

BANDON SCHOOL DISTRICT NO. 54  
Regular Meeting of Board of Directors  
March 13, 2023  
MINUTES

The Board of Directors of Bandon School District No. 54, Coos County, Oregon, met in regular session on Monday, March 13, 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, Stan Avery, Greg Looney, Ryan Sherman, Anthony Zunino and Angela Cardas

**ALSO PRESENT:** Shauna Schmerer, Superintendent; Amanda Looney, Business Manager; Courtney Wehner, OC Principal; Melissa Radcliffe, BHS Principal; Jordan Sammons, BHS AD; Jeffrey Rupert, Director of Transportation and Rachel Hernandez, Board Secretary

**ABSENT:** Kenny McMillen, BHS Student Representative

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

**ADDITIONS/DELETIONS:**

Anthony Zunino made a motion to approve the agenda as presented; Angela Cardas 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 February 13, 2023**

A.J. Kimball made a motion to approve the consent agenda; Stan Avery seconded and the motion passed with six out of seven votes. Anthony Zunino abstained.

**INFORMATION:**

- 3.01 Hired: Celia Gonzalez, OC Educational Assistant**
- 3.02 Hired: Nicole Dougherty, Administrative Asst./Board Secretary/Accounts Payable**
- 3.03 Hired: T. Shannon Forty, HLMS Asst. Track Coach**
- 3.04 Resigned: Rickey Ormiston, 4<sup>th</sup> Grade Teacher**
- 3.05 Resigned: Chris Trevisiol, Director of Operations**
- 3.06 Resigned: Evan Godsiff, HLMS P.E. Teacher**
- 3.07 Resigned: Mary Keller-Graham, OC Educational Assistant**
- 3.08 Resigned: Malia Conner, HLMS Educational Assistant**
- 3.09 Resigned: Gary Remy, BHS Special Education Assistant**
- 3.10 Intent to Retire: Melanie Trevisiol, Kindergarten Teacher**
- 3.11 HLMS Presentation: Expanded Elective Options**

HLMS Expanded Elective Options: teacher Nicole Guzman and three Robotics students presented to the board regarding their Robotics achievements; PE teacher Sheila Po'oi presented to the board regarding her Strength and Conditioning offerings in P.E.

**REPORTS /DISCUSSIONS:**

Current Enrollment: 652

Superintendent **Shauna Schmerer**, Administrators **Melissa Radcliffe**, **Becky Armistead**, **Courtney Wehner**, **Jordan Sammons**, Business Manager **Amanda Looney** and BHS Student Representative **Kenny McMillen** 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:**

**6.01 Bills in the amount of \$ 210,040.30**

Ryan Sherman made a motion to approve bills in the amount of \$210,040.30; Stan Avery seconded and motion passed with six votes. Anthony Zunino abstained due to a conflict of interest.

**6.02 2<sup>nd</sup> Reading, Revised Policies IGDH-INH**

Anthony Zunino made a motion to approve Revised Policies IGDH-INH; A.J. Kimball seconded and the motion passed unanimously.

**6.03 2<sup>nd</sup> Reading, Revised Policies Section KL**

Angela Cardas made a motion to approve Revised Policies Section KL; A.J. Kimball seconded and the motion passed unanimously.

**6.04 Resolution #28 to Receive and Expend \$29,790.00 from ODE for Title I**

Angela Cardas made a motion to approve Resolution #28; Ryan Sherman seconded and the motion passed unanimously.

**6.05 Resolution #29 to Receive and Expend \$79,154.00 from ODE DHS for the Safer Indoor Environment**

**Grant**

Ryan Sherman made a motion to approve Resolution #29; Anthony Zunino seconded and the motion passed unanimously.

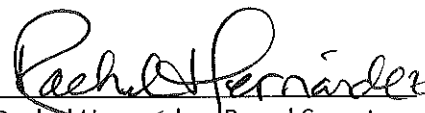
**Public Input for items not on the Agenda**

Gina Alcock, Carl Thompson, Jill Leavitt, Aaron Dougherty and Tim Bramhall, all Bandon Life Skills parents, made statements regarding their concerns over the upcoming changes to the Life Skills Program.

There being no further business for the board, Ryan Sherman made a motion to adjourn the session; A.J. Kimball seconded and it passed unanimously. The meeting adjourned at 7:30 pm.

Approved: 4.10.23  
Date

By   
Board Chair

  
Rachel Hernandez, Board Secretary

BANDON SCHOOL DISTRICT NO. 54  
BOARD OF DIRECTORS EXECUTIVE SESSION  
March 9, 2023  
MINUTES

The Board of Directors of Bandon School District No. 54, Coos County, Oregon, met in executive session on Thursday, March 9, 2023 at 7:00 pm in the Bandon High School library. Due notice was published and a quorum was present.

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

**ALSO PRESENT:** Shauna Schmerer, Superintendent and Rachel Hernandez, Board Secretary

**ABSENT:** None

The meeting was called to order by Chair David Hisel at 7 pm and the flag salute given.

**EXECUTIVE SESSION**

At 7:02 pm, the board moved into Executive Session to review and evaluate the performance of the superintendent or any other public officer, employee or staff member, unless that person requests an open hearing. (ORS 192.660(2)(i) and 192.660 (8))

The board moved out of Executive Session at 7:48 pm and returned to public session.

**PUBLIC SESSION**

Chair David Hisel stated that the Board of Directors has completed the annual evaluation of Superintendent Shauna Schmerer for 2022-23. The evaluation focused on three professional standards. Regarding the three professional standards, we determined that Superintendent Schmerer's performance was exemplary in the areas of: visionary district leadership, communications and community relations, and effective organizational management.

The board and superintendent chose to distribute a targeted feedback survey to members of the staff and community for feedback on her performance. The results of this survey were one source of data in the consideration of the Superintendent. Results showed that her open communication style is appreciated, as is her visibility at community events.

We will be working with Superintendent Schmerer over the next several weeks to develop goals aligned with our district goals and look forward to working together to continue the success of our district.

Anthony Zunino made a motion to adopt the 22-23 Superintendent Evaluation; Ryan Sherman seconded and the motion passed unanimously.

**ADJOURN**

Anthony Zunino made a motion to adjourn and Stan Avery seconded. The motion passed unanimously and the meeting adjourned at 7:51 pm.

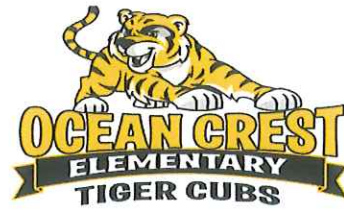
Approved: 4.10.23

Date

By [Signature]

Board Chair

[Signature]  
Rachel Hernandez, Board Secretary



## Vision for 2023-24 School Year Superintendent Report

### Enrollment:

Currently our enrollment is at 652. We have 75 students that transfer out, with the majority of those students going to Winter Lakes.

We would like to plan an option similar to Winter Lakes with rigor. First start with an on-line option for grades 9-12, and continue to look at the other grade levels in the future. We believe that adding an alternative option will help keep some of the Bandon students local.

We will continue to increase course offerings and rigor for our non-traditional and traditional students.

### Happenings:

We have several positions, due to retirement, health reasons, or moving out of the area, to fill. We are opening those up as those become open.

#### Positions we are adding for the 2023-24

- Special Education Teacher
- 5th grade teacher (for large class coming up to HLMS)
- 2 New EA Sped Positions
- K-4 Interventionist Teacher
- Technology/Alt Ed HS Teacher

**CTE Building** is paused as we have learned that RFPs weren't completed, and also we have interior being built at the same time as wrapping the outside; these can't be separate. I have a meeting with ZCS and County about options. And plan for RFPs.

**Bus Barn:** We are behind in this project, and I got an email today that I need to meet with the City Planning Committee about some changes that I was not aware of that were discussed with the City. ZCS will help me with this request. The change was not requested by the committee; it was a suggested change coming from a conversation between Mr. Trevisiol and a City worker.



## Business Manager Report

3/13/2023 meeting

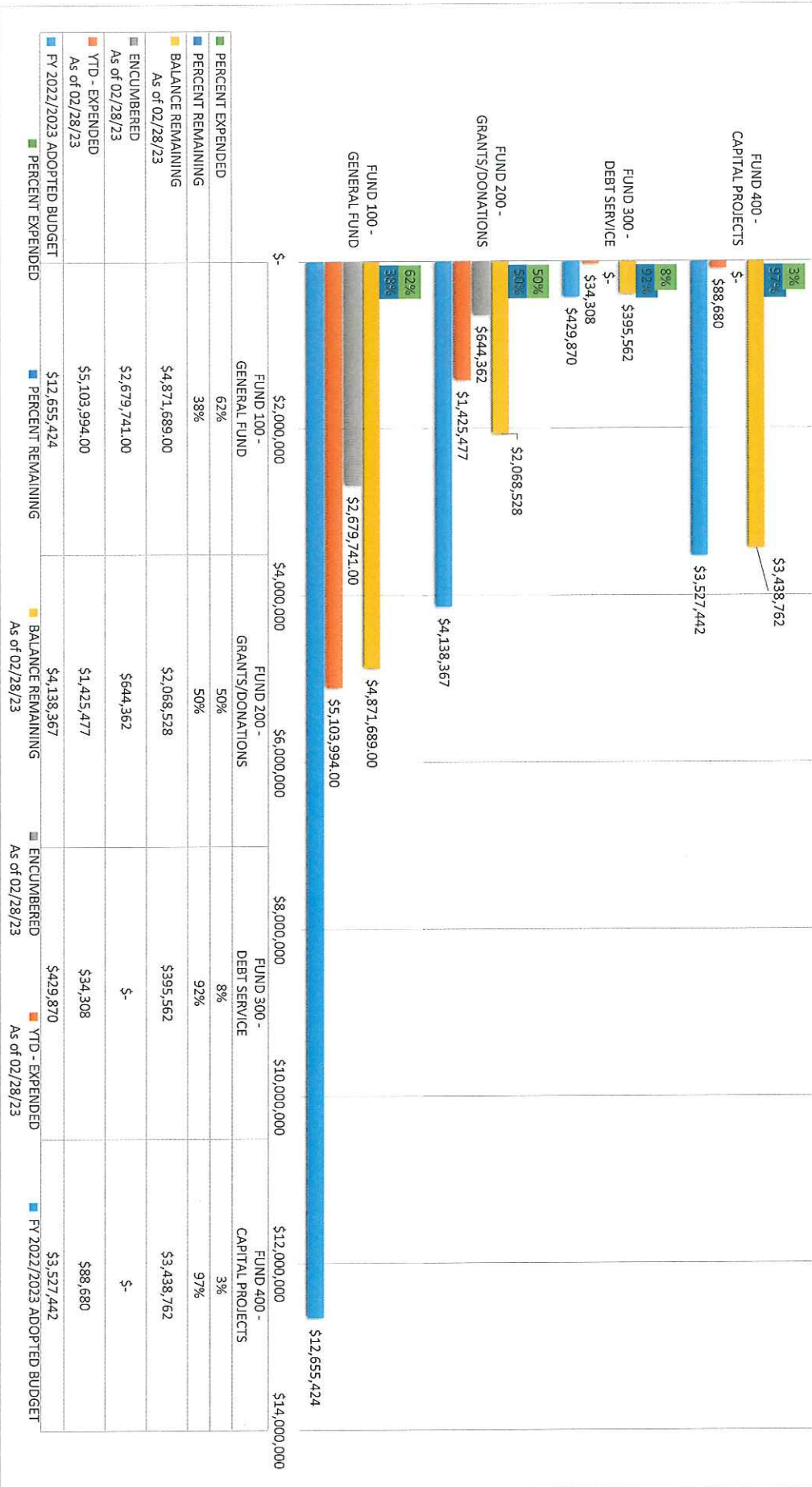
### Included:

- Expenditure & Revenue Reports
- Projected Cash Flow report
- In Action Items: Resolutions #28 & #29

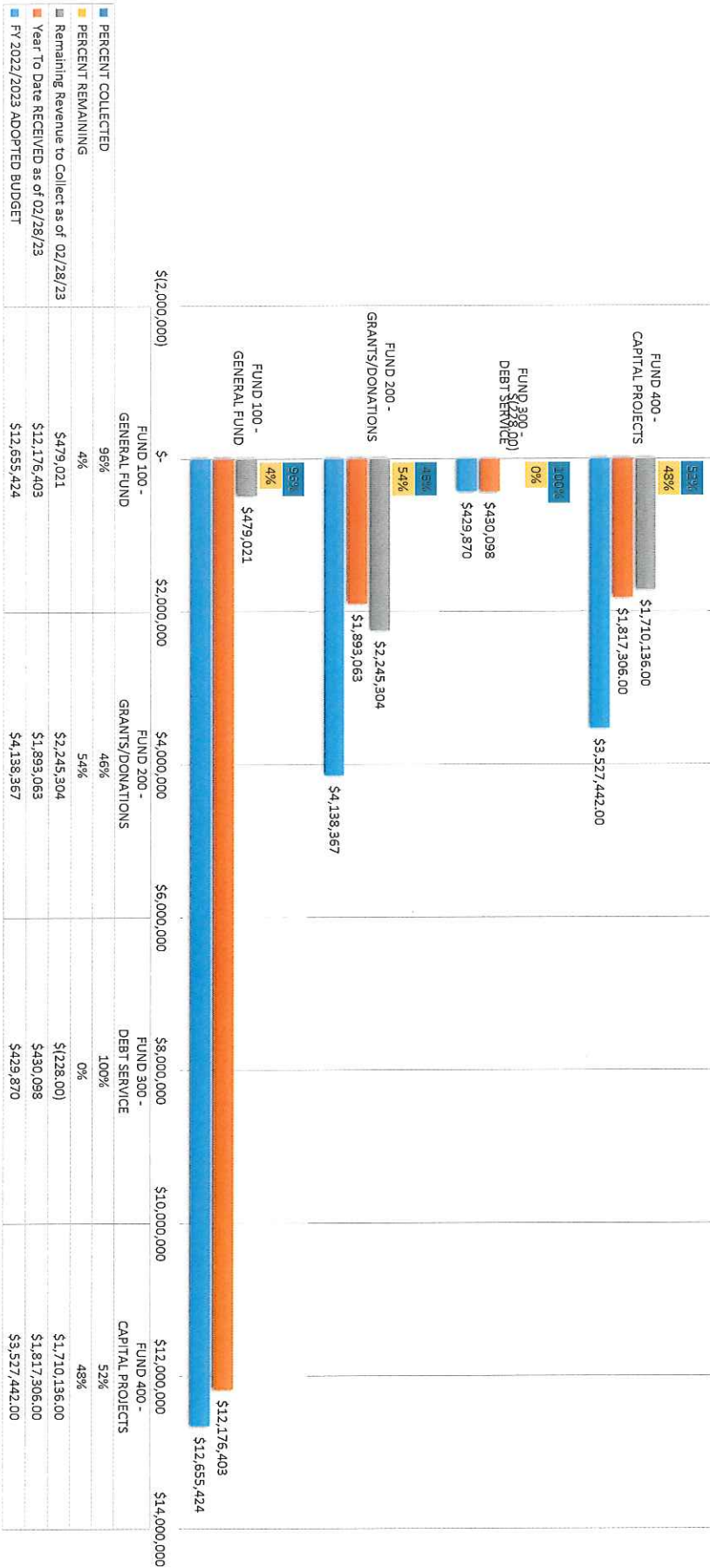
### Highlights:

- Reminder to check your email after March 15<sup>th</sup> for your filing instructions and reminder for Oregon Government Ethics Commission. Thank you to you all for registering!
- First budget meetings have taken place for each building and department and we are excited about the transparency and open discussion we are able to have with Building Principals & Department Supervisors.
- Reminder: Please mark all budget meeting dates on your calendars. Our first meeting will be on May 3<sup>rd</sup> @ 7:00 pm in the district cafeteria.

**Bandon School District #54**  
**2022/2023 Expenditures as of 02/28/2023**



**Bandon School District #54**  
**2022/2023 Revenue as of 02/28/2023**



PERCENT COLLECTED

PERCENT REMAINING

Remaining Revenue to Collect as of 02/28/23

Year To Date RECEIVED as of 02/28/23

FY 2022/2023 ADOPTED BUDGET



FUND 100 28-Feb		Fiscal Year: 2022/2023 REVENUE		Cur Yr BUDGET	Received As of 02/28/23	Projected	Anticipated	Proj. Rev	Curr. Rev
THROUGH 28-Feb	1111	CURRENT TAXES	\$	4,182,660.00	\$ 4,058,299.98	\$ 417,146.22	\$ 4,475,446.20	107.0%	97%
	1112	PRIOR TAXES	\$	221,372.00	\$ 146,058.35	\$ 75,313.65	\$ 221,372.00	100.0%	66%
	1113	FORECLOSED TAXES	\$	-	\$ 1,002.62	\$ -	\$ 1,002.62	100.0%	100%
	1311/1312	TUITION FROM INDIV/Other Dist.	\$	100.00	\$ -	\$ 100.00	\$ 100.00	100.0%	0%
	1510	INTEREST	\$	45,000.00	\$ 101,894.58	\$ 46,605.42	\$ 148,500.00	330.0%	226%
	1710	ADMISSIONS	\$	17,000.00	\$ 11,881.27	\$ 5,118.73	\$ 17,000.00	100.0%	70%
	1740	FEES-PAY TO PLAY	\$	10,000.00	\$ 2,595.00	\$ 4,905.00	\$ 7,500.00	75.0%	26%
	1910	RENTALS	\$	19,000.00	\$ 18,800.00	\$ 1,150.00	\$ 19,950.00	105.0%	99%
	1920	DONATIONS-PRIVATE	\$	40,000.00	\$ 107,472.12	\$ -	\$ 107,472.12	100.0%	269%
	1960	RECOVERY OF PRIOR YR EXPENSE	\$	25,000.00	\$ -	\$ 500.00	\$ 500.00	2.0%	0%
	1980	FEES CHARGED TO GRANTS	\$	35,500.00	\$ 1,113.80	\$ 41,486.20	\$ 42,600.00	120.0%	3%
	1990	MISCELLANEOUS	\$	30,000.00	\$ 41,438.52	\$ 561.48	\$ 42,000.00	140.0%	138%
	1994	FINGERPRINTING FEES	\$	1,500.00	\$ 1,452.00	\$ 48.00	\$ 1,500.00	100.0%	97%
	2101	COUNTY SCHOOL FUNDS	\$	11,200.00	\$ 19,264.11	\$ -	\$ 19,264.11	100.0%	172%
	2199	HEAVY EQUIP. RENTAL TAX	\$	-	\$ 2,534.95	\$ -	\$ 2,534.95	100.0%	100%
	3101	BASIC SCHOOL SUPPORT	\$	3,506,316.00	\$ 2,724,921.00	\$ 1,728,100.32	\$ 4,453,021.32	127.0%	78%
	3103	COMMON SCHOOL FUND	\$	67,472.00	\$ 35,229.90	\$ 34,940.98	\$ 70,170.88	104.0%	52%
	3199	OTHER RESTRICTED GRANTS	\$	50,000.00	\$ -	\$ -	\$ -	0.0%	0%
	3204	DRIVERS ED	\$	5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	100.0%	0%
	3299	OTHER GRANTS	\$	5,000.00	\$ -	\$ 5,000.00	\$ 5,000.00	100.0%	0%
	4202	FEDERAL MEDICAID REVENUE	\$	-	\$ -	\$ -	\$ -	0.0%	0%
	4500	FEDERAL THRU STATE	\$	2,000.00	\$ -	\$ 2,000.00	\$ 2,000.00	100.0%	0%
	4801	FOREST FEES	\$	4,000.00	\$ -	\$ 2,800.00	\$ 2,800.00	70.0%	0%
	5160	PROCEEDS FROM LEASE	\$	100.00	\$ -	\$ 100.00	\$ 100.00	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	\$ 4,904,449.57	\$ -	\$ 4,904,449.57	112.0%	112%
	Total Sub Total Revenue		\$	12,655,424.00	\$ 12,178,407.77	\$ 2,370,876.00	\$ 14,549,283.77	115.0%	96.2%
	Additional Beg. Fund Balance		\$	-	\$ -	\$ -	\$ -		
	Total Revenue		\$	12,655,424.00	\$ 12,178,407.77	\$ 2,370,876.00	\$ 14,549,283.77	115.0%	96.2%
		Fiscal Year: 2022/2023 EXPENDITURES		Cur Yr BUDGET	Expended As of 02/28/23	Projected	Anticipated	Proj Exp %	Cur Exp %
		100'S SALARIES		4,607,363	2,471,390	\$ 1,997,751.89	\$ 4,469,142.11	97%	53.64%
		200'S PAYROLL BENEFITS		3,388,845	1,670,487	\$ 938,923.42	\$ 2,609,410.51	77%	49.29%
		300'S PROFESSIONAL SERVICES		962,969	495,348	\$ 178,729.90	\$ 674,078.13	70%	51.44%
		400'S SUPPLIES		671,210	165,103	\$ 204,062.93	\$ 369,165.63	55%	24.60%
		500'S CAPITAL OUTLAY		216,812	88,430	\$ 100,196.92	\$ 188,626.44	87%	40.79%
		600'S OTHER		198,470	178,282	\$ 20,188.38	\$ 198,470.00	100%	89.83%
		700'S TRANSFERS		557,097	34,955	\$ 410,722.66	\$ 445,677.60	80%	6.27%
		800'S CONTINGENCY		2,052,658	0	\$ -	\$ -	0%	0.00%
				12,655,424	5,103,994	3,850,576	8,954,570	70.76%	40.33%
PROJECTED 2/28/23 Cash Carryover						\$ 5,594,713.36			
Less restricted dollars in donations (through 6/30/22)						(\$436,765)			
Estimated Ending Fund Balance as of 2/28/23						\$ 5,157,948.58			





# Ocean Crest Board Report

March 2023

## March Events:

- **Thurs. the 2nd** - Reading Day! - Kids can wear pajamas to school
- **Thurs. the 9th** - Clambake Music Festival in the Schools
- **Fri. the 10th** - PTO Family Movie Night in the OC gym @ 6pm.
- **Wed. the 15th** - Math curriculum caravan at the ESD - 2 teachers are attending
- **Fri. the 17th** - Last day to submit money for the American Heart Assoc. fundraiser
- **Mon. the 27th - Fri. the 31st** - SPRING BREAK: No School

## Professional Development:

- February- Character Strong Professional Development on Responding with Empathy- Responding to Students with Intense Behavior

## What's New at the OC?:

- **Reading Day-** Reading Day will be held on Thursday, March 2nd. This will be a student event held during the school day so all of our students can participate. Each classroom will rotate to other classrooms to hear stories read, work on art projects, enjoy a snack, play games, and every student will win a free book! We will have some of the high school leadership students helping out as well.
- **The Clambake Music Festival** works to bring music into schools. On Thursday, March 9th, all students will walk across the street to the middle school gym to enjoy some music. We will leave the school at 1:30pm and return to school no later than 2:30pm.
- **American Heart Association Fundraiser-** This will run for 4 weeks and is incorporated in the PE curriculum for the month. We will have whole school rewards everytime we reach a fundraising milestone. Our goal is to raise \$4,000 which would help save 83 lives.
- **Nursing Program Update-** From the start of the school year all the way until the end of January, there have been 1,547 visits to the nurse's room. This is for many different reasons. We are so thankful for this program and the work that Nurse Devine does for our students.



## HLMS School Board Report – MARCH 2023

### February / March Events:

- 3/14 5th Grade to Eugene Symphony
- 3/15 MS Band Festival
- 3/15 Darkness to Light Community Training @ Barn @ 6pm
- 3/27-31 NO SCHOOL - SPRING BREAK
- 4/7 NO SCHOOL - GRADE DAY
- 4/20 PM Conferences
- 4/21 NO SCHOOL - AM Conferences
- 

### HLMS Update:

- **HLMS LOVES OUR CLASSIFIED STAFF!** The month of March is our opportunity to celebrate that which we are grateful for ALL year long - our Classified staff! Nobody knows the value of classified staff quite like those who actually work in a school system as they are the members that keep things running smoothly so teachers can do the hard work of teaching. From managing the front office to covering supervision duty to keeping our buildings clean, the value of our classified members cannot be overstated. HLMS Leadership took the lead on decorating and planning daily activities during the week of March 6 to highlight our appreciation and pamper our VIPs!
- **Cyberbullying and The Power of Our Language Assembly:** As we work collectively to support our students, one thing has become abundantly clear - our job is more than just the hard work of learnin'. One factor impacting our students' sense of safety and security at school has proven to be behavior that happens outside of the school day online. As such, I met with our 5/6 students and our 7/8 students to discuss the expectations in polite society of how to behave online, how to ensure safe communication online, and how to respond to inappropriate behavior online. We also discussed the power of the language that we use with others, both the intended target of the message and anyone else who may hear, as we are seeing a rise in interpersonal communication that categorizes mean and derogatory comments as humor. One of the challenges at the middle school level is helping our students navigate interpersonal communication in a way that feels authentic and yet is not harmful to others, a challenge that has been exacerbated by the impact of interrupted in person learning during the pandemic. Our students had limited opportunities to develop interpersonal skills and we are currently working to build those skills and create a school environment that is respectful and supportive for all members.
- **Teacher Observations Update:** As spring has sprung, one of the great joys in my job is the opportunity to get into classrooms and watch teachers do what they do best - teach! While the management of student behaviors, building logistics, and all the other pieces that go into the job are necessary and important, I am so grateful to have the opportunity through my

recent classroom observations to recenter my focus on exactly why we do what we do - KIDS! Your teachers are working hard to connect with students and help them learn and grow and it is a privilege to be part of this system!

- **Budget Planning:** Special thanks to Superintendent Schmerer and Amanda Looney for their efforts to support our work on budget planning. The time and effort spent creating budget documents and providing a comprehensive overview of district budget considerations and historical building spending has been invaluable as we look to the future and work to be responsible fiscal stewards for the district.

### Special Education Update:

- **Adaptive Life Skills Update:** As you have heard from Superintendent Schmerer over the past few months, we are making some changes to our provision of services for students in our Adaptive Life Skills program next year! We will continue to contract with ESD for our Early Intervention/Early Childhood Special Education students (birth to 5 years old), for our Kindergarten through 4th Grade students, and for our Adult Transition Program students (post-HS - 21 years old), but we will be hiring a teacher and serving our 5th through 12th grade students through the district starting next school year. Our Kindergarten through 4th grade students will be served at a "cluster site" similar to how we housed students from neighboring districts at Ocean Crest. This provides our district an exciting opportunity to create programming that is specifically designed to meet the needs of our Tigers and I am looking forward to what the future holds! More information will be forthcoming as we conduct interviews and fill the staffing needs for this program.





## Board Report- March 2023

### March/April Events:

- 3/15 Spring Sports' Parents' Night- BHS Cafeteria
- 3/16 Math Caravan at SCESD- weather reschedule
- 3/27-3/31 Spring Break: No School
- 4/6 End Of Third Quarter
- 4/7 Inservice day- No School
- 4/8 Bash for Cash- Project Graduation Fundraiser @ The Barn

Hooray for In-person meetings! Representatives came from the eight Oregon Public Universities to meet with our Juniors and Seniors on March 6th. There was a short presentation and then kids were able to meet at tables with the admissions employees. Kids from Bandon, Coquille, Pacific, and Myrtle Point High Schools got their questions answered and are exploring their next steps. Erin Robertson spearheaded this effort for our kids.

Erin Robertson was a busy gal as she also partnered with the Bandon Chamber of Commerce to hold a Summer Job Fair for our kids on March 8th. We had representatives attending from Bandon Dunes Golf Resort, Bullards Beach State Park, Big Wheel General Store, Bandon Card & Gift, By the Sea Treasures, The Toy Store, Best Western Inn at Face Rock, Southern Coos Hospital, Lloyd Electric, StillWater Assisted Living and Beach Loop Realty.

In late February, the BHS Band performed at their first state qualifying festival of the year located at Oregon State University. They played three songs for three judges and scored 77, 84, and 88 (*which is REALLY good for this early in the year!*) After the band performed, they were then able to have one of the judges come and work with them to help them get better. One judge told Mr. Weston he was so impressed because our little 2A band was outshining the 5 and 6 A schools.

The Speech team has been doing really well and has just returned from the National Qualification tournament last weekend with exciting news to report at this meeting!

The Senior Trip is tentatively planned for Sunday May 28th through Wednesday May 31st. The idea is to visit sights in California such as a waterpark, an amusement park, and an aquarium and then home! Chaperones will include Ms. Villagomez, Ms. Moore, Mr. Holycross and me. The Class of 2023 has been fundraising for many years and the Seniors are excited for a big adventure together!



## BSD Athletics School Board Report – March 2023



### Bandon High School Athletics

- Track
- Softball
- Baseball
- Boys Golf
- Girls Golf

### Harbor Lights Middle School Athletics

- Track - Starts March 13

### Important Results:

- Girls Basketball - Qualified for the State Tournament, had a great season and a team GPA of 3.5
- Boys Basketball - Qualified for the State Playoffs, had a great season and a team GPA of 3.6

### 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, weather and air quality issues that are arising. - <https://www.osaa.org/schools/18>
- Check Athletic.net to keep up with the cross country and track schedule and results

### Open Coaching Positions:

- BHS Assistant Football for 2023 Season (Position never was filled for 2022 season)

### Filled Coaching Positions:

- HLMS Assistant Track - Shannon Forty

### Covid Update Overview:

- Currently no covid restrictions affecting our sports



# ASB/Leadership Report



For the meeting of March 13th, 2023

- The Cornhole Tournament began today. Trophies will be given to the winning team. Games will be held during lunch.
- Community 101 site visits will be conducted sometime this month (dates TBD as of writing). These will be used to finalize grant recipients. Applicants include:
  - Kids Hope Center Coos Bay
  - CASA
  - Nancy Devereux Center
  - Belloni Ranch
  - ARK Project
  - Bandon Youth Community Center
  - Coos Health and Wellness
- Girls Basketball made it to the State Tournament in Pendleton, but lost their first game
- Boys Basketball didn't qualify for Pendleton
- Speech and Debate had National Qualifiers this weekend (results not available at time of writing)
- Track, Baseball, Softball and Golf all started two weeks ago, competitions will be beginning soon for both sports.
- Leadership students helped with Ocean Crest's Reading Day on March 3rd, the students all had fun helping out the little kids
- The Bulletin Board has been recreated by our very own Daniel Cabrera, Safaa Dimitruk, Caitlyn Michalek and Marlie Carmack.