

MEDFORD SCHOOL DISTRICT 549C
JACKSON COUNTY, OREGON
ALL are Learning and Learning is for ALL

Board Retreat OF THE BOARD OF DIRECTORS

Friday, August 30, 2024 - 8:30 AM
Oakdale Middle School Room 230
815 S. Oakdale Ave.
Medford, OR 97501

AGENDA

This meeting will take place in person. The public may also view the Board Retreat via the following link: <https://medfordsd.zoom.us/j/98476606363>

1. **Call to Order / Pledge of Allegiance / Roll Call**
2. **Agenda Adjustments and Approval**
3. **Board Retreat Agenda Topics**
 - a. Academics - Curriculum Audit Overview, Process, and Progress 2
 - b. Board/District Goals & Objectives and Measures of the System 3
 - c. Work Session Topics for 2024-25 7
 - d. *Recess Meeting for Lunch (approximately 12:00 - 12:30 PM)*
 - e. Board Operating Agreement Including School Visits 13
 - f. Legislative Priorities 18
4. **Consent Agenda**
 - a. Staff Assignment Report 19
 - b. Minutes from previous meeting 22
5. **Adjournment**

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to the Superintendent's office at (541) 842-3621 or superintendent.office@medford.k12.or.us.



EXECUTIVE SUMMARY

Meeting Date:	August 30, 2024
Agenda Item:	Academics - Curriculum Audit Overview, Process and Progress
Item Type:	Report
Administrator:	Jeanne Grazioli, Ron Havniear
Objective:	Provide an overview of the Curriculum Management Audit, the process up to this point, and the progress made.

Background:

Medford School District participated in a Curriculum Management Audit in 2021, reviewed and shared results in early 2022, and began planning for recommended changes. Major changes, including a new ELA curriculum, were implemented in 2023.

The purpose, background and process of the audit as well as the progress along the way will be shared. We will be highlighting aspects of change throughout the process and share some early results from the first year of implementing the new ELA curriculum. The Board will have the opportunity to review documents, resources and some preliminary ELA data.

Additional Materials:

Slide Deck

Curriculum Management Plan (provided at meeting)

Sample ELA Year-at-a- Glance (provided at meeting)

Recommendation: Information Only

Suggested Motion: N/A



EXECUTIVE SUMMARY

Meeting Date:	August 30, 2024
Agenda Item:	Board/District Goals & Objectives and Measures of the System
Item Type:	Discussion
Administrator:	Bret Champion
Objective:	Review Goals and Measures of the System document

Background: The Board Directors will review and update the Board/District Goals & Objectives and Measures of the System document.

Additional Materials: [Coherency Map](#) and [Board/District Goals and Measures of the System](#) document.

Recommendation: Review goals and MOS document and provide recommendations.

Suggested Motion: N/A

SHARED VISION: ALL ARE LEARNING & LEARNING IS FOR ALL

SHARED PURSUITS

ALL OWN THEIR PRESENT AND FUTURE,
ALL ARE KNOWN AND CHALLENGED,
ALL ACHIEVE THEIR POTENTIAL,
ALL OPTIONS ARE OPEN AND HOPEFUL.

SHARED VALUES

SIMPLICITY EQUITY
GRACE TRANSPARENCY
SAFETY SECURITY

CULTURE

- 📖 Students First
- 🎯 Celebrate Success
- 🏆 Recognize Excellence
- 👁️ See Each Other
- 💬 Embrace Feedback

MEASURES OF THE SYSTEM

Objective Key Result:

ALL graduate with the skills, knowledge, curiosity, and drive to succeed in a job, trade school, college, or university.

Board/District Goals:

1. Students Can Read: Third Grade Reading
2. Students Are Numerate: Eighth Grade Math
3. Students Are Engaged: YouthTruth
4. Students Graduate: Graduation Rate
5. Students Leave Prepared: Students Graduating with Pathway Endorsement

OUR STUDENTS

COHERENCY MAP



COHERENCY PLAN STRATEGIES

Nurture & Grow Potential

Know Every Student By Name, Strength, and Need and Do Something About It

Leadership: Development, Coaching, and Pipeline

Focused Professional Learning



Harmonize Community

Family Engagement and Equity, Diversity, and Inclusion Work

Culture of Feedback and Internal and External Community Collaboration



Engage in Hands-On, Minds-on, Anytime, Anywhere Learning

All Students Read

All Students Graduate

Learning Management System



Upstream Resources

Curriculum Management Audit

Oakdale Property Conversion and Middle School Success

Preschool Expansion



Objective Key Result and Key Performance Indicators

Objective Key Result:

ALL MSD students graduate with the skills, knowledge, curiosity, and drive to succeed in a job, trade school, college, or university.

Board/District Goals (Key Performance Indicators):

1. *Students Can Read:* Third Grade Reading, State Assessment
 2. *Students Are Numerate:* Eighth Grade Math, State Assessment
 3. *Students Are Engaged:* YouthTruth, Engagement Measure
 4. *Students Graduate:* Four Year Graduation Rate and Five Year Completer Rate
 5. *Students Leave Prepared:* Students Graduating in a Pathway and/or With a Future Plan
- All Key Performance Indicators will be measured in aggregate, and disaggregated by student group.*

2023-2024 Goal: Reading achievement at least at pre-pandemic levels.

Priorities and Desired Outcomes 2023-2024:

- In order to know every student by name, strength, and need, identify the academic, social, and emotional needs of every student and develop a plan to help meet those needs.
- Provide a system for intentional systematization of flexible credit opportunities to facilitate graduating on time.
- Identify and adopt effective teaching and learning methods and strategies with a focus on reading and literacy.
- Improve safety and security.

Created: March 4, 2021 Board Work Session
Revised: March 11, 2021 Executive Leadership Team (Shared with Board 3.12.21)
Adopted: March 18, 2021 Board Meeting
Revised: July 25, 2022 Board Retreat
Reviewed: August 17, 2023 Board Retreat
Next Review: August 30, 2024 Board Retreat

Objective Key Result, Board/District Goals (KPIs), and Measures of the System 2024-2025 **DRAFT**

Measures of the System

Objective Key Result: ALL students graduate with the skills, knowledge, curiosity, and drive to succeed in a job, trade school, college, or university.

Measure	2023-24	2022-23	2021-22	2020-21	2019-20	2018-19
4-year Cohort Graduation Rate*	<i>Released Jan. '25</i>	85%	87.2%	82.4%	83.4%	80.3%
5-year Cohort Completer Rate*	<i>Released Jan. '25</i>	90.3%	89%	87.4%	89.8%	87.5%
Graduates with Pathway Endorsement***			64%	***		
3rd Grade Reading*	<i>Released Oct. '24</i>	36%	38%	**	**	42.9%
8th Grade Mathematics*	<i>Released Oct. '24</i>	24%	27%	**	**	43%
YouthTruth High School, Engagement	22 (Percentile)	21 (Percentile)	19 (Percentile)	5 (Percentile)	18 (Percentile)	27 (Percentile)
YouthTruth Middle School, Engagement	20 (Percentile)	14 (Percentile)	31 (Percentile)	24 (Percentile)	55 (Percentile)	60 (Percentile)
YouthTruth Elementary Family, Engagement	44 (Percentile)	30 (Percentile)	11 (Percentile)	***		
Regular Attenders*	<i>Released Oct. '24</i>	64%	68%	**	**	92.9%
9th Grade On-Track*	<i>Released Oct. '24</i>	78%	75%	63%**	79.3%**	86.3%
Early Literacy (1st Grade EOY)	43%	43%	41%	33%	**	49%
Talented and Gifted Overall	8%	8%	7%	6.3%	7.4%	7.5%
Percentage TAG from Higher Poverty Schools (50% of Schools)	43%	20%	20%	33%	33%	
Dual Credit/College Credit Earned Students with College Credit	5,908 (793)	6,202 (804)	5,297 (712)	4,741 (645)	4,771 (745)	***
% of Total AP Students with Scores 3+ AP Students with Scores 3+	60% (429)	57% (373)	62% (330)	49% (187)	59% (364)	52% (382)
Out-of-School Suspension Student Discipline: Students Receiving	7.38% (1011)	6.74% (930)	6% (732)	**	4.17% (604)	4.86% (699)
Teacher School Retention	80% (OMS opening & 6th to MS)	84%	84%	85%	84%	

*Student Success Act Measure and State Report Card Measures due to low participation rates **Not reported due to COVID / 2019-20 & 2020-21 school year are not directly comparable to rates published for prior school years ***In Development **BOLD** = Board/District Goal



EXECUTIVE SUMMARY

Meeting Date:	August 30, 2024
Agenda Item:	Work Session Topics Review
Item Type:	Report
Administrator:	Bret Champion
Objective:	Review the list of work session topics scheduled for 2024-25

Background: The Board of Directors will prioritize work session topics for the 2024-25 school year. The draft Board Meeting / Work Session Report Schedule is attached for review.

Additional Materials: [Board Meeting/Work Session Report Schedule 2024-25](#)

Recommendation: Review report and provide input on scheduled topics.

Suggested Motion: N/A

Board Meeting / Work Session Report Schedule 2024-25

Month	Topic	Mtg Date	Reviewed	Presenter 1	Presenter 2	REQUIRED	REQUESTED	Board Bulletin	Exec Team Reviews	Board Leadership Reviews	Packet posted
August	BOARD RETREAT	8/30/2024		Chair	Champion						
September	WORK SESSION	9/5/2024									
	Project Update			Champion	TBD						
	Back to School Update			Champion	Grazioli		x				
	Budget Next Steps - Recommendation			Champion	Earl		x				
***	Cell Phone Discussion			Champion	Grazioli		x				
	EL Report to the Board			Champion	Partsafas	x		x			
	Board Policies - first reading			Champion		x					
	BOARD MEETING	9/19/2024									
	Recognitions - New Admin Staff			Champion	Hurd						
	Summer Projects/Facilities Update			Champion	Havniear		x				
	Board Operating Agreement Adoption			Chair			x				
	Postpone Science Instructional Materials Adoption			Champion	Grazioli	x					
	Board Policies - second reading			Board		x					
	Board Reports			Chair			x				
October	WORK SESSION	10/3/2024									
	Project Update			Champion	TBD		x				
	Class Size / Case Loads			Champion	Grazioli		x				
	Board Policies - first reading			Champion		x					
October	BOARD MEETING	10/17/2024									
	Recognitions - AP Scholars			Champion	Hurd						
	Division 22 Assurances			Champion	Grazioli	x					
	Identify Budget Committee vacancies - first meeting in October according to Policy D.BEA			Board		x					

Board Meeting / Work Session Report Schedule 2024-25

Month	Topic	Mtg Date	Reviewed	Presenter 1	Presenter 2	REQUIRED	REQUESTED	Board Bulletin	Exec Team Reviews	Board Leadership Reviews	Packet posted
	Recognitions - School Board Appreciation			Champion	Hurd						
	Appoint Budget Committee members at first meeting in January according to Policy DBEA (action item)			Board		x					
	2025-26 School Year Calendar Adoption			Champion	Grazioli	x					
	Boards Policies - second reading			Champion		x					
	Board Reports			Chair			x				
February	WORK SESSION	2/6/2025									
	Project Update			Champion	TBD		x				
	SOESD LSP Review			Champion	Earl	x					
	Board Policies - first reading			Champion		x					
	BOARD MEETING	2/20/2025									
	Recognitions			Champion	Hurd						
	SOESD LSP Approval			Champion	Earl	x					
	Review / Adopt Budget Calendar			Champion	Earl	x					
	Interdistrict Transfers Annual Approval (consent)			Champion	Grazioli	x					
	Board Policies - second reading			Champion		x					
	Board Reports			Chair			x				
March	WORK SESSION	3/6/2025									
	Recognitions - Classified Employee Appreciation										
	Project Update			Champion	TBD		x				
	Annual Licensed Renewal Report (consent agenda)			Champion	Reed	x					
	Board Policies - first reading			Champion		x					
	BOARD MEETING	3/20/2025									
	Recognitions - Winter Sports			Champion	Hurd		x				
	Board Policies - second reading			Champion		x					

Board Meeting / Work Session Report Schedule 2024-25

Month	Topic	Mtg Date	Reviewed	Presenter 1	Presenter 2	REQUIRED	REQUESTED	Board Bulletin	Exec Team Reviews	Board Leadership Reviews	Packet posted
June	WORK SESSION	6/5/2025									
	Recognitions			Champion	Hurd						
	Project Update			Champion	TBD		x				
	Public Hearing for FY25-26 Budget			Earl		x					
	Board Policies – first reading			Champion	Chair	x					
	BOARD MEETING	6/26/2025									
	Recognitions			Champion	Hurd						
	FY24-25 Budget Adoption			Earl		x					
	Board Policies – second reading			Champion		x					
	Board Reports			Chair			x				

Other-As Needed:

- Budget Amendments
- Superintendent Evaluation / Contract

*** -Added by Board

** -Added by Staff

Board Requested

- Cell Phone Conversation - September
- Invite Legislators to a Meeting - September
- Innovation Academy Update
- Preliminary OSAS Data
- SpEd Identification/Timeline
- Legislative Priorities

Projects 2024-2025

- Curriculum Optimization
- Financial Stability
- Leadership as a Keystone for Staff & Students
- MSD People
- Student Success (including Attendance, MS, Pathways)
- Safety & Security
- Student Behavior System



EXECUTIVE SUMMARY

Meeting Date:	August 30, 2024
Agenda Item:	Board Operating Agreement Including School Visits
Item Type:	Discussion
Administrator:	Bret Champion, Board Chair Cynthia Wright
Objective:	The Board will discuss the draft Board Operating Agreement, including school visits

Background: The Board met in a Board Retreat on March 18 and worked collaboratively on updating the Board Operating Agreement (BOA). At this meeting the Board will review the updated draft BOA and make recommendations before bringing it back to a regular Board meeting for approval.

Additionally, the Board requested a discussion at this retreat regarding school visits, building connections, and improving relationships. Policy BG has been included as a reference for the Board’s procedure regarding school visits.

Additional Materials: [Draft Board Operating Agreement](#); [Policy BG](#)

Recommendation: Review the draft BOA document, provide feedback, and move forward for approval at a future Board meeting.

Suggested Motion: No motion required at this time.

How we work together

No surprises: We agree to ask the Board Chair or the Superintendent to place an item on an upcoming agenda to allow board members and staff to engage with the topic. The Board commits to only amending a meeting agenda to add items where district operations necessitate a board decision.

Follow the chain of command: When a member receives an informal complaint, direct the person to solve the problem at the lowest level. While members support constituents in the complaint process, they will be mindful to avoid hearing the substance of the issue and will refer complainants to district [Policy KL](#) when appropriate. Members will keep the Superintendent informed of potential formal complaints.

Own the collective decision-making process: The Board is committed to hearing all points of view, but once the Board makes a majority decision, all members should support the decision.

Exemplify the governance role: The Board governs through regularly reviewed policies prioritizing student needs, complying with the law, and involving the affected parties in development and revisions. We will consistently maintain and apply District policies while being aware of and recognizing any situation's potential uniqueness.

Vision Directed Leadership: The Board will set clear goals for themselves and the Superintendent. The Board and Superintendent will set clear goals for the District.

Assessment and Evaluation: Objectively evaluate the Superintendent's performance and provide constructive feedback. Regularly conduct a board self-assessment/evaluation of the Board's performance. Annually establish professional development goals for the Board. Commit to participate in Board professional development.

How we meet

Utilize input: The Superintendent should make recommendations, proposals, or suggestions on matters before the Board.

The Board acts only as a body: Individual Board members do not have authority. Only the Board as a whole has authority.

Respectful meetings: We agree to avoid words and actions that negatively impact an individual, the Board, or the District. We agree that we can disagree and will do so using common courtesy and respect for others. The Board will not react to impromptu complaints on the spot but will assure any individual(s) that the School District will follow up appropriately.

Be prepared: We agree to read all materials and seek clarification and information as needed before the Board meeting. Members will voice significant concerns about a proposal to the Superintendent or Board Chair in advance when possible.

Avoid marathon Board meetings: Members will make points as concisely as possible; speeches at Board meetings will be minimal. If a Board member does not have enough information to decide based on the information provided in the meeting agenda and attachments, the member should notify the Superintendent or Board Chair before the meeting. We agree to move to the question when the discussion is repetitive.

Executive/closed sessions: These will be held only for appropriate subjects. Board members will uphold confidentiality on all matters arising from the Board meeting in executive session.

Agenda Development: The Board Chair, Vice Chair, and one rotating member will meet at least one week before the Board meeting to prepare the agenda for the next meeting, work session, and executive session if applicable. The Board Secretary will email the draft agenda to the Board members following the agenda planning meeting. If the agenda is changed following the email, the Superintendent will communicate the change(s) via a follow-up email. Board members should contact the Chair to place an item on the agenda. Meeting materials will be available (email, hard copy, etc.) to the members by Friday morning before the Board meeting. The consent agenda will include routine items all members agree to approve, such as personnel actions and annual appointments.

Work Study Session Topics: Work study sessions are intended to present background or in-depth information. The Board will meet annually to determine topics of interest aligned to District priorities. Additional required district reporting may also take place during work study sessions. The Board secretary will prepare and maintain the Board Presentations Calendar, which is updated monthly and emailed to members.

How we communicate

Board-Superintendent Communication: The Superintendent will proactively inform the Board of important district activities and emergent issues. Routine matters will be communicated via email, while urgent or crises will use text messaging. Board members should avoid "reply all" and respect the chain of command by directing inquiries and concerns to the Superintendent. The Superintendent will take direction from the Board, not individual members.

Communication between Board and District patrons: To ensure that Board conversations and deliberations do not occur by email, the Board Chair should respond on behalf of the whole Board, with all Board members included in responses. The Board Chair may consult with the Superintendent and Vice Chair before responding. In certain situations, and after consultation with the Superintendent, the Chair may prefer to delegate the response to the Communications Director or the District's attorney. Responses to community communications should occur within 72 hours of receipt. The Chair will delegate if they are unable to meet this deadline. Use good judgment when replying to individual emails; confer with the Board Chair when in doubt.

Communication between Board and legal counsel: Legal counsel is responsible to the whole Board. The Board Chair or Superintendent will refer questions to legal counsel as necessary. Any legal opinion sought involving the Superintendent's employment or performance must be made to the Board Chair, with notice provided to other members. A Board member may request a legal opinion on different matters after consultation with the Board Chair.

Communication between Board and the media: While all members of the Board have the right to speak with the media, members must speak with a unified voice and after consultation with the Board Chair or Superintendent. Issues of a controversial nature should be referred to the Superintendent and the District Communications Director. In problems involving personnel matters, appeals, or other issues involving legal counsel, it is strongly recommended that members refer the media directly to the Superintendent, who may then consult with the District counsel.

Medford School District 549C

Code: BG
Adopted: 2/16/10
Revised/Readopted: 3/11/19
Orig. Code(s): BG

Board-Staff Communications

The Board desires to maintain open channels of communication between itself and the district staff. The basic line of communication will, however, be through the superintendent.

Staff Communications to the Board

All formal communications or reports to the Board or any Board committee from staff members should be submitted through the superintendent. This procedure will not be construed as denying the right of any employee to address the Board about issues which are neither part of an active administrative procedure, nor disruptive to the operation of the district. In addition, this procedure does not restrict protected labor relations communications of bargaining unit members. Staff members are invited to Board meetings which provide an opportunity to observe the Board's deliberations on matters of district operation.

Board Communications to Staff

All official communications, policies, and directives of staff interest and concern will be communicated to staff members through the superintendent. The superintendent will provide appropriate communication to keep staff fully informed of the Board's policies, priorities and actions.

Visits to Schools

Official school visits by Board members shall be regarded as informal expressions of interest in school affairs and not as "inspections" or visits for supervisory or administrative purposes. Board members will coordinate with the Board secretary to notify the principal prior to school visits.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[OAR 581-022-2405](#)

Anderson v. Central Point Sch. Dist., 746 F.2d 505 (9th Cir. 1984).

Connick v. Myers, 461 U.S. 138 (1983).

Lebanon Education Association/OEA v. Lebanon Community School District, 22 PECBR 323 (2008).

Cross Reference(s):

GBD - Board-Staff Communications

KK - Visitors to Schools



EXECUTIVE SUMMARY

Meeting Date:	August 30, 2024
Agenda Item:	Legislative Priorities
Item Type:	Discussion
Administrator:	Board Chair Wright
Objective:	The Board will discuss legislative priorities

Background:

A subcommittee meeting including Board Directors and MEA and OSEA representatives met on multiple occasions in the spring of 2024 to work collaboratively on outlining a plan for legislative advocacy around three priorities:

- Fully funding public schools in Oregon
- Fully funding special education without a cap
- Not adding any unfunded mandates

Committee members volunteered to lead/join efforts in the following categories:

- Update legislators and the community on funding needs (testify in person and Zoom)
- Invite local legislators to a meeting
- Create guiding questions
- Identify unfunded mandates
- Acknowledge the Quality Education Model (QEM) is not fully funded
- Include student voice (What would it look like if education was fully funded?)
- Generate videos of parents sharing challenges from under funded program (special education)

The subcommittee participants included Board Chair Cynthia Wright, Board Director Lilia Caballero, Board Director Michael Williams, MEA President Jessica Fitzsimmons, OSEA President Amanda Potts; Janelle Aldaco, Lisa North, Kellie Reilly, Sarah Reames, Megan Bogart, Michelle Mickey, and Jeanne Grazioli.

At this meeting, the Board will discuss priorities and plans moving forward.

Additional Materials: None

Recommendation: Discussion only.

Suggested Motion: N/A



EXECUTIVE SUMMARY

Meeting Date:	August 30, 2024
Agenda Item:	Staff Assignment Report
Item Type:	Report
Administrator:	Janel Reed
Objective:	Approve new licensed and administrative staff.

Background:

Under current Board policy, one responsibility of the Board is to approve the hiring of licensed and administrative staff. The Staff Assignment Report includes that information, as well as any retirements or resignations.

Additional Materials: Staff Assignment Report

Recommendation: Administration recommends approval of the new hires.

Suggested Motion: A formal motion is not required if approved with the consent agenda.

**Medford School District Staff Assignment
School Board Meeting, August 30, 2024**

Recommendation for election to the position of Administrator for the 2024-25 school year:

Employee Name	School/Location	Position	University/College
Barthuly, Cynthia	Special Education	Special Education Coordinator	Western Oregon University
Cate, Rebecca	Innovation Academy	Assistant Principal	Western Oregon University
Grady, Patrick	South Medford	Assistant Principal-Athletic Director	Southern Oregon University

Recommendation for election to the position of Temporary Administrator for the 2024-25 school year:

Employee Name	School/Location	Position	University/College
Elrod, Amanda	Washington/Howard	Assistant Principal	Western Governors University
Sanders, Christie	Wilson	Assistant Principal	Southern Oregon University

Recommendation for election to the position of Teacher for the 2024-25 school year:

Employee Name	School/Location	Position	University/College
Archibald, Philip	McLoughlin	Math	Western Governors University
Baraona, Joe	Jackson	Elementary - Grade 4	Southern Oregon University
Bigelow, Brooke	Washington	Elementary - Grade 4	Central State University
Blackburne, Eva	North Medford	School Counselor	Grand Canyon University
Boylen, Stephanie	Wilson	Elementary - Grade 4	Western Governors University
Capener, Jennifer	Griffin Creek	Elementary - Grade 4	California State University
Carver, Laura	Innovation Academy	Science	University of Portland
Croy, Daren	Oakdale	Teaching & Learning Facilitator	Southern Oregon University
Day, Alicia	Hoover	Elementary - Grade 4	Western Governors University
DeLloyd, Andrew	South Medford	English Language Arts	Arizona State University
Doty, John	Oakdale	Social Studies	Southern Oregon University
Dreiling, Scott	Innovation Academy	Science	Southern Oregon University
Engel, Elaine	McLoughlin	ELD	Concordia University
Gallagher, Michael	Oak Grove	Physical Education	Southern Oregon University
Garay, Gisselle	Hoover	Elementary - Grade 5	University of Oregon
Garrett, Marayna	McLoughlin	General Music	Nicholls State University
Hess, Kira	Innovation Academy	Math	Oregon Institute of Technology
Hungerford, Rebecca	Jacksonville	Elementary - Grade 2	Western Governors University
Jensen, Ashley	Kennedy	ELD	Western Governors University
Lewis, Wendy	North Medford	School Counselor	Grand Canyon University
Maidana, Kura	Special Education	Special Education	Saint Mary's College of California
Maxwell, Tanya	Oakdale	School Counselor	University of California, Berkley
Mendez, Raymond	Howard	Elementary - Grade 1	Southern Oregon University
Miller, Darby	Hedrick	6th Grade	Portland State University
Nau, Bridget	Roosevelt	Kindergarten	Western Governors University
Pieren, Emily	Washington	STEAM	Western Oregon University
Pine, Devin	Oakdale	English Language Arts	University of Phoenix
Randolph, Cristal	Washington	Kindergarten	Southern Oregon University
Robertson, James	Hedrick	FabLab	Oregon Institute of Technology
Rodriguez Camacho, Ceila	Jefferson	Special Education	Southern Oregon University
Schneider, Craig	Special Education	SLP	Pacific University
Sicairos, Christian	Wilson	Social Emotional Learning Adv.	Southern Oregon University
Smith, Cort	Juvenile Detention	CTE - Manufacturing	Rogue Community College
Smith, Pamela	Hedrick	ELD	Pepperdine University
Soper, Elizabeth	South Medford	Music - Choir	University of Oregon
Suetos, Nicole	Oakdale	Social Studies	Cal State San Marcos
Sullivan, Erika	Oak Grove	Elementary - Grade 5	Virginia Commonwealth University
Tegner, Elana	Kennedy	Elementary - Grade 2	Oregon State University
Thomann Lopez, Steffi	Jackson	Two Way Immersion - Grades 4/5	Greensboro College

**Medford School District Staff Assignment
School Board Meeting, August 30, 2024**

Continued:

Recommendation for election to the position of Teacher for the 2024-25 school year:

Employee Name	School/Location	Position	University/College
Toews, Callie	Washington	Physical Education	Grand Canyon University
Turse, Taylyn	Kennedy	Kindergarten	California State University Fresno
Wyatt, Joni	Oakdale	Math	National University
Zielke, Rachel	McLoughlin	Music - Choir	Oregon State University

Recommendation for election to the position of Temporary Teacher for the 2024-25 school year:

Employee Name	School/Location	Position	University/College
Gracey, Ryan	Special Education	Roving Special Education	Southern Oregon University
Hendry, Melissa	Wilson	Elementary - Grade 1	Grand Canyon University
Patrick, Lindsey	Wilson	Kindergarten	Southern Oregon University
Roberts, Charlene	Special Education	Roving Special Education	University of North Carolina
Robertson, Karen	Washington	Kindergarten	Southern Oregon University
Slunaker, Conner	South Medford	Art	Northern Arizona University

Resignations:

Employee Name	School/Location	Position	Effective Date
Blauser, Kari	Oakdale	English Language Arts	06.24.2024 (Declined Position)
Blesse, Lindsey	North Medford	Physical Education	06.07.2024
Bowker, Brent	Howard	Physical Education	06.07.2024
Brock, Jarrett	Griffin Creek	Elementary Music	06.07.2024
Carmichael, Christina	Wilson	Special Education	06.10.2024
Fleming, Cassie	Jacksonville	Elementary - Grade 2	06.07.2024
Ho, Benjamin	Oakdale	Science	06.07.2024 (may release 10.01.2024)
Joy, James	South Medford	Assistant Principal-Athletic Director	06.20.2024
Kem, Rebecca	Hedrick	6th Grade Math	06.07.2024
Knutz, Brooke	Kennedy	Kindergarten	06.07.2024
Larsen, Leif	Oakdale	Social Studies	06.07.2024
Lightle, Susan	Hedrick	Electives	06.07.2024
Medrano, Alma	North Medford	School Counselor	06.07.2024
Miller, Kari	North Medford	ELD	06.07.2024
Mortinson, Sarah	North Medford	School Counselor	06.07.2024
Prusko, Elizabeth	Hedrick	ELD	06.07.2024
Strouf, Alexandra	North Medford	ELL Content Area Specialist	06.07.2024
Swartout, Payton	South Medford	Music - Choir	06.24.2024 (Declined Position)
Warnke Crary, Emily	Human Resources	Roving Substitute	06.07.2024



EXECUTIVE SUMMARY

Meeting Date:	August 30, 2024
Agenda Item:	Consideration for approval of minutes from previous meeting(s)
Item Type:	Minutes
Administrator:	Bret Champion, Jodi Fahy
Objective:	Approve meeting minutes

Background: School Board policies BDDG and BDDC indicate the Board shall provide for the taking of written minutes of all its meetings, and that the minutes shall be available to the public after approval by the Board.

Additional Materials: Draft minutes for the Special Meeting and Board Meeting held on June 20, 2024.

Recommendation: Approve the minutes included with the consent agenda.

Suggested Motion: A formal motion is not required if approved with the consent agenda.

Special Meeting
Thursday, June 20, 2024 5:00 PM

Oakdale Middle School Room 230
815 S. Oakdale Ave.
Medford, OR 97501

Michelle Atkinson:	Present
Lilia Caballero:	Present
Kendell Ferguson:	Present
Jeff Kinsella:	Present
Suzanne Messer:	Present
Michael Williams:	Present
Cynthia Wright:	Present

Others present: Bret Champion

1. Call to Order / Roll Call

Board Chair Cynthia Wright called the meeting to order at 5:00 PM. Attendance was noted.

2. Announce Executive Session and Recess Public Meeting

Chair Wright announced the purpose of the meeting pursuant to ORS 192.660(2)(i). The public meeting was recessed and the Board moved to Room 261 to conduct the executive session.

3. Executive Session

3.a. ORS 192.660(2)(i) - *To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee, or staff member, who does not request an open hearing.*

The executive session consisted of matters as noted in ORS 192.660(2)(i).

4. Return to Public Meeting

The executive session ended at 5:27 PM and the Board moved to Room 230 to adjourn the special meeting.

5. Adjournment

Chair Wright adjourned the meeting at 5:30 PM.

Chair of the District School Board
Medford School District 549C

ATTEST:

Superintendent-Clerk

Regular Meeting
Thursday, June 20, 2024 5:30 PM

Oakdale Middle School Room 230
815 S. Oakdale Ave.
Medford, OR 97501

Michelle Atkinson: Present
Lilia Caballero: Present
Kendell Ferguson: Present
Jeff Kinsella: Present
Suzanne Messer: Present
Michael Williams: Present
Cynthia Wright: Present

A video recording of the Board meeting can be found on the district website at this link: <https://portal.stretchinternet.com/msbm> and the slide presentation can be viewed at this link: <https://meetings.boardbook.org/Meeting/Supplementals/1545?meeting=639924>

1. Call to Order / Pledge of Allegiance / Roll Call

Board Chair Cynthia Wright called the meeting to order at 5:33 PM and led the Pledge of Allegiance. Roll was called.

Chair Wright welcomed the public, stated the district's vision statement, and read the public meeting civility standards for Medford School District (MSD) Board meetings.

2. Agenda Adjustments and Approval

Hearing no objections, the agenda was approved by unanimous consent.

3. Citizen Comments

No one came forward to speak.

4. Items for Information & Discussion / Board Action Items

4.a. Budget Amendment #4-2023-24

MOTION: I move to authorize ESSER capital projects and budget amendments and appropriation transfers for the Medford School District's 2023-24 budget as presented. This motion, made by Suzanne Messer and seconded by Jeff Kinsella, Passed.

Roll call vote:

Messer: Yea, Caballero: Yea, Atkinson: Yea, Ferguson: Yea, Kinsella: Yea, Williams: Yea, Wright: Yea

Yea: 7, Nay: 0

Motion carried unanimously.

4.b. FY2024-25 Budget Adoption

MOTION: I move to approve the Resolution Adopting the 2024-25 Budget as presented. This motion was made by Suzanne Messer and seconded by Kendell Ferguson.

Discussion: A concern was expressed for maintaining high quality education as a result of budget cuts. Staff affirmed while some assistant principals and classified staff would be reduced, classroom structure, instruction, and class sizes would remain unchanged.

Roll call vote:

Kinsella: Yea, Williams: Nay, Caballero: Yea, Messer: Yea, Ferguson: Yea, Atkinson: Yea, Wright: Yea

Yea: 6, Nay: 1

Motion carried.

MOTION: I move to approve the Resolution Making Appropriations for the 2024-25 Budget as presented. This motion was made by Suzanne Messer and seconded by Lilia Caballero.

Discussion: A request was made to explain the resolution. Staff directed the Board to page 11 of the Board packet, explaining the Board has authority to make the appropriations.

Roll call vote:

Atkinson: Yea, Messer: Yea, Kinsella: Yea, Williams: Yea, Caballero: Yea, Ferguson: Yea, Wright: Yea

Yea: 7, Nay: 0

Motion carried unanimously.

MOTION: I move to approve the Resolution to Impose and Categorize Taxes as presented. This motion, made by Kendell Ferguson and seconded by Suzanne Messer, Passed.

Roll call vote:

Kinsella: Yea, Williams: Yea, Atkinson: Yea, Caballero: Yea, Ferguson: Yea, Messer: Yea, Wright, Yea

Yea: 7, Nay: 0

Motion carried unanimously.

4.c. Budget Next Steps

Superintendent Bret Champion spoke regarding potential actions following the budget approval, which included school consolidation, local option levy, and legislative

priorities for next session. He shared that staff would review possible concepts/budget scenarios over the summer and bring a proposal to the Board in the fall.

Assistant Superintendent of Operations Brad Earl expressed the need to get the budget started earlier next year, and engage the community over the summer to get an idea of local levy option support.

4.d. Kids Unlimited Academy (KUA) Contract Approval for 2024-2029

MOTION: I move to approve the Kids Unlimited Academy Charter Contract Agreement effective July 1st, 2024 through June 30, 2029 as presented. This motion was made by Jeff Kinsella and seconded by Kendell Ferguson.

Discussion: Board Directors expressed support of moving from a K-8 model to K-5; Director Atkinson disclosed she was on the KUA Board for years; Director Caballero disclosed her grandchildren attend KUA; and staff explained the district's role in special education support with KUA's extended school year calendar.

Roll call vote:

Messer: Yea, Caballero: Yea, Kinsella: Yea, Atkinson: Yea, Ferguson: Yea, Williams: Yea, Wright: Yea

Yea: 7, Nay: 0

Motion carried unanimously.

4.e. The Valley School Contract Amendment Approval

MOTION: I move to approve the superintendent evaluation for the 2023-24 school year as presented. This motion, made by Suzanne Messer and seconded by Jeff Kinsella, Passed.

Roll call vote:

Williams: Yea, Kinsella: Yea, Ferguson: Yea, Messer: Yea, Atkinson: Yea, Caballero: Yea, Wright: Yea

Yea: 7, Nay: 0

Motion carried unanimously.

4.f. Superintendent Evaluation

MOTION: I move to approve the superintendent evaluation for the 2023-24 school year as presented. This motion, made by Suzanne Messer and seconded by Lilia Caballero, Passed.

Roll call vote:

Atkinson: Yea, Messer: Yea, Williams: Nay, Caballero: Yea, Ferguson: Yea, Kinsella: Yea, Wright: Yea

Yea: 6, Nay: 1

Motion carried.

4.g. Superintendent Contract

MOTION: I move to approve the superintendent contract as presented. This motion, made by Suzanne Messer and seconded by Lilia Caballero, Passed.

Roll call vote:

Caballero: Yea, Williams: Nay, Kinsella: Yea, Messer: Yea, Ferguson Yea, Atkinson: Yea, Wright: Yea

Yea: 6, Nay: 1

Motion carried.

4.h. Board Officer Elections for 2024-25 School Year

Chair Wright opened the floor for nominations of Board Chair.

Jeff Kinsella nominated Cynthia Wright for Board Chair.

Voice vote: All AYES

Chair Wright opened the floor for nominations of Vice Chair.

Michelle Atkinson nominated Lilia Caballero and Jeff Kinsella nominated Kendell Ferguson for Vice Chair.

Votes in favor of Ferguson:

Messer: Yea, Williams: Yea, Kinsella: Yea, Ferguson: Yea, Caballero: Yea, Wright: Yea (6)

Vote in favor of Caballero:

Atkinson (1)

Ferguson received the majority of votes.

4.i. Board Retreat Discussion

Chair Wright opened the floor for discussion of Board Retreat dates and topics. The Board agreed on August 30 as the date, and went on to discuss agenda topic priorities.

Suggestions included superintendent goals and objectives; Board operational agreement; strategies for connecting with the community and staff; revisit Board matrix/prior goals; student behavior/cell phones; and a presentation on the change curve.

5. Consent Agenda

5.a. Staff Assignment Report

5.b. Minutes from previous meeting

5.c. Board Meeting Calendar for 2024-25 School Year

5.d. Annual Designations for 2024-25 School Year

5.d.1) Appoint District Clerk - Superintendent Bret Champion

5.d.2) Appoint Deputy Clerk - Brad Earl, Budget Officer and Custodian of funds with authorization to sign district checks, make payments, accept quotes and award bids, executive interfund loans and/or cash advances in accordance with ORS 294.660, invest funds, and sign contracts

5.d.3) Designation of legal counsel and bond counsel for 2024-25 - Firm of TGP Law, P.C.; Garrett Hemann Robertson P.C.; Hungerford Law Firm; and the firm of Mersereau Shannon LLP for bond counsel

5.d.4) Designation of financial auditors for 2024-25 - Pauly Rogers and Co., P.C.

5.d.5) Designation of depositories for district funds for 2024-25 - U.S. Bank; Local Government Investment Pool (LGIP); People's Bank of Commerce

5.d.6) Establish Limit for Government Crime Policy at \$1,000,000

Hearing no objections, the consent agenda was approved by unanimous consent.

6. Board Reports

Board Directors shared events they attended or would be attending, which included high school graduations and SkillsUSA National Championships in Atlanta, Georgia.

7. Announcements

Chair Wright noted this was the last Board meeting of the school year, and announced the upcoming summer graduations on August 6.

8. Adjournment

There being no further business before the Board, the meeting was adjourned at 6:06 PM.

Chair of the District School Board
Medford School District

ATTEST:

Superintendent-Clerk