

BANDON SCHOOL DISTRICT NO. 54
Regular Meeting of Board of Directors
January 9, 2023
MINUTES

The Board of Directors of Bandon School District No. 54, Coos County, Oregon, met in regular session on Monday, January 9, 2023 in the Bandon High School Library at 6:30 p.m. Due notice was published and a quorum was present.

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

ALSO PRESENT: Shauna Schmerer, Superintendent; Amanda Looney, Business Manager; Courtney Wehner, OC Principal; Becky Armistead, HLMS Principal; Melissa Radcliffe, BHS Principal; Chris Trevisiol, Director of Operations; Jeffrey Rupert, Director of Transportation and Rachel Hernandez, Board Secretary

ABSENT: BHS Student Representative Kenny McMillen; BHS AD Jordan Sammons

The meeting was called to order by Chair David Hisel at 6:30 pm.

ADDITIONS/DELETIONS:

The following changes were made to the agenda:

- **HMW CPAs presentation was moved up to 3.01**
- **BHS Science Overnight trip to Crescent City, CA was added as item 5.06**

Anthony Zunino made a motion to approve the agenda as amended; Ryan Sherman 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 December 12, 2022

Ryan Sherman made a motion to approve the consent agenda. Anthony Zunino seconded and the motion passed unanimously.

INFORMATION

3.01 HMW CPAs & Associates Audit Presentation

Hanna Van Camp advised that the audit measures district compliance in a variety of areas, including payroll, fiscal responsibility, attendance, years of experience and transportation mileage, among others.

3.02 Hired: Mary Keller-Graham, OC Educational Assistant

3.03 Intent to Retire: Rachel Hernandez, Administrative Assistant

3.04 January is School Board Recognition Month

3.05 Ocean Crest Ceramics Presentation

Eight of Mr. O's elementary ceramics class members worked with board members and the superintendent to make a ceramics project. Mr. O shared information about his program, which is very popular.

REPORTS /DISCUSSIONS:

Superintendent **Shauna Schmerer**, Administrators **Melissa Radcliffe**, **Becky Armistead**, **Courtney Wehner**, and Business Manager **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.

ACTION ITEMS

5.01 Bills in the amount of \$ 163,425.84

Anthony Zunino made a motion to pay bills in the amount of \$163,425.84; Ryan Sherman seconded. Stan Avery, Angela Cardas and A.J. Kimball abstained due to a conflict of interest, and the motion passed with four votes.

5.02 Select three standards for Superintendent Evaluation

After discussion regarding the eight standards for superintendent evaluation, Ryan Sherman made a motion to select Standards 1, 5, and 6 and to utilize the superintendent's direct reports for the Targeted Feedback Survey. Angela Cardas seconded and the motion passed unanimously. The three standards chosen were:

- STANDARD 1 - VISIONARY LEADERSHIP
- STANDARD 5: COMMUNICATION AND COMMUNITY RELATIONS
- STANDARD 6: EFFECTIVE ORGANIZATIONAL MANAGEMENT

5.03 Adopt Audit Corrective Action Plan

Anthony Zunino made a motion to adopt the audit corrective action plan; Greg Looney seconded and the motion passed unanimously.

5.04 Resolution #21 to receive and expend funds in the amount of \$4,664 from ODE for Title I

Ryan Sherman made a motion to approve Resolution #21; Angela Cardas seconded and the motion passed unanimously.

5.05 Resolution #22 to receive and expend funds in the amount of \$7,504 from ODE for Title II

Stan Avery made a motion to approve Resolution #22; Ryan Sherman seconded and the motion passed unanimously.

5.06 Consider BHS Science Overnight Field Trip to Crescent City, CA

Angela Cardas made a motion to approve the overnight field trip; Stan Avery seconded and the motion passed unanimously.

Public Input for items not on the Agenda

None

There being no further business for the board, David Hisel made a motion to adjourn the session; Ryan Sherman seconded and it passed unanimously. The meeting adjourned at 8:03 pm.

Approved: 2.13.23

Date

By 
Board Chair


Rachel Hernandez, Board Secretary



Happy New Year! January 9, 2023

Enrollment: At our Building admin meetings we have been discussing ideas for boosting enrollment. As you will notice the trend continues to mainly be grades 8-11 that are choosing to transfer out. Here is the current data:

School or District Name	# of Students	Grade Levels
Bandon to Baker Web Academy	2	6,7
Bandon to 2CJ (Port Orford/Langlois)	4	6,7,8,10
Bandon to Alsea	1	8
Bandon to Coos Bay SD	4	1,3,5,11
Bandon to Coquille SD	4	K,2,6,11
Bandon to Myrtle Point	4	K,3,10,11
Bandon to North Bend	3	9,10,11
Bandon to Oregon Connections Academy	7	6,7,8,9,10,12
Bandon to Oregon Charter Academy	4	10,11,11,12
Bandon to Oregon Virtual Academy	1	10
Bandon to Resource Link	1	4
Bandon to Willamette Connections Academy	1	12
Bandon to Winter Lakes	54	1-12

We would like to survey or interview the above parents and older students to better understand why. As you can see an on-line program interwoven with an Alt. Ed's approach may be something for the district to explore for the future. 43 of the 54 that attend Winter Lakes (virtual/Alt Ed) program are from grades 8-11.

Upcoming Events for the Supt:

We are going to try another Soup with the Superintendent for Community Conversations. Community conversation with the Superintendent and the Board is derived from the desire to try and get community input on the future of our students. #OneTeamOneMission #CommUnity is at the heart of supporting our staff and students.

Date: January 23rd 6:30 - 7:30 PM We are open to suggestions on more meeting times (morning coffee times, lunch times, etc...).

January 6th Bandon Arts Council Meeting @ 2PM
January 13th Rotary Luncheon

January 19th ESD Superintendent Meeting @ ESD

January 20th SWOCC Foundation Dinner

Attending the COSA Winter Conference at Salishan 25-28; this is part of my continuing professional development for on-boarding as a new Superintendent in Oregon.

Maintenance and Facilities have had some crazy storm damage that we are working on (continue to work on)

GRANT ALERT: We are going to apply for a new facilities grant for the inside of the CTE building. I can discuss this in greater detail at the board meeting.

Hope everyone had a good holiday season. Happy Board (Super Hero) month. Thank you for all you do.



Business Manager Report

01/09/2023

Included:

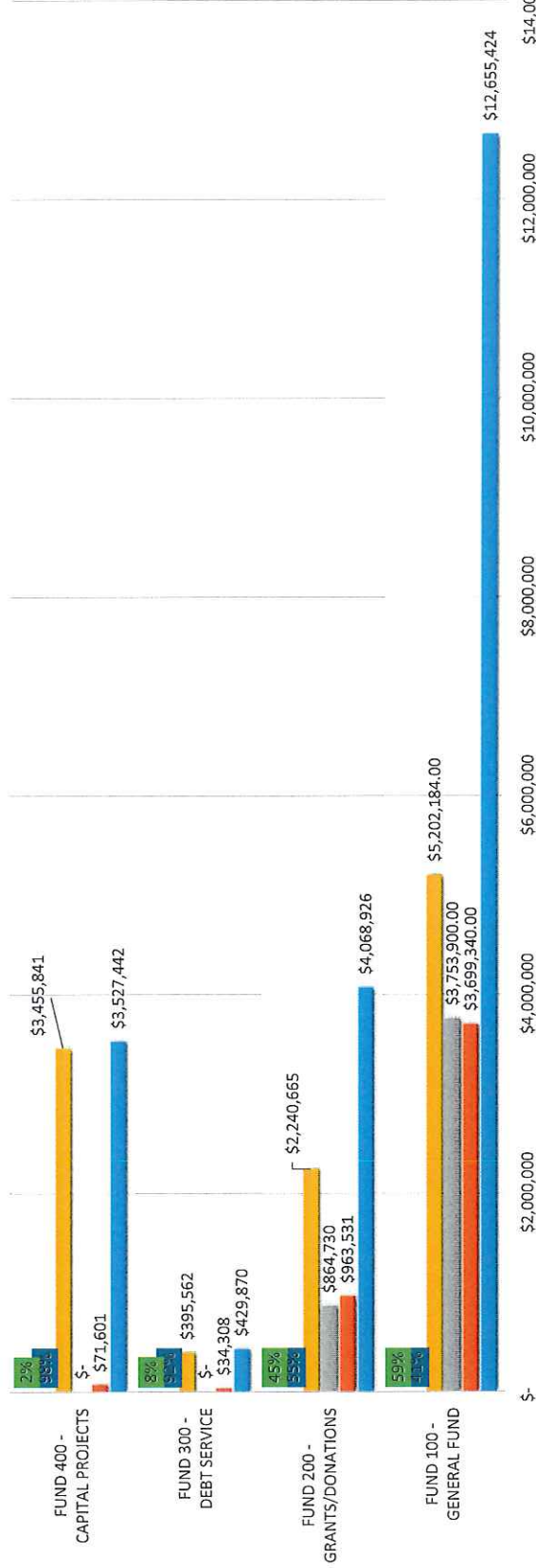
- Expenditure & Revenue Reports
- Projected Cash Flow report
- Grant Management report
- 2 resolutions in action items for 21/22 carry-over funds that were approved for spending in December by the Oregon Department of Education.
- Audit Corrective Action plan for adoption (sent to the board for review prior to todays meeting)

Highlights:

- Audit was finished on time and submitted to the Oregon Department of Education on December 15, 2022. Many thanks to our thorough and excellent auditors Laura Fisher & Hanna Van Camp of H,M &W, CPA's.

Bandon School District #54

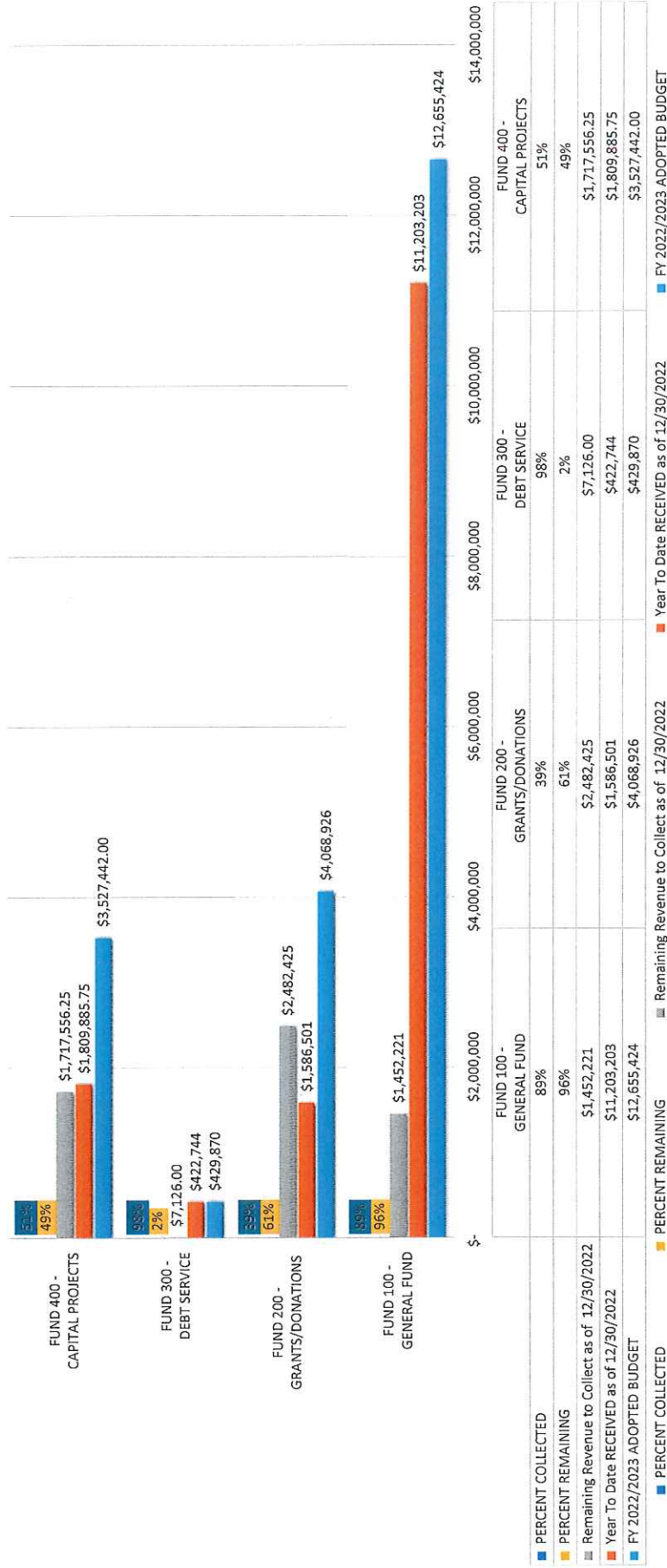
2022/2023 Expenditures as of 12/30/2022



	FUND 100 - GENERAL FUND	FUND 200 - GRANTS/DONATIONS	FUND 300 - DEBT SERVICE	FUND 400 - CAPITAL PROJECTS
PERCENT EXPENDED	59%	45%	8%	2%
PERCENT REMAINING	41%	55%	92%	98%
BALANCE REMAINING As of 12/30/2022	\$5,202,184.00	\$2,240,665	\$395,562	\$3,455,841
ENCUMBERED As of 12/30/2022	\$3,753,900.00	\$864,730	\$-	\$-
YTD - EXPENDED As of 12/30/2022	\$3,699,340.00	\$963,531	\$34,308	\$71,601
FY 2022/2023 ADOPTED BUDGET	\$12,655,424	\$4,068,926	\$429,870	\$3,527,442

■ PERCENT EXPENDED ■ PERCENT REMAINING ■ BALANCE REMAINING As of 12/30/2022 ■ ENCUMBERED As of 12/30/2022 ■ YTD - EXPENDED As of 12/30/2022 ■ FY 2022/2023 ADOPTED BUDGET

Bandon School District #54
2022/2023 Revenue as of 12/30/2022



Projected Cash Flow

FUND 100 30-Dec		Fiscal Year: 2022/2023 REVENUE	Cur Yr BUDGET	Received As of 12/30/2022	Projected	Anticipated	Proj. Rev	Curr. Rev
THROUGH	30-Dec	1111 CURRENT TAXES	\$ 4,182,660.00	\$ 3,990,230	\$ 485,216	\$ 4,475,446	107.0%	95%
		1112 PRIOR TAXES	\$ 221,372.00	\$ 130,999	\$ 90,373	\$ 221,372	100.0%	59%
		1113 FORECLOSED TAXES	\$ -	\$ 1,003	\$ (1,003)	\$ -	0.0%	
	1311/1312	TUITION FROM INDIV/Other Dist.	\$ 100.00	\$ -	\$ 100	\$ 100	100.0%	0%
		1510 INTEREST	\$ 45,000.00	\$ 51,255	\$ (13,005)	\$ 38,250	85.0%	114%
		1710 ADMISSIONS	\$ 17,000.00	\$ 6,441	\$ 10,559	\$ 17,000	100.0%	38%
		1740 FEES-PAY TO PLAY	\$ 10,000.00	\$ 2,595	\$ 4,905	\$ 7,500	75.0%	26%
		1910 RENTALS	\$ 19,000.00	\$ 16,100	\$ 3,850	\$ 19,950	105.0%	85%
		1920 DONATIONS-PRIVATE	\$ 40,000.00	\$ -	\$ 40,000	\$ 40,000	100.0%	0%
		1960 RECOVERY OF PRIOR YR EXPENSE	\$ 25,000.00	\$ -	\$ 500	\$ 500	2.0%	0%
		1980 FEES CHARGED TO GRANTS	\$ 35,500.00	\$ 1,114	\$ 41,486	\$ 42,600	120.0%	3%
		1990 MISCELLANEOUS	\$ 30,000.00	\$ 29,437	\$ 563	\$ 30,000	100.0%	98%
		1994 FINGERPRINTING FEES	\$ 1,500.00	\$ 858	\$ 642	\$ 1,500	100.0%	57%
		2101 COUNTY SCHOOL FUNDS	\$ 11,200.00	\$ 17,311	\$ -	\$ 17,311	100.0%	155%
		2199 HEAVY EQUIP. RENTAL TAX	\$ -	\$ 2,535	\$ -	\$ -	100.0%	100%
		3101 BASIC SCHOOL SUPPORT	\$ 3,506,316.00	\$ 2,050,881	\$ 1,981,382	\$ 4,032,263	115.0%	58%
		3103 COMMON SCHOOL FUND	\$ 67,472.00	\$ -	\$ 88,388	\$ 88,388	131.0%	0%
		3199 OTHER RESTRICTED GRANTS	\$ 50,000.00	\$ -	\$ -	\$ -	0.0%	0%
		3204 DRIVERS ED	\$ 5,000.00	\$ -	\$ 5,000	\$ 5,000	100.0%	0%
		3299 OTHER GRANTS	\$ 5,000.00	\$ -	\$ 5,000	\$ 5,000	100.0%	0%
		4202 FEDERAL MEDICAID REVENUE	\$ -	\$ -	\$ -	\$ -	0.0%	0%
		4500 FEDERAL THRU STATE	\$ 2,000.00	\$ -	\$ 2,000	\$ 2,000	100.0%	0%
		4801 FOREST FEES	\$ 4,000.00	\$ -	\$ 2,800	\$ 2,800	70.0%	0%
		5160 PROCEEDS FROM LEASE	\$ 100.00	\$ -	\$ 100	\$ 100	100.0%	0%
		5200 INTERFUND TRANSFERS	\$ -	\$ -	\$ -	\$ -	0.0%	0%
		5300 SALE OF FIXED ASSETS	\$ 3,000.00	\$ -	\$ -	\$ -	0.0%	0%
		5400 BEGINNING FUND BALANCE	\$ 4,374,205.00	\$ 4,904,450	\$ -	\$ 4,904,450	112.0%	112%
		Total Sub Total Revenue	\$ 12,655,424.00	\$ 11,205,208	\$ 2,748,857	\$ 13,951,530	110.2%	88.5%
		Additional Beg. Fund Balance	\$ -	\$ -	\$ -	\$ -		
		Total Revenue	\$ 12,655,424.00	\$ 11,205,208	\$ 2,748,857	\$ 13,951,530	110.2%	88.5%
		Fiscal Year: 2022/2023 EXPENDITURES	Cur Yr BUDGET	Expended As of 12/30/2022	Projected	Anticipated	Proj Exp %	Curr Exp %
		100'S SALARIES	4,607,363	1,728,132	\$ 2,602,789	\$ 4,330,921	94%	37.51%
		200'S PAYROLL BENEFITS	3,388,845	1,172,817	\$ 1,843,255	\$ 3,016,072	89%	34.61%
		300'S PROFESSIONAL SERVICES	962,969	387,007	\$ 383,368	\$ 770,375	80%	40.19%
		400'S SUPPLIES	671,210	133,012	\$ 169,033	\$ 302,045	45%	19.82%
		500'S CAPITAL OUTLAY	216,812	88,430	\$ 100,197	\$ 188,626	87%	40.79%
		600'S OTHER	198,470	170,459	\$ 28,011	\$ 198,470	100%	85.89%
		700'S TRANSFERS	557,097	19,484	\$ 225,639	\$ 245,123	44%	3.50%
		800'S CONTINGENCY	2,052,658	0	\$ -	\$ -	0%	0.00%
			12,655,424	3,699,340	5,352,291	9,051,632	71.52%	29.23%
BEGINNING FUND BALANCE 7/1/22						\$ 4,904,450.00		
PROJECTED 6/30/2023 Cash Carryover						\$ 4,899,898		
Less restricted dollars in donations (through 6/30/22)						\$ (436,765)		
Estimated Ending Fund Balance as of 12/30/22						\$ 4,463,134		

22-23 Grant Information as of 12/30/22	Award Amount	Ending Balance
TITLE IV-A Student Enrichment	\$ 18,436.00	\$ 5,933.03
TITLE IV DEFERRED REVENUE	\$ 5,326.03	\$ -
IDEA B 619 21-22 Pre-school transportation exp		\$ -
IDEA B 619 ARP 21-22		\$ -
Title I-A ESEA	\$ 238,325.00	\$ 168,443.85
Title I-A 21/22 grant carry-over	\$ 33,774.88	\$ (0.61)
ARP-HCY II (21-24)	\$ 5,871.00	\$ 5,871.00
YTP Voc-Rehab - 205-5200	\$ 46,412.51	\$ 17,496.06
Title II-A	\$ 38,824.00	\$ 30,211.25
Title II-A (carryover)	\$ 16,718.73	\$ -
ESSERF III	\$ 873,935.02	\$ 851,799.62
IDEA 611 B	\$ 147,067.00	\$ 124,924.97
IDEA EQUIPMENT & SUPPLY GRANT	\$ 9,707.00	\$ 9,707.00
Perkins (253) (16)	\$ -	\$ -
Summer Learning K-8 Grant	\$ 50,234.40	\$ -
Summer High School Academic Support Grant	\$27,165.69	\$ -
Summer High School Grant (Deferred Revenue)	\$129.48	\$0.00
21-23 High School Success	\$ 199,077.93	\$ 125,322.47
21-23 High School Success carry-over	\$ 83,478.46	\$ -
SIA 21-22 (spend through September) Deferred Rev.	\$ 25,297.38	\$ -
SIA 22-23	\$ 559,927.00	\$ 375,546.67
OSCIM Grant	\$ 1,420,394.92	\$ 1,393,866.58
Staff Retention Grant	\$ 90,156.00	\$ 60,017.29
Early Indicator and Intervention System Grant	\$ 1,824.00	\$1,824.00
CTE Career Pathways		\$ -
Grow your own-ESD reimbursement		\$ -
Transportation		\$ -
TOTAL	\$ 3,892,082.43	\$ 3,170,963.18



Ocean Crest Board Report

January 2023

January Events:

- **Wednesday the 4th:** First day back from winter break.
- **Monday the 9th:** PE with the Principal
- **Friday the 13th:** Deadline for OC Health Fair shirt design contest
- **Monday the 16th:** NO School for Martin Luther King Jr. Day
- **Friday the 20th:** Movie Day in the gym as a Jog a Thon reward (during school hours)
- **Friday the 27th:** NO School- Teacher inservice day - working on report cards

Professional Development:

- January- Character Strong Professional Development on Responding with Empathy- PROMPT as an Effective Way to Progressively Respond to Behavior.

What's New at the OC?:

- Mr. O's 4th grade class will be presenting their ceramics techniques for the school board. We were able to purchase a new kiln this past summer for enrichment at the elementary school.
- PE with the Principal- I will be joining every PE class on the 9th as one of our Jog a Thon rewards for reaching our fundraising goal.
- Ocean Crest will be hosting its first Health Fair in February in partnership with the Hospital Foundation. Nurse Devine has worked diligently with community partners to host an event that promotes healthy life choices ranging from sports, mindfulness, gardening, water and fire safety, to name a few.



HLMS School Board Report – JANUARY 2023

January Events:

- 1/3/23 STAFF RETURNS - INSERVICE DAY
- 1/4/23 STUDENTS RETURN
- 1/11/23 OMSI presents React-O-Blast @ HLMS Gym (12:30-1:30pm)
- 1/16/23: NO SCHOOL - MLK, Jr Day
- 1/26/23 Last Day of First Semester / 2nd Quarter
- 1/27/23 NO SCHOOL - GRADE DAY / PROFESSIONAL DEVELOPMENT

HLMS Update:

- **INSERVICE/PROFESSIONAL DEVELOPMENT:** Classified Staff from OC, HLMS, BHS, and Transportation met in the HLMS Multipurpose Room on January 3 for a morning of professional development focused on brain development and the impact of Adverse Childhood Experiences (ACEs) on that process, how to support students who may have external impacts that create struggles in the school environment, and how we can be a positive influence. Sources that informed this training include ACEs training materials from South Coast Together, Rita Pierson's TEDTalk "Every Kid Needs A Champion", and Dan Siegel's "hand model of the brain." It was noted by many staff, both Certified and Classified, that all were very grateful for the inservice day as it was highly productive and allowed our Classified Staff paid time to receive training that is often difficult or impossible to fit into their contract day. Special thanks to Courtney Wehner, Melissa Radcliffe, and Jeff Rupert for sharing their classified staff with me for this training. Our breakout conversations were richer for the collective voice that was in the room!
- **MATH COUNTS:** HLMS is the only school in the SW Oregon chapter to sign up for MathCounts this year! As such, we are hosting the competition at Harbor Lights (date to be determined, likely the end of February) and 4 of our students are guaranteed eligibility for the state competition! Special thanks to NICOLE KRAYNIK for spearheading this opportunity for our mathletes!
- **CHESS CLUB:** Lunchtime Chess continues at Harbor Lights with Mr. Godsiff and we are happy to share an after school opportunity for students of all ages interested in learning or playing chess! Dr. Nancy Keller is a Chess Coach in several neighboring schools and is providing a Chess Club opportunity on Thursdays (in January, dates may change?) at the Bandon Library 3:30-5:00 pm. We are sharing this opportunity with all families and have Mr. Godsiff sharing with those already engaged in our lunchtime chess! Dr. Keller also hosts chess tournaments and our students are invited to register. The first tournament of the year is on Saturday, January 28 at Coquille High School.
- **NWEA:** Our second round of benchmark testing will occur in January as we prepare for the 2nd quarter report cards and the opportunity to make adjustments instructionally to best meet the needs of our students. Certified Staff will receive training on how to "apply reports" that are created based on the growth between the fall and winter assessments on our 1/27 inservice day.



Board Report- January 2023!

January/February Events:

- 1/7-9 Speech at Pacific Tournament
- 1/9 NWEA Testing
- 1/16 MLK Day- No School
- 1/26 Last Day of First Semester
- 1/27 Inservice Day (for Grades)- No School
- 2/1 Instrumental Jazz Festival

Classified Inservice ACEs training was held on January 3. Becky did a great job teaching about the brain function of kids who have behavior issues. The training, in association with TISS, also helped focus on regulation skills for students the Classy staff may encounter. It's important for all our staff to be trained and this was a great day to do it! Certified staff also really appreciated the time to get in their classrooms to prepare for the end of the first semester.

We have had lots of basketball played over the holiday break and the Bandon Dunes Tournament was a huge success. The gyms were packed, sweatshirts and concessions were sold, and everything went smoothly. Huge kudos go out to Jordan, Sheena, Kari, Chris and Shawn. They made sure the facilities were clean, well-stocked, brackets were made, books were kept, clocks were run and volunteers were in the correct spots. We appreciate the Booster Club for the Hospitality room and all the volunteers and BSD staff who came to help.

We are finally into the meat of the school year and we are ready for the push. Teachers are working on curriculum alignment and assessments for the end of the term. Field trips are being planned for the spring. Kids are earning credits and hard conversations are being had with parents and students alike. This is the time of year when the "Crunch" happens for students (Seniors, in particular.)