouse School has added a Cardiac Emergency Response Team (pictured below) to ensure that we at TLS are prepared to respond to Sudden Cardiac Arrests (SCA) should we encounter any on campus.

Research shows that SCA is the #1 killer of young athletes and the leading cause of death on school campuses. One of the biggest misconceptions about SCA is that "it just happens" and there's nothing you can do to stop it. The truth is, SCA is preventable-but that doesn't happen by chance.

### What can you do?

When someone is in cardiac arrest, they are unresponsive, NOT breathing normally and their heart is NOT beating. That means emergency intervention in the first minutes after their collapse is critical! While we do have an emergency response team on campus, no one can guarantee it will be one of them finding someone in need of help. In this situation-ANYONE CAN HELP, EVEN YOU!

### You Can Save a Life from Sudden Cardiac Arrest



Call for Help



Start CPR



Restart Heart



- Assume someone suddenly collapsed is unresponsive and not breathing/heart stopped
- Call for help from those around you
  - Call 911
  - Call the office to report the emergency so they can activate the response team
- Start hands-only CPR – PUSH HARD and FAST in the center of the chest about 100-120 times per minute
  - ANYONE can do hands-only CPR – no certification is necessary
- Send Someone to retrieve our Automated External Defibrillator (AED), located in either the front office or the GYM, whichever is closest!
  - Anyone can use an AED – no certification is necessary
  - Open the AED and follow the audio/visual prompts
- Send Someone to direct EMS to the scene.

**Together we can save a life!**



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### Budget Committee Minutes

May 31, 2023

**1. Call to order – 4:04 pm**

- In attendance – Board Chair John Gibson, Vice Chair Stephanie Messerle, Founder Lisa LaGesse, Director Shelley Lake and Business Manager Michelle Silva. Secretary Jenni Schmitt attended virtually. A quorum was present because 6 of the 6 committee members were in attendance. Presiding Budget officer was Michelle Silva.

**2. Public comment – NONE**

**3. Questions & discussions**

- Publishing a corporate budget or school only budget
  - Committee unanimously agreed school only budget
- Plans to cover positions currently funded by ESSER III
  - 1.0 Literacy Coordinator to be absorbed by school budget at some point.
    - Expect more funding in the area of Literacy in the coming year(s).
  - Library was meant to be teacher lead and volunteer based.
    - Need one more year to finalize set up and systems – will assign roving sub
  - Counselor is something the school has always paid for and will continue to utilize
    - Discussed the differences between a school counselor and a Behavior Specialist
    - Both are contracted services and the school cannot employ either
      - Behavior Specialist is a SPED service we acquire from SCESD
      - School Counselor is a contracted service we purchase from CHW or Waterfall
        - i. Both are dependent on availability
  - Pre-K was built to be self-sustaining in future years
  - PT HW Assistant is a temporary position for 23.24 to be trained and then take over the program in future years
  - PT PE Assistant will need to be funded to support the dual classes of 52 students at one time
    - Could use future SIA funds to support position
- Horticulture Teacher
  - Is a resource for the teachers to collaborate with on Main lesson themes
  - .4 FTE is grant funded and will need to be self-sustaining via grant funding to continue each year
- Discussed the 3 remaining unfilled positions
  - 2nd Grade Main Lesson Teacher
  - 1.0 FTE Literacy
  - Custodian
- Additional advertising ideas for Pre-K registration
  - Purchase a banner sign to put on fence
  - Get more yard signs to put in grass by school entrance
  - Put brochures in the information station
  - Borrow knitted items from Handwork to use as display at next round up
  - Borrow a tapestry for the table at next round up
- Unanimously Approved budget at \$2,765,466.00

# The Lighthouse School

Code: JGE (CBSD)-AR (TLS)  
Adopted:  
Revised/Reviewed:

## Suspension / Expulsion

In accordance with state law - ORS 339.250

Duty of student to comply with rules; policies on discipline, suspension, expulsion, threats of violence or harm, firearms and physical force; student handbook or code of conduct; enforcement of policies.

(1) Public school students shall comply with rules for the government of such schools, pursue the prescribed course of study, use the prescribed textbooks and submit to the teachers' authority.

(2) Each district school board shall adopt written policies for the discipline, suspension or expulsion of any refractory student. The policies:

(a) May allow discipline, suspension or expulsion for conduct that includes, but is not limited to:

(A) Willful disobedience;

(B) Open defiance of the authority of a school employee;

(C) Possession or distribution of tobacco, alcohol, drugs or other controlled substances;

(D) Use or display of profane or obscene language;

(E) Willful damage or injury to school property;

(F) Use of threats, intimidation, harassment or coercion against a student or a school employee;

(G) Assault of a school employee or another student; or

(H) Intentional attempts, by word or conduct, to place a school employee or another student in fear of imminent serious physical injury.

(b) Must require consideration of the age of a student and the past pattern of behavior of a student prior to imposing the suspension or expulsion of a student.

(c) Must limit the use of expulsion to the following circumstances:

(A) For conduct that poses a threat to the health or safety of students or school employees;

(B) When other strategies to change student conduct have been ineffective, except that expulsion may not be used to address truancy; or

(C) When the expulsion is required by law.

(d) In addition to any limitations imposed by paragraph (c) of this subsection, for a student who is in fifth grade or lower, must limit the use of out-of-school suspension or of expulsion to the following circumstances:

(A) For non-accidental conduct causing serious physical harm to a student or school employee;

(B) When a school administrator determines, based upon the administrator's observation or upon a report from a school employee, that the student's conduct poses a direct threat to the health or safety of students or school employees; or

(C) When the suspension or expulsion is required by law.

(e) When an out-of-school suspension is imposed as provided under paragraph (d) of this subsection, must require the school district to take steps to prevent the recurrence of the behavior that led to the out-of-school suspension and return the student to a classroom setting so that the disruption of the student's academic instruction is minimized.

#### **Article I: Narrative**

Being a Public Charter School within the Coos Bay School District boundaries, The Lighthouse School believes that all students deserve the right to a Fair Appropriate Public Education. In most cases minor infractions can be remediated within the classroom. However, when a student's behavior impacts their education or the education of other students then administrative discipline becomes warranted. When student behaviors do not match the expectations of the Lighthouse school-wide Behavior Plan, The Lighthouse School Director shall impose the following Board process before an Expulsion will be recommended.

Having its own School Board and Director, an expulsion from The Lighthouse School is not district-wide and does not prohibit a student from enrolling at or attending other Coos Bay School District schools. The decision to accept enrollment of an expelled Lighthouse student is the sole discretion of the Coos Bay School District.

#### **Article II: Process**

The Lighthouse School recognizes that students of all ages face different behavioral challenges and therefore require different strategies of discipline. When administrative discipline is required, The Lighthouse School offers each student a tiered plan to conform to its rules and expectations with consistent consequences. The following process has been developed based on these expectations.

## School wide Behavior Plan

### Level 1 infractions;

- Classroom disruptions (talking out of turn or arguing with peers or teacher)
- Inappropriate language
  - Use or display of profane or obscene language\*(d)
- Roaming without permission
- Recklessness (lack of regard for the danger or consequences of one's actions)
- Other
  - Not using classroom or recess tools appropriately
  - Dress Code violations
  - Plagiarism

### Level 2 infractions;

- Continued and blatant disruptive/disrespectful behavior
- Bullying
- Harassment
- (major) Recklessness (lack of regard for the danger or consequences of one's actions)
  - Willful disobedience\*(a)
  - Open defiance of the authority of a school employee\*(b)
- Other

### Level 3 infractions;

- Technology Violations
- Vandalism
  - Willful damage or injury to school property\*(e)
- Extreme nonviolent behavior
- Pornography
- Other
  - Theft
  - Leaving or attempting to leave campus without an adult

### Level 4 infractions;

- Fighting with major violent behavior
  - Assault of a school employee or another student\*(g)
- Weapons
- Possession of drugs or drug related items
  - Possession or distribution of tobacco, alcohol, drugs or other controlled substances\*(c)
- Threats of violence, written or spoken
  - Use of threats, intimidation, harassment or coercion against a student or a school employee\*(f)
  - Intentional attempts, by word or conduct, to place a school employee or another student in fear of imminent serious physical injury\*(h)
- Other
  - Sexual threats
  - Premeditated acts of violence

## **School wide Behavior Plan Procedures**

### **Article III: Violations of the Policy**

#### **Level 1 infractions;**

- Written citation
- Phone call home
- Follow up email

**After 9 violations Director will call an SST meeting to develop a parent engaged plan**

#### **Level 2 infractions;**

- Removal from class
- Room clear
- Student Support Team (SST) meeting
- Written citation
- Phone call home
- Follow up email

**After 6 violations Director will call an SST meeting to develop a parent engaged plan, in which the initial warning of temporary removal is a possibility**

#### **Level 3 infractions;**

- Temporary Suspension from school
- After 3 suspensions students can be recommended for expulsion
- Written citation
- Phone call home
- Follow up email

**After 3 violations Director will call an SST meeting to develop a parent engaged plan, in which the initial warning of temporary or permanent removal is a possibility**

#### **Level 4 infractions;**

- Temporary or permanent suspension from school
- After 3 suspensions students can/will be recommended for expulsion
- Written citation
- Phone call home
- Follow up email

**After 1 violation Director will call an SST meeting to develop a parent engaged plan, in which the initial warning of permanent removal is a possibility**

**At any time, the Director may implement a Student Safety Plan under \*(A) or (B)**

- After 6 violations in level 1 or 2 infractions (in any four-week period) Director may choose to exit a student on a temporary basis
- After 3 violations of level 1 through 3 infractions (in any three-week period) Director will call a SST meeting to develop a parent engaged plan AND may choose to exit a student on a temporary basis
- After 6 violations in level 1 through 3 infractions Director will call a SST meeting to develop a parent engaged plan, in which the initial warning of permanent removal is a possibility
- After 3 violations in level 3 infractions Director may choose to exit a student on a permanent basis for \*(A), (B), (C)
- Director may choose to exit a student permanently for level 4 infractions;
  - \*(A) for non-accidental conduct causing serious physical harm to a student or school employee;
  - \*(B) when a school administrator determines, based upon the administrator's observation or upon a report from a school employee, that the student's conduct poses a direct threat to the health or safety of students or school employees; or
  - \*(C) when the suspension or expulsion is required by law.

**END OF POLICY**

## BUSINESS/HR REPORT FOR THE BOARD MEETING OF June 7, 2023

### HUMAN RESOURCES

- 2023/2024 NEW HIRES
  - Kinder Aide – Amanda Peck
- 2023/2024 OPEN POSITIONS
  - 2<sup>nd</sup> Grade Main Lesson Teacher
  - 1.0 FTE Literacy
  - Custodian
- Employee appreciation week was well received
- Parent survey went out – input attached
- Employee survey went out for Administrative input and feedback:
  - Do you believe staff meetings are relevant and useful?
    - 61.54% yes      38.46% no
  - How would you like to utilize PLC time next year?
    - 61.54% Planned trainings relevant to all employees
    - 46.15% Other suggestions
    - 38.46% Staff lead
    - 15.38% Administration lead
  - If TLS were able to continue an early release day, which day works best for you?
    - 100% Friday

### BUSINESS REPORT

- Enrollment 190
- May Adjustment came in at 198 ADMw for \$9,553 per student and totaling \$1,898,825.25
- Current financial status as of 5/31/2023

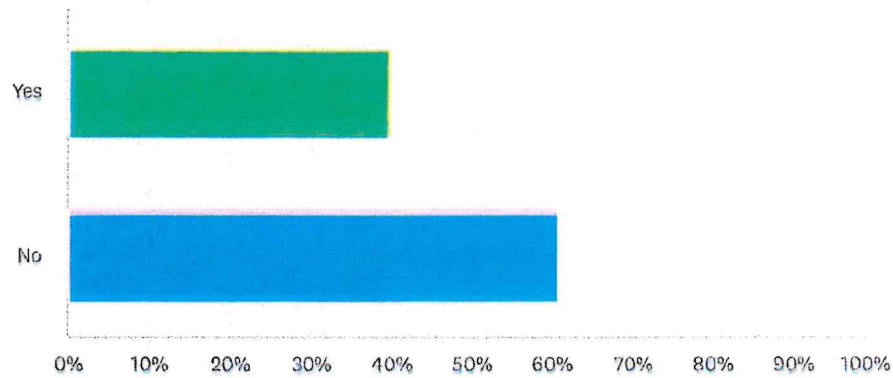
Adopted budget	\$ 2,521,384.00	Adopted budget	\$ (2,521,384.00)
Expenses Year to date	\$ (1,749,295.27)	Revenues Year to date	\$ 1,989,641.28
Anticipated Expenses to 6/30	\$ (473,765.54)	Anticipated Revenues to 6/30	\$ 463,581.44
under budget	\$ 298,323.19	anticipated revenue deficit	\$ (68,158.28)
		anticipated net is a positive cash flow of	\$ 230,164.91

- Union Negotiations begin 23/24
  - 5/12/2023 Requested to set negotiation dates beginning in October 2023 for the last Wednesday of each month
  - Union declined to begin bargaining or set dates, until January 2024
- **ACTION ITEM: to adopt the 2023/2024 Budget**
  - **Budget Building Check List**
    - ADM –210
    - State Estimate per student - \$9,676
    - % of the SSF – 97%
      - \$9,676 per student x 97% = 9,386
    - SSF revenue for budgeting – 9386 x 210 = 1,971,060.00
    - Changes from 22/23 budget:
      - Electricity - \$32,000
      - Water - \$8000
      - Sewer - \$8000
      - Garbage – \$13,000
      - Copier Contract - \$3,840
      - Online Sign Language Contract – non-renew
      - Music - January to June

- 1<sup>st</sup> Grade Aide – discontinue
  - PT Drama Teacher – discontinue
  - PT Horticulture Teacher – grant funded
  - Waldorf Training for Teachers – grant funded
  - 2.0 FTE Literacy – SIA Funded
  - 1.0 FTE Literacy – ESSER Funded
  - Library - ESSER funded
  - Counselor - ESSER funded
  - Pre-K - ESSER funded
  - Part Time HW Teacher assistant - ESSER funded
  - PT PE Assistant - ESSER funded
  - Yearbook Stipend - Funded by sales of yearbook
  - Additional Roving sub
- **ACTION ITEM: to adopt the 2023/2024 Academic Calendar**
    - Proposal A - from May Board meeting – return to full days
    - Proposal B – 2pm early release on Fridays
  - **ACTION ITEM: to adopt AR for policy JGE**

## Q1 Would you prefer to return to full days on Friday?

Answered: 76 Skipped: 0



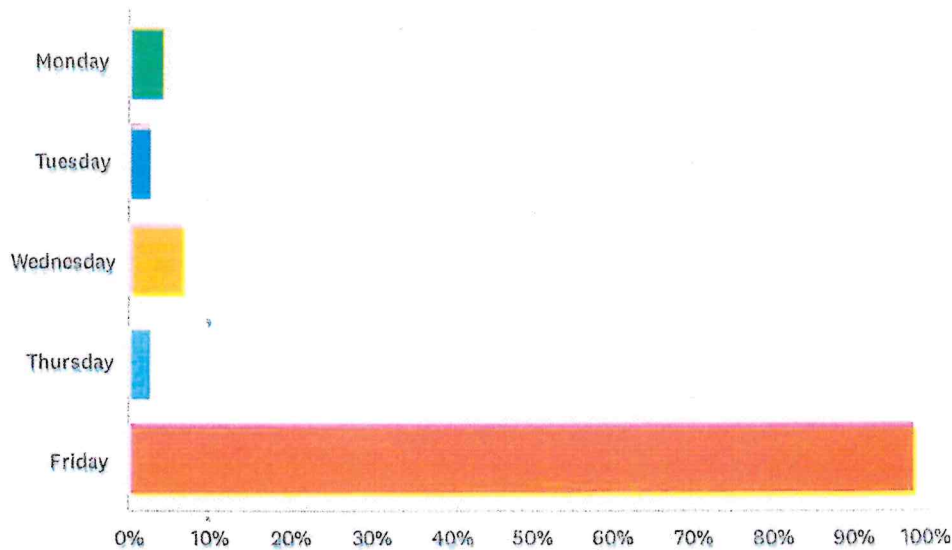
### ANSWER CHOICES

### RESPONSES

Yes	39.47%	30
No	60.53%	46
TOTAL		76

## Q2 If TLS were able to continue having an early release day in the 23/24 school year which day works best for your family?

Answered: 76 Skipped: 0



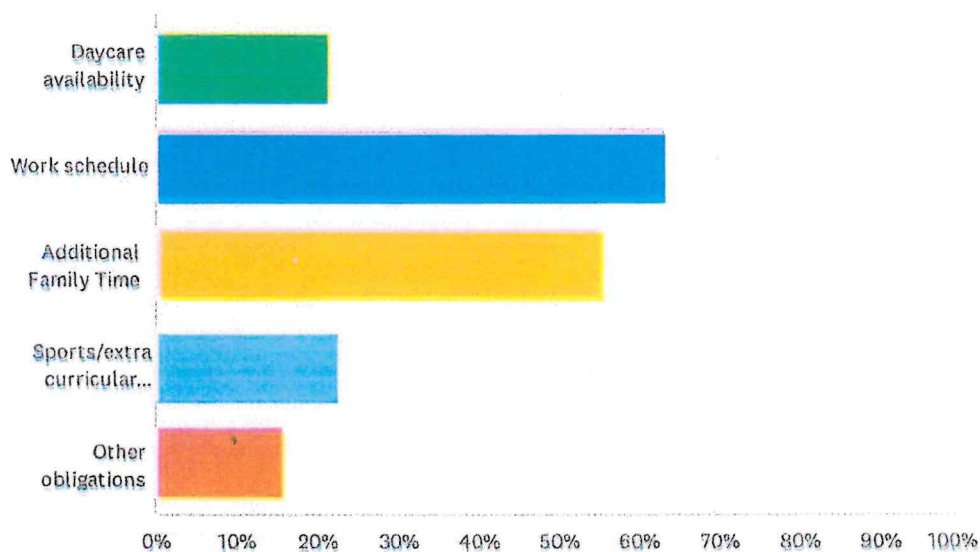
## ANSWER CHOICES

## RESPONSES

Monday	3.95%	3
Tuesday	2.63%	2
Wednesday	6.58%	5
Thursday	2.63%	2
Friday	97.37%	74
Total Respondents: 76		

Q3 The reason for your answer to question 2 is based primarily on (choose all that apply)

Answered: 76 Skipped: 0



## ANSWER CHOICES

## RESPONSES

Daycare availability	21.05%	16
Work schedule	63.16%	48
Additional Family Time	55.26%	42
Sports/extra curricular events	22.37%	17
Other obligations	15.79%	12
Total Respondents: 76		

Q4 In what areas do you believe our school could better support our TLS community?

Answered: 42 Skipped: 34

#	RESPONSES	DATE
1	We had a wonderful opportunity to participate in QBOB and our students were amazingly successful this year. Maybe the school could look at adding this as an elective towards the end of a school day, to provide more reading and practice time. I'm sure parents would help volunteer during this session.	5/31/2023 2:32 PM
2	I think the school is doing a fantastic job. Hats off to you and thank you for all you do for our children.	5/31/2023 12:10 PM
3	Putting the pre-k registration birthrate to that of the Coos Bay School district. Which is September 1st.	5/31/2023 11:58 AM
4	Can't think of anything at the moment	5/30/2023 12:39 PM
5	More time for lunch. (Longer eating time)	5/28/2023 9:02 PM
6	Background checks multiple times a year	5/28/2023 7:52 PM
7	I appreciate when Lighthouse can follow the Coos Bay School district schedule. Lighthouse is amazing, thank you!	5/25/2023 11:00 AM
8	I believe everyone at the school does a wonderful job supporting the TLS community! Thank you all so very much for everything that is done for the kids that go to TLS.	5/24/2023 10:12 PM
9	Adjusted homework schedule	5/24/2023 8:16 PM
10	Even though my kids are past that age, I'm excited for a preschool potential	5/24/2023 6:59 PM
11	Less heavy homework loads when possible. More cooking lessons and ability to work/cook/bake with food at school. Newsletters from teachers every other week instead of weekly. Thank you TLS for all of your hard work!	5/24/2023 6:40 PM
12	I can't of any at this time.	5/24/2023 6:04 PM
13	A mentor program for 1-3 year teachers	5/24/2023 4:45 PM
14	Additional aids/therapists to assist with kids that are having outbursts in class, or for the general well-being of students.	5/24/2023 3:06 PM
15	Behavioral specialist support on campus m-f	5/24/2023 3:06 PM
16	The after school clubs this year were great, I'd like to see that continue. Maybe more integration with older students working with younger (helping lead part of an after school club for example).	5/24/2023 3:03 PM
17	I love the PreK idea. My son won't be old enough for it until next year- but thanks for doing it! After school programs have been great- chess club, QBOB, soccer. I'm very happy with the school this year. And Mrs Kapande has been the best teacher I could image for my son! I was worried about all new teachers but it's actually been a blessing in some ways.	5/24/2023 2:53 PM
18	Student conflict resolution.	5/24/2023 2:49 PM
19	I think you guys have communicated very well. Thanks for all of the hard work.	5/24/2023 2:42 PM
20	An official, daily, after school program. The clubs this year were great opportunities. It would be nice to see that expanded.	5/24/2023 1:52 PM
21	Clearer communication on events and curriculum	5/24/2023 12:59 PM
22	Bus going to Charleston	5/24/2023 11:44 AM
23	Special education program with designated classroom(s) and teacher(s).	5/24/2023 10:58 AM
24	Doing a great job	5/24/2023 10:48 AM
25	Behavior. Social emotional learning, updated kitchen equipment in the gathering room.	5/24/2023 10:38 AM
26	Better communication between administrators/teachers and parents.	5/24/2023 9:36 AM

27	Parenting classes	5/24/2023 9:28 AM
28	By continuing to hold students accountable for behaviors that are disruptive to the classroom environment.	5/24/2023 9:19 AM
29	I think early release days are so important for our kids/families. My children are typically running on fumes by Friday morning and knowing it's a "1/2 day", (I know it's not but that's what we call it), is the fuel they need to get up and get going. Plus the added family time and flexibility on Friday is so important. Thank you for always listening to us and our concerns and opinions.	5/24/2023 9:13 AM
30	I feel the school is moving in the right direction with the recent curriculum changes. Keep up the good work!	5/24/2023 9:12 AM
31	Can't think of anything right now, and I am good with full day or early release on Friday.... Either works	5/24/2023 9:09 AM
32	I wish there was an opportunity for more after school activities/clubs	5/24/2023 9:05 AM
33	I think TLS is doing great	5/24/2023 8:54 AM
34	Ability to help in the classroom	5/24/2023 8:51 AM
35	Teachers that do not yell at parents or belittle children. More repercussions for faculty members for their actions.	5/24/2023 8:49 AM
36	More at home/distance opportunities to volunteer. Understanding the perspective of working families. IE I would love to make home made valentines, but I might not have time-so maybe the language should be something to the effect of encouraged but not required. Just small considerations like that would be greatly appreciated.	5/24/2023 8:48 AM
37	Having the background check period open longer so parents can be more involved in their child's education if they'd like.	5/24/2023 8:48 AM
38	Doing a great job!	5/24/2023 8:46 AM
39	You guys are amazing! I can't think of much more you need to do! Thank you	5/24/2023 8:46 AM
40	Clearer communication on volunteering	5/24/2023 8:46 AM
41	Already kicking butt in all areas.	5/24/2023 8:45 AM
42	More notice about classroom events, costumes needed etc.	5/24/2023 8:44 AM

THE LIGHTHOUSE SCHOOL BUDGET				210				
2023/2024				students				
TOTAL REVENUES				-2,765,466				
3101 - State School Funds Income				-1,971,060	APRIL 15 ESTIMATE OF \$9676 X 97%STUDENT X 210 STUDENTS			
			1500 - Bank Interest	-3,500				
			1740 - Materials Fees Income	-21,000				
			1741 - Yearbook Sales	-5,700				
			1743 - Merchant Store Income	-5,000			-2,765,466.00	revenues
			1790 - Field Trip Revenue	-25,500			2,765,466.00	expenses
			1922 - OUTDOOR SCHOOL	-8,500			0.00	
			1902 - FFF	-5,000				
			1921 - FOLS GRANT AWARDS	-20,000				
			1990 - Misc Revenues	-105,000				
			1923 - Other Private Donations	-5,000				
			1927 - EIS	-614				
			2200 - Student Investment Account	-138,992				
			2200 - ESSER III	-304,588				
			1900 - GRANTS IN AIDE	-144,515				
			3299 - State Grant Income	-1,500				
			TOTAL EXPENDITURES	2,765,466				
100	1XXX	INSTRUCTION		1920495				
	1280	ALTERNATIVE EDUCATION K-8		1000219				
	1280	ALTERNATIVE EDUCATION SPECIALTIES		920276				
100	2XXX	SUPPORT SERVICES		844971				
	2310	BOARD SERVICES		37625				
	2320	EXECUTIVE ADMINISTRATION SERVICES		258037				
	2520	FISCAL SERVICES		114908				
	2540	OPERATIONS & MAINTENANCE		371557				
	2540	62860 HOUSE		13500				
	2550	BUSSING		18500				
	2640	STAFF SERVICES		8850				
	2660	TECHNOLOGY SERVICES		22000				

## **Director's Report: 6/7/23**

### **Connections Log**

5/8 Kindergarten Field Trip Sunset Bay  
5/9 TISS training  
5/10 ODE Webinar  
5/10 Puberty Talk Grade 5  
5/10 MHS-Math honors for 23/24 school year  
5/11 Waldorf Teach Education Center (Eugene)  
5/11 Village School (Eugene)  
5/12 Interview  
5/15 AED response Plan  
5/15 R. Scoville  
5/16 FOLS meeting  
5/17 Spring Festival  
5/18 E. Cope Coos Watershed Re: 2<sup>nd</sup> Grade Butterfly Garden  
5/19 Coos Forest Patrol Assembly Grades K-2  
5/19 C. Herr  
5/22 S. Port 5<sup>th</sup> Grade Field Trip  
5/24 Pallin Bee Farm  
5/26 Boardwalks Curriculum  
5/30 Smokey Bear on campus K-2  
6/2 8<sup>th</sup> Grade End of the Year Trip  
6/4 Board Work Session #2  
6/7 J. Yates (WTEE)

### **Accolades**

6-8 grade Cooking Elective: Chopped!  
Spring festival was lovely and the kids did excellent  
Kindergarten-Pirate Week  
First Grade-Dinosaur Presentations  
Second Grade-Released their butterflies in the TLS butterfly garden with native plants for potential repopulation  
Third Grade – Play Joseph and the Coat of Many Colors.  
Fourth Grade- Published Their Oregon Trail Book, Play in the outdoor Classroom on 6/6  
Fifth Grade-State Reports. Please ask a 5<sup>th</sup> grade student to identify the 50 states, they can!  
Sixth Grade-Play was a delight. The student's hard work has paid off  
Seventh Grade- Built windmills while reading The Boy who harnessed the Wind  
Eighth Grade- 8<sup>th</sup> Grade Day was a hit! Literally, I got pelted with dodgeballs!

### **Curriculum Report:**

- EOY Dibels Report (summary attached)
- EOY EasyCBM benchmark Assessment (summary Attached)
- TLS will offer a 9<sup>th</sup> grade math course for credit in tandem with MHS in the 23/24 school year
- Jason Yates (WTEE) visit campus on 6/7 to begin discussion on potential for Waldorf teacher training in 23/24 school year
- TLS Cardiac Emergency Response has been established to connect with ParentHeartwatch. This program works with the school to ensure trained individuals for Heart emergencies and we will receive a second AED on campus. AEDs will be located in the office (current) and the Gym (fall 2023)

**Accolades****Housekeeping**

- Field Trip: Bus drivers have asked me to inform teachers-
  - When loading the bus for our field trip, please seat students front to back
  - No Students can sit in the very last row of seats
  - An adult should sit near the emergency exit when possible
  - Please provide the bus driver with a head count when loading the bus (including chaperones)
  - Please remind students of bus expectations PRIOR to the field trip-
    - Sit facing forward with feet on floor and back to the seat
    - Talk with the person you are sitting near (not across the bus)
    - Students should never stand up or change seats while the bus is moving
    - Keep aisles free

**Spring Festival – Megan****CER team (details attached)**

- Quick Picture After Staff Meeting for CER Team Members

**Teacher Curriculum Contracts:**

- Each Main lesson teacher has a curriculum contract to review and confirm at the end of each year. These contracts list valuable resources for each grade level teacher. Since TLS did not do this last year, we recognize the importance to complete the check in.
- When new teachers are hired we especially want to ensure they have access to these materials. Please go through your classroom shelves over the coming weeks. Make a stack of these materials somewhere in your room and Julie will connect with you during the last week of school to check the lists and determine what materials need to be reordered
- If something is missing, don't panic. We will find it together, or replace it.

**Assemblies**

- **5/19 Smokey Bear Assembly Grades K-2 9-10am in GYM** (no morning PE)
- June 5<sup>th</sup> 1:30 pm 3<sup>rd</sup> Grade Play in Gym (no afternoon PE)
- June 7<sup>th</sup> 1:30 6<sup>th</sup> & 8<sup>th</sup> Grade Play in Gym (no afternoon PE)

Parent attendance encouraged for Drama assemblies. Parents do not need to be approved volunteers to attend. Parents attending WILL need to sign in through the office and supervised through school halls.

Upon the completion of the drama assemblies, Mrs. Lake will dismiss the classrooms first. Then Mrs. Lake will accompany parents to the front office. Parents will sign out through office upon completion of the assembly. *If parents opt to check students out early, they need to notify the office BEFORE 11am for the office can have a list ready. The office will call the students from the rooms to be dismissed with parents. This avoids cluster and confusion in the main entry and keeps students accountable and safe.*

### **Classroom Chrome Books/Tech Carts Turn in Dates:**

- June 7th K-2 will bring carts to the office area after school
- June 8th 3-8th will have the following schedule: Students will have chromebook/tablet in hand and will line up in the library so that I can check each one in. Michaela can call for 5 at a time from your classroom if you like or you can bring something for them to do at the library tables while you wait. Not sure how long it will take. Best guess is 30 min per class.

8:10 - 8th grade

9:10 - 7th grade

10:10 - 6th grade

12:20 - 5th grade

1:15 - 3rd grade

2:00 - 4th grade

Please make note of any chromebook/tablet that has damages and/or needs replacement. Earphones will remain in designated classrooms.

### **Field Day**

- K-2 Field Day Tuesday 6/13 PM
  - 12-2 \*No PE, No specialties
- 3-5 Field Day Tuesday 6/13 AM
  - 9-11 \*No PE, no Specialties
  - 8<sup>th</sup> Graders assigned to rotations for to assist 6 rotations  
15-20 min per rotation (includes transition time)
- 6-8 Field Day Wednesday 6/14  
Epuerto Indoor Sports facility 10-2pm

*\*Parent volunteers are GREATLY appreciated to help and support throughout field Day please direct any interested parents to the office. Parent volunteers will be coordinated through the LPO and MUST be approved through the office (BLUE TAG).*

### **Other**

- Yearbook signing Monday 6/12 2:00pm
- Staff are invited to attend and participate in the adult vs student 8<sup>th</sup> grade Dodgeball and volleyball game(s) on June 2<sup>nd</sup> at 6:00pm

### **Adjourn**

### **Upcoming Dates:**

---

5/17 Spring Festival

5/19 Smokey Bear Assembly Grades K-2 9-10am in GYM

5/19 Staff Meeting

5/23 Safety Day-Fire & Lock Down Drill

5/24 2<sup>nd</sup> & 5<sup>th</sup> Grade Field Trip to Bee Farm

5/26 PLC Day

5/29 Memorial Day (NO SCHOOL)

6/2 8<sup>th</sup> Grade Trip & End of the Year celebration

6/6 Fire Drill

6/5 3<sup>rd</sup> Grade Drama Assembly 1:30pm

6/7 6<sup>th</sup> and 8<sup>th</sup> Grade Play (1-8 assembly) 1:30-2:30

6/7 Board Meeting

6/8 Class Tech Carts returned to Library for check in

6/9 In-Service Day (report Cards)

6/15 Last School Day / Term 3 Report Cards DUE (early release 1:30)

6/16 Check-out Day: Pack classrooms, submit supply lists, return keys

## Staff Meeting 5 /19/23

2:00-2:30pm

**Present:** Stephanie Krug, Linda Johanson, Mike Campbell, Rita Coxon, Sarah Rigney, Chris Seldon, Heather Kapande, Shelley Lake, Kora Moore, Michaela Vonderohe, Adam Weiner, Carlie Wood, Megan Maxwell, Odysseus Frangopoulos, Nadine Trapold, Angie Gibson, Rebeka Scholan, Kimberly Mandel

### **Accolades**

**Spring Festival WOW!** So many highlights such little time. It is events like this that showcase the dedication, energy and support of all our staff. Parents were amazed.

Kindergarten: AAAAAA Pirate day  
First Grade: Dinosaur dioramas on display, parent paleontology presentations on Tuesday 5/23  
Second Grade: Butterfly hatchings around the corner! Release in the garden and Watershed providing native plants for future re-population in the garden.  
Third Grade: PLAY PRACTICE!  
Fourth Grade: PLAY PRACTICE in the outdoor classroom!  
Fifth Grade: State reports on display, students working hard to memorize all 50 states.  
Sixth Grade: Mrs. Coxon playing kickball, student scale drawings  
Seventh Grade: Wind turbines  
Eighth Grade: Animal Encyclopedia on display

### Housekeeping

- Report Cards: Please remember to email Lake and Office when they are complete for specialty grades input and comment reviews
- June 9<sup>th</sup> we will have a brief staff meeting from 8-9am to review last week of school details, the remainder of the date is for report card prep
- Reminder to look for Curriculum books for Julie
- All Library books are DUE back to Ms. Mez for inventory and re-stock. NO MORE CHECKOUTS

### CER team (details attached)

- School plan provided to the CER team for review. Please provide any revisions/suggestions to Mrs. Lake. Staff will review School Cardiac Response Plan at a future meeting

### **Other**

- Staff are invited to attend and participate in the adult vrs student 8<sup>th</sup> grade Dodgeball and volleyball game(s) on June 2<sup>nd</sup> at 6:00pm
- Diebels starts next week
- Easy CBM open for 2 more weeks

**New Copier Training cancelled for today, techs did not make it in time**

### **Adjourn**

### Upcoming Dates:

5/17 Spring Festival  
5/19 Smokey Bear Assembly Grades K-2 9-10am in GYM  
5/19 Staff Meeting  
5/23 Safety Day-Fire & Lock Down Drill  
5/24 2<sup>nd</sup> & 5<sup>th</sup> Grade Field Trip to Bee Farm  
5/26 PLC Day  
5/29 Memorial Day (NO SCHOOL)

6/2 8<sup>th</sup> Grade Trip & End of the Year celebration

6/6 Fire Drill

6/5 3<sup>rd</sup> Grade Drama Assembly 1:30pm

6/7 6<sup>th</sup> and 8<sup>th</sup> Grade Play (1-8 assembly) 1:30-2:30

6/7 K-2 Return ChromeBooks

6/8 3-8 Return Chrome Books

6/7 Board Meeting

**Upcoming Dates Continued:**

6/8 Class Tech Carts returned to Library for check in

6/9 In-Service Day (report Cards)

6/13 K-5 Field Day

6/14 6-8 Field Day

6/15 Last School Day / Term 3 Report Cards DUE (early release 1:30)

6/16 Check-out Day: Pack classrooms, submit supply lists, return keys

Hello All,

Just a reminder that there is NO staff meeting this Friday as Chris & I will be away with the 8th grade promotional trip.

Please feel encouraged to show up at 5:00 to join us in the BBQ and student versus adult dodgeball and Volleyball game.

Next week we have a couple of pertinent reminders:

\* June 6th there is a scheduled Fire Drill (LAST ONE OF THIS YEAR!) around 2:00pm

\* On June 7th, we will have a guest: Jason Yates, touring our school. Jason is the Administrator of the Waldorf Teacher Education Center in Eugene OR. He and I are coordinating opportunities for future professional development here at TLS. We will be in and out of classrooms, so if you see us feel free to say hello and carry on with business as usual!

\* The 6th & 8th grade Drama performances will be in the Gym on June 7th from 1:30-2:30pm. 6th grade will perform first and all grades are welcome to attend. The 8th grade performance will follow afterwards, and we encourage only 4-6 grades to attend as an audience (7th will be off campus all day for a field trip.) Parent attendance encouraged for Drama assemblies. Parents do not need to be approved volunteers to attend. Parents attending WILL need to sign in through the office and be supervised through school halls.

Upon the completion of the drama assemblies, Mrs. Lake will dismiss the classrooms first. Then Mrs. Lake will accompany parents to the front office. Parents will sign out through the office upon completion of the assembly. *If parents opt to check students out early, they need to notify the office BEFORE 11am for the office to have a list ready. The office will call the students from the rooms to be dismissed with parents. This avoids cluster and confusion in the main entry and keeps students accountable and safe.*

**\* Classroom Chrome Books/Tech Carts Turn in Dates:**

- June 7th K-2 will bring carts to the office area after school
- June 8th 3-8th will have the following schedule: Students will have chromebook/tablet in hand and will line up in the library so that I can check each one in. Michaela can call for 5 at a time from your classroom if you like or you can bring something for them to do at the library tables while you wait. Not sure how long it will take. Best guess is 30 min per class.

8:10 - 8th grade

9:10 - 7th grade

10:10 - 6th grade

12:20 - 5th grade

1:15 - 3rd grade

2:00 - 4th grade

Please make note of any chromebook/tablet that has damages and/or needs replacement. Earphones will remain in designated classrooms.

\* Friday June 9th is REPORT card prep day and there will be no students on campus. We will meet as a **staff in the gathering room from 8:00-9:00am** to review activities that will take

place for the last week of school including: yearbook signing party, field day(s), 8th grade  
goodbye parade, Kindergarten & eighth grade graduations, and end of the year school picnic.

**Accolades**

**CONGRATULATIONS on a truly successful year!**

**Specialties:**

Monday: No changes to regular schedule

Tuesday: No specialty classes for K-5 due to field Day

Wednesday: Alternative Schedule for Specialty classes (optional)

Thursday: Art collection to send home & early release day

**Monday 6/12 Yearbook and Autograph book signing 2:00-2:30 pm**

**Tuesday 6/13 Field Day**

- K-2 Field Day Tuesday 6/13 PM
  - 12-2 \*No PE, No specialties
- 3-5 Field Day Tuesday 6/13 AM
  - 9-11 \*No PE, no Specialties
  - 8<sup>th</sup> Graders assigned to rotations for to assist  
6 rotations  
15-20 min per rotation (includes transition time)

**Wednesday 6/14 6-8 Field Day**

Epuerto Indoor Sports facility 10-2pm

**LAST DAY OF SCHOOL**

- **8<sup>th</sup> grade Goodbye Parade June 15<sup>th</sup> 8:30-9:00**
  - Please have your class prepare something prior to parade (song, banner, pictures, cards)
  - Kindergarten students will collect their 8<sup>th</sup> grade reading buddies and bring their 8<sup>th</sup> grade students to the gym. 8<sup>th</sup> graders will sit on the stage, parade participants will enter through main doors and exit through doors near kitchen
  - Parade will be grade level Kinder-2nd grade first. 3rd-7<sup>th</sup> will be called by the office to ensure flow so we do not get backed up and noisy in the halls.
- **8<sup>th</sup> grade Speech practice 9:00-9:30**
- **Kindergarten Graduation in GYM 10:00-10:30** (Kindergarteners go home with families after graduation)
- **Last SCHOOL LUNCH picnic on the playground**
- **12:20-1:15 8<sup>th</sup> grade Practice Graduation in GYM**

**Report Cards Due Thursday 6/15**

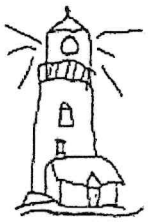
- Please email Shelley and Office when your report cards are ready for review

### **6/16 End of the Year Checkout**

- Pack Classrooms (all furniture will be removed so floors can be waxed)
- Submit supply lists to Michelle for 23/24 school year
- Reconfigure Computer to NEW printers
- Turn in Computers & Keys
- **Teacher Curriculum Contracts:**
  - Each Main lesson teacher has a curriculum contract to review and confirm at the end of each year. These contracts list valuable resources for each grade level teacher. Since TLS did not do this last year, we recognize the importance to complete the check in.
  - When new teachers are hired we especially want to ensure they have access to these materials. Please go through your classroom shelves over the coming weeks. Make a stack of these materials somewhere in your room and Julie will connect with you during the last week of school to check the lists and determine what materials need to be reordered
  - If something is missing, don't panic. We will find it together, or replace it.

**Other**

**Adjourn**



Dear Lighthouse Community,

The safety of our students and staff is always a priority at TLS. Recently, The Lighthouse School has added a Cardiac Emergency Response Team (pictured below) to ensure that we at TLS are prepared to respond to Sudden Cardiac Arrests (SCA) should we encounter any on campus.

Research shows that SCA is the #1 killer of young athletes and the leading cause of death on school campuses. One of the biggest misconceptions about SCA is that "it just happens" and there's nothing you can do to stop it. The truth is, SCA is preventable-but that doesn't happen by chance.

### What can you do?

When someone is in cardiac arrest, they are unresponsive, NOT breathing normally and their heart is NOT beating. That means emergency intervention in the first minutes after their collapse is critical! While we do have an emergency response team on campus, no one can guarantee it will be one of them finding someone in need of help. In this situation-ANYONE CAN HELP, EVEN YOU!

### You Can Save a Life from Sudden Cardiac Arrest



Call for Help



Start CPR

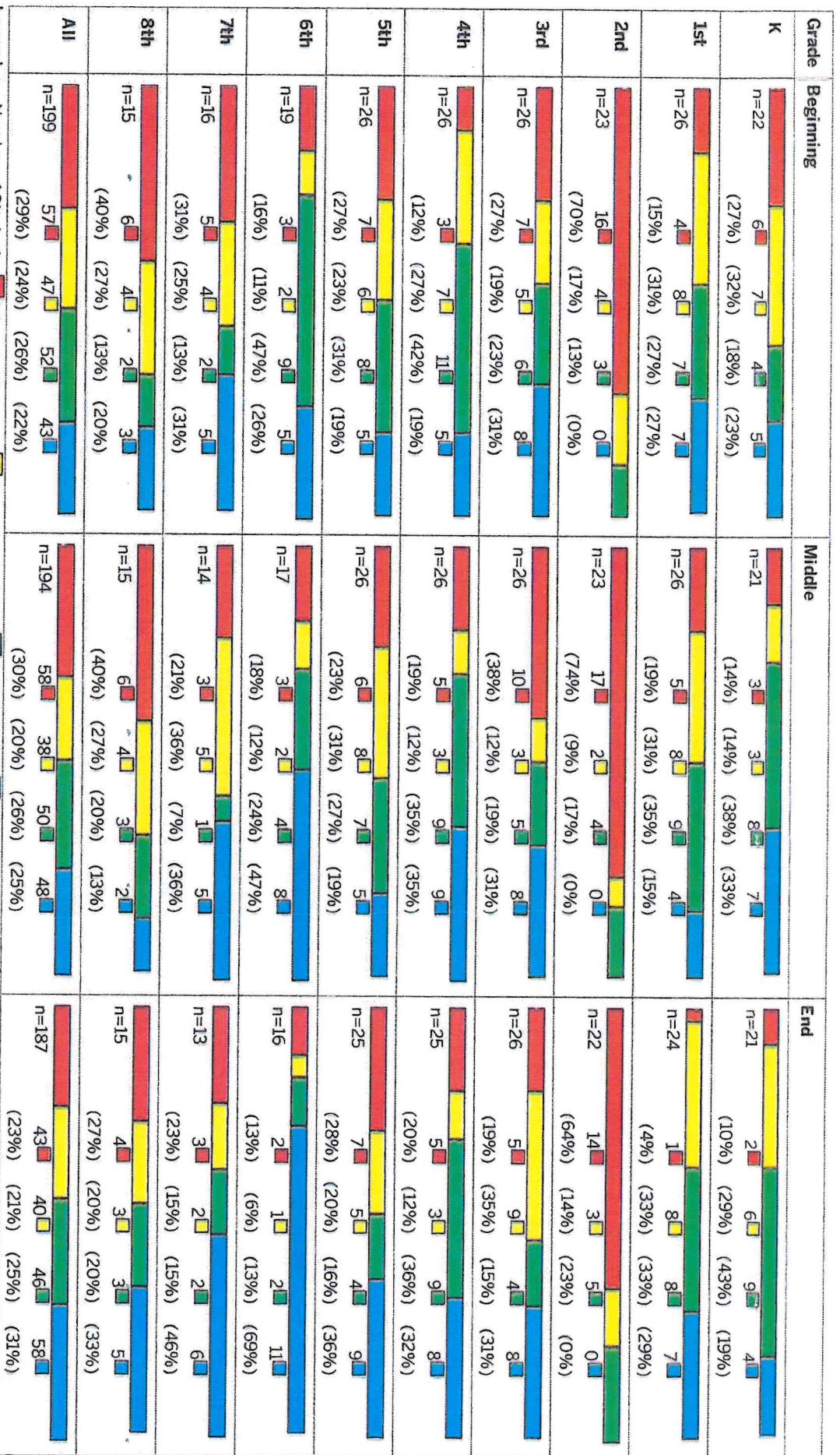


Restart Heart



- Assume someone suddenly collapsed is unresponsive and not breathing/heart stopped
- Call for help from those around you
  - Call 911
  - Call the office to report the emergency so they can activate the response team
- Start hands-only CPR – PUSH HARD and FAST in the center of the chest about 100-120 times per minute
  - ANYONE can do hands-only CPR – no certification is necessary
- Send Someone to retrieve our Automated External Defibrillator (AED), located in either the front office or the GYM, whichever is closest!
  - Anyone can use an AED – no certification is necessary
  - Open the AED and follow the audio/visual prompts
- Send Someone to direct EMS to the scene.

**Together we can save a life!**



Legend n = Number of Students ■ Intensive Support ■ Strategic Support ■ Core Support ■ Core^ Support  
Results Based On DIBELS 8 Composite Score

# Easy CBM End Of Year Summary

Grade	Math Basic	Math Proficient/Advanced	Reading Basic	Reading Proficient
First	68%		80%	
Second	73%		81%	
Third	69%	8 students testing advanced	73%	9 students testing advanced
Fourth	77%	5 students testing advanced	77%	4 students testing advanced
Fifth	42%	1 student testing advanced	62%	6 students testing advanced
Sixth	100%	6 testing advanced	88%	7 testing advanced
Seventh	79%	3 testing advanced	71%	3 testing advanced
Eighth	73%	2 testing advanced	80%	3 testing advanced

Summary indicates percent of students that are at or near grade level.

May 4<sup>th</sup>, 2023

Light House School

62858 US-101

Coos Bay, OR 97420

Dear Esteemed School Board Members:

I would be an honor to serve on the Light House School Board. It would be a privilege to play a part in striving to better the education of the children of Light House.

As a parent in the school, I have had the opportunity to see the school support and nurture my two children in ways that I was not able to. Although I do not have formal training in education or experience besides volunteering in the classroom for a few hours I feel that I would be a good fit with my accounting background and work experience with the Neah Bay tribe. Now that we are planting our roots here in Coos Bay, I have the opportunity to be more involved and volunteer.

Personally, I coach a soccer team through CCYS. I have volunteered in the classroom although it has only been a few hours I would love to do more. I have worked for head start and early head start facility in Neah Bay, WA. I have sat on the board for the Cordova Coast Guard Spouses Association in 2011.

Professionally, I bring to the table a Masters in Accountancy, and a Bachelor of Arts in Health Care Administration.

I hope that I will be a considered candidate for the open position on the board. Thank you for your time.

Sincerely,

*McKinley Prado*

McKinley Prado



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

**Fwd: Open Board Position(s)**

1 message

**John Gibson** <jgibson@thelighthouseschool.org>

Mon, May 15, 2023 at 2:37 PM

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

----- Forwarded message -----

From: **Brandy Lauby** <blauby@ctclusi.org>

Date: Mon, May 15, 2023 at 2:32 PM

Subject: Open Board Position(s)

To: jgibson@thelighthouseschool.org &lt;jgibson@thelighthouseschool.org&gt;

Hi John,

My name is Brandy Lauby. We spoke on the phone earlier today. I currently have 2 boys enrolled in Lighthouse, K and 6<sup>th</sup>. I also had 2 of my other children enrolled in Lighthouse in previous years. I am interested in becoming a Board member for the Lighthouse school. I believe that I have a unique perspective to provide this board. I would like to "give back" to this school that has meant so much to my family. My daughter Elizabeth didn't get in until 7<sup>th</sup> grade, but all 3 of my boys went to Kindergarten at Lighthouse. All of my children have benefited from all of the wonderful programming as well as staff that the Lighthouse school has provided.

I have worked with children in one way or another for the past 20 years. I started in a childcare center, I have worked at 3 Head Start programs, I spent a year at the North Bend Middle School in the life skills classroom, I have also provided case management as well as direct services to children and families with disabilities, currently I am an Education Specialist for the CTCLUSI tribe. I have never been a part of a school board, but have always been interested in how that works, and being a part of the decision making process. This is the 1<sup>st</sup> year that I have felt up to the challenge, and I have noticed that there has been at least one opening most if not all of this year.

Thank you so much for your consideration and our conversation on the phone this afternoon,

Brandy Lauby

541-294-7722-cell

541-888-1314-office

This email and its attachments are confidential under applicable law and are intended for use of the sender's addressee only, unless the sender expressly agrees otherwise, or unless a separate written agreement exists between Confederated Tribes of Coos, Lower Umpqua and Siuslaw Indians and a recipient company governing communications between the parties and any data that may be transmitted. Transmission of email over the Internet is not a secure communications medium. If you are requesting or have requested the transmittal of personal data, as defined in applicable privacy laws, by means of email or in an attachment to email, you may wish to select a more secure alternate means of transmittal that better supports your obligations to protect such personal data. If the recipient of this message is not the recipient named above, and/or you have received this email in error, you must take no action based on the information in this email. You are hereby notified that any dissemination, misuse or copying or disclosure of the communication by a recipient who has received this message in error is strictly prohibited. If this message is received in error, please return this email to the sender and immediately highlight any error in transmittal. Thank You

## FOLS MOU:

Both FOLS and TLS find themselves in a place of change.

Whereas TLS's strategic planner addressed the possibilities of FOLS capacity to both apply for and administer private grants on behalf of TLS.

Over the years, some of the administrative duties that FOLS has taken on, leaves them delegating time to the minutia of field trips, rather than focusing their efforts on grant funding.

Likewise, TLS spends a considerable amount of time invoicing FOLS for things that could be handled in-house.

In May the Budget committee discussed the possibility of an MOU to help alleviate both organizations work load.

The MOU's were then presented to FOLS at their May Board meeting for discussion. FOLS intends on meeting on 6/20 to discuss the MOU further.

In August 2023, a final adoption of an MOU would be brought before TLS.

Attached are the proposed MOU's for your review.

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is entered into by and on behalf of Friends of Lighthouse School (FOLS) and The Lighthouse School (TLS).

For the 2022/2023 year it is mutually agreed that;

- FOLS will pay the remaining invoicing for field trips for the year, out of the class restricted funds.

For the 2023/2024 year it is mutually agreed that;

- By September 2023, FOLS will remit to TLS a check for the remainder of the balances in the class restricted funds. This includes 2023,2024,2025,2026,2027,2028,2029,2030 and 2031.
- TLS will deposit these funds into a designated Field trip fund  
100.0000.1790.000.000.xxx.00.
- FOLS will keep possession of any funds left in the following restricted funds:
  - Talent Show
  - and Misc Specialty

Moving forward, it is mutually agreed that;

- Any future fund raising proceeds from Carnival, Wreath Sales, Winter Fair, and the like will be split 50/50 between FOLS and TLS, after expenses.
- LPO may designate fund raiser proceeds to go 100% to either TLS or FOLS as the parents of the event deem appropriate.
- Any class fundraising event proceeds will go 100% to TLS for fieldtrip expense offset.
- FOLS will maintain their general fund, for granted requests that require FOLS pre-approval
  - FOLS will make available:
    - a grant request system
    - and access to a purchasing system of their choice (cash, check, credit card, or reimbursement)
  - TLS will not make purchases for FOLS general fund requests

It is further agreed and understood that TLS and FOLS are two separate entities and that;

- TLS will no longer invoice FOLS for reimbursements
- FOLS and TLS will no longer be required to balance their books against each other

On behalf of FOLS:

\_\_\_\_\_  
Jake Robinson, Board Chair

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date Executed

On behalf of TLS

\_\_\_\_\_  
John Gibson, Board Chair

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date Executed

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100.0000.1790.000.000.xxx.00.
- FOLS will keep possession of any funds left in the following restricted funds:
  - Talent Show
  - and Misc Specialty

Moving forward, it is mutually agreed that;

- Any future fund raising proceeds from Carnival, Wreath Sales, Winter Fair, and the like will be split (after expenses)
  - 60% to TLS and
  - 40% to FOLS
- LPO may designate fund raiser proceeds to go 100% to either TLS or FOLS as the parents of the event deem appropriate.
- Any class fundraising event proceeds will go 100% to TLS for fieldtrip expense offset.
- FOLS will maintain their general fund, for granted requests that require FOLS pre-approval
  - FOLS will make available:
    - a grant request system
    - and access to a purchasing system of their choice (cash, check, credit card, or reimbursement)
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On behalf of FOLS:

\_\_\_\_\_  
Jake Robinson, Board Chair

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date Executed

On behalf of TLS

\_\_\_\_\_  
John Gibson, Board Chair

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date Executed