

BANDON SCHOOL DISTRICT NO. 54  
Regular Meeting of Board of Directors  
February 12, 2024  
MINUTES

The Board of Directors of Bandon School District No. 54, Coos County, Oregon, met in regular session on Monday, February 12, 2024 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, Martha Lane and Angela Cardas

**ALSO PRESENT:** Shauna Schmerer, Superintendent; Amanda Steimonts, Business Manager; Jim Wright, Asst. Principal/Athletic Director; Brent Robertson, Director of Operations; Rowdy Staatz, BHS Student Representative; and Connie Roberts, Board Secretary

**ABSENT:** Board Member Anthony Zunino; Ocean Crest Principal Courtney Wehner; HLMS Principal Becky Armistead; Interim BHS Principal Sabrina Belletti

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

**ADDITIONS/DELETIONS:**

The following addition was made to the agenda

**4.06 SCESD Local Service Plan for 2024-25**

Martha Lane made a motion to approve the agenda as amended; 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 January 8, 2024**

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

**REPORTS /DISCUSSIONS:**

Superintendent **Shauna Schmerer**, Administrators **Sabrina Belletti, Becky Armistead, Courtney Wehner, Jim Wright**, Business Manager **Amanda Steimonts** and Director of Operations **Brent Robertson** 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 Representative** Rowdy Staatz shared several updates about BHS student activities including field trips, fundraisers, Senior night for winter athletes, Sweet Speeches, attendance incentives and FAFSA night.

**ACTION ITEMS:**

**4.01 Bills in the amount of \$ 289,959.63**

A.J. Kimball made a motion to pay bills in the amount of \$289,959.63; Angela Cardas seconded and the motion passed with 4 votes. Anthony Zunino was absent, and David Hisel and Stan Avery abstained due to conflict of interest.

**4.02 Proposed 2024-25 District Calendar**

Angela Cardas made a motion to approve the 23-24 District calendar; AJ Kimball seconded and the motion passed unanimously.

**4.03 Approve School Bus Lease from Santander Bank N.A.**

AJ Kimball made a motion to adopt the approve the School Bus Lease from Santander Bank N.A.; Martha Lane seconded and the motion passed unanimously.

**4.04 Approve Early Literacy Plan**

Martha Lane made a motion to approve the Early Literacy Plan; Stan Avery seconded and the motion passed unanimously.

**4.05 Project Graduation request to use Transportation buses for jet boat trip.**

Board Chair David Hisel shared with the board the itinerary for the jet boat trip. Angela Cardas made a motion to approve the Project Graduation request to use Transportation buses for the jet boat trip; Stan Avery seconded and the motion passed with 5 votes. Anthony Zunino was absent and David Hisel abstained due to conflict of interest.

**4.05 (2) Project Graduation request to use Transportation buses for all night party**

Board Chair David Hisel shared with the board the itinerary for the all night party. AJ Kimball made a motion to approve the Project Graduation request to use Transportation buses for the all night party; Angela Cardas seconded and the motion passed with 5 votes. Anthony Zunino was absent and David Hisel abstained due to conflict of interest.

**4.06 SCESD Local Service Plan for 2024-25**

SCESD Superintendent Paul Peterson presented information about the LSP plan. Stan Avery made a motion to adopt the LSP; Martha Lane 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; Stan Avery seconded and it passed unanimously. The meeting adjourned at 7:03 pm.

Approved: \_\_\_\_\_

3/11/24  
Date

By \_\_\_\_\_



Board Chair

  
Connie Roberts, Board Secretary



Vision for 2023-24 School Year  
#StaySalty  
Superintendent Report

Happenings:

Starting to Work on 2024-25 items:

1. School calendar for the 2024-25 (action item) with PD schedule for 2024-25
2. Superintendent Self Evaluation sent in email to you all.
3. Bargaining will begin with Classified Employees, and will need a Board member on the bargaining team.
4. The High School Principal position is open and will close March 1st. Angela is the board member to be a part of the hiring committee.
5. Summer School Programs for Students K-8 should be finalized by March 1st and a flier produced to send out to parents before Spring Break.
6. The District has been selected for applying for the Stronger Connections grant. Not all Districts were selected to apply. This could be a grant for two years at a max of \$750,000.

**How Funds May be Used** Those awarded for grant funding may use their funds for activities that focus on:

- mental health supports and activities,
- suicide prevention, intervention, and postvention,
- safe and inclusive school climates, and
- systems to address chronic absenteeism.

The District plans to use it for mental health support which would be inclusive to supports for suicide (prevention, intervention, and postvention), safe school climates (anti-bullying, SEL) and chronic absenteeism. This will happen through providing support at the Elementary in the new position of Behavioral Specialist, ensuring a mental health therapist at each building, PD for all staff, continued support for the need of a behavior specialist at the MS and a counselor possible at the high school.

Soup with Superintendent Dates:

Feb 26th 6:00-7:00 PM in HS Library Summer School, CTE vision, funding resources, community in put on needs for our district.

March 18th 6:00-7:00 PM in HS Library (Agenda TBD)

April 15th 6:00-7:00 PM in HS Library (Agenda TBD)

May 20th 6:00-7:00 PM in HS Library (Agenda TBD)

Attendance of events out of District:

- Salem this week for the BUDGET Synopsis.
- AASA Superintendent Conference 14-18th.

Have a HAPPY Valentine's Day! Come visit me or let me take you to lunch sometime! Questions or concerns let me know. Thank you for all you do :))





## Business Manager Report

February 12, 2024

### Included:

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

### Highlights:

- We have completed the agreement with new auditor. We have just begun communicating with them to get items set up for a smooth transition next year.
- Bus Lease- Standard 5 year lease through Santander.
- Heads up- Be on the lookout for your Statement of Economic Interest filing. Due by April 15<sup>th</sup>. *This is a state form on which state and local government officials publicly disclose their personal assets and income that may be materially affected by their official acts.* \*Filing window opens March 15th. You will receive an email requesting your responses.

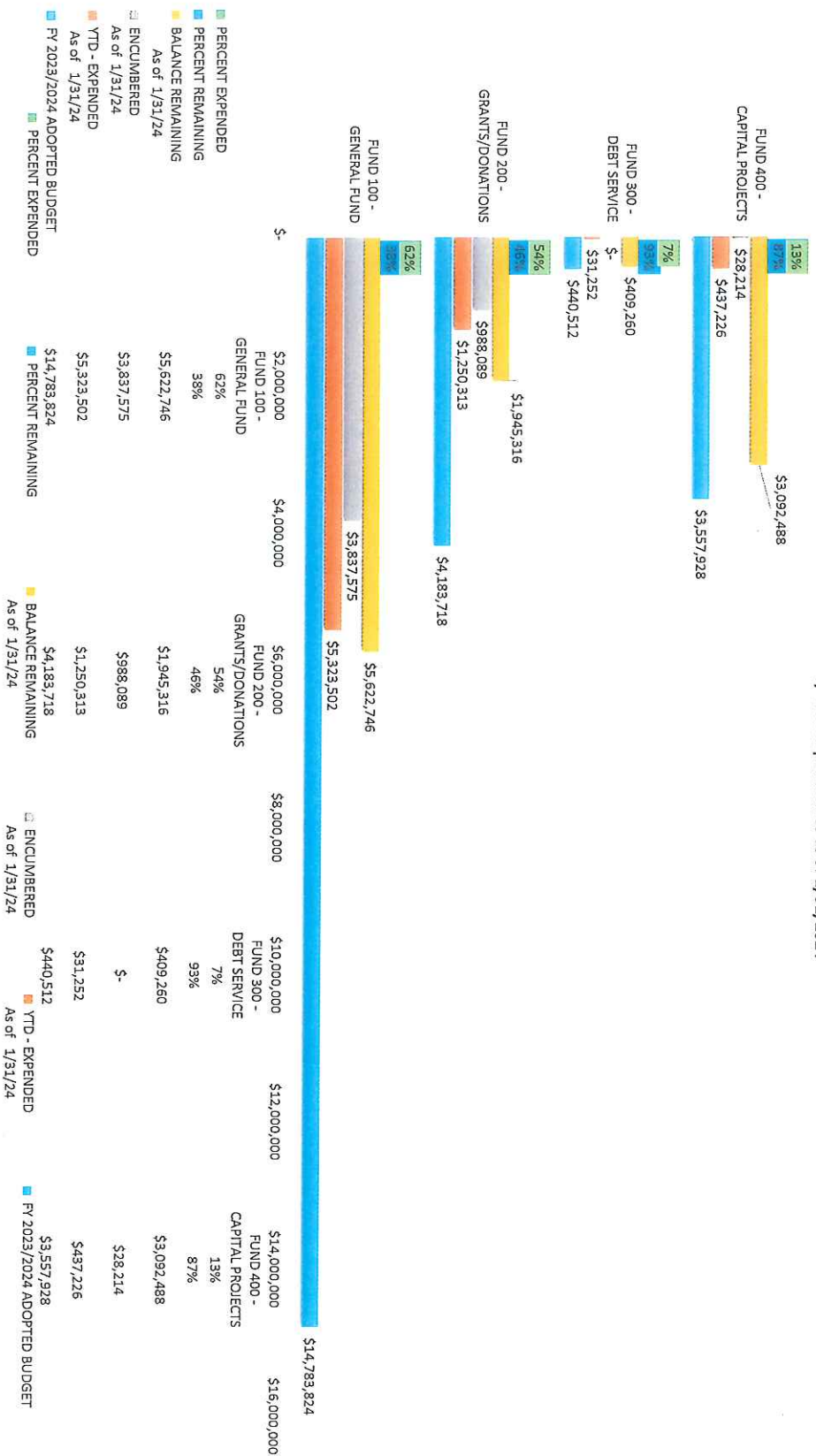
FUND 100 JANUARY		Fiscal Year: 2023/2024 REVENUE FUND 100-101	Cur Yr BUDGET	Received As of 1/31/24	Projected	Anticipated	Proj. Rev	Curr. Rev
THROUGH 31-Jan	1111	CURRENT TAXES	\$ 4,294,384.00	\$ 4,203,794.27	\$ 90,589.73	\$ 4,294,384.00	100.0%	98%
	1112	PRIOR TAXES	\$ 120,000.00	\$ 67,515.75	\$ 52,484.25	\$ 120,000.00	100.0%	56%
	1113	FORECLOSED TAXES	\$ -	\$ 944.59	\$ (944.59)	\$ -	0.0%	
	1311/1312	TUITION FROM INDIV/Other Dist.	\$ 100.00	\$ -	\$ 100.00	\$ 100.00	100.0%	0%
	1510	INTEREST	\$ 120,000.00	\$ 206,297.74	\$ (104,297.74)	\$ 102,000.00	85.0%	172%
	1710	ADMISSIONS	\$ 17,000.00	\$ 19,521.16	\$ (2,521.16)	\$ 17,000.00	100.0%	115%
	1740	FEES-PAY TO PLAY	\$ 5,000.00	\$ 4,355.00	\$ 645.00	\$ 5,000.00	100.0%	87%
	1910	RENTALS	\$ 21,000.00	\$ 18,200.00	\$ (14,210.00)	\$ 3,990.00	19.0%	87%
	1920	DONATIONS-PRIVATE	\$ 80,000.00	\$ 82,491.00	\$ (2,491.00)	\$ 80,000.00	100.0%	103%
	1960	RECOVERY OF PRIOR YR EXPENSE	\$ 20,000.00	\$ -	\$ 1,000.00	\$ 1,000.00	5.0%	0%
	1980	FEES CHARGED TO GRANTS	\$ 25,000.00	\$ -	\$ 25,000.00	\$ 25,000.00	100.0%	0%
	1990	MISCELLANEOUS	\$ 50,000.00	\$ (14,294.24)	\$ 64,294.24	\$ 50,000.00	100.0%	-29%
	1994	FINGERPRINTING FEES	\$ 1,800.00	\$ 792.00	\$ 1,008.00	\$ 1,800.00	100.0%	44%
	2101	COUNTY SCHOOL FUNDS	\$ 11,700.00	\$ 9,956.96	\$ 1,743.04	\$ 11,700.00	100.0%	85%
	2199	HEAVY EQUIP. RENTAL TAX	\$ -	\$ 1,546.37	\$ (1,546.37)	\$ -	100.0%	100%
	3101	BASIC SCHOOL SUPPORT	\$ 4,533,124.00	\$ 2,706,194.00	\$ 2,098,917.44	\$ 4,805,111.44	106.0%	60%
	3103	COMMON SCHOOL FUND	\$ 73,246.00	\$ -	\$ 73,246.00	\$ 73,246.00	100.0%	0%
	3199	OTHER RESTRICTED GRANTS	\$ 50,000.00	\$ -	\$ -	\$ -	0.0%	0%
	3204	DRIVERS ED	\$ -	\$ -	\$ -	\$ -	100.0%	0%
	3299	OTHER GRANTS	\$ 5,000.00	\$ 29,643.19	\$ (25,393.19)	\$ 4,250.00	85.0%	593%
	4202	FEDERAL MEDICAID REVENUE	\$ -	\$ -	\$ -	\$ -	0.0%	0%
	4500	FEDERAL THRU STATE	\$ 11,000.00	\$ -	\$ 2,750.00	\$ 2,750.00	25.0%	0%
	4801	FOREST FEES	\$ -	\$ -	\$ -	\$ -	100.0%	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	\$ -	\$ 1,500.00	\$ 1,500.00	50.0%	0%
	5400	BEGINNING FUND BALANCE	\$ 5,142,369.70	\$ 5,245,264.47	\$ -	\$ 5,245,264.47	102.5%	102%
		Total Sub Total Revenue	\$ 14,583,824	\$ 12,582,222.26	\$ 2,261,973.65	\$ 14,844,195.91	101.8%	86.3%
		Additional Beg. Fund Balance	\$ -	\$ -	\$ -	\$ -		
		Total Revenue	\$ 14,583,824	\$ 12,582,222.26	\$ 2,261,973.65	\$ 14,844,195.91	101.8%	86.3%
		Control	\$ -	\$ -	\$ -	\$ -		
Fiscal Year: 2023/2024		Cur Yr	Expended	Proj Exp	Curr Exp			
EXPENDITURES		BUDGET	As of 1/31/24	Projected	Anticipated	%	%	
100'S	SALARIES	5,642,259	2,285,831	\$ 2,622,934.28	\$ 4,908,765.63	87%	40.51%	
200'S	PAYROLL BENEFITS	4,529,081	1,583,405	\$ 2,266,313.88	\$ 3,849,718.94	85%	34.96%	
300'S	PROFESSIONAL SERVICES	1,449,598	507,558	\$ 507,160.16	\$ 1,014,718.60	70%	35.01%	
400'S	SUPPLIES	934,950	199,162	\$ 455,303.14	\$ 654,464.65	70%	21.30%	
500'S	CAPITAL OUTLAY	231,329	46,303	\$ 92,494.24	\$ 138,797.24	60%	20.02%	
600'S	OTHER	237,242	243,417	\$ (6,175.17)	\$ 237,242.00	100%	102.60%	
700'S	TRANSFERS	915,114	457,826	\$ 182,753.90	\$ 640,579.70	70%	50.03%	
800'S	CONTINGENCY	844,251	0	\$ -	\$ -	0%	0.00%	
		14,783,824	5,323,502	6,120,784	11,444,287	77.41%	36.01%	
PROJECTED 6/30/24 Cash Carryover				\$ 3,399,909.15				
Less restricted dollars in donations (through 6/30/23)				(\$426,586)				
Estimated Ending Fund Balance as of 1/31/24				\$ 2,973,323.15				

# **Bandon School District #54**

## **Expenditure Update 1/31/24**

EXPENDITURES	FUND 100 - GENERAL FUND	FUND 200 - GRANTS/DONATIONS	FUND 300 - DEBT SERVICE	FUND 400 - CAPITAL PROJECTS
FY 2023/2024 ADOPTED BUDGET	\$ 14,783,824	\$ 4,183,718	\$ 440,512	\$ 3,557,928
YTD - EXPENDED As of 1/31/24	\$ 5,323,502	\$ 1,250,313	\$ 31,252	\$ 437,226
ENCUMBERED As of 1/31/24	\$ 3,837,575	\$ 988,089	\$ -	\$ 28,214
BALANCE REMAINING As of 1/31/24	\$ 5,622,746	\$ 1,945,316	\$ 409,260	\$ 3,092,488
PERCENT REMAINING	38%	46%	93%	87%
PERCENT EXPENDED	62%	54%	7%	13%

**Bandon School District #54**  
**2023/2024 Expenditures as of 1/31/2024**

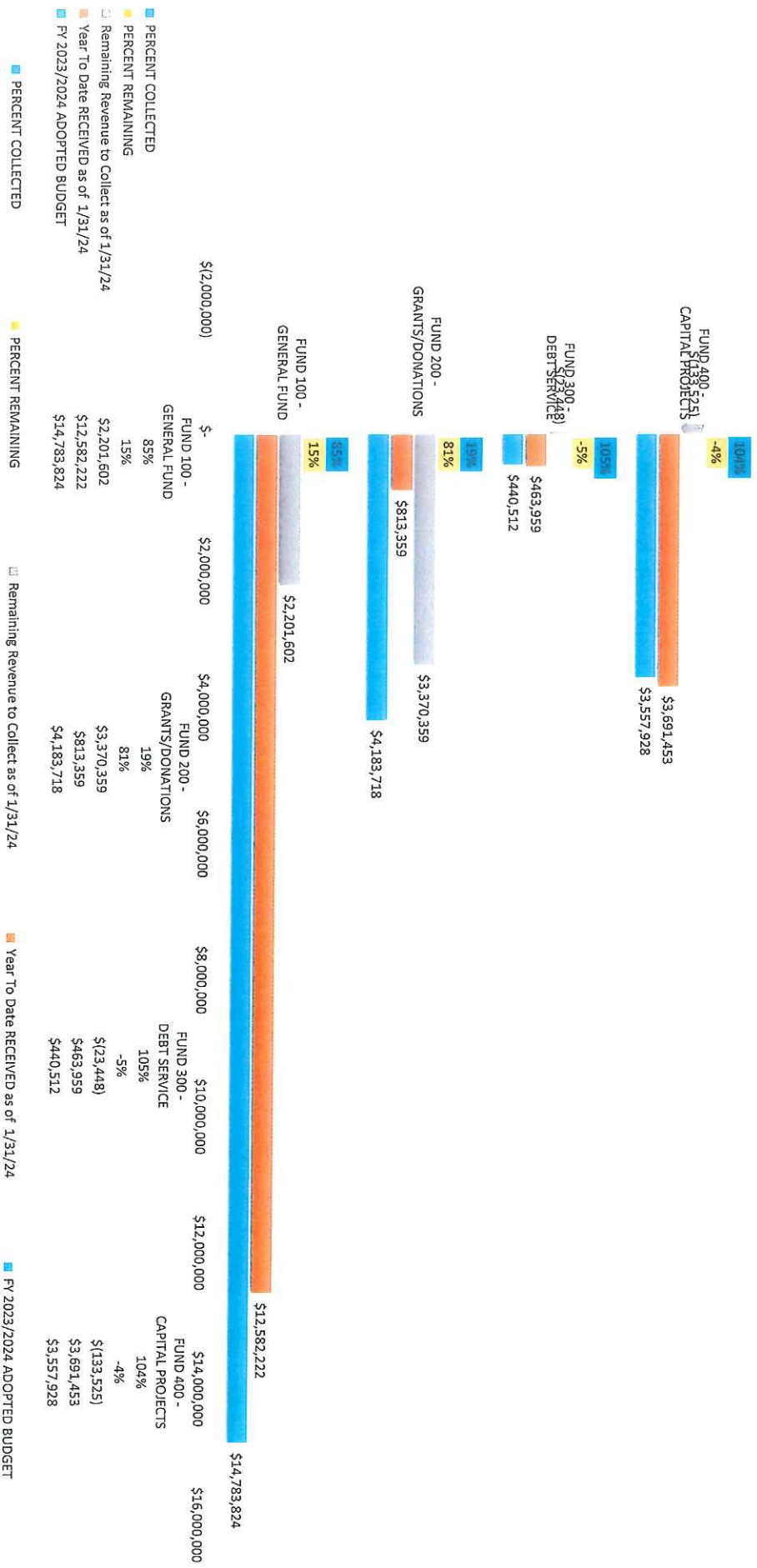


# Revenue Update 1/31/24

	FUND 100 - GENERAL FUND	FUND 200 - GRANTS/DONATIONS	FUND 300 - DEBT SERVICE	FUND 400 - CAPITAL PROJECTS
FY 2023/2024 ADOPTED BUDGET	\$ 14,783,824	\$ 4,183,718	\$ 440,512	\$ 3,557,928
Year To Date RECEIVED as of 1/31/24	\$ 12,582,222	\$ 813,359	\$ 463,959	\$ 3,691,453
Remaining Revenue to Collect as of 1/31/24	\$ 2,201,602	\$ 3,370,359	\$ (23,448)	\$ (133,525)
PERCENT REMAINING	15%	81%	-5%	-4%
PERCENT COLLECTED	85%	19%	105%	104%



**Bandon School District #54**  
**2023/2024 Revenue as of 1/31/2024**





## Ocean Crest Board Report

### February 2024

#### February Events:

- **Fri. the 9th-** Multicolored Dress Up Day
- **Weds. the 14th** - Valentine Class Parties
- **Mon. the 19th** - NO SCHOOL for President's Day
- **Wed. the 21st-** First day of American Heart Association Fundraiser
- **Thurs. the 22nd** - 100th Day of School
- **Fri. the 23rd-** Early Release at 12:05pm
- **Tues. the 27th-** 4th grade to Bandon Museum

#### Professional Development:

- Character Strong professional development on Creating Hospitable Soil
- Feb. 23rd Inservice day - State Testing Training

#### What's Happening at Ocean Crest?:

- American heart Association Fundraiser- Kids will learn about heart health during PE and individual families can choose to raise funds to help protect all hearts. Through fun activities they will discover ways to take care of their hearts and brains while practicing kindness, gratitude and learning ways to de-stress.
  - This fundraiser will run from February 21st to March 22nd.
  - We have really fun incentives for all students as we work towards reaching our goal of raising \$4,500!
- 100th Day of School is Feb. 22nd- Wear 100 things to school.



## HLMS School Board Report – February 2024

### February / March Events:

- Feb 12-16 HLMS Book Fair
- Feb 16 MathCounts Competition
- Feb 19 NO SCHOOL - Presidents' Day
- Feb 23 Early Release - SBAC Training for Staff in PM
- Feb 28 Jr/Sr Choir Invitational at MHS
- Mar 7 Clambake Music in the Schools @ SWOCC (12noon - 3pm)
- Mar 7 All Bands Concert @ 7pm
- Mar 12 5th Grade Choir to Eugene
- Mar 12 MS Band Festival @ Sprague
- Mar 14 All Choirs Concert @ 7pm @ Sprague

### HLMS Update:

- **Attendance and Behavior Update:** Mrs. McMonagle and our staff celebrated student attendance and positive behavior for the first semester with treats! We are thankful to have 89 students attending 95% or better, with an additional 51 students attending in the 90-94.9% range. That is 140 students attending 90% or more which is a great place to start! We also celebrated the 107 students without a single behavioral referral to the Reset Room, which is more than half of our population! We will continue to monitor attendance and we will do another round of incentives for those meeting the attendance threshold \*and\* for those demonstrating great growth in the second semester.
- **Professional Development:** Mrs. Wehner, Ms. Belletti, and I have been working with Ms. Schmerer to plan professional development for the upcoming 2024-25 school year. It is amazing to work with visionary leaders who come together with a shared vision for how we can best support our staff to meet the needs of our students! At HLMS, we are focused on increasing rigor for all students across content areas with a continued focus on the implementation of our new iReady math curriculum. Special thanks to Mariah McMonagle for her work in vertical alignment of our math curriculum with a focus on creating an accelerated pathway for math that will one day be our standard - higher expectations with adequate support for all students to increase success as they move through the K12 system and into college or career pathways in their future!

### Special Education Update:

- **Professional Development:** Brook Schwenninger and I attended the transition workshop at the ESD on February 2 and learned more about the resources available to support our students as they make plans to transition from the schoolhouse into the community upon completion of their public education years. Mr. Carmack is planning to attend the transition conference in March to bring back more information for the team. Transition was an area that our Special Education team indicated as one for additional training when we met in the fall and I am grateful to each member who is doing their part to increase their own knowledge and bring more expertise back to the district!





## Board Report- February 2024

### February/March Events:

- 1/31 FAFSA/ORSAA BHS Library, 5:00-7:30
- Feb. TBD-College Application Day
- 2/19 No School Presidents' Day
- 2/23 ½ day classes/PM Inservice-Staff SBAC Training
- 3/22 ½ day classes/PM Inservice-Attendance Initiative
- 3/22 - 3/29 No School Spring Break

### BHS Staff

- Formal observations and documentation of feedback on teachers' instructional practices have been completed for both contract teachers and probationary teachers. Mid-cycle Check-ins on student learning and growth goals also occurred during the month of January.

### BHS Students

- Students who successfully completed Semester 1 classes have been scheduled into Semester 2 classes and are on track-to-graduate. We have been meeting with students who have demonstrated barriers to on-track status, and have either created an education plan which includes credit recovery options or have made a modified diploma determination.

### Curriculum Directors Meeting

- **ORSN- Oregon Research Schools Network** -The ORSN team works closely with research faculty within the [University of Oregon's College of Education](#) in addition to experts in the field who are current educational leaders and practitioners. They help us develop evidence and research-based content for what we call 'microPDs' or micro-professional development video modules. MicroPD modules will offer BSD classified staff who are working with students a baseline foundation to understand their unique role in supporting students, many with particular needs, and the certified teachers that they will be working with. Training topics include, but are not limited to:
  - Classified staff roles and responsibilities and team communication
  - Active Supervision
  - Supporting Accommodations & Modifications
  - Professional standards and ethics
  - Student Regulation and Co-Regulation
  - Staff Wellness
  - Positive Relationship Building
  - Instructional Strategies
- ESD-sponsored **Online Learning Program** available to all 10 schools served by ESD. The online learning platform is a hybrid/blended learning program and does not serve as a credit recovery system. Price Point: \$ 495 per course or 14 Semester courses for \$6,930.00.





## Board Report- February 2024

### Spring Athletics BHS

- Our spring season is going to kick off here at the end of February.
- Please keep an eye on the OSAA website along with our High School Facebook page to stay updated on spring competitions that have to be rescheduled due to weather.

### Winter Athletics BHS

- We are heading into the league tournament.

### Winter Athletics HLMS

- Middle School Boys basketball season has started and we are almost half way through their season. I know the 7th grade uniforms have been brought up and we are working on addressing those issues.

### 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/track schedule and results

### Open Coaching Positions:

- None

## January board report

- Bus barn project is moving forward. We came up with a plan to move forward with project. Moved project on to permitting and will see if city has anything additional for us to do.
- Met with HGE and they presented drawings for CTE building. Looking at enlarging it and adding a culinary class to it. They will be giving us drawings with new pricing and square footage.
- Pricing out and gathering information on building a new Girls softball field and building.
- Safety committee did our mandatory quarterly walk through of all buildings and made list hazards and deficiencies and have addressed and corrected most of them.
- Worked on baseball field getting it ready for the season. Planning on a work day to finish up.
- Finished up last of Fire Marshal list.
- Adam and I are working on and ordered new interior fobbed door handles throughout the whole district. Plan on installing them in the next few months.
- Received our high school gym floor coverings that will be used for concerts and events to protect the wood floors.
- Department was very busy with minor fixes around the district.