

BANDON SCHOOL DISTRICT NO. 54
Regular Meeting of Board of Directors
December 13, 2021
MINUTES

The Board of Directors of Bandon School District No. 54, Coos County, Oregon, met in regular session on Monday, December 13, 2021 via Zoom Teleconferencing at 6:30 p.m. Due notice was published and a quorum was present.

PRESENT: Board members present were Angela Cardas, Greg Looney, A.J. Kimball, David Hisel, Ryan Sherman and Stan Avery

ALSO PRESENT: Shauna Schmerer, Superintendent; Amanda Looney, Business Manager; Chris Trevisiol, Director of Operations/Transportation; Melissa Radcliffe, BHS Principal; Becky Armistead, HLMS Principal; Jordan Sammons, AD; Kenny McMillen, BHS Student Rep and Rachel Hernandez, Board Secretary

ABSENT: Breanna Quattrocchi and Courtney Wehner

The meeting was called to order by Chair Angela Cardas at 6:31 pm.

ADDITIONS/DELETIONS

The following addition was made to the agenda under Information:

3.02 Spring Coach Contract Renewal

Ryan Sherman made a motion to approve the agenda as amended. David Hisel seconded and the motion passed unanimously.

PUBLIC INPUT FOR ITEMS ON THE AGENDA: None

APPROVAL OF CONSENT AGENDA:

2.01 Approve Regular Board Meeting Minutes of November 8, 2021

Ryan Sherman made a motion to approve the consent agenda. David Hisel seconded and the motion passed unanimously.

INFORMATION:

3.01 2022-2023 Budget Calendar

3.02 Spring Coach Contract Renewal

REPORTS /DISCUSSIONS:

District enrollment is 616.

Superintendent **Shauna Schmerer**, Director of Operations/Transportation **Chris Trevisiol** and Administrators **Melissa Radcliffe**, **Jordan Sammons**, **Becky Armistead**, **Courtney Wehner**, and **Amanda Looney** provided written reports on what is happening in their respective schools or departments, copies of which are attached and made a part of the minutes.

BHS Student Representative **Kenny McMillen** reported about the BHS Leadership Community 101 Grant, Winter Door Decorating and Dress Up Days, and the Pancake Feed for the Junior class, which had the highest GPA at the end of the 1st grading period.

ACTION ITEMS:

5.01 Bills Paid in the Amount of \$1,787,396.64

Ryan Sherman made a motion to approve paying the bills in the amount of \$1,787,396.64 and David Hisel seconded. The motion passed with five votes. Stan Avery abstained due to a conflict of interest.

- 5.02 2nd Reading Policy ACB – Every Student Belongs**
- 5.03 2nd Reading ACB-AR – Bias Incident Complaint Procedure**
- 5.04 2nd Reading AC – Nondiscrimination**
- 5.05 2nd Reading AC-AR – Discrimination Complaint Procedure**
- 5.06 2nd Reading BBAA – Individual Board Member’s Authority and Responsibilities**
- 5.07 2nd Reading BD/BDA – Board Meetings**
- 5.08 2nd Reading BDDH – Public Comments at Board Meetings**
- 5.09 2nd Reading BDDH-AR – Public Comments at Board Meetings**
- 5.10 2nd Reading GBA – Equal Employment Opportunity**
- 5.11 2nd Reading GBEA – Workplace Harassment**
- 5.12 2nd Reading GBNAJ-JHFF – Suspected Sexual Conduct Report Procedures and Form**
- 5.13 2nd Reading GBNAJ/JHFF-AR – Suspected Sexual Conduct with Students and Reporting Requirements**

Ryan Sherman made a motion to approve items 5.02 – 5.13 and David Hisel seconded. The motion passed unanimously.

5.14 Vote on OSBA Legislative Policy Committee Regional Candidate

Ryan Sherman made a motion to approve Fred Brick as the regional candidate for the South Coast ESD and David Hisel seconded. The motion passed unanimously.

Public Input for items not on the Agenda

None

There being no further business for the board, Angela Cardas made a motion to adjourn the session; Ryan Sherman seconded and it passed unanimously. The meeting adjourned at 7:14 pm.

Approved: 1-10-22
Date

By 
Board Chair


Rachel Hernandez, Board Secretary

Enrollment report: attachment holding steady, which is not the case for most districts around the state.

Law Conference Update: Fit in line that we are doing the right thing as a district with putting systems in place, up to date policies, and up to date hiring/job descriptions. I passed my necessary classes/exams to be able to get my Superintendent license from a reciprocal to a professional license so I can continue to work in Oregon.

CIP GOALS: The administrators and I have reviewed the goals from 2019 (last goals written) and discussed that they are not relevant to what we are currently needing to do for our students due to COVID. We are working towards setting up systems to get data K-12. Once we have data systems in place within our building we want realistic smart goals pertaining to that data. CIP needs to be a team approach. Needs to include District goals and then build building goals that align. We will continue to work on the creation of these goals and by next Fall hope to have discussions with the Board for District goals that guide our buildings and financial decisions for budgeting to meet our building and student needs.

Board Retreat January 13th at the Spyglass House: More details to follow from Angela and David.

Policy Rewrite Committee: Board Chair, Vice Chair, Principals, and myself.

Generally, it is recommended to meet for no less than 2 hours for a meeting; more is possible if the committee members have availability. If assuming a regular monthly meeting schedule and 2-hour meetings, the schedule might look like this:

First meet: sections AB and C (board members and administration)

Second meet: section D (needs input from business manager/fiscal officer)

Third meet: sections E and F (needs input from transportation, nutrition, school nurse, and maintenance and facilities or business manager for section F)

Fourth/fifth meet: section G (needs input from HR or business manager)

Sixth/seventh meet: section I (needs input for curriculum/instruction and IT)

Eighth/ninth meet: section J (needs input from school nurse (health section); other student support services district staff)

Final meet (10th): section KL and any cleanup needed (needs input from facilities)

This schedule works best when everyone comes to a meeting prepared. This means files have been read and notes prepared before the meeting.

All of this is flexible except that the project should take no more than 18 months and no more than 12 meetings.

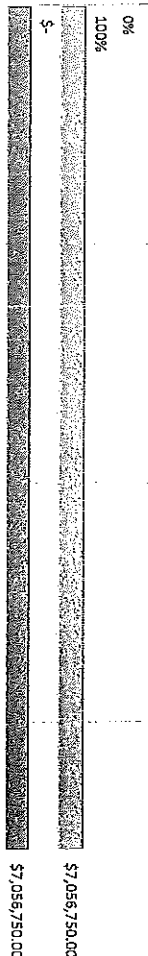
First meeting possible dates either the January 25th 8-11 or 2-5 or any time the 26th.
Need to know ASAP.

Audit: We are currently in the middle of the audit and will have the report for next month. I wanted the board to be prepared for a report that may not favor the district. There were many errors found in the 20-21 budget and other areas. Gen and Amanda are working closely with the auditors to fix these errors and also fix the 21-22 budget errors to not have those become future audit problems.

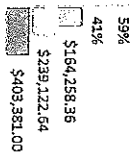
Current Year
Grant Revenues and Expenditure Information

21/22	Current Yr	Total	Total		Ending
Grant Info	Award	Revenues	Expenditures	Encumbrance	Balance as of 11/30/21
TITLE IV-A St Su & Aca Enrichment	\$ 17,339.00	\$ -	\$ -		\$ -
TITLE IV-A CARRYOVER	\$5,235.73	\$ -	\$ -		\$ 21,779.77
IDEA B 619 21-22 Pre-school transportation exp	\$1,429.00	\$ -	\$ -		1,378.68
IDEA B 619 ARP 21-22	\$591.00	\$ -	\$ -		570.19
makeSPACE-Pass Through ESD	\$ -				0.00
Planning for a safe future 84-184Q-Pass through ESD					0.00
Forest fees					0.00
Title I-A ESEA	\$ 236,992.00	\$0.00	(\$46,694.85)	\$ (129,849.31)	\$ 60,322.84
Title I-A ESEA (Carryover)	\$ -				\$ -
ARP-HCY II (21-24)	\$ 5,871.00				
19-21 YTP Voc Rehab 205-4500	\$ -				
YTP Voc Rehab-205-1990	\$ -				
YTP Voc-Rehab - 205-5200	\$ 44,014.69	\$8,454.94	(\$25,792.21)	\$ (17,517.24)	\$ 705.24
Title II-A	\$ 29,503.00	\$ -	\$0.00		\$ 29,506.00
Title II-A (carryover)	\$ 30,632.00	\$12,754.91	\$ (17,441.12)		\$ 13,190.88
Title VI-B-Rural Ed	\$ 15,094.00	\$0.00	(\$6,300.00)		\$ 8,842.72
Title VI-B (carryover)		\$48.72			\$ -
OSCIM Grant	\$4,000,000.00	\$0.00	\$0.00		4,000,000.00
ESSERF					0.00
ESSERF 19/20 expenses					0.00
ESSERF II	\$ 397,970.75	0.00	(447,083.09)		(63,638.37)
ESSERF III	\$ 1,775,027.61	0.00	(63,638.37)	\$ (501,545.89)	1,209,843.35
Summer Child Care Program	\$ -				
SIA 21-22	\$ 552,909.37			\$ (342,685.29)	210,224.08
Comprehensive Distance Learning					0.00
IDEA B 611 2021-2022	\$ 140,396.00	\$0.00	\$0.00		135,271.55
Nat. School Lunch					\$ -
Nat. School Brk					\$ -
Reallocation CFDA					\$ -
Summer food svc Reim					\$ -
CARES SFSP					
CARES SFSP SPONSOR ADMIN					
CNP BLOCK-SUMMER FOOD SPONSOR ADMIN					\$ -
Food Service fees					\$ -
Commodities					
Interfund transfer from Gen Fund					
SUMMER SCHOOL 210	\$50,000.00				0.00
21-23 MEASURE 98 YEAR 1 HS SUCCESS	\$194,597.84	0.00	(11,322.18)	\$ (33,832.49)	142,059.58
SIA					0.00
Summer food svc reimb GF (Includes CNP summer Expansion grant)					\$ -
CTE Career Pathways 19-21					0.00
Grow your own-ESD reimbursement					\$ -
Medicaid reimbursement-Department of Human Resources					\$ -
CNP Summer Expansion Grant	\$0.00				\$0.00
Drivers Ed - Deferred revenue 19-20 (8481)					
Drivers Ed - local revenue					\$0.00
Drivers Ed					\$ -
Perkins (253) (16)					\$ -
BOND Interest-thru 6-30-18					\$ -
TOTAL	\$ 7,473,008.26	\$ 21,258.57	\$ (618,271.82)	\$ (1,025,430.22)	\$ 1,770,056.51

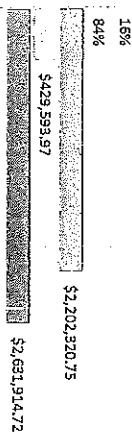
FUND 400 -
CAPITAL PROJECTS



FUND 300 -
DEBT SERVICE



*FUND 200 -
GRANTS/DONATIONS



FUND 100 -
GENERAL FUND



	\$-	\$2,000,000.00	\$4,000,000.00	\$6,000,000.00	\$8,000,000.00	\$10,000,000.00	\$12,000,000.00
PERCENT COLLECTED As of 11/30/2021		FUND 100 - GENERAL FUND 45%	FUND 200 - GRANTS/DONATIONS 16%		FUND 300 - DEBT SERVICE 59%		FUND 400 - CAPITAL PROJECTS 0%
PERCENT REMAINING As of 11/30/2021		55%	84%		41%		100%
Remaining Revenue to Collect		\$5,684,341.48	\$2,202,320.75		\$164,256.36		\$7,056,750.00
Year To Date RECEIVED As of 11/30/2021		\$4,569,732.50	\$429,593.97		\$239,122.64		\$-
FY 2021/2022 ADOPTED BUDGET		\$10,204,073.98	\$2,631,914.72		\$403,381.00		\$7,056,750.00

	FUND 100 - GENERAL FUND	*FUND 200 - GRANTS/DONATIONS	FUND 300 - DEBT SERVICE	FUND 400 - CAPITAL PROJECTS
PERCENT EXPENDED As of 11/30/2021	51%	93%	11%	42%
PERCENT REMAINING As of 11/30/2021	49%	7%	89%	58%
BALANCE REMAINING As of 11/30/2021	\$2,000,000.00	\$1,129,983.97	\$358,109.89	\$2,693,688.73
ENCUMBERED As of 11/30/2021	\$2,741,396.33	\$1,324,421.82	\$-	\$4,066,007.62
YTD - EXPENDED As of 11/30/2021	\$2,449,867.00	\$2,631,914.72	\$-	\$7,056,750.00
FY 2021/2022 ADOPTED BUDGET	\$10,204,073.98	\$5,012,810.65	\$403,381.00	\$10,204,073.98

Bandon School District #54
Maintenance, Operations and Transportation
DECEMBER 2021

1. Continued scheduled cleaning and sanitizing of all buildings and high traffic areas, in between shared classes following Covid protocols.
2. Continued collaboration on sports, events, for transportation, equipment set up and cleaning schedules.
3. Ocean Crest, waste pipe under the gym rotten. Replaced! Gym to street needs replaced. There is still an issue with the main waste water pipe that needs replaced.
4. Working with Mckinstry on HVAC improvements.
5. Damage to bathrooms being estimated, parts on order.
6. OC fire alarm systems reworked. Gold Coast. System now is functioning,
7. Continued work on the heat situation at OC with Comfort Flow. Final commissioning scheduled for winter break, all HVAC systems are running at OC.
8. Online maintenance request form success. Maintenance requests are prioritized and underway.
9. Rolling out an online Transportation request form.
10. Continued scheduling and maintenance of bus fleet and equipment. Replacement first aid kits and spill kits installed in buses. Deep cleaning buses and vans. Certifications done. Stocking Buses with PPE. All children are required to wear masks during Transportation. ODE was on site for a follow up audit October 29, successful follow up visit with ODE on Transportation.
11. HLMS Gym and stage will be used through the winter for a staging area for contractors. Scheduled fire up of HVAC in HLMS Gym **12-15/16 DELAY!!** Due to switchgear delivery delays, the Gym floor is open for use!
12. HLMS Gym switchgear scheduled change out 12-11-21.
13. Additional power supply issues at HLMS, working with Mkinistry and Reese Electric to come up with solution.

14. The West half of Pod is set up as Office for the Project Supervisor for McKinstry Tom Bonin through the summer into Winter season.
15. Hot water restored at BHS, Electricians are working nights to finish up thermostat wiring and begin the final stages of balancing and commissioning the HVAC systems at BHS and HLMS.
16. Working on gathering quotes for facade work on BHS, HLMS.
17. Working on quotes for Bus Barn.
18. Longer term planning on summer projects underway.



Ocean Crest School Board Report December 2021

December Events:

- Friday the 10th - Dental Screening
- Wednesday the 15th - Holiday Music Concert in the OC gym
- Friday the 17th- Class Holiday Parties
- Friday the 17th- EARLY Release at 1:15pm
- **Saturday the 18th - Sunday, Jan. 2nd - WINTER BREAK**

Professional Development:

- Character Strong professional development - November and December focus: Stress, Coping, and Resilience.

What's New at the OC?:

- Holly Sylvester was able to use a grant to purchase 30 ukuleles to use with 4th graders instead of using recorders. This will start in January.
- We have been awarded \$5,000 from the Mr. and Mrs. Michael L. Keiser fund through the Oregon Community Foundation to go towards our literacy program which gives every student a free book every month.
- St. John's Episcopal Church in Bandon also donated to our literacy program. I am not clear on the amount, but was told we will receive a check by the end of this calendar year.
- \$5,000 awarded to our school by Advanced Health to go towards supporting our at-risk families.
- Twelve \$25 McKay's gift cards have been donated by United Way. These will be provided to families before the Christmas break.
- The Holiday Concert is in person!
 - We will first hold a concert at 6:00pm for our Kindergarten, First grade, and Second grade students and families. We will then have a short intermission and ask all Kindergarten through 2nd grade families to exit the gym so we can get the 3rd and 4th grade family members into the gym around 7:00pm.

- If you have a child in K-2nd grade as well as 3rd-4th grade, you will of course be able to stay for both sections.

Big Thanks To:

Mrs. Sylvester, Ms. Armistead, and Mr. Trevisiol for working with me to come up with a quick plan to get the holiday concert planned in 2 weeks. Thank you to my staff for being willing to flex their schedules for 2 weeks to meet the needs of concert practice.

OC Needs:

- Crosswalk support for before and after school?



HLMS School Board Report – December 2021

December /January Events:

- 12/9 HLMS Band Concert
- 12/16 HLMS Choir Concert
- 12/17- 1/2 NO SCHOOL - Winter Break
- 1/17 NO SCHOOL - MLK, Jr. Day
- 1/18-1/28 STAR Reading and STAR Math Winter Benchmark

EXCITING NEWS!

- Thanks to the generosity of **Mr. and Mr. Michael Keiser** through the **Oregon Community Foundation** grant process, HLMS will be working on **expanding our break/recess options!** This is a continuation of the "We Learn at Recess!" project, originating at Ocean Crest and moving to a next phase here at Harbor Lights. I will work with Mr. Trevisiol to purchase and install (that's his part!) a Gaga Pit, 9Square in the Air, and the ropes climbing apparatus that is a larger version of the red rope climbing structure at Ocean Crest. The total awarded for this project is \$10,000, so we will also be purchasing additional playground equipment to supplement our dwindling supplies. Although our middle schoolers are definitely growing up and becoming more mature, we know that they are still kids and need the opportunity to move their bodies and have some fun on their breaks, so we are working to make that a reality!
- More generosity! The **Keisers/OCF** has also funded **upgrades to the bell/intercom systems at all three schools** to the tune of \$60,000!! **THANK YOU, Keiser Family and OCF!**
- But wait - there's more! Advanced Health has donated **\$5,000 per school in Coos County to be directed towards at-risk youth.** Our preliminary plans are to use these funds to create incentive opportunities for students struggling to engage, but will also help to provide additional funds for meeting the needs of our at risk students such as clothing, coats, and shoes for our Clothes Closet that we may not have "in stock" at the time of need.

Special Events @ HLMS:

- **HLMS Band and Choir** are finally able to host in person concerts again and we are excited! We made a few changes to the formatting to take the necessary precautions to follow social distancing guidelines including separating the Band and Choir concerts onto different nights and staggering the Choir performances by grade level to minimize the number of people in the Choir Room. While we have not yet experienced the music magic at the time I am writing this report, I look forward to sharing out the Band concert experience at the meeting!

Special Education Update:

- Our SPR&I file review was as successful as anticipated and we are fully in compliance with state expectations!
- December marks our "child count" reporting in which we report to the state the number of students with special education eligibilities are served in the Bandon School District. Special thanks to **JUANITA ROBISON**, our Special Education Secretary, for all the work she does above and beyond her secretarial duties at Ocean Crest to manage the reporting for our program!
- Our ESD and ODE are partnering with regional staff members to create "**microPD**" videos that are 5-7 minutes in length and provide quick learning opportunities for our staff to learn more about the intricacies of special education and issues relating to our students. Shared thus far are videos about the difference between an IEP and a 504 Plan *and* a conversation about the importance of care and connection (starring yours truly!). These are in a similar format to the microPD offerings by the ESD in connection with our Trauma Informed School Systems pilot.

District Test Coordinator Update:

- The **English Language Proficiency Assessment (ELPA)** testing window opens in January and runs through mid-April. We have very few students eligible for this assessment, so I will work with building administrators to make arrangements for testing after the first of the year.
- The statewide testing window for **OSAS (Oregon Statewide Assessment System)**, previously named **SBAC**, will open in the spring. Students are assessed in Language Arts (grades 3, 4, 5, 6, 7, 8, 11), Math (grades 3, 4, 5, 6, 7, 8, 11), and Science (grades 5, 8, 11). I will arrange for training of all relevant staff to be completed during our 2/23/22 Early Release PD day. I will work with building administrators to develop schedules for testing, with all testing beginning after the Spring Break holiday.
- HLMS has been selected to participate in the **National Assessment of Educational Progress (NEAP)**. Our 8th Grade has been selected to participate on 2/15/22. Each student will be assigned a single subject and the assessment will be proctored by a rep from the National Center for Education Statistics (NCES).
-

HLMS Building Needs:

- Continued bond work on HVAC and Gym.
- Expanded playground options (some are in process, others are in visionary development)
UPDATE: See above!
- New intercom/bell system that will accommodate our current needs (multiple schedules, clarity in communication in event of emergency, etc); *UPDATE: See above!*
- Possibly wishful thinking, but a new key system that would allow for more consistent access and sure knowledge that we don't have keys out in the world? All of the outside access to our classrooms has me thinking about safety - especially as we review our ALICE protocols! *UPDATE: Mr. Trevisiol says that plans are in the works on this!*

BHS School Board Report December 2021

December/January Events:

- 12/8 Site Council Meeting 3:30p
- 12/20- 12/31 No School- Winter Break
- 1/3 School Resumes- Happy 2022!

- 76 kids earned 9-week GPAs of 3.5 or better! They have a free Jungle Java drink coming their way soon. Also, the Junior class won the Pancake Feed during Advisory with an overall GPA of 3.39. We are very proud of our hardworking Tigers!
- Mr. Weston took Rachel Eickhoff and Emerson Toole-Jackson to the Western International Band Clinic in Seattle in mid-November. The kids learned a ton, met some other band members from the region and heard a beat-boxing flutist!
- Erin Robertson hosted a Senior Application morning the day before Thanksgiving Break. Seniors were updating their trade school and college applications, scholarship essays, and activity logs. Students, School Board Members, and staff were working together to support the Class of 2022.
- The Leadership class, taught by Kevin Haan, is planning fun activities for the holiday season. The Advisory doors will be decorated, an Ugly Sweater Day and PJ Day will ensue and the halls will be Merry and Bright.
- **Clackamas Holiday Edge Speech and Debate Tournament**
 - December 4th, 2021
 - 41 Schools, 421 Students, 6 States

INDIVIDUAL EVENT	PLACE	SPEAKER
• Novice Dual Interpretation**	1st	Madeleine Pahls and Peyton Simonds
• Novice Dual Interpretation**	2nd	Maya Tulles and Christopher Kilcoyne
• Dramatic Interp**	1st	Riley Cook
• Dramatic Interp**	Finalist	Tristan Radcliffe
• Dramatic Interp	Finalist	Daniel Cabrera
• Humorous Interp	2nd	Hallie Minkler
• Novice Inform	2nd	Madeleine Pahls

** Denotes pieces provided by Demond Wilson from A Perfect Performance at the September Speech Workshop at Bandon High School.



BSD Athletics School Board Report – December 2021



Bandon High School Athletics-Winter Sports

- BHS Basketball (See OSAA)

Harbor Lights Middle School Athletics - Winter Sports

- HLMS Girls Basketball- Oct, 25- Dec. 18
- HLMS Boys Basketball- After Christmas Break- 1/03 practice start date

Important Dates:

- Dec. 9 -11- Pendleton Preview Tournament
- Dec. 17- First Varsity and JV Home Game
- Dec. 20 -22- Bandon Dunes Tournament

Important Information:

- Please check OSAA for the most updated information as contests will be changed regularly due to the lack of officials, schools with transportation issues, and air quality issues that are arising.- <https://www.osaa.org/schools/18>

Covid Update Overview:

- No Changes indoors since September
 - Masks are required indoors at all times for all spectators, coaches, officials and players when not actively practicing or playing. Officials and Players only may take their mask off while actively on the court practicing or playing.
 - Masks are now not required outdoors.
 - All sports are going smoothly following the protocols necessary to be able to continue to play.
 - Please see the new OHA/ODE Test to Stay Policy:

OHA/ODE Test to Stay

OHA and ODE have developed a new [Test to Stay](#) protocol that will allow unvaccinated students and staff to participate in in-person learning as safely as possible while lessening the burden of quarantine on students, families, and staff. The test to stay protocol is a critical tool to keep Oregon's students learning in person; however, the best tool remains vaccination. CDC and OHA recommend all children 5 years and older be vaccinated against COVID-19. Vaccinated students and staff are not subject to quarantine following exposures to COVID-19.

- Test to stay is available only for unvaccinated asymptomatic individuals who were exposed in indoor and outdoor school settings where universal masking is fully in place. Indoors and outdoors exposures are reviewed for proximity and duration of exposure.
- Test to stay may not be used following extracurricular exposures because masking in these settings is optional and the risk of transmission within the cohort is greater. Similarly, test to stay may not be used following community or in-home exposures.

- Test to stay allows unvaccinated individuals to be tested twice during the 7 days following exposure. First, as soon as the exposure has been identified, with a second test occurring between days 5-7 following the exposure.
- Test to stay is a form of modified quarantine, which allows individuals to attend school during their 7-day quarantine period. However, individuals participating in test to stay are expected to maintain quarantine outside of classroom settings.
 - Students and staff participating in test to stay may participate in school-related extracurricular activities during their 7-day quarantine period but must wear face coverings at all times during these activities.
- Close contact students and staff have the option of following LPHA recommendation for length of quarantine if their family does not want to participate in test to stay.
- Q: If a student is exposed during an extracurricular event and wasn't wearing a mask, are they eligible to participate?

A: No; the exposure must occur in a K-12 setting in which universal masking is in place.