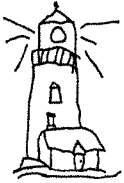


The Lighthouse School
"Lighting the way to a brighter future."
62858 Hwy 101
Coos Bay, Oregon, 97420
(541) 751-1649



Agenda January 3, 2024

1. Call to order
2. Public comment (3 minutes):
The board welcomes comments and questions from the public. If you wish to address the Board this evening, please raise your hand or unmute yourself, when public comment is requested. We ask that you limit your comments to three minutes. If more than one person will be addressing the same topic, we ask that you appoint a spokesperson to speak for the group. Speakers may offer objective criticism of school operations and programs, but the Board will not hear complaints concerning individual school personnel. Once Public Comment has closed the audience is welcome to stay for the remainder of the meeting, in observance only, in accordance with Policy BDDH. (Public Participation in Board Meetings)
3. Union report (10 minutes)—
4. Discuss & Approve Board Meeting Minutes from 12/6/2023 –
5. Discuss & Approve Consent Agenda minutes:
 - 12/5/2023 – Tech Team
 - 12/11/2023 - Grant Writing Team - see enclosed minutes
6. Directors Report with Curriculum Report—Shelley Lake
7. Business Report—Michelle Silva
8. Old Business
 - Strategic Plan Update
9. New Business:
10. Report from last District Board meeting –
11. Roundtable / Good of the Order-



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Meeting Minutes December 6, 2023

1. Call to order

- The Board of Directors met December 6, 2023
- The meeting was in person and called to order at 7:05 PM.
- The meeting was a regularly scheduled meeting called by the Board of Directors.
- The Directors present at the meeting were: McKinley Prado, George von Dassow, Jenni Schmitt, Stephanie Messerle, Maya Watts, Lisa LaGesse, and Stephanie Ospina. Also present were Director Shelley Lake and Business Manager Michelle Silva. A quorum was present because seven of the eleven board members were in attendance. Not present were Bruce Steele, Paula Mosley, Stacy Courtright, and John Gibson. Presiding officer was Stephanie Messerle.

REGULAR MEETING – REPORTS AND DISCUSSION

2. Public comment

- None

3. Union report

- Linda Johanson (Union Vice President) provided an email update that was read out loud at the board meeting. Heather Kapande (Union President) met with ORCA representative to prepare for bargaining. They appreciate leadership team meetings and are looking forward to sharing teacher perspectives in the strategic planning process. Teachers are happy with grant funded projects including the outdoor classroom sail. (See attachment for full letter)

4. Discuss and Approve Board Meeting Minutes

- November 1st, 2023 board meeting minutes

5. Discuss and Approve Consent Agenda minutes:

- Grant Writing Team - 11/13/2023

6. Director and Curriculum Reports — Attached. Additionally:

- Accolades to Michelle for completion of upper parking lot renovations
- Thanks to Michaela for setting up iPhones for yearbook students to use
- A lot of work from a lot of people went into the outdoor classroom sail (covering)
- Thanks to Stephanie for work to submit the Three Rivers grant
- Dave and Anthony have been resurfacing the outdoor classroom trails with wood chips
- Rebeka received a grant to purchase gardening bulbs and will work with students to landscape the front entrance terracing
- Fall Festival was a great event including 8th grade boys in leadership emceeding the event and a lot of prep by teachers

- Thanks to Anita, Eva and Jake for organizing the winter faire and wreath fundraiser
 - Shelley has been supporting 5th grade (math) and 2nd grade (lesson planning)
 - Overhead classroom projectors have been installed in all classrooms
 - Meeting scheduled with Pete to do website framework update (content to be updated later)
 - CBSD has interim superintendent
 - Pirate Volleyball (Boys and Girls Club) wants to use TLS gymnasium for practice
 - Shelley attended ODE Charter School Conference where she networked with Oregon Waldorf charter schools and government officials and went to many relevant sessions and trainings
 - State report cards for schools made public, reviewed TLS report
7. Business Report—Attached. Additionally:
- Positions still open for Literacy, Math Specialist, 1st Grade
 - Savings from parking lot upgrade, easement lane was regraded, leftover funds can go toward easement paving
 - Students return to music class after holiday break
8. Old Business
- Strategic Plan Update
 - Emailing with Annie Donnelly (consultant), Shelley, and Stephanie about strategic plan scope of work and how to finish out consultant work with us. Consensus was to continue remaining work without her services. A next step is to get teachers' input but not until a more complete draft is fleshed out. Also need to discuss the best ways to solicit feedback. Stephanie will consolidate all updated materials and Annie's feedback and send them to board. At the January board meeting the board can decide the best path forward to continue work on a strategic plan.
 - Staff appreciation dinner
 - Dinner will be at the 999 Building on 12/8/23 from 6-8pm and catered by The Plate
9. New Business
- Early Literacy Success school district grant - due January 8th, non-competitive, charter schools are eligible. For Pre-K-3 support, funds can be used to support extended learning programs, professional development and coaching and literacy specialists, coaches or interventions. Would allocate ~\$41k each year for two years and requires a 10% match.
 - TLS would use funds for LLTRS training and certifications for Pre-K through 3rd and literacy team, and hire literacy coaches or reading interventionist or if unable to fill positions promote a summer school program.
10. Report from last Coos Bay District Board meeting
- The district is postponing of new math curriculum adoption by one year
11. Roundtable / Good of the Order
- Thanks to all the teachers and room parents for working with the students to make such great crafts for the Winter Faire; Winter Faire brought on a real feeling of community; there was a steady stream of visitors the entire time
 - Thanks to the teachers for working with their classes to make Fall Festival so successful; puppets at the end were great; 5th grade mushrooms were great; great turn out

- Thanks to Shelley for going to ODE conference and connecting with other charter schools
- Thanks to all the parents for volunteering in the classrooms
- Middle school electives have been great
- Thanks to the LPO for all their great work
- Nice to see teachers come back from Thanksgiving break so refreshed
- Thanks to Michelle for all the tasks she does to improve the school
- The 12 Days of Giving has been great
- Renovated parking lot looks great

Task list

- None

Corporate Actions

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

RESOLVED to approve the November 1st board meeting minutes. MM by George von Dassow, 2nd by Maya Watts. Unanimously approved.

RESOLVED to approve the consent agenda minutes. MM by George von Dassow, 2nd by McKinley Prado. Unanimously approved.

RESOLVED to approve TLS applying for the Early Literacy Success School District Grant with budget attached. MM by George von Dassow, 2nd by Stephanie Ospina. Unanimously approved.

ADJOURNMENT: The meeting adjourned at 8:40 pm. The next meeting date is scheduled for January 3rd, 2024.

Signature of Secretary, Jenni Schmitt _____

Date: 12/10/2023

Technology Committee Meeting 12/5/2023 1:00-1:30pm

Attendance: Shelley Lake, Michaela Vonderohe, Anthony Cordova

Student Devices:

- 13 new Chromebook assigned/checked out in grade 8
- 5th grade has full Chromebooks assigned/checked out
- 12 additional Chromebook available for check out in the Library

Library note system is underway to include notes of student devices: i.e. broken/cracked screen, checked out for Tech support, etc.

- 3rd grade will continue to utilize the chrome tablets as no further issues have been reported since the school increased internet bandwidth
- 2nd Grade Chromebook will be checked out/assigned to students after the winter break. Need updated login access list to finalize set-up.

Yearbook was donated 9 iphones. Micheala is working to set up each device with its own icloud account & passwords

Teacher Devices:

- Reading Coordinator needs new device, slow and delayed
- Art Teacher needs new device, slow and delayed
- Director Needs new device, slow and delayed

Each of the above listed devices are 5+ years old. Quote through OETC established with potential replacement after winter break

Classroom Technology concerns/updates:

Grades 1 & 2 have projectors installed

- Grade 1 currently has a 25 ft HDMI cable has requested shorter for cable management, 20 ft was too short for distance required to teacher location request
- 2nd grade document camera rotation auto defaults to project the image upside down. Lake trained teacher in menu options to rotate image 180 degrees. No further concerns.

School Internet through DFN, Lake to establish point person for contact re: troubleshoot immediate internet delay/concerns. School recent increased bandwidth by 200mbps

Anthony is schedule/coordinate filter cleaning for air purifiers and projector filters per trimester

Anthony was able to re-configure the sound in 6th grade classroom projector

Power source needed in Science room, all Microscopes need power outlet. Only 2 outlets available allowing for a maximum of 12 microscopes used through extension sources.

School Security:

- John Gibson is coordinating ERATE with 3rd party with 80% reimbursement to school.
- Lake contacted Gold Coast Security for the installation of a school panic button in tandem with the ORS. Installation is about 30min- 1 hour.

- School Doorbell concerns: Ring for communications are broken, no audible click so people needing in do not know when access is permitted

Other:

Firewall concerns on server re: Protection in the area of student confidentiality

Website Facelift meeting scheduled for the first week back from break for launch in 2024

Lighthouse Grant Team – Meeting Minutes
12/11/2023

Attendees: Stephanie Messerle, Jenni Schmitt, and Jackie Chambers

- Welcome
- Overview of Meeting Dates -
 - Meetings will be virtual at 7:00 on the following dates:
1/8/2024, 2/12/2024, 3/11/2024, 4/8/2024, 5/13/2024.
- Status of spending on awarded grants -
 - Three Rivers Foundation status: \$8,900 awarded - \$4,459.94 spent, with \$4,440.06 left. Stephanie received approval from Three Rivers that the remainder of the grant could be spent on the following 1) accessories to use in the outdoor classroom such as bucket seats and waterproof clipboards, 2) supplies and materials to improve safety and accessibility of the trails, steps and construct a handrail leading to the outdoor classroom, 3) purchase a small storage locker for the outdoor classroom, and 4) purchase picnic tables for outdoor use. Stephanie relayed this information to Shelley and TLS will work on these purchases. The sail was successfully installed in the outdoor classroom and is being utilized.
- Submitted grants -
 - Coquille Community Tribal Fund, submitted November 17th . The request was to fabricate and install a bike rack, working with the Marshfield welding class. Total request was \$3,000.
- Overview and updates of the Grant Team's Google Sheet which lists status of identified needs. Stephanie will touch base with Shelley on any identified needs to consider for the Three Rivers or Pacific Power grants this spring. The Grant Team brainstormed a few ideas, but these need additional conversation before going after funding.
 - Charter school networking, sending teachers on visits to other charter/Waldorf schools, bringing experts/trainers to TLS.
 - Music instruments for band electives. Mrs. Maxwell
 - Student assemblies, staff trainings, trainings for specialty teachers, admin team or facility staff training
 - Supplies for electives or after school clubs
 - House improvements
- Grants on the horizon -
 - Three Rivers Foundation: Opens April 2024
 - Pacific Power Foundation: Spring 2024

Director's Report: 1/3/2023

Connections Log

12/7 Admin Meeting

12/8 Staff Meeting

12/11 Grant Team meeting

12/12 SCSSC Virtual Meeting re: grant opportunities

12/12 NAEP Webinar

12/13 Leadership Meeting

12/14 Civil Right Coordinator Training Webinar

12/14 J. Gibson re: Updating Security Camera/ Blueprint

12/15 Winter Celebration

12/21 OETC

1/2 NAEP planning meeting

TLS Accolades:

- LPO, FOLS and TLS Wreath Sales & Winter Faire
- The 12 Days of Giving –Thank you Ann and Anita for transporting close to 1000lbs of food from the school to the Food Bank
- TLS staff & parent Volunteers for a successful Winter Celebration

Curriculum Report:

Formal Observations and Evaluations to begin January: Lake is scheduling Pre-observation meetings with all K-8 Main Lesson and Specialty Teachers

Winter easyCBM opens January 18



January 2, 2024

Dear 8th Grade Parent/Guardian,

The Lighthouse School will participate in the National Assessment of Educational Progress (NAEP) on Tuesday, February 13, 2024. NAEP is the largest nationally representative and continuing assessment of what students know and can do in various subjects. NAEP is administered by the National Center for Education Statistics, within the U.S. Department of Education. NAEP is different from our state assessments because it is common measure of achievement across the country. The results are released as The Nation's Report Card, which provides information about student's achievement to educators, parents/guardians, policy makers, and the public.

Your child will/may take a mathematics or reading assessment. In addition to subject-area questions, students voluntarily complete NAEP survey questions. These questions provide valuable information about participating students' educational experiences and opportunities to learn both in and outside of the classroom. Additionally, American Indian and Alaska Native (AI/AN) students will be included in the National Indian Education study (NIES). NIES describes the condition of education for AI/AN students in the United States. More information about NAEP survey questions is available at:

<http://nces.ed.gov/nationsreportcard/parents> under the section "What Questions are on the Test?"

The assessment takes about 120 Minutes for most students, which includes transition time, directions, and completion of survey questions.

The information collected is used for statistical purposes only.

- Your Child's grades will NOT be affected
- Students may be excused for any reason, are not required to complete the assessment, and may skip any question
- While assessment is voluntary, NAEP depends on student participation to help policymakers improve education. However, if you do not want your child to participate, please notify me in writing by Monday, February 12, 2024.

There is no need to study in preparation for NAEP, but please encourage your child to do their best. Contact Shelley Lake director@thelighthouseschool.org if you have any questions.

We are excited that our school is participating in NAEP. We know that our Lighthouse School student's will show what our nation's students know and can do.

Shelley Lake,
Director, The Lighthouse School



COOS BAY PUBLIC SCHOOLS

Eastside ★ Madison ★ Millicoma ★ Sunset ★ Marshfield Junior High School
Marshfield High School ★ Destinations Academy ★ Resource Link

“Ensure each student thrives in an inclusive high-quality learning environment.”

PRESS RELEASE

January 2, 2024

Coos Bay School District Appoints Brian Gardner as Interim Superintendent

Coos Bay, Oregon – The Coos Bay School District is pleased to announce the appointment of Brian Gardner as the Interim Superintendent. Mr. Gardner brings a wealth of educational leadership experience and a proven track record of success in various administrative roles.

Educational Leadership Experience:

Mr. Gardner served as a Superintendent Mentor for the Coalition of Oregon School Administrators (COSA) from 2021 to 2023. In this capacity, he proactively mentored leaders to enhance decision-making skills and provided strategic guidance.

During the spring of 2022, Brian Gardner served as the Interim Superintendent of Jewell School District, where he successfully navigated the district through a turbulent and legalistic period, setting the stage for future success.

His extensive experience also includes a decade-long tenure as the Superintendent of Central Linn School District from 2011 to 2021. Mr. Gardner's leadership during this time resulted in significant improvements, including transforming K-6 from a Focus school to the top 11% of all elementary schools in the state and raising the 7-12 ranking from the bottom 1/3 to the top 25% in the state (although he gives most of the credit to Amanda O'Brien and Jon Zwmke who now serve in North Bend and Reedsport).

Education and Licenses:

Brian Gardner holds a Continuing Administrators License from Concordia University (2014), an Initial Administrative License from Concordia University (2007), a MAT from Pacific University (2004), and a BA in Business Administration from Pacific University (1987). He holds endorsements in Business, Marketing, and Social Studies, as well as a Professional Technical License in Marketing/Management.

We are confident that Mr. Gardner's extensive background in educational leadership and his proven ability to navigate challenges will greatly benefit the Coos Bay School District.

Mr. Gardner is set to assume his role as Interim Superintendent on January 2nd, 2024. The Coos Bay School District looks forward to working collaboratively with Mr. Gardner to continue providing exceptional education to our students.

For media inquiries, please contact:

Daven Cagley
Executive Assistant to the Superintendent and School Board
541-267-3104 Ext.1002
davenc@coos-bay.k12.or.us

Leadership Meeting 12/13/23

3:15-4:10

Attendance:

Angie Gibson, Rebeka Scholan, Rita Coxon, Linda Johanson, Julie Graber, Michelle Silva, Shelley Lake, Heather Kapande

Agenda:

1.) Winter Celebration

- Students with an identified Travel buddy (adult one to one support) are to be arranged by the teacher and assigned to travel with the identified student throughout the duration of the activities
- If a student needs additional support, but is not assigned a Travel buddy, then the Trail guides (adult volunteers) should be notified of pressing concerns/areas of needed support
- Administration is roaming and available via walkie talkie/Office communication should intervention be required
- J. Graber brought up concern for travel group size (33 students) and requests that future planning for this event begin sooner so more teachers can provide rotations to allow smaller travel groups
- M. Silva reminds that staff are NOT required to host a rotation and this year at least 2 staff members are reported to be absent on 12/15

2.) Dismissal

- Ideas for calm dismissal opportunities: Lower classroom lighting, quiet carpet activities, read aloud/audio book
- Request to release ALL 5-8 bussers at the same time so as no need to stagger bussing in upper grades
- Pre-K – first grade classes dismiss from side door, so no need for walkie communication once bus friends are released. Teachers may close quietly and open door for release at 3:00
- Discussion on preparation PRIOR to transitions to smooth closing time(s)
- Reminder that Teachers set the tone of their classroom and too look for creative inclusion opportunities to maximize all learning times, including closure opportunities

3.) Running Breaks

- Build in movement breaks into class routine to include all students
- SafeSchools training discourages running on blacktop
- Teachers are not permitted to allow student on the playground during Pre-K designated recess times: **9:30-9:45am and 1:30-1:45pm**

4.) Recess Zones

- Blocks are for K-2 grades only, teachers need to remind students to clean up after use
- Blocks should not build higher than shoulder(s)
- Blocks should not block view into TeePee play area
- Balls should not be thrown towards other groups
- Teacher Supervision of students required at all times during class recess, if a break is needed coordinate adequate coverage through office communication

5.) Library Books

- Students with outstanding books are not permitted to check out additional books until replacement/return
- Families are able to replace books or pay for replacement
- Teachers-please check class libraries for student books

Other

Mission Caroling tonight! 12/13/24 all are invited to attend

Union Meeting- Faculty request a work room for laminator and space: Admin reminds that the back room used for Math honors is available to staff except for the 9-9:45 time when math honors is in class. Music room is unavailable to all staff.

- Mrs. Maxwell requests a lock with lock block on the staff door for lock-down drills as she uses this space to house students safely.

Leadership team discussed Charter School equity and inclusion of all students. Are there additional ways our Charter can adapt instruction to support Tier II and Tier III intervention students?

- Smaller class sizes?
- PE schedule adaptations to minimize transitions (specifically in grades K-2)
- Additional hires?
- L. Johanson discussed how Mulberry School has an Occupational Therapist on campus and provides support for 2-3 students at a time for 45 min daily in the area of MAT work for sensory integration up to 3 years.
 - Administration reminds that under current charter agreement CBSD and ESD are responsible for all SPED assignments and TLS has little input outside of facilitating referrals, space and time.
 - Suggested increase support of roving Aides when not assigned to classrooms, and increase parent volunteers, specifically in grades 1 & 3

BUSINESS/HR REPORT FOR THE BOARD MEETING OF January 3, 2024

HUMAN RESOURCES

- 2023/2024 OPEN POSITIONS
 - 1.0 FTE Literacy – still open
 - Math Specialist – still open
 - 1st grade – still open

- Students will return to Music 1/2/2024

- Staff Appreciation Dinner comments – A BIG THANK YOU TO THE BOARD!!
 - Never worked in a place that cared enough to throw a dinner
 - This was the best one I’ve attended at Lighthouse
 - Food was great
 - Loved Stephanie’s speech
 - It was so warm and cozy – felt inviting
 - Who do we thank for setting this all up

BUSINESS REPORT

- Enrollment – 202
 - K = 22
 - 1st = 26
 - 2nd = 25
 - 3rd = 26
 - 4th = 26
 - 5th = 26
 - 6th = 26
 - 7th = 13
 - 8th = 12

- Current financial status as of 12.31.2023

Adopted budget	\$ 2,765,466.00	Adopted budget	\$ (2,765,466.00)
Expenses Year to date	\$ (978,421.73)	Revenues Year to date	\$ 896,328.18
Anticipated Expenses to 6/30	\$ (1,359,713.28)	Anticipated Revenues to 6/30	\$ 1,752,173.17
under budget	\$ 427,330.99	anticipated revenue deficit	\$ (116,964.65)
		anticipated net is a positive cash flow of	\$ 310,366.34