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

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

<u>PRESENT:</u> Board members present were David Hisel, A.J. Kimball, Greg Looney, Stan Avery, Angela Cardas and Martha Lane.

ALSO PRESENT: Shauna Schmerer, Superintendent; Amanda Steimonts, Business Manager; Courtney Wehner, OC Principal; Sabrina Belletti, Interim BHS Principal; Jim Wright, Asst. Principal/Athletic Director; Jeffrey Rupert, Director of Transportation; Brent Robertson, Executive Director of Operations; Rowdy Staatz, BHS Student Representative; and Connie Roberts, Board Secretary

ABSENT: Anthony Zunino, Board Member; Becky Armistead, HLMS Principal

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

ADDITIONS/DELETIONS:

Angela Cardas made a motion to approve the agenda as presented; Stan Avery 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 September 11, 2023

AJ Kimball made a motion to approve the consent agenda. Greg Looney seconded and the motion passed unanimously.

INFORMATION

3.01 Hired: Sarah Stauff, Ocean Crest Educational Assistant3.02 Hired: Riley Cook, Assistant Speech and Debate Coach

REPORTS / DISCUSSIONS:

Superintendent Shauna Schmerer, Administrators Sabrina Belletti, Jim Wright, Becky Armistead, Courtney Wehner, Business Manager Amanda Steimonts 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. Jeffery Rupert had no new news to share, and Brent Robertson introduced himself to the board. Sabrina Belletti shared with the board the new grading criteria for freshman only. It has been shared with staff, students and parents, now waiting for feedback before making final decisions. She also shared that the high school will soon be able to offer a Fire Fighting class as an elective in conjunction with ODF. Rowdy Staatz, our new BHS Student Representative shared they are looking to do more things to get more students involved. Student Voice will do an activity over Thanksgiving break and a new Crafting Club has formed. It's Homecoming Week with all of the fun activities.

In **Superintendent Schmerer's** she shared that one RFP had been turned in for the CTE Building Architect/Engineer project. She recommended that the Board proceed with the project to find out what can be done with the building. After some discussion Stan Avery made a motion to add action item 5.06 Approve HGE Architects, Inc. as the Architect/Engineer for the CTE Building. AJ Kimball seconded and the motion passed unanimously.

ACTION ITEMS

5.01 Bills in the amount of \$377,677.24

AJ Kimball made a motion to pay bills in the amount of \$377,677.24. Stan Avery seconded, and the motion passed unanimously.

5.02 6th Grade Outdoor Field Trip

HLMS Teacher Theresa Jones presented a field trip proposal for the 6th grade class to attend Outdoor School at Pacifica in Williams, OR April 24th-26th. Angela Cardas made a motion to approve the request for the 6th Grade Outdoor Field Trip; Stan Avery seconded and the motion passed unanimously.

5.03 Western International Band Clinic Field Trip Request

Band Director Dave Weston gave a short presentation to accompany his field trip request. Stan Avery made a motion to approve the band field trip; Martha Lane seconded and the motion passed unanimously.

5.04 Approve Dormy House. LLC Developer of the Joint Housing Project with the City of Bandon Stan Avery made a motion to approve Dormy House, LLC Develop of the Joint Housing Project with City of Bandon. Angela Cardas seconded and the motion passed unanimously.

5.05 Approve Umpqua Valley Financial as the new Auditor

Martha Lane made a motion to approve Umpqua Valley Financial as the new Auditor, AJ Kimball seconded and the motion passed unanimously.

5.06 Approve HGE Architects, Inc. as the Architect/Engineer for the CTE Building

AJ Kimball made a motion to approve HGE Architects, Inc. as the Architect/Engineer for the CTE Building, Greg Looney 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; AJ Kimball seconded and it passed unanimously. The meeting adjourned at 7:05 pm.

Approved: //-/3

Board Chair







Vision for 2023-24 School Year #StaySalty Superintendent Report

Happenings:

Enrollment: We are down in enrollment, 90% of our transfer outs are going to Coquille.

Housing Project:

David and I would like to give you an update on where the process is currently. As most of you might be aware, we started this idea about a year ago. Discussions progressed to MOU to RFP,s

The City of Bandon has done a marvelous job on taking the lead on this much needed project. We are excited to share it with you.

The project received 8 separate RFP bids. After the housing selection committee did an extensive review of the RFP's submitted to the City of Bandon and have recommended Dormy House, LLC to negotiate with as our developer for the joint housing project.

Many of the other RFP's bids (proposals) required Bandon School District and the City of Bandon to contribute significant capital funds to assist with the development, and some of the developers were dependent upon getting state and federal competitive grants. That wait period would cause the project to be delayed a year to two years (or more) if the developers even are awarded the grant.

Dormy House, LLC is currently the developer for the Bandon Dunes Golf Resort. Dormy offers a multi-phase, blended solution of Dormy Homes and also stand alone single family homes that can range from 1-3 bedroom units. Dormy was also selected because of the speed of completing the project and access to capital funding.

The City of Bandon took action at their last board meeting to move forward with Dormy House, LLC as the developer contingent on Bandon School District Board of Directors approval.

CTE:

September 18th was the closing date for RFPs for the architect/engineer services for the CTE building project. We got a lot of inquiries, but only one RFP proposal. I wanted to share it with you and talk about if we want to take action on it? The proposal is with HGE Architects Inc out of Coos Bay.



Business Manager Report

10/09/23

Included:

- Expenditure & Revenue Reports for September
- Projected Cash Flow report for September

Highlights:

- Still wrapping up audit and sending in final auditor requests as they come in.
- RFP's for an auditor closed on September 18th. We received two proposals for audit services.
- For Auditing services, we are recommending the Board approve Umpqua Valley Financial. They come highly recommended by other school districts and are in line with what we have been historically paying for audit services.

FUND 100 Fiscal Year: 2023/2024		Cur Yr		Received						
FUND 100 Fiscal Year: 2023/2024 1-Sep REVENUE FUND 100-101		BUDGET	ı	\s of 9/30/23		Projected		Anticipated	Proj Re v	Curr, Rev
THROUGH 1111 CURRENT TAXES	Ś	4,294,384.00	\$	8,641.99	\$	4,285,742,01	\$	4,294,384.00	100.0%	0%
30-Sep 1112 PRIOR TAXES	Ś	120,000.00		7,121.05	\$	112,878.95	\$	120,000.00	100.0%	6%
1113 FORECLOSED TAXES	Š				\$	-	\$	-	0.0%	
1311/1312 TUITION FROM INDIV/Other Dist.	Ś	100.00			\$	100.00	\$	100.00	100.0%	0%
1510 INTEREST	Ś	120,000.00	\$	57,661.45	\$	44,338.55	\$	102,000.00	85.0%	48%
1710 ADMISSIONS	ŝ	17,000.00	\$	2,408.00	\$	14,592.00	\$	17,000.00	100.0%	14%
1740 FEES-PAY TO PLAY	Ś	5,000.00	•		\$	5,000.00	\$	5,000.00	100.0%	0%
1910 RENTALS	Š	21,000.00	\$	900.00	\$	3,090.00	\$	3,990.00	19.0%	4%
1920 DONATIONS-PRIVATE	Ś	80,000.00	\$	5,491.00	\$	74,509.00	\$	80,000.00	100.0%	7%
1960 RECOVERY OF PRIOR YR EXPENSE	Š	20,000.00	•		\$	1,000.00	\$	1,000.00	5.0%	0%
1980 FEES CHARGED TO GRANTS	Ś	25,000.00			\$	25,000.00	\$	25,000.00	100.0%	0%
1990 MISCELLANEOUS	\$	50,000.00	\$	120.00	\$	49,880.00	\$	50,000.00	100.0%	0%
1994 FINGERPRINTING FEES	Š	1,800,00	\$	165.00	\$	1,635.00	\$	1,800.00	100.0%	9%
2101 COUNTY SCHOOL FUNDS	ς	11,700.00			\$	11,700.00	\$	11,700.00	100.0%	0%
2101 COUNTY SCHOOL FONDS 2199 HEAVY EQUIP. RENTAL TAX	\$				\$	-	\$	-	100.0%	100%
3101 BASIC SCHOOL SUPPORT	Ś	4,533,124.00	\$	1,093,370.00	\$	3,711,741.44	\$	4,805,111.44	106.0%	24%
3101 BASIC SCHOOL SUPPOR: 3103 COMMON SCHOOL FUND	ć	73,246.00	•	_,,	\$	73,246.00	\$	73,246.00	100.0%	0%
	\$	50,000.00			\$	_	\$	-	0.0%	0%
3199 OTHER RESTRICTED GRANTS	ć	-			s	_	\$	-	100.0%	0%
3204 DRIVERS ED	\$	5,000.00	\$	0.08	Ś	4,249.92	\$	4,250.00	85.0%	0%
3299 OTHER GRANTS	Ś	5,000.00	~		\$, -	\$	-	0.0%	0%
4202 FEDERAL MEDICAID REVENUE	Ś	11,000.00			Š	2,750.00	\$	2,750.00	25.0%	0%
4500 FEDERAL THRU STATE	ç	22,000.00			Ś	· -	\$	-	100.0%	0%
4801 FOREST FEES	ŝ	100.00			Ś	100.00	\$	100.00	100.0%	0%
5160 PROCEEDS FROM LEASE	\$	200,000.00			Ś	· _	\$	-	0.0%	0%
5200 INTERFUND TRANSFERS	Ś	3,000.00			Ś	1,500.00	\$	1,500.00	50.0%	0%
5300 SALE OF FIXED ASSETS	Ś	5,142,369.70	\$	5,247,494.78	\$, <u>-</u>	\$	5,247,494.78	102.5%	102%
5400 BEGINNING FUND BALANCE	\$	14,783,824	\$	6,423,373.35	\$	8,423,052.87	\$	14,846,426.22	100.4%	43.4%
Total Sub Total Revenue	\$	14,763,624	\$	0,420,070.00	Ś	-	ŝ	· ·		
Additional Beg. Fund Balance	۶ \$	14,783,824	\$	6,423,373.35	Ś	8,423,052.87	Š	14,846,426.22	100.4%	43.4%
Total Revenue	ą	14,763,024	~	0,420,010.00	•	-,	•	• •		
									Proj Exp	Cur Evn
Fiscal Year: 2023/2024		Cur Yr		Expended		Duelected		Anticipated	910) EXP	%
EXPENDITURES		BUDGET	-	As of 9/30/23		Projected	4	4,908,765.63	87%	10.91%
100'S SALARIES		5,642,259		615,293		4,293,472.63		3,849,718.94	85%	10.44%
200'S PAYROLL BENEFITS		4,529,081		,	\$	3,376,854.94		, .	70%	17.66%
300'S PROFESSIONAL SERVICES		1,449,598		256,002			\$	1,014,718.60	70%	10.32%
400'S SUPPLIES		934,950		96,474		557,990.65		654,464.65	60%	0.00%
500'S CAPITAL OUTLAY		231,329			\$	138,797.24		138,797.24	83%	74.08%
600'S OTHER		237,242		175,742		21,168.86		196,910.86	85% 70%	50.03%
700's TRANSFERS		915,114		,	\$	182,753.90		640,579.70	0%	0.00%
800'S CONTINGENCY		844,251			\$		\$	- 44 400 055	77.14%	14.03%
		14,783,824		2,074,201		9,329,755		11,403,956	11.14%	14,0370

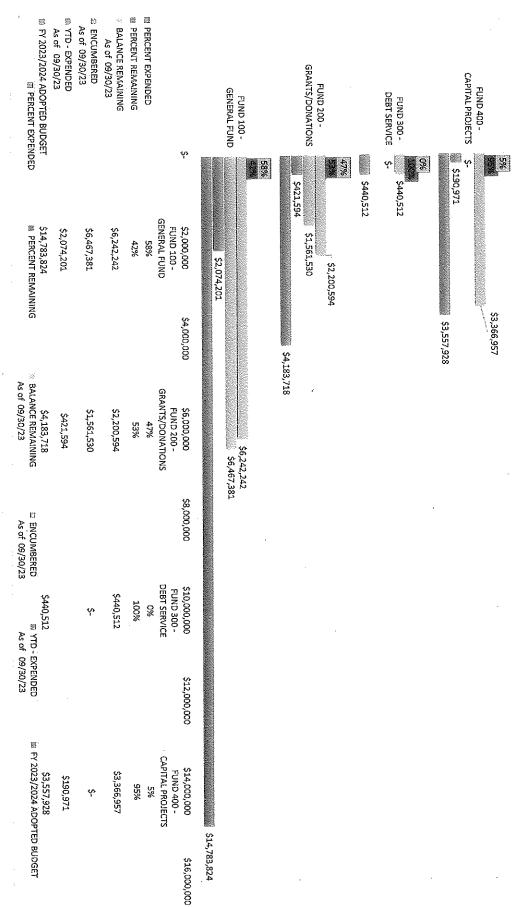
PROJECTED 6/30/24 Cash Carryover Less restricted dollars in donations (through 6/30/23) Estimated Ending Fund Balance as of 9/30/23 \$ 3,442,470.60 (\$436,765) \$ 3,005,705.82

	PERCENT PROPRIES		AE BY 09/20/22			EXPENDITURES
58%	42%	\$ 6,242,242	\$ 6,467,381	\$ 2,074,201	\$ 14,783,824	FUND 100 - GENERAL FUND
47%	***************************************	\$ 2,200,594	\$ 1,561,530	\$ 421,594	\$ 4,183,718	FUND 200 - GRANTS/DONATIONS
		\$ 440,512	ξ		\$ 440,512 \$	FUND 300 - DEBT SERVICE
0% 		3,366,957	\$	\$ 190,971	3,557,928	FUND 400 - CAPITAL PROJECTS

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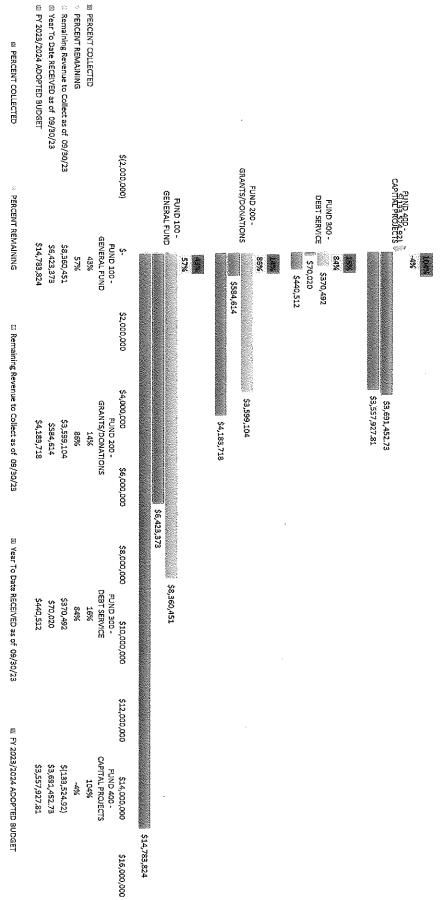
Bandon School District #54 2023/2024 Expenditures as of 09/30/2023



Bandon School District #54 Revenue Update 09/30/23

PERCENT COLLECTED	PERCENT REMAINING	Remaining Revenue to Collect as of 09/30/23	Year To Date RECEIVED as of 09/30/23	FY 2023/2024 ADOPTED BUDGET	
43%	57%	\$ 8,360,451	\$ 6,423,373	\$ 14,783,824	FUND 100 - GENERAL FUND
14%	86%	\$ 3,599,104	\$ 584,614	\$ 4,183,718	FUND 200 - GRANTS/DONATIONS
16%	84%	\$ 370,492	\$ 70,020	\$ 440,512	FUND 300 - DEBT SERVICE
6 104%	-4%	\$ (133,524.92)	\$ 3,691,452.73	\$ 3,557,927.81	FUND 400 - CAPITAL PROJECTS

Bandon School District #54 2023/2024 Revenue as of 9/30/2023





October Events:

- Thurs. the 5th- Hearing Screening
- Thurs. the 6th- Jog a Thon shirt designs DUE
- Tues. the 10th- Picture Day
- Thurs. the 12th- Kids run the Jog a Thon
- Fri. the 13th- NO School- Teacher Inservice
- Mon. the 16th- Vision Screening
- Thurs. the 19th- Great Oregon Shake Out
- Red Ribbon Week 23rd 27th
 - o Mon. the 23rd- Wear RED to school
 - o Tues. the 24th- Wear a Hat Day
 - o Wed. the 25th-Sports Team Dress Up
 - o Thurs. the 26th- Wear Pajamas
 - o **Fri. the 27th** Wear your school shirt/colors to school & the Monster Mash Dance in the OC gym at 4:30pm
- Tues. the 31st-Wear Halloween costumes to school Class parties

Professional Development:

- October 13th: K-8 i-Ready math training from an i-Ready consultant, MAP Reading Fluency training for K-4 teachers, and Adverse Childhood Experiences training for ALL district staff.
- Character Strong training for ALL staff during after school staff meetings: Hi-Lo Classroom Practices

What's New at the OC?:

- We have been awarded \$20,000 from the Judith Ann Morgan Foundation to go towards the new playground equipment. It is not as much as I requested, but I will work to seek grant funds elsewhere until we have enough.
- We are well on our way to having our new basketball hoops funded. The project total is \$25,487.
 - o \$5,000 has been donated by Banner Bank
 - \$5,000 has been donated by Southern Coos Health Foundation and Southern Coos Hospital
 - o \$4,400 from the Caddies of Bandon
 - o \$1,000 from First Community Credit Union



HLMS School Board Report - October 2023

October/November Events:

10/4-6	COSA Special Education Conference
10/9-11	Pacific Northwest Institute Special Education Law Conference
10/12	School Pictures
10/13	NO SCHOOL - Statewide Inservice
•	K-8 iReady Math curriculum training (AM)
	ACEs Training (PM)
	Special Education Team Meeting re: Cyclical Monitoring
10/20	Great Oregon ShakeOut @ 10:20am
•	Bandon Showcase - Haley Johnsen performance at Sprague
11/2	END OF 1st QUARTER\
•	EARLY RELEASE - Inservice
•	Certified - Report Card preparation
	Classified - CPI Verbal Intervention Training
11/20-24	NO SCHOOL - THANKSGIVING HOLIDAY
	10/12 10/13 10/20 11/2 11/3

HLMS Update:

- Classified Professional Development (CPI-VI): Educational Assistants from HLMS and BHS met on Friday, September 22 for training in the Crisis Prevention Institute's Verbal Interventions curriculum. I was trained in the full NonViolent Interventions curriculum last June and will be training select Special Education staff in the "full meal deal," but we felt that the verbal intervention training was appropriate for all staff at the MS and HS, especially given so many of them are new to the position/district. The training will continue in November and January.
- Health Curriculum for 7th/8th Grade: HLMS will be reintroducing sexual health into our health curriculum this year. At the 7th/8th grade level, the focus is biological and safety related, including lessons on Changes During Puberty, the Male Reproductive System, the Female Reproductive System, Infant and Child Development, and Staying Healthy As You Age. We will be planning a parent information night and sharing access to our curriculum with families prior to the introduction of material in the classroom. Any family wishing to exempt their child from this piece of our classroom health instruction will be able to do so and will have access to the topics to ensure that their child is exposed to the information in a way that feels comfortable and appropriate for our families. Our curriculum is Glencoe Teen Health, published by McGraw Hill. I am currently working on connecting with the publisher to hopefully gain digital access but will be able to provide in-person access to the materials, as well.

Special Education Update:

- Special Education Professional Development Mrs. Minkler (OC) and Mrs. Stallard (HLMS) will be attending the COSA Special Education Conference in Eugene on October 4-6. I will attend the Pacific Northwest Institute on Special Education Law in Vancouver, WA on October 9-11. We will share our new learning with the Special Education team when we meet on Oct 13.
- General Supervision Cyclical Monitoring Cohort B Our Special Education Team will meet on October 13 to prepare for the required file review associated with general supervision cyclical monitoring. Our ODE County Contact, Jeremy Wells, will attend our meeting via Zoom to provide support and answer any questions we have prior to the review process. The team will meet again in November to conduct the file review and will work to remedy any issues that are discovered, although in my experience we have soared through the file review process with no issues indicated!



Board Report- September 2023

October/November Events:

- 10/9-10/13 Homecoming Week
- 10/11 School Picture Day
- 10/13 No School Statewide Inservice
- 10/17 Lions Club Vision Screening
- 10/19 Great Oregon ShakeOut
- 11/2 End of 1st Quarter
- 11/3 ½ classes/ PM Inservice Professional Development
- 11/8 Evening Parent-teacher conferences
- 11/9 Parent-teacher conferences
- 11/10 No School Veterans Day

Open House 09/19/23

Even though Open House was backed up against a home volleyball game, we had a
decent turnout. The plan for next year is to schedule the BHS & HLMS on a Monday,
followed by Ocean Crest hosting an Open House on Tuesday.

Career Expo 09/26/23

 Mr. Holycross and Mr. Marken took 24 students to the Southern Oregon Career Expo on Tuesday, the 26th. They departed from BHS at 6AM to travel to Canyonville where they got hands-on experience with different trade careers. They were able to talk to industry professionals about how to get started and explored apprenticeships with over 130 potential employers.

Community Service 09/29/23

 Despite the rain, Bandon High School staff and students did a great job volunteering their time around the community on September 29th, helping with various projects. Students spent time clearing brush at Gross Creek & Bandon Heights, visiting and playing board games with residents at Pacific View, working on the Community Garden, cleaning up around the school district, picking up our beaches, and working on painting a mural.

Goal Setting Meetings with Certified & Classified Staff:

• It has been a very busy beginning of the month because October is the month to meet with and discuss student learning and growth goals and professional growth goal plans with all certified and classified staff.



Board Report-October 2023

Fall Athletics BHS Recent Results

• Football Currently 4-1

Cross Country Just hosted our home meet

Girls

1st. Marley Petrey

20:11.8

2nd Analise Miller

5th Giada Moore

10th Safaa Dimitruk

Boys

5th Noah Brown

7th Tyler Senn

9th Peyton Simonds

• Volleyball Currently 13-6 Senior Night will be Tuesday 10th

Fall Athletics HLM

Football From Gold Beach

"I would like to pass on a compliment to the Bandon middle school staff next time you talk with their AD.

I have enjoyed working with them the last two seasons. They have a great balance of being competitive and teaching sportsmanship. One example passed to me from Coach Moore from the game last night, is Gabe (home schooled 8th grader) went down during the game with a hip stinger. Coach Moore overheard a bandon player laugh about the injury. Their coaching staff not only redressed the player instantly, but also sent the player to the bench for the conduct.

I have found their staff to be easy to work with, and their players very friendly and sportsmanlike, especially when encountered in the community after the game.

While there has been a long, and sometimes bitter rivalry between our schools, the Bandon middle school staff, in my opinion, teaches their players to be competitive, sportsmanlike, and respect for the game. I am happy to work with them anytime."

• Cross County Also competed at our home XC meet.

Girls

3rd Jael Legutki

7th Elana Roper

Boys

2nd Trask Wehner

3rd Jonah Brown

• Volleyball Our MS teams went to the lions club tournament in Marshfield

The 7th grade team got 1st in their tournament and the 8th grade team got 3rd in their bracket.

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 schedule and results

Open Coaching Positions:

- HLMS 7th Grade Girls Basketball- 2023/2024 School Year
- HLMS 8th Grade Girls Basketball- 2023/2024 School Year
- Head Softball Coach