



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



**Agenda April 2, 2025**

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. **Public comment is limited 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 3/5/2025 –
5. Discuss & Approve Consent Agenda minutes:
  - 3/10/2025 – Grant Team
  - 3/17/2025 – Leadership Team Cancelled
  - 3/18/2025 – FOLS – February minutes attached
  - 3/19/2025 – Budget Committee meeting
  - 3/31/2025 – Safety Team Cancelled
6. Directors Report with Curriculum Report—Shelley Lake
7. Business Report—Michelle Silva
8. New Business:
  - **Action item: motion to approve the 2025/2026 Academic Calendar as presented**
9. Old Business
  - Strategic Plan Update – Stephane Messerle
10. Report from last District Board meeting –
11. Roundtable / Good of the Order-



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**Meeting Minutes March 5th, 2025**

1. Call to order

- The Board of Directors met March 5th, 2025
- The meeting was in person 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: McKinley Prado, Jenni Schmitt, Stephanie Messerle, John Gibson, Anita Martins, Stacy Courtright, Maya Watts and Lisa LaGesse (online). Also present were Director Shelley Lake and Business Manager Michelle Silva. Not present was Paula Mosley. A quorum was present because eight of the nine board members were in attendance. Presiding officer was Stephanie Messerle.

**REGULAR MEETING – REPORTS AND DISCUSSION**

2. Public comment

- None

3. Union report

- None
- H. Kapande purchased tickets for all staff who wanted to support C. Seldon by attending his performance in Rent at SWOCC

4. Discuss and Approve Board Meeting Minutes

- February 5th, 2025 board meeting minutes

5. Discuss and Approve Consent Agenda minutes:

- Grant Team - 2/10/2025
- Leadership Team - 2/12/2025
- FOLS Meeting - 2/18/2024
- Safety Team - 2/24/2025

**EXECUTIVE SESSION (7:08-7:58)**

Executive session under ORS 192.660 (2)

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

6. New Business

- **Action item:** To approve the renewals and non-renewals as presented for 2025/26
- **Action item:** To approve salary increases for non-union employees for 2025/26

7. Director and Curriculum Reports — Attached. Additionally:

- Kudos to L. Johanson for her Waldorf minutes. These include morning circle activities, whole group activities, choral citations and verses with tone inflection and movement at

different grade levels. She voluntarily has taken mentorship beyond 1:1 and is mentoring the whole teacher group.

- Spirit week was great, with different activities and themes including the 100th day celebration and kindness week.
- The American heart challenge was a big success, with healthy heart learning incorporated into all of February's PE classes. TLS raised \$605 for the American Heart Association.
- Dibbles and Easy CBM winter benchmark report came in. Literacy team has met to strategize how to support at-risk students for reading. For at-risk math students, it's harder to do without a math specialist, but currently working with teachers to help modify lessons and remediate those students who need extra help. TLS has scaffolding in place for advanced math students but needs better help for at-risk students. One suggestion is to trial Carnegie Math, which uses play for younger grades (teach, teach, pause to provide centered remediation) and comes with a digital component for kids who are more independent and advanced. The math program has a K-3 program, a 4th-5th program and a middle school program where kids can see their own progression visually. It also includes online parent help support (e.g., an online tutorial and videos for use at home or for sub use). It's a smart program that follows the student, and helps them cover gaps to get them caught up with grade level standards. It also has a professional development component for teacher trainings. We are looking at two other math programs as well to compare with Carnegie Math. Also want to focus on training teachers to be more proficient at teaching math and grow the math program, similar to what has been done for literacy professional development for the 2025/26 school year. The plan will be to use a few teachers to pilot the selected math program for a month or two this spring prior to transitioning the entire school over to a replacement math program. This could in turn solve the need for a Math Specialist and relieve Mrs. Lake from teaching advanced Math.
- TLS hosted a teacher professional development for Adverse Childhood Experiences to learn how students with adverse external experiences behave, with hands-on activities. Hope to bring the trainers back to provide a training for families. This would be free (including trainers, meals, materials) and TLS would just provide the location.
- TLS hosted a Crisis Preparedness Training from Coos Health and Wellness for educators to be better prepared for when something unknown happens.
- Report cards will be worked on this coming Friday
- **Action item:** to approve Director Lake entering into a contract with a 3rd party host platform, not to exceed \$5,000.
  - Discussion regarding a platform for TLS to communicate with families for the 2025/26 school year. Blackboard Connect (currently using for robo-calls and emails) or Parent Square which is hosted by Coos Bay School District. Director Lake does not recommend the latter as families might get lost in CBSD announcements, which often don't concern TLS. It also might confuse TLS families with mixed messages if they get announcements from the district that are conflicting with TLS messaging. This might change as CBSD becomes better informed about Parent Square's capabilities.

8. Business Report—Attached. Additionally:

- Pre-K has three more students so they are now at 19 students
- The 2025/26 is filled in 12 slots with only eight slots left in the afternoon class
- Budget committee meetings are upcoming, scheduled for March 19, April 16 and May 21

- Only federal funding TLS is anticipated to receive for 2024/25 is \$44,000.77 from Early Literacy Grant through CBSD.
- TLS has never adopted any policies specific to DEI because the school is built on these foundational premises.

#### 9. Old Business

- Strategic Plan - Board met for a work session March 2 from 2:00-4:00 PM to review the yearly work plan for the 2024/25 and 2025/26 school years. The work plan development for the current year has been delayed due to the timing of when the strategic plan was adopted. Ideally we should be beginning to create the work plan for next year. S. Messerle will make updates to the work plan and send it out to board members for review. Board action items include creating a more structured solicitation for open board positions, and an executive board succession plan, so the board has an easier transition as members leave the board. The next step is to format the strategic plan in a more user-friendly format. Plan to solicit graphic design help from a parent volunteer.

#### 10. Report from last Coos Bay District Board meeting

- P. Mosley (absent) watched the meeting and provided an update that TLS was mentioned for our pre-K program enrollment number increase.

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

- Thanks to R. Coxon for math club, it's been so engaging for the students
- Thanks to D. Slone for archery club. TLS took 1st place in middle school boys. TLS students were on their best behavior.
- Sixth grade Roman unit has been exciting, with creation of a Roman boat big enough for eight students.
- Too many accolades to count. Flu wiped out the school this past month and everyone on staff stepped up to help fill in and work together. Everyone is so hard working and gracious.
- Accolades for A. Stevens for stepping in to help sub in the office.
- Thanks to all staff for promptly answering the calendar survey
- Last FOLS meeting occurred right after federal funding cuts, making it particularly difficult for one or more board members. Thanks to E. Bailey for her time spent on the FOLS board.
- Students have been so creative with the seventh grade Africa project
- Excited for science night/middle school night where alumni in HS come back to talk to incoming freshman
- Kudos to Mrs Maxwell for helping put together the concept for the pipe organ project; TLS was awarded the grant

#### Task list

- S. Messerle will craft a request for parent volunteers to help format and provide graphic design for the strategic plan.

#### Corporate Actions

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

**RESOLVED** to approve the February 5, 2025 board meeting minutes. MM by John Gibson, 2<sup>nd</sup> by McKinley Prado. Unanimously approved.

**RESOLVED** to approve consent agenda minutes, with changes to Leadership Team Minutes (removal of Mr. O. Frangopoulos from the list of attendees) and Grant Team Minutes (change Three Rivers Foundation to Pacific Power Grant). MM by John Gibson, 2<sup>nd</sup> by McKinley Prado. Unanimously approved.

**RESOLVED** To approve the renewals and non-renewals as presented for 2025/26. MM by Anita Martins; 2<sup>nd</sup> by Stacy Courtright. John Gibson abstained. Otherwise unanimously approved.

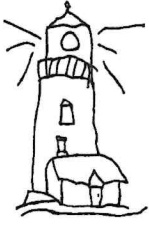
**RESOLVED** to approve salary increases for non-union employees for 2025/26. MM by McKinley Prado, 2<sup>nd</sup> by Anita Martins. John Gibson abstained. Otherwise unanimously approved.

**RESOLVED** to approve Director Lake entering into a contract with a 3rd party host platform, not to exceed \$5,000. MM by Maya Watts, 2<sup>nd</sup> by John Gibson. Unanimously approved.

**ADJOURNMENT:** The meeting adjourned at 8:58 PM. The next meeting date is scheduled for March 5, 2025.

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

Date: 3/5/2025



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BOARD OF DIRECTORS EXECUTIVE SESSION MINUTES

- ❖ The Board of Directors met on Wednesday, March 5, 2025 at 7:08 pm.
- ❖ The meeting was in-person at The Lighthouse School.
  - The Directors present at the meeting were: McKinley Prado, Jenni Schmitt, Stephanie Messerle, John Gibson, Anita Martins, Stacy Courtright, Maya Watts and Lisa LaGesse (online). Also present were Director Shelley Lake and Business Manager Michelle Silva. Not present was Paula Mosley. A quorum was present because eight of the nine board members were in attendance.
  - Presiding officer was Stephanie Messerle.

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

(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 7:58 pm.

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

Date: 3/5/2025

# CONSENT AGENDA

## Lighthouse Grant Team – Meeting Notes

3/10/25

Attendees: Stephanie Messerle, Shelley Lake

- **Welcome**
- **Overview of upcoming meeting dates**
  - Meetings will be virtual 7:00-8:00 PM on the following dates.
    - 4/14
    - 5/12
- **Coos Health and Wellness Grant**
  - Shelley is submitting a grant (likely on 3/11/2025) requesting \$6,000 for the Protective Factor Program. If approved, Coos Health and Wellness would host parenting classes at Lighthouse, tentatively 2 classes in April and 2 classes in May.
- **Pacific Power Foundation – due March 15**
  - Education/STEM grant application due March 15  
<https://www.pacificpower.net/community/foundation.html>
  - Application submitted 3/10/25 for band instruments, supplies, maintenance and repairs \$5,500.
- **Three Rivers Grant – due April 30th**
  - Discussed highest priority for this grant and determined it is the emergency preparedness list provided by the Safety Team. Subsequent email from Shelley includes costs and quantities of items.
  - Stephanie will start working on the Three Rivers Grant and reach out to team for assistance.
  - Increase water storage tank to \$3,000 to cover installation and any other materials necessary for constructing a base.
  - Grant will prioritize funding request in this order – MREs, water tank, pop up tents, and then everything else.
- **Science Supplies**
  - There are currently no science needs identified that cannot be covered through the school's budget. No science supplies have been added to the grant team list at this time to pursue funding.
- **Awarded Grants**
  - Coos County Cultural Coalition – Pipe organ kit, awarded \$1,200 2/2025. Stephanie attended the award dinner to accept check. This is an annual funding opportunity. Lighthouse should keep this on our radar if future needs arise in the area of arts, music, drama, performance or any supporting items such as sound system, costumes, supplies, equipment, fieldtrips, or improvements to a performance area in the outdoor classroom.
- **Review and update the Grant Team's Google Sheet of identified needs.**

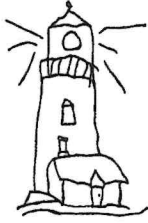


○

<https://docs.google.com/spreadsheets/d/18zJUXvUvPb5Rwjmitv6W3LWb2qa3Ko8sXluh5FVoSHU/edit#gid=0>

● **Review to do list**

- Done - Stephanie will revise the google sheet by our Feb 10<sup>th</sup> meeting
- Done - Shelley will provide a list of emergency preparedness items for the Feb 10<sup>th</sup> Grant Team meeting.
- Done - Shelley – Transmit band instrument and horticulture supply and cost list to the grant team
- Done - Shelley – If necessary, send grant team updated cost estimate for purchase and installation of a water storage tank if cost will exceed \$2,800.
- Done - Stephanie and team - Submit application for the Pacific Power Foundation, March 15<sup>th</sup>
- Stephanie and team – Submit application to the Three Rivers Foundation, April 30<sup>th</sup>, for emergency preparedness items.



## 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 February 18, 2025 at 6:00 pm at The Lighthouse School.
- The Directors present at the meeting were: Stefani Eaton, Johanna Curelo, Lisa LaGesse, Ed Hughes, and Sabrina McNeely. The following Director was not present: Jarret (Jake) Robinson
- A quorum was present because five of the seven Directors on the Board were present.
- The presiding officer was Stefani Eaton.
- There following guests were present: Michelle Silva, Shelley Lake, Eva Bailey.

### REGULAR MEETING – REPORTS AND DISCUSSIONS:

1. Meeting was called to order at 6:04 PM.
2. Public Comment: Eva presented her letter of resignation. Shelley thanked FOLS for their support and dedication to the school; the Winter Carnival was a success and she received a lot of positive feedback.
3. Minutes from the 01/21/2025 meeting were unanimously approved (MM by Stefani, 2<sup>nd</sup> by Sabrina).
4. Financial Report:
  - Additions to accounts:
    - Square: \$448.58 (Winter Carnival)
    - Paypal: \$994.89 (Rental house/Late fee)
  - Cash Out
    - Amazon: \$39.99 (water jug)
  - Accounts Update
    - Basic Checking #1093 - \$1179.38
    - Basic Business Checking #1106 - \$8274.08
    - Basic Business Checking #1544 - \$14837.67
    - Total Assets: \$24,291.13
  - Earmarked Items:
    - Garden Club: 130.10

5. Old Business:

- Winter Carnival Recap
  - Total earned: \$2290.96
    - Carnival/Meal Tickets: \$2096.96 (check written for TLS)
    - Parking Spot Raffle & FOLS Donation: \$194.00
  - Parking Spot Raffle: consider having a family prize (or prizes) since raffle entries were earned for playing Plinko. Congratulations to the Reloba-Spier Family on winning the raffle!
  - Everyone seemed to have a great time. Many extra volunteers came as a result of Mrs. Lake's call out for volunteers. Discussed different ways to engage families.
- FOLS By-laws: The by-laws are not ready to go to an attorney. They will be reviewed in sections at the next several meetings.
  - Reviewed 2 pages of the by-laws at the meeting
  - There is language in the by-laws requiring that a FOLS Director is also a Member of the TLS Board. There should be a link between the boards but questioned the requirement for a shared board member vs having a link between the two boards. Should this be in the by-laws or a policy? Also questioned what the TLS Board requires/thinks about this.
  - Everyone should review the remainder of the by-laws prior to the next meeting.

6. New Business:

- Annual taxes due May 15th

7. Committee Reports:

- Fundraising: See notes about Winter Carnival above. The Fundraising Committee would like to do one more event if possible this year. Wondered if it might be less overwhelming for new volunteers to help at a smaller, quieter event.
- Policy: See notes above about by-laws

**CORPORATE ACTIONS:** There were no corporate actions.

**MISCELLANEOUS DISCUSSION:**

- Continue to discuss the LPO, volunteering, and how to engage more families.

**ADJOURNMENT:** There being no further business, the regular meeting was adjourned at 7:57 pm. The date and time of the next meeting 03/18/2025 at 6:00 PM at The Lighthouse School.

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

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

*Approved: 03/18/2025*



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**Budget Committee Meeting  
 Minutes March 19, 2025**

1. Call to order – 3:30 pm
  - In attendance – Board Chair Stephanie Messerle, Vice Chair John Gibson, Treasurer McKinley Prado, Secretary Jenni Schmitt, Director Shelley Lake and Business Manager Michelle Silva.  
 A quorum was present because 6 of the 6 committee members were in attendance.  
 Presiding Budget officer was Michelle Silva.
  
2. Public comment – **There was no public comment**  
 (The board welcomes comments and questions from the public. If you wish to address the Board this evening, please let us know by unmuting yourself. We ask that you limit your comments to three minutes. If more than one person will be addressing the same topic, we ask that you appoint a spokesperson to speak for the group. Speakers may offer objective criticism of school operations and programs, but the Board will not hear complaints concerning individual school personnel. (Policy BDDH: Public Participation in Board Meetings))
  
3. **What % of the SSF estimate do we want to use? Unanimous to use 100%**
  - As of 3.3.2025 for 2025.2026 SSF is \$11,133 per CBSD estimate
    1. 100% = 11,133
    2. 98% = 10,910
    3. 97% = 10,799
    4. 96% = 10,688
    5. 95% = 10,576
    - for example: if the current estimate is 11,133 the % we decide to budget on would be what we apply to the May estimates to create the budget going forward (as the estimate fluctuates between now and May). The vote is on a % not an amount. The % will dictate the amount when the final May estimate comes out.

**Prior year per student analysis:**

Year	Amount TLS used/student	CBSD SSF ESTIMATE/STUDENT	Actual SSF pd/student
2018/2019	7881	7729	7972
2019/2020	7754	8262	8382
2020/2021	7950	8811	9330
2021/2022	8750	8959	9040
2022/2023	9169	9357	9553
2023/2024	9386	9676	10,277
2024/2025	11,133	11,133	TBD

**Prior year payment analysis:**

Year	ADM & per student allocation CBSD used	Amount CBSD pays us on until final adjustment	Final amount CBSD owed us based on actuals	Difference
2018/2019	220 /\$7729	1,732,071	1,685,387.88	-46,683.12
2019/2020	220/\$8262	1,843,746	1,846,221.86	+2,475.86
2020/2021	210/\$8811	1,850,310	1,998,143.12	+147,833.12
2021/2022	210/\$8959	1,885,623	1,846,140.89	-39,482.24
2022/2023	200/\$9357	1,867,610	1,898,825.25	+31,214.83
2023/2024	200/\$9676	1,943,231	2,064,686.55	+121,455.55
2024/2025	200/\$11,133	\$2,235,840	TBD	TBD

4. **ADM – which enrollment number do we want to use? Unanimous to use 200 for 2025/2026 budgeting purposes**

1. 216 – max capacity
2. 210 – this used to be the typical number we used
3. 200 – this is what CBSD pays us on
4. 205 – this is the number used for 24.25 budgeting

Prior year analysis:

Year	Adm used for budgeting	Adm CBSD paid us on until final adjustment	Final ADMw for May adjustment
2018/2019	220	220	208.42
2019/2020	225	220	219.35
2020/2021	210	210	213.67
2021/2022	210	210	204.63
2022/2023	210	200	197.96
2023/2024	210	200	201.64
2024/2025	205	200	TBD

5. **Areas of discussion:**

- **Electricity: Unanimous to increase budget to \$50,000**

- Increase to \$50,000? Yes
- Or another suggestion \_\_\_\_\_? No

Prior year analysis:

Year	Amt budgeted	Amt actually paid
2018/2019	N/A	N/A
2019/2020	N/A	N/A
2020/2021	N/A	N/A
2021/2022	45,000	38,512
2022/2023	45,000	34978
2023/2024	32,000	40,843.42
2024/2025	32,000	45,000 estimate to 6/30

- **Water & Sewer: Unanimous to increase budget to \$10,000**

- Increase to:
  1. 10,000 yes
  2. Stay the same at 9000 no

Prior year analysis:

Year	Amt budgeted	Amt actually paid
2018/2019	N/A	N/A
2019/2020	N/A	N/A
2020/2021	N/A	N/A
2021/2022	5140	5525
2022/2023	6040	5713
2023/2024	8,000	7508.00
2024/2025	9,000	7710.00

- **Garbage: Unanimous to increase budget to \$14,000**

- Leave it at 13,000? no
- Or increase to 14,000? yes

**Prior year analysis:**

Year	Amt budgeted	Amt actually paid
2018/2019	N/A	N/A
2019/2020	N/A	N/A
2020/2021	N/A	N/A
2021/2022	9000	9594
2022/2023	9600	10,230
2023/2024	13,000	11050.44
2024/2025	13,000	12,502.00

- **Grants in Aide budget:**

- **Unanimous to budget for:**

1. Literacy (2.5 FTE)
2. Horticulture Teacher (.5 FTE)
3. Handwork Teacher (.5 FTE)
4. Library help
5. Counselor – 2 days
6. Roving subs same as current year
7. Dean of Students/Behavior Specialist

- **Unanimous to continue Early release Fridays**

- to allow for staff meetings, PLC and Professional Development & Training

**6. Other discussion points:**

- **Unanimous to Budget for online Sign Language teacher**
- **Unanimous to Budget PE at 1.5 FTE to meet state requirements**
  
- **Consideration to update heating system in 26.27 budget year**
- **Discussion over TLS roof (possible ideas for future consideration discussed)**
  
- **This is not a renewal year of ERATE FIRST CONTRACT**
  - **Future consideration for additional services**

**7. Meeting adjourned – 4:14 pm**

Signature of Budget Officer, Michelle Silva \_\_\_\_\_

Date \_\_\_\_\_

# DIRECTOR'S REPORT



**Director's Report: 4/2/2024**

**Connections Log**

3/6 TLS Admin  
3/7 SCESD  
3/7 CHW  
3/10 Grant Team Meeting  
3/12 ODE Webinar  
3/18 Budget Committee  
3/18 Middle School Night  
3/19 Carnegie Pilot Meeting  
3/26 Tech Support

**Accolades:**

Pre-K Baby Goats Show & Tell / Food Bingo  
Kindergarten  
1<sup>st</sup> - T. Huff Silly String winners for American Heart Association  
2<sup>nd</sup> - SEL Lessons with K. Stauff  
3<sup>rd</sup> - Water Rockets – D. Slone & A. Cordova for support  
4<sup>th</sup> - Annual Animal Reports  
5<sup>th</sup> - Greek Festival with Ms. Scholan  
6<sup>th</sup> - Roman Main Lesson Art – Mosaics, Helmets, Ship building  
7<sup>th</sup> - Shakespeare Wax Museum  
Mr. Seldon and Middle School Science Fair  
8<sup>th</sup> grader Theo Schooler – 1<sup>st</sup> place in Archery Tournament  
Sr. Sopa – Stop Motion middle school elective

**Curriculum Report:**

Math Pilot in Month of May grades 3, 5 & 6<sup>th</sup>

OSAS (state assessments) to begin end of April – May

**Special Education Meetings Attended:**

IEP (Individualized Education plans with ESD & CBSD):	5
SST (Student Success Team Meetings):	5
504 Meetings:	1

**Accolades**

- Congrats to Coach Dave and 8<sup>th</sup> Grade Student Theo Schooler for taking 1st place at State Archery Tournament for Middle School boys. Lighthouse was represented well by 9 students.

**Housekeeping**

- Remind students that Hats and Hoodies are not permitted to be worn inside the building. They are allowed to wear them outside.
- Personal toys are not permitted at school: Digital games, Pokémon cards, personal balls to play with at school. The policy in the past has been to ask them to put them in their backpacks and not bring them to school again. If they are seen again, confiscate and the student can pick up their belonging(s) from the office.
  - Ms. Brittney is hosting a Pokémon Club in the Library for grades 4-8 during Lunch.
  - Students are not permitted to trade cards.
- Please remind students to leave the bark in place-students are digging in the bark and kicking out pits underneath the swings
- Smart watches are to be treated like cell phones. If a student is caught using a smart watch to text/chat/call please confiscate them and give them to the office for collection at the end of the day.

**Report Cards:**

- There is no office support on this day – if support is needed please email [office@thelighthouseschool.org](mailto:office@thelighthouseschool.org)
- Please email the office and Director Lake when your reports are finished for review
- Report Cards need to be submitted by Monday 3/10

**BAH Art:**

To participate in the Bay Area Hospital National Hospital Week Art Installation:

Art projects are open to interpretation of the theme " Celebrating Hospitals for Providing Healing, Health and Hope". Past projects have included paper, watercolor, origami, glitter, sequins, tissue, metallic markers and computer graphic art.

- The artwork needs to be completed and turned into the office no later than April, 11th, 2025, so it can be taken to the hospital and displayed.
- Please reach out to Anita in the office for questions/support

**Upcoming Dates:**

3/10 Report cards due to Director/Office

3/11 Safety Day

3/12 4<sup>th</sup> grade field trip- Plank House

3/12 Leadership Meeting

3/15 OBOB 6-8 Regionals

3/19 Middle School NIGHT

**3/24-28 SPRING BREAK**

**Housekeeping**

- Smart watches are to be treated like cell phones. If a student is caught using a smart watch to text/chat/call please confiscate them and give them to the office for collection at the end of the day.
- ISP- Independent Study Plans- should be submitted to the office – NOT THROUGH CLASSROOM TEACHERS. An official ISP requires a minimum of 2 weeks' notice PRIOR to students being gone and have Admin signature/approval.

**Math Support**

Coolmathgames.com has been blocked school wide due to teacher request(s). Instead -Math online ideas:

zearn.com  
Prodigy.com  
Gimkit.com

All of the links above can be targeted to grade level and/or individual student skill level, provide subject data,

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- The artwork needs to be completed and turned into the office no later than April, 11th, 2025, so it can be taken to the hospital and displayed.
- Please reach out to Anita in the office for questions/support

**Oregon State Assessments (OSAS)**

- Grades 3-8 and supportive Test administrators received the training modules in email on in staffclass for OSAS on 3/13/25  
Grade 3-8 need to watch training modules (PowerPoints) 2-5 & 8  
Grade 5 & 8 ALSO need to watch training module (PowerPoint) 6  
Training Module #9 is optional for teachers interested in utilizing interim testing for practice PRIOR to spring OSAS testing

OSAS testing will begin the last week of April and through May. A schedule will be released at our April Staff Meeting

Please note ALL STUDENTS grades 3-8 Need to also participate in the SEED Survey.

- Test Administrators Should Login to the test interface PRIOR to test administration
- All student opt-out forms need to be turned into the office/Director
- **The OSAS Test Administrator affidavits are due no later than April 15th, 2025**

**Upcoming Dates:**

3/15 OBOB 6-8 Regionals

3/18 Middle School Science Fair

3/19 Middle School NIGHT

3/21 Staff Meeting

**3/24-28 SPRING BREAK**

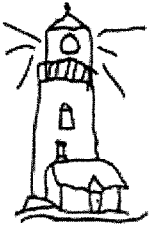
4/4 Collaboration Meal

4/11 Conference Prep – NO staff meeting

4/15 Safety Day

4/18 & 4/21 Parent/Teacher Spring Conferences

4/25 Staff Meeting



3/19/2025

Hello Lighthouse Families,

As we welcome the first hints of spring, I wanted to pause and reflect on something that's been on my mind lately: the critical difference between **school safety** and **emotional safety**—and why understanding this distinction matters for everyone in our school communities.

When we think about "school safety," the first words or images that often come to mind are: locked doors, security cameras, school safety drills, and school response training. The Lighthouse School (TLS) implements these security measures to protect all of our students, staff and campus volunteers. With that being said, we can often confuse security with safety. Security is something we do to the environment. Safety is something we feel in our bodies.

While security measures are vital for our school, they can inadvertently serve as cues of threat and danger in our learning environments. This means that TLS is equally intentional about creating **emotional safety as we are for physical safety**. Our school staff has recently participated in ACES training –Adverse Childhood Experience training, a program designed to educate our school educational staff about the impact of traumatic experiences in childhood on individuals' health, well-being, and development. With the goal being that all of the TLS professional team will further develop awareness required to support our students with regulation strategies that their nervous systems require for conscious thought and lesson application, and TLS is hoping to expand this opportunity to our parent community as well in the near future.

As part of our inherent pedagogy, the Lighthouse School intentionally promotes **emotional** safety for all of our students starting in Pre-k and through 8<sup>th</sup> grade. The basic aesthetics of our campus include:

**Lighting** - Soft, natural light or warm-fabric draped artificial light

**Acoustics** - Reduced echoing, buffer zones for loud spaces, sound-dampening materials, relaxing music playing and even noise canceling headphones for students by request and/or need

**Visual order** - Organized, uncluttered spaces with clear boundaries

**Colors** - Calming blues and greens, warm neutrals & pastels rather than stark whites or intense primary colors

**Textures** - Variety of tactile elements including soft fabrics, natural materials, and smooth surfaces

**Furniture arrangement** - Flexible seating options, clear pathways, semi-enclosed spaces for security

**Temperature** - Consistent, comfortable warmth that doesn't fluctuate dramatically

**Air quality** - Fresh air circulation, green plants that purify

**Natural elements** - Incorporation of plants, stones, wood, and water features where possible

**Personal space** - Clearly defined areas that provide choice and autonomy for both students and teachers

We believe that when our nervous systems detect safety through these environmental and relational cues, students can access their highest capacities for academic learning, personal creativity, and quality social connections!

Shelley Lake,

Director, The Lighthouse School

**Housekeeping**

- Smart watches are to be treated like cell phones. If a student is caught using a smart watch to text/chat/call please confiscate them and give them to the office for collection at the end of the day.
- ISP- Independent Study Plans- should be submitted to the office – NOT THROUGH CLASSROOM TEACHERS. An official ISP requires a minimum of 2 weeks' notice PRIOR to students being gone and have Admin signature/approval.
- Hoods and hats are not permitted in the building
  - School Handbook Dress Code
  - Identification purpose
  - Learning to Adhere to professional expectations
- Students need to finish breakfast in the cafeteria- they are not permitted to continue eating in the classroom
- Students need to finish lunch in the cafeteria- they are NOT permitted to continue eating on the playground
- Please keep thermostat below 75 – please turn thermostat off at end of each day before leaving campus
- Exterior doors need to remain closed when class is outside
- If you plan to take class in a location other than schedule, please notify the office and take walkie/talkie with you for communications

**Math Support**

Coolmathgames.com has been blocked school wide due to teacher request(s). Instead -Math online ideas: All of the links below can be targeted to grade level and/or individual student skill level, provide subject data

zearn.com

Prodigy.com

Gimkit.com

TLS will be piloting Clear Math (K-5) and Math Solutions (6-8) in the month of May in selected grades. Digital classroom link in google staffclass for all teacher preview. Any questions, concerns may be addressed with Director

**BAH Art:**

To participate in the Bay Area Hospital National Hospital Week Art Installation:

Art projects are open to interpretation of the theme " Celebrating Hospitals for Providing Healing, Health and Hope". Past projects have included paper, watercolor, origami, glitter, sequins, tissue, metallic markers and computer graphic art.

- The artwork needs to be completed and turned into the office no later than April, 11th, 2025, so it can be taken to the hospital and displayed.
- Please reach out to Anita in the office for questions/support

**Oregon State Assessments (OSAS)**

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    - Grade 3-8 need to watch training modules (PowerPoints) 2-5 & 8
    - Grade 5 & 8 ALSO need to watch training module (PowerPoint) 6
- Training Module #9 is optional for teachers interested in utilizing interim testing for practice PRIOR to spring OSAS testing

**The affidavit is due no later than April 15th, 2025**

Testing Schedule (attached)

**Talent Show**

- Sign-up / approval Wednesday 4/16 3:13-4:30
- Rehearsals are on Wednesdays: 4/23, 4/30 & 5/7 3:15-4:30
- Dress rehearsal FRIDAY 5/16 1:45-3:00
- Talent SHOW SATURDAY 5/17 3-5pm

**April 1<sup>st</sup>****Parent/Teacher Conferences 4/18 & 4/21**

- Office sent out sign up list for teacher & parents
- Please email Stauff and/or Lake for conferences that you request Admin Support

## **Earth Day 4/22**

### **Classroom observance-**

if a class plans to attend the outdoor classroom please pre-arrange time with office

if a class plans to PLANT on campus please collaborate with Rebekah & Director

All Classes are invited to make Pinwheels to decorate in the front daffodil terrace

## **Upcoming Dates:**

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3/15 OBOB 6-8 Regionals

3/18 Middle School Science Fair

3/19 Middle School NIGHT

3/21 Staff Meeting

**3/24-28 SPRING BREAK**

4/4 Collaboration Meal

4/11 Conference Prep – NO staff meeting

4/15 Safety Day

4/18 & 4/21 Parent/Teacher Spring Conferences \\\

4/22 **EARTH DAY**

4/25 Staff Meeting

# **BUSINESS / HR REPORT**

# BUSINESS/HR REPORT FOR THE BOARD MEETING OF April 2, 2025

## BUSINESS REPORT

- **Pre-K Update**

- Current enrollment = 19
- 2025/2026
  - March
    - 3/14/2025 another slot was filled bringing total enrollment up to 13 for 2025/2026
    - 3/29/2025 sent an add to the City of CB for a reader board add
  - February
    - 2/6/25 held meet the teacher event from 3:15-4:00 pm
    - 2/11/25 held meet the teacher event from 5:30-6:15 pm
    - 2/18/25 held Prek round up in the foyer of the school. Had 11 families sign up.
    - 2/19/25 Leah Scott blasted social media
    - 2/21/25 TLS parent orientation for K-8 handed out 6 Prek Packets
    - 2/24/25 all am slots filled with a total enrollment of 12.
    - 2/25/25 had an inquiry
    - As of 2/28/25 we have 8 slots left in the PM class

- **Current Enrollment as of 2/28/2025= 198**

- K = 24
- 1<sup>st</sup> = 22
- 2<sup>nd</sup> = 23
- 3<sup>rd</sup> = 24
- 4<sup>th</sup> = 23
- 5<sup>th</sup> = 25
- 6<sup>th</sup> = 24
- 7<sup>th</sup> = 20
- 8<sup>th</sup> = 13

- **\* Enrollment as of 2/28/2025 = 199**

- K = 24
- 1<sup>st</sup> = 22
- 2<sup>nd</sup> = 23
- 3<sup>rd</sup> = 24
- 4<sup>th</sup> = 23
- 5<sup>th</sup> = 25
- 6<sup>th</sup> = 24
- 7<sup>th</sup> = 21
- 8<sup>th</sup> = 13

- **Field Trips:**

- 5<sup>th</sup> grade SS National Resource days – 4/9/2025 - new field trip by invite thanks to Eva Bailey
- 6<sup>th</sup> – 8<sup>th</sup> grade Band Class – 4/23/2025 Hales Center to see Bay Area Concert Band – new field trip by invite (busing paid for)
- 1<sup>st</sup> grade Gift of Literacy – 4/24/2025 - Traditional field trip – class funds used
- 2<sup>nd</sup> grade – Butterfly pavilion – tentative dates April 29 or 30 pending confirmation

- **Budget Committee Meetings:**

- Wednesday April 16 at 3:30 in the handwork room
- Wednesday May 21 at 3:30 in the handwork room

- **Current financial status as of 3.31.2025**

Adopted budget	\$	3,021,013.00	Adopted budget	\$	(3,021,013.00)
Expenses Year to date	\$	(1,784,119.01)	Revenues Year to date	\$	1,673,124.81
Anticipated Expenses to 6/30	\$	(1,022,065.86)	Anticipated Revenues to 6/30	\$	1,213,714.53
under budget	\$	214,828.13	anticipated revenue deficit	\$	(134,173.66)
			anticipated net is a positive cash flow of	\$	80,654.47



## HUMAN RESOURCES

- **PCP update**
  - 3/17-3/19/25 – EIS was on site to conduct interviews of 20 individuals
  - Total cost through 2/28/2025 \$10,823.50
- **Intent to Renew**
  - Received 22 of 26 Intent to renews as of 3.31.25 – they are due back by 4.15.25
- **2025/2026 Calendar –**
  - Employee survey feedback results:

**Question Categories    Majority vote built into calendar**

Conferences (19)	<b>12 = Friday &amp; Monday</b>	4 = Thursday & Friday	3 = not applicable
Staff meetings (18)	<b>15 = Last Friday of mo</b>	3 = meet twice a mo	
Community Collaboration Fridays (18)	<b>12 = yes</b>	6 = no	
Friday early release (19)	<b>19 = yes</b>		
Winter celebration (19)	<b>19 = release after lunch</b>	0 = Friday release time	

- Calendar Building Checklist:
  - The contracted work year for licensed employees shall not exceed one hundred ninety-five (195) days, comprised of **not more** than the following:
    - One hundred and seventy-two (172) instructional days;
    - Two (2) half (½) days for a total of one (1) day for parent/teacher conference preparation;
    - The equivalent of five (5) parent/teacher conference days;
    - Five (5) in-service days and/or teacher work days;
    - Three (3) professional development days; and
    - Three (3) grading days; one of which to be scheduled at the end of each grading period.
  - The following paid holidays shall be recognized by the Board when the holiday falls within the employee’s work year:
    - Independence Day (July 4), Labor Day (First Monday in September), Indigenous Peoples’ Day (formerly Columbus Day - Second Monday in October), Veterans’ Day (November 11), New Year’s Day (January 1), Martin Luther King, Jr. Day (Third Monday in January), Presidents’ Day (Third Monday in February), Memorial Day (Last Monday in May), Juneteenth National Independence Day (June 19)
      - If any one of the above holidays falls on a Saturday it will be recognized on the Friday before; if on a Sunday, it will be recognized the Monday after.
  - Newly hired employees shall be scheduled two (2) additional paid days for Board directed training and/or orientation prior to the start of the work year.

# THE LIGHTHOUSE SCHOOL 2025/2026 ACADEMIC TRIMESTER SCHOOL CALENDAR

FALL TERM					
AUGUST					
9	M	T	W	Th	3
					1
4+	5+	6+	7+	8+	
11+	12+	13+&	14neo+	15neo+	
18iA	19iAd	20iA	21iA	22iA	
25p/e	26	27	29	29/s	

WINTER TERM					
DECEMBER					
15	M	T	W	Th	15
	1	2	3	4	5/FL
	8	9	10	11	12/s
	15	16	17	18	19/wc
22wb	23wb	24wb	25wb	26wb	
29wb	30wb	31wb			

SPRING TERM					
MARCH					
12	M	T	W	Th	12
	9	10	11	12	13/FL
	16	17	18	19	20/s
23sb	24sb	25sb	26sb	27sb	
30	31				

SEPTEMBER					
22	M	T	W	Th	21
	13\$H	2	3	4	5/FL
	8	9	10	11	12/pl
	15	16e	17	18e	19/
	22	23	24	25	26/s
	29	30			

JANUARY					
21	M	T	W	Th	19
				13\$H	2wb
	5	6	7	8	9/FL
	12	13	14	15	16/pl
	19\$H	20	21	22	23/
	26	27	28	29	30/s

APRIL					
22	M	T	W	Th	20
			1	2	3/FL
	6	7	8	9	10/cp
	13	14	15	16	17ac
	20ac	21	22edc	23	24/s
	27	28	29	30	

OCTOBER					
23	M	T	W	Th	19
			1	2	3/FL
	6	7	8	9	10/d
	13\$H	14	15	16	17/cp
	21	21	22	23	24/ac
	27ac	28	29	30	31/s

FEBRUARY					
20	M	T	W	Th	18
	2	3	4	5	6/FL
	9	10	11	12	13/d
	16\$H	17	18	19	20/
	23	24	25	26	27/s

MAY					
21	M	T	W	Th	20
					1/FL
	4	5	6	7	8/
	11	12	13	14	15/
	18	19	20	21SF	22/
	25\$H	26	27	28	29/s

NOVEMBER					
15	M	T	W	Th	13
	3	4	5	6	7/FL
	10	11\$H	12	13FF	14/s
	17	18	19	20	21R
	24fb	25fb	26fb	27fb	28fb

MARCH					
5	M	T	W	Th	4
	2	3	4	5	6R

JUNE					
10	M	T	W	Th	8
	1	2	3	4	5R
	8	9fd	10fd	11/g	12
	15+	16+	17+	18+	19\$H
	22	23	24	25	26
	29	30			

PROPOSAL  
4/2/2025

13 weeks  
9 weeks of electives

Contracted Days =	69	71 new
Teaching Days =	56	

12 weeks  
9 weeks of electives

Contracted Days =	61
Teaching Days =	56

13 weeks  
10 weeks of electives

Contracted Days =	65
Teaching Days =	60

Total Contract Days = 195/ 197 Total Teaching Days = 172 /172

edc Earth Day Celebration April 22

FL Friday Luncheon - formerly  
Community Collaboration

FF Fall Festival 13-Nov

SF Spring Festival 21-May

neo new employee orientation (2)  
office and administrative staff work  
+ days

1st and last day with students  
winter celebration

i inservice days

/wc 12:30 release 19-Dec

A All Staff Work Days

s staff meetings last Friday/mo

Mandatory Work Day/no school

pl Professional Learning

edc earth day celebration 22-Apr

\$H Paid Holiday - no school

p/e half day prep/evening open house

fd field day (based on weather)

/ Early release Fridays

d staff development day

cp conference prep

& Student registration

9 am - 7pm

1:30 release for students, K/8

/g graduation day (full day for staff)

e evening parent night (2)

R report card days - no school

ac all day conferences - no school

fb fall break - no school

wb winter break - no school

sb spring break - no school

# Untitled

SUMMARY → DESIGN SURVEY → CONNECT APPS → COLLECT RESPONSES → **ANALYZE RESULTS**

**Question Summaries** Insights and Data Trends Individual Responses Dashboards

Rules Saved views Exports Shared data Insights Multi-survey analysis Share Save as

## RULES

+ FILTER + COMPARE + SHOW

### No rules applied

Rules allow you to **FILTER**, **COMPARE** and **SHOW** results to see trends and patterns.

[Learn more](#)

RESPONDENTS: 19 of 19

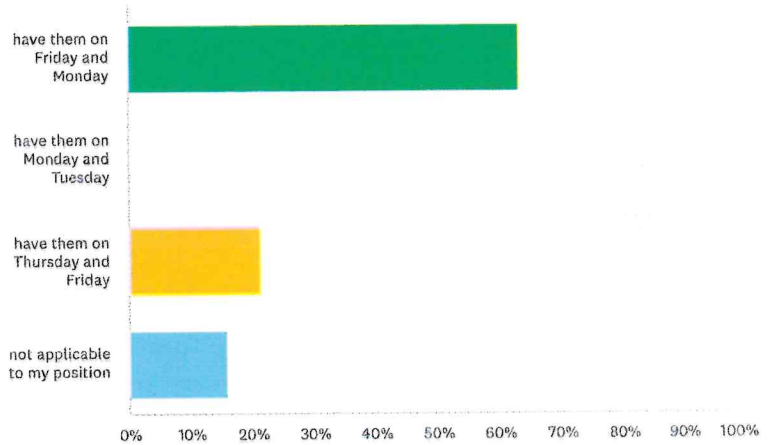
Page 1: 2025.2026 Academic Calendar

Q1

Customize Save as

## CONFERENCES: would you rather?

Answered: 19 Skipped: 0



### ANSWER CHOICES

### RESPONSES

have them on Friday and Monday	63.16%	12
have them on Monday and Tuesday	0.00%	0
have them on Thursday and Friday	21.05%	4
not applicable to my position	15.79%	3

TOTAL

19

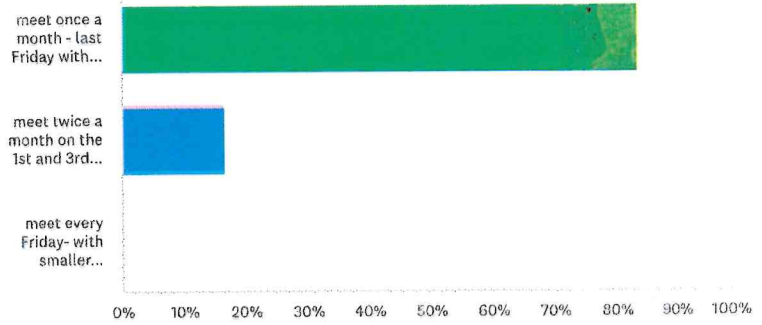
Q2

Customize Save as

## STAFF MEETINGS: would you rather?

Answered: 18 Skipped: 1

SurveyMonkey Analyze - Untitled



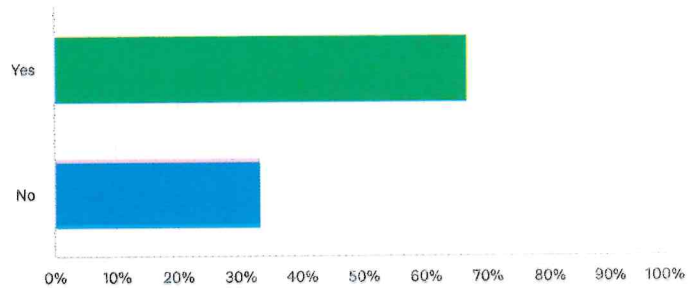
ANSWER CHOICES	RESPONSES
meet once a month - last Friday with students each month - with all of the upcoming months info	83.33% 15
meet twice a month on the 1st and 3rd Friday of each month	16.67% 3
meet every Friday- with smaller portions of information	0.00% 0
<b>TOTAL</b>	<b>18</b>

Q3

Customize Save as

Should we designate one Friday a month to community collaboration meals again?

Answered: 18 Skipped: 1



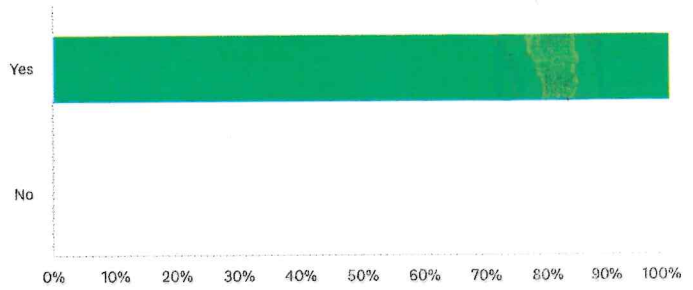
ANSWER CHOICES	RESPONSES
Yes	66.67% 12
No	33.33% 6
<b>TOTAL</b>	<b>18</b>

Q4

Customize Save as

Should we keep Fridays as early release at 1:30 -1:45 (ish)?

Answered: 19 Skipped: 0



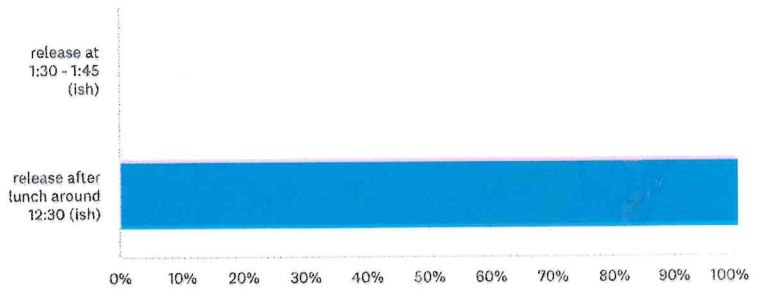
ANSWER CHOICES	RESPONSES	
Yes	100.00%	19
No	0.00%	0
<b>TOTAL</b>		<b>19</b>

Q5

[Customize](#) [Save as](#)

### Winter Celebration day 12/19- would you rather?

Answered: 19 Skipped: 0



ANSWER CHOICES	RESPONSES	
release at 1:30 - 1:45 (ish)	0.00%	0
release after lunch around 12:30 (ish)	100.00%	19
<b>TOTAL</b>		<b>19</b>

ENGLISH

