

BOARD OF DIRECTORS  
LAKE COUNTY SCHOOL DISTRICT 7  
LAKE COUNTY, OREGON

Present: Annie Bunten, Director  
Darwin Johnson, Director  
Cori Price, Director  
Dustin Gustaveson, Vice-Chair  
Barry Shullanberger, Chair  
Will Cahill, Superintendent  
Janet Melsness, Business Manager (NOT PRESENT)  
Tandalin Gustaveson, Administrative Assistant  
Ex-Officio: Susan Warner, Lonnie Chavez, Lane Stratton, Christopher Rose, Jack Thompson  
Guests: Michael McGowen

1. **WORK SESSION - 5:00 PM**

Presenter: WILL CAHILL

1. 1. OSBA - Policy Update

Presenter: WILL CAHILL

**Amended:** Recommended removal of the highlighted language in policies  
**JHCD/JHCDA – Medications** and **JHCD/JHCDA/AR – Medications**, per the advice of  
legal counsel

**JGE–Expulsion**

**OSBA Position:** Required

**Summary:** Simple change in pronoun, “his/her” to “their”.

**Recommendation:** Adopt

**JHCD/JHCDA–Medications**

**OSBA Position:** Required

**Summary:** There are a number of changes related the training requirements, and the designation of a school nurse, or designated staff members in dispensing medication to students. Specifically, wording in the policy provides the guidelines where a student may carry and self-medicate in the event of life threatening allergies. However, any students who do self-medicate must have a specific written plan on file, and physician approval. A new paragraph has been added related to the medication, “Naloxone”, a drug used to reverse the effects of an opioid overdose which may be administered by a designated staff member or school nurse. The last paragraph refers to the liability aspect of medication administration. The paragraph states that Board members and school personnel are not liable for criminal or civil litigation if school personnel acted in good faith when administering medication.

**Recommendation:** Adopt

**JHCD/JHCDA/AR – Medications**

**OSBA Position:** Required

**Summary:** No real specific changes. Wording has also been added related to the medication, “Naloxone”, a drug used to reverse the effects of an opioid overdose which may be administered by a designated staff member or school nurse.

**Recommendation:** Adopt

**JHFE – Reporting of Suspected Sexual Conduct with Students (Delete and Replace)**

**OSBA Position:** Required

**Summary:** This is the deletion of the current policy on file with a replacement policy. The difference between the two is additional wording related to the consequences to an employee who is the perpetrator of child abuse. It outlines consequences of paid administrative leave, notification to law enforcement, and a requirement of posting the incident in the employees personnel file. This policy was developed from incidents of sexual abusers moving from one district to another with no record of abuse.

**Recommendation:** Adopt

**JHFE/AR - Reporting of Suspected Sexual Conduct with Students (Delete and Replace)**

**OSBA Position:** Required

**Summary:** This is the deletion of the current policy on file with a replacement policy. This continues policy JHFE with the processes involved with reporting, the definitions related to types of abuse, and paragraph specific to cooperation in an investigation, and the bracketed language in paragraphs 4, and 10 on page 3-4, in paragraph1, the Cooperation with an Investigator section.

**Recommendation:** Adopt

**JHFF/GBNAA and JHFF/GBNAA – Reporting Requirements for Suspected Sexual Conduct with Students – (Delete and Replace)**

**OSBA Position:** Required

**Summary:** These policies outline the reporting processes outlined in the two previous policies. There is some minor bracketed language in paragraph 4 in the first policy, and paragraph 4 and 10 in the AR.

**Recommendation:** Adopt

**JGAB, &JGAB –AR (1) –Use of Restraint or Seclusion - 2 policies**

**OSBA Position:** Required

**Summary:** Increased new language related to definitions actions and reactions by staff in restraining and isolating students. It specifically describes physical interactions that are prohibited, in addition to providing guidance on appropriate measures in dealing with students who pose a physical threat to themselves, other students and adult staff. LCSD #7 provides an annual training through PACE with classified staff.

**Recommendation:** Adopt both

**Additional policies – Tabled Policy GBNAA/JHFF and GBNAA/JHFF – AR**

**Summary:** Since the last meeting we have reviewed the policy related to the issue of employee’s texting students. The conclusion is that employees may send texts to students if it is strictly directed to school business. This also states the employees are prohibited from texting students if the topic is not related to school. The updated portions are in bolded yellow. **Recommendation:** Adopt

**2. CALL TO ORDER REGULAR SESSION - 5:38 PM**

Presenter: CHAIR

2. 1. Pledge of Allegiance to the Flag

Presenter: CHAIR

**3. APPROVAL / AMENDMENT OF MEETING AGENDA ITEMS**

Presenter: CHAIR

3. 1. Approval and/or Amendment of Board Meeting Agenda Items for April 22, 2020.

I move to approve the board meeting items for April 22, 2020 as presented.

Presenter: CHAIR

**Gustaveson moved and Johnson seconded the motion to approve the meeting agenda items for April 22, 2020 as presented. The motion passed unanimously.**

**4. APPROVAL OF MINUTES**

Presenter: CHAIR

4. 1. Minutes of April 2, 2020

I move to approve the minutes of April 2, 2020 as presented.

Presenter: CHAIR

**Gustaveson moved and Bunten seconded the motion to approve the minutes of April 2, 2020 as presented. The motion passed unanimously.**

4. 2. Minutes of April 6, 14, and 15

I move to approve the Superintendent Search - Executive Session Minutes of April 6, 14, and 15 as presented.

Presenter: CHAIR

**Gustaveson moved and Bunten seconded the motion to approve the minutes of April 6, 14, and 15 and presented. The motion passed unanimously.**

**5. CORRESPONDENCE**

Presenter: WILL CAHILL

There was no correspondence.

**6. PUBLIC COMMENT**

Presenter: CHAIR

There was no public comment.

**7. REPORTS**

7. 1. Building Principals Report

Presenter: SUSAN WARNER & LANE STRATTON

Warner reported the Elementary staff doing exceptionally well to help and guide all students during this difficult and unknown time of COVID19. Warner stated that

schoolwork packets have been going out to all students. The AD HAY gym has provided certain dates when it will be open and available for parents to pick up students items from their desks and classrooms. Warner reported that due to having received the Early Learning grant, several leaning items such as, games, activities, and materials have been available to students. Warner stated that the last food delivery date will be July 11<sup>th</sup>. Stratton and Warner stated that 1130 meals went out last week, 100 meals for delivery and 100 meals for pick-up each day. Warner stated that ODE is recommending that Elementary grades now move into the Pass/Incomplete system. All staff has made strides to begin online classes for students. A Teacher Parade was held April 22<sup>nd</sup>. Staff practiced social distancing by remaining in their vehicles with decorated signs, banners, and balloons. The parade drove through the community by ways of the Lake County Fair & Rodeo parade route. Warner explained that it was a wonderful time had by all. Stratton reported that 93 laptops have been checked-out. 10 students have no internet access (some have been using data). 3. Food service is going good with 96 pick-up and 91 drop off. Cafeteria staff is on a rotation and all meals are prepared and handed out at LHS. A Friday delivery will be added, due to the logistical challenge and space on 3 meal Thursdays. Stratton reported that staff meetings are taking place via Google Hangouts. Three Janitors are working 2 hour shifts, two secretaries are working 4 hours +, Counselor is working 8 hours, and SpEd Para's and ELL para's assigned to student's on-line support. Tech on call. Maintenance crew is helping with the mail service. Startton reported that the District Webpage and Facebook page, as well as, School Messenger are all being used to keep the community informed. Individual Google meets with IEP, ELL, and non-engaged students have been set up or invited to attend. Stratton explained that all Seniors will either have a Pass/Incomplete/Withdrawal. All seniors are in good standing or have been delivered a plan that would allow them to graduate by August 30, 2020, if completed. Students, 9-11 will be on a Pass/Incomplete system as well and plans by September 2020 will be put in place if a student has an incomplete, which must be completed by the start of the school year of 21/22. There is no direction from ODE in regard to 7<sup>th</sup> and 8<sup>th</sup> grade students. Stratton reported that deliveries to Plush and Adel take place on Tuesday and Thursday. Community partnership support meetings are still taking place and very important and helpful.

#### 7. 2. Athletic Director Report

Presenter: CHRISTOPHER ROSE

Rose reported that OSAA has cancelled all sporting events and activities for the remainder of the school year. Rose stated that OSAA is launching a promotion of school spirit, #wewillplayagain. Rose reported that in honor of the LHS Senior Class of 2020, each Monday evening the football field will have its lights on at 8:20 PM for the remainder of the school year. Rose reported the Fall sports schedules are complete.

7. 3. Special Education Report

Presenter: LONNIE CHAVEZ

Chavez reported that the Special Education department is doing well under the current conditions of COVID19. Teachers and staff are working hard to make sure that student's needs are being met. Zoom meetings are taking place with students and parents, which is helping to make sure the transition of distance learning is as smooth as possible.

7. 4. Bond Report

Presenter: WILL CAHILL

Cahill reported that the decision going forward with a Bond will be based on the impacts of COVID and how it will affect the taxpaying public come November. Cahill reached out to the bond committee and the majority of the input suggests that because of COVID we probably need to instead plan for May, 2021, take time to see what the direction of COVID will be, and view indicators of when the economy will be fully functioning. The Board of Directors all agreed to not move forward in the Bond process until possibly May of 2021.

8. **OLD BUSINESS**

Presenter: CHAIR

There was no old business.

9. **NEW BUSINESS**

9. 1. Resolution #14 - Teacher Appreciation Week - May 4-8, 2020

I move to approve Resolution #14 - Teacher Appreciation Week - May 4-8, 2020 as presented.

Presenter: WILL CAHILL

**Gustaveson moved and Bunten seconded the motion to approve Resolution #14 – Teacher Appreciation Week – May 4-8, 2020 as presented.**

10. **CONSENT AGENDA**

I move to approve the consent agenda as presented.

10. 1. 2019-20 Certified Teacher\_Long-Term Substitute\_HIRE

**Bunten moved and Gustaveson seconded the motion to approve the Consent Agenda as presented.**

11. **ANNOUNCEMENTS**

Presenter: WILL CAHILL

May 18<sup>th</sup> – Budget Meeting

May 27<sup>th</sup> – Work Session – Student/Parent & Staff Handbooks

12. **NEXT BOARD MEETING AGENDA ITEMS**

COVID 19 Updates - Report

Building Principals – Report

SIA Report

Financial Update

April 22nd OSBA Policy Updates - Approval - Consent Agenda

Presenter: WILL CAHILL

13. **ADJOURNMENT**

I move we adjourn the meeting.

Presenter: CHAIR

**Bunten moved and Gustaveson seconded the motion to adjourn the meeting at 7:16 PM. The motion passed unanimously.**

---

Board Chair

---

Superintendent