

BANDON SCHOOL DISTRICT NO. 54
Regular Meeting of Board of Directors
January 8, 2024
MINUTES

The Board of Directors of Bandon School District No. 54, Coos County, Oregon, met in regular session on Monday, January 8, 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, Greg Looney, Angela Cardas, Martha Lane, Stan Avery, and Anthony Zunino.

ALSO PRESENT: Shauna Schmerer, Superintendent; Amanda Steimonts, Business Manager; Courtney Wehner, Ocean Crest Principal; Becky Armistead, HLMS Principal; Sabrina Belletti, Interim BHS Principal; Jim Wright, Asst. Principal/Athletic Director; Brent Robertson, Executive Director of Operations; and Connie Roberts, Board Secretary.

ABSENT: Rowdy Staatz, BHS Student Representative

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

ADDITIONS/DELETIONS:

The following addition was made to the agenda

5.04 BHS Science Class Field Trip

Angela Cardas 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 December 11, 2023

AJ Kimball made a motion to approve the consent agenda. Stan Avery seconded and the motion passed unanimously.

INFORMATION

3.01 January is School Board Appreciation Month

The board was presented with cards, posters, and goodies from the schools, and a video from the students and Bandon High School. Pizza and additional treats were brought in to enjoy during the meeting. We greatly appreciate the wonderful members of our school board and all the hard work they do to make our district great!

REPORTS /DISCUSSIONS:

Superintendent **Shauna Schmerer**, Administrators **Sabrina Belletti**, **Jim Wright**, **Becky Armistead**, **Courtney Wehner**, Business Manager **Amanda Steimonts**, Director of Operations, and **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.

ACTION ITEMS

5.01 Bills in the amount of \$288,405.37

Anthony Zunino made a motion to pay bills in the amount of \$288405.37. AJ Kimball seconded, and the motion passed unanimously.

5.02 Science Curriculum Request for Postponement

Interim BHS Principal Sabrina Belletti explained that this was a request to the state to postpone adopting new science curriculum for 1 year. There isn't a need for new science curriculum at this time, and adopting new curriculum would be a burden to the teachers and the budget

Angela Cardas made a motion to approve the Science Curriculum Request for Postponement; AJ Kimball seconded and the motion passed unanimously.

5.03 BHS Class of 2024 – Senior Trip

Anthony Zunino made a motion to approve BHS Class of 2024 – Senior Trip; Stan Avery seconded, and the motion passed unanimously.

5.04 BHS Science Class Field Trip

Science teacher Calan Taylor submitted documentation to the board asking for permission for an overnight science field trip to Crescent City, CA, March 4-6, 2024. Martha Lane made a motion to approve the BHS Science Class Field Trip; Angela Cardas 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; Angela Cardas seconded and it passed unanimously. The meeting adjourned at 7:20 pm.

Approved: 2/12/24
Date

By 
Board Chair


Connie Roberts, Board Secretary



Vision for 2023-24 School Year
#StaySalty
Superintendent Report

HAPPY BOARD APPRECIATION MONTH!

Happenings:

Starting to Work on 2024-25 items:

1. Building the school calendar for the 2024-25 school year will be presented to the Board in the February meeting.
2. Beginning Stages of building the PD Calendar
3. Bargaining will begin with Classified Employees will need a Board member on the bargaining team.
4. Hiring of the New High School Principal. The position opens this Friday and will close March 1st. We would like a board member to be a part of the hiring committee.
5. Beginning of building a budget for buildings, departments, and the District.
6. Summer School Programs for Students K-8.

Soup with Superintendent Dates:

Jan 22nd 6:00-7:00 PM in the HS Library (Talk about Calendar for 2024-25 year, Grants, Summer Programs.)

Feb 26th 6:00-7:00 PM in HS Library (Agenda TBD)

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:

- Rotary this Friday
- ESD meeting 18th
- Winter Conference 24-26th

Hope you had a Happy New Year! 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

January 8, 2024

Included:

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

Highlights:

- We are currently on track regarding budgeted revenues and expenditures.
- We will begin meeting with each department in late January to early February regarding needs assessments and budget planning for the 2024-25 school year.

Projected Cash Flow

FUND 100 DECEMBER		Fiscal Year: 2023/2024 REVENUE FUND 100-101	Cur Yr BUDGET	Received As of 12/31/23	Projected	Anticipated	Proj. Rev	Curr. Rev
THROUGH 31-Dec	1111	CURRENT TAXES	\$ 4,294,384.00	\$ 3,714,371.39	\$ 580,012.61	\$ 4,294,384.00	100.0%	86%
	1112	PRIOR TAXES	\$ 120,000.00	\$ 60,651.10	\$ 59,348.90	\$ 120,000.00	100.0%	51%
	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	\$ 159,515.88	\$ (57,515.88)	\$ 102,000.00	85.0%	133%
	1710	ADMISSIONS	\$ 17,000.00	\$ 17,386.36	\$ (386.36)	\$ 17,000.00	100.0%	102%
	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	\$ 81,491.00	\$ (1,491.00)	\$ 80,000.00	100.0%	102%
	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	\$ 15,270.14	\$ 34,729.86	\$ 50,000.00	100.0%	31%
	1994	FINGERPRINTING FEES	\$ 1,800.00	\$ 759.00	\$ 1,041.00	\$ 1,800.00	100.0%	42%
	2101	COUNTY SCHOOL FUNDS	\$ 11,700.00	\$ 9,944.66	\$ 1,755.34	\$ 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	\$ 2,302,922.00	\$ 2,502,189.44	\$ 4,805,111.44	106.0%	51%
	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	\$ 0.08	\$ 4,249.92	\$ 4,250.00	85.0%	0%
	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	\$ 5,247,494.78	\$ -	\$ 5,247,494.78	102.5%	102%
		Total Sub Total Revenue	\$ 14,583,824	\$ 11,634,852.35	\$ 3,211,573.87	\$ 14,846,426.22	101.8%	79.8%
		Additional Beg. Fund Balance	\$ -	\$ -	\$ -	\$ -		
		Total Revenue	\$ 14,583,824	\$ 11,634,852.35	\$ 3,211,573.87	\$ 14,846,426.22	101.8%	79.8%
		Control	\$ -	\$ -	\$ -	\$ -		
		Fiscal Year: 2023/2024	Cur Yr	Expended			Proj Exp	Curr Exp
		EXPENDITURES	BUDGET	As of 12/31/23	Projected	Anticipated	%	%
100'S		SALARIES	5,642,259	1,900,149	\$ 3,008,616.63	\$ 4,908,765.63	87%	33.68%
200'S		PAYROLL BENEFITS	4,529,081	1,309,739	\$ 2,539,979.94	\$ 3,849,718.94	85%	28.92%
300'S		PROFESSIONAL. SERVICES	1,449,598	431,761	\$ 582,957.60	\$ 1,014,718.60	70%	29.78%
400'S		SUPPLIES	934,950	171,948	\$ 482,516.65	\$ 654,464.65	70%	18.39%
500'S		CAPITAL OUTLAY	231,329	31,266	\$ 107,531.24	\$ 138,797.24	60%	13.52%
600'S		OTHER	237,242	136,520	\$ 100,722.00	\$ 237,242.00	100%	57.54%
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	4,439,209	7,005,078	11,444,287	77.41%	30.03%

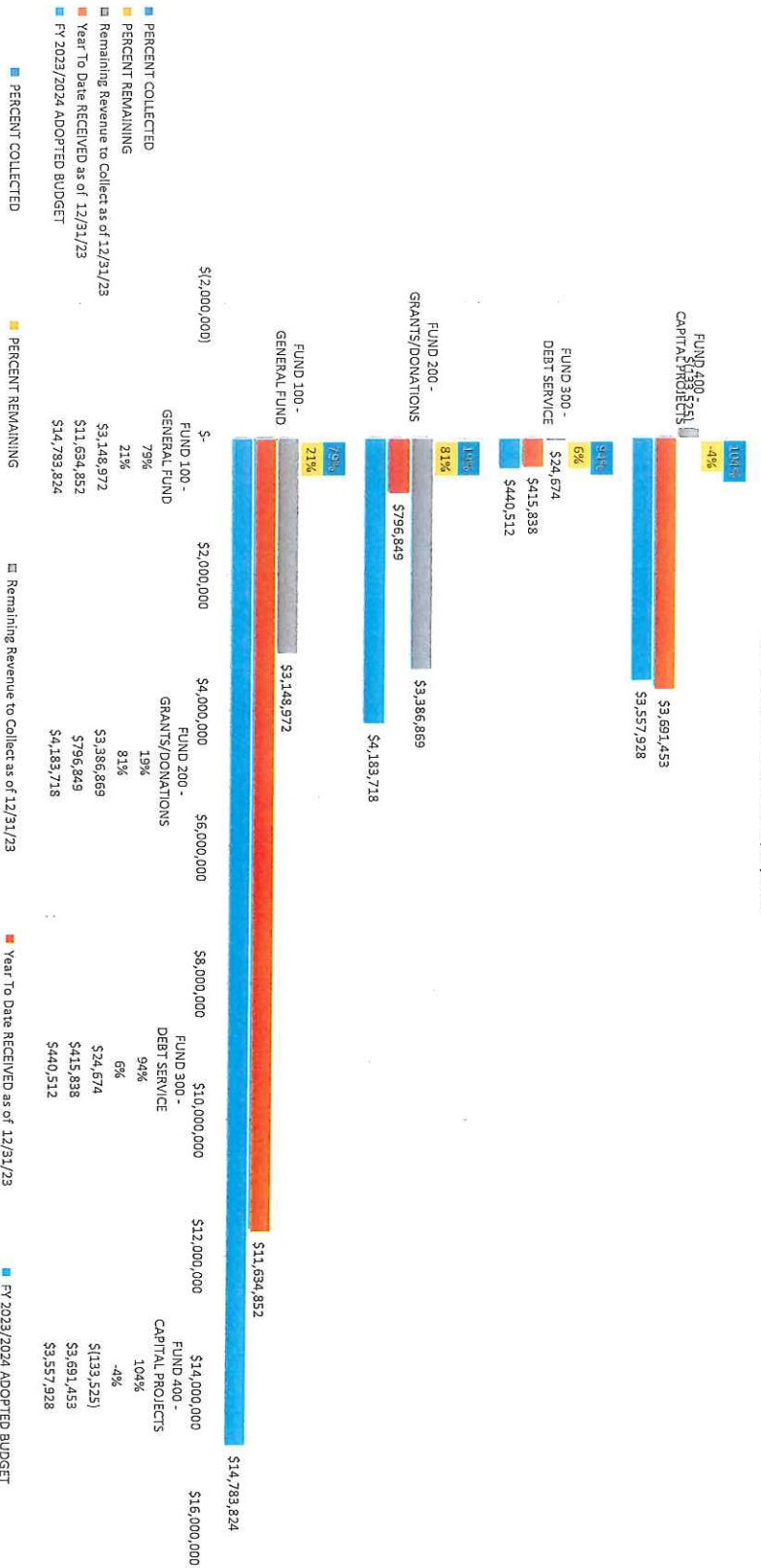
PROJECTED 6/30/24 Cash Carryover
Less restricted dollars in donations (through 6/30/23)
Estimated Ending Fund Balance as of 12/31/23

\$ 3,402,139.46

(\$426,586)

\$ 2,975,553.46

Bandon School District #54
2023/2024 Revenue as of 12/31/2023



Revenue Update 12/31/23

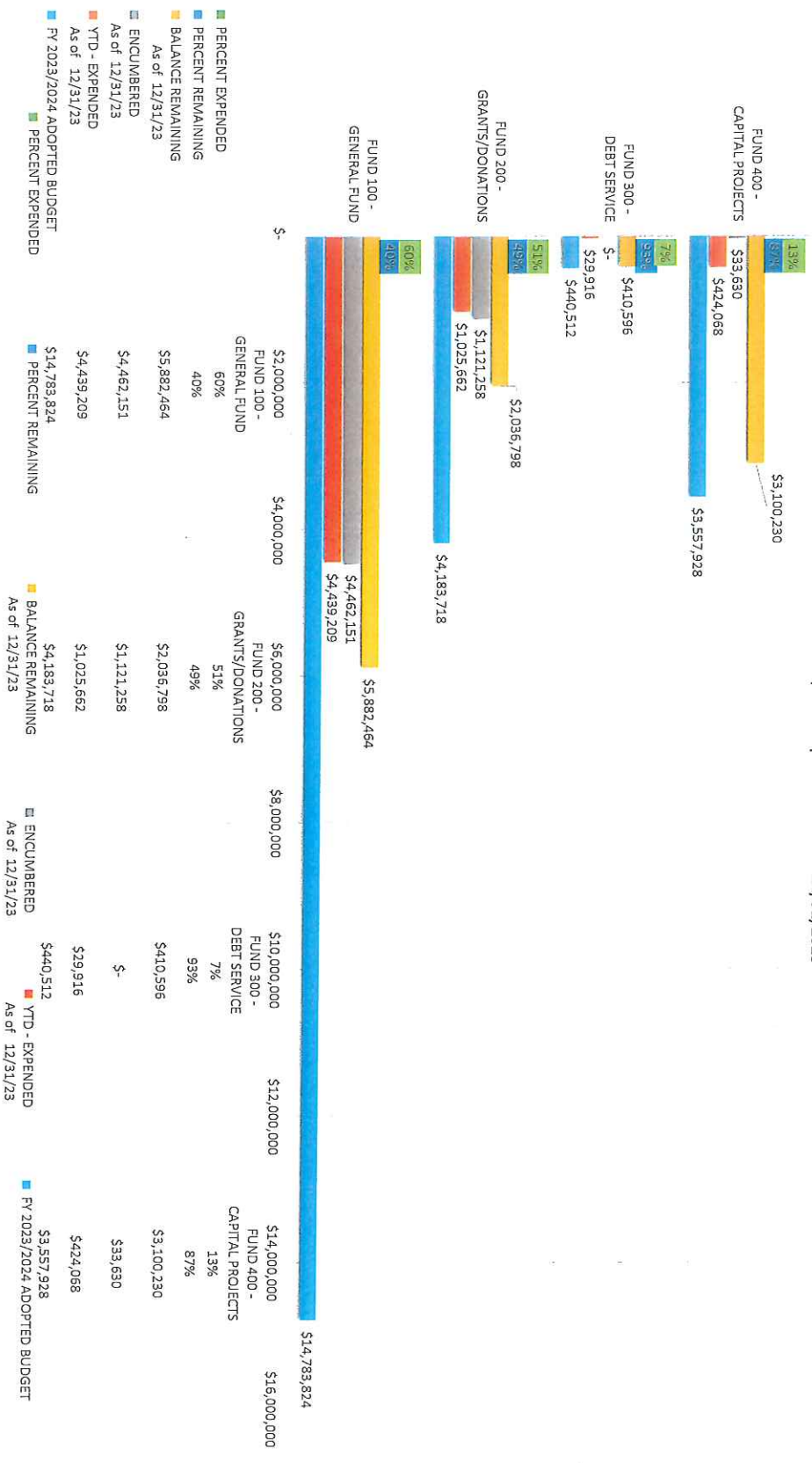
	FUND 100 - GENERAL FUND	FUND 200 - GRANTS/DONATIONS	FUND 300 - DEBT SERVICE	FUND 400 - CAPITAL PROJECTS
FY 2023/2024 ADOPTED BUDGET	\$ 14,783,824	\$ 4,183,718	\$ 440,512	\$ 3,557,928
Year To Date RECEIVED as of 12/31/23	\$ 11,634,852	\$ 796,849	\$ 415,838	\$ 3,691,453
Remaining Revenue to Collect as of 12/31/23	\$ 3,148,972	\$ 3,386,869	\$ 24,674	\$ (133,525)
PERCENT REMAINING	21%	81%	6%	-4%
PERCENT COLLECTED	79%	19%	94%	104%

Bandon School District #54

Expenditure Update 12/31/23

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 12/31/23	\$ 4,439,209	\$ 1,025,662	\$ 29,916	\$ 424,068
ENCUMBERED As of 12/31/23	\$ 4,462,151	\$ 1,121,258	\$ -	\$ 33,630
BALANCE REMAINING As of 12/31/23	\$ 5,882,464	\$ 2,036,798	\$ 410,596	\$ 3,100,230
PERCENT REMAINING	40%	49%	93%	87%
PERCENT EXPENDED	60%	51%	7%	13%

Bandon School District #54
2023/2024 Expenditures as of 12/31/2023





Ocean Crest Board Report January 2024

January Events:

- **Wednesday the 3rd:** First day back from winter break.
- **Thursday the 4th:** PTO Mtg @ 5:30pm
- **Friday the 12th:** PE with the Principal as a Jog a thon reward
- **Monday the 15th:** NO School for Martin Luther King Jr. Day
- **Friday the 19th:** Movie Day in the gym as a Jog a Thon reward (during school hours)
- **Monday the 22nd:** iReady Math Diagnostic Testing K-4
- **Friday the 26th:** NO School- Teachers working on report cards

Professional Development:

- Character Strong professional development on Lo Burden, High Impact Classroom Practices
- CPR Training on the 26th for staff

What's Happening at Ocean Crest?:

- Vince Quattrocchi is covering for Logan Shea in PE from January to April as Logan finishes his student teaching for his Master's program.
- Advanced Health donated \$5,000 to Ocean Crest. We plan to use these funds to provide school supplies for our students. We know there has been a hardship for families having to pay for this out of pocket for supplies.

Thank you to each of our school board members for your continued support of my school, my students and staff, and for the support that you show me!



HLMS School Board Report – January 2024

December/January Events:

- 1/15/24 NO SCHOOL - MLK, Jr. Day
- 1/22-1/25 iReady Math Winter Diagnostic
- 1/17/24 HLMS Spelling Bee
- 1/25/24 End of 3rd Quarter/1st Semester
- 1/26/24 NO SCHOOL - Report Cards
- 1/26/24 HLMS Snow Ball Winter Dance

HLMS Update:

- **SPECIAL THANKS** to our community for their generous financial support of our work at Harbor Lights to enhance the educational experience for our Tigers! We have received grant funding from the Sprague Foundation (\$3,000), Advanced Health (\$5,000), and Mr. and Mrs. Michael Keiser (\$5,000) to support projects such as enhancing our expanded electives options, culture-building activities with a focus on at-risk students, and general support that will be used to provide incentive opportunities for students with a focus on attendance and behavior. We are happy to be able to provide positive and inclusive celebrations and support that target ALL of our students!
- **GRATITUDE!** Though not specific to January, I had the opportunity to reflect over the winter holiday about that which I was grateful for and I was amazed at the many ways in which the Bandon School District permeated my gratitude. We have an amazing team of Certified and Classified staff, incredible students/families, and community support beyond anything I could imagine, but I was especially touched by the gratitude that I felt for our Administration and Director Team and our School Board. It is truly a gift to work in a district that feels like chosen family! As we celebrate the return to school in the brand new calendar year, let me take this opportunity to say **THANK YOU** to our **SCHOOL BOARD ROCK STARS**, especially apt timing as we recognize School Board Appreciation month! Thank you for your continued self-less acts of service to our district and community through your work on the Bandon School District Board of Directors!
- **FORMAL OBSERVATIONS** for the first semester were completed before the Winter Break and we now turn our attention to mid-year reviews and our second round of formal observations for probationary and on-cycle teachers.

Special Education Update:

- **Professional Development:** HLMS and BHS Special Education Classified Staff participated in the 2nd session of our Crisis Prevention Institute - Verbal Interventions (CPI-VI) training on January 2 presented by myself and then joined ALL BSD Classified Staff for training on Adverse Childhood Experiences (ACEs) presented by South Coast Together. Our district focus on trauma-informed practice has moved beyond simply learning about the "why" of the impact of adverse experiences on brain development and moved into the "how do we address it" phase. CPI-VI couples beautifully with ACEs to give our staff an overview of the science behind how our brain is impacted by struggle and how we can best mitigate the potential stressors that we encounter while working with students.
- **Transition Training at SCESD with our Regional Transition Network Facilitator** is happening on Friday, February 2, 2024. I have shared this opportunity with our HS-based Special Education Teachers (Mr. Carmack and Mrs. Schwenninger) and will be attending myself to deepen my understanding of how we can best meet the needs of our students as we prepare for the transition from the school system to adulthood.



Board Report- January 2023

January/February Events:

- 12/18 - 01/01 Winter Break
- 01/2 No School In-Service Day
- 01/15 No School Martin Luther King Day
- 01/25 End of 1st Semester
- 1/26 No School In-Service Day
- Feb. TBD -FAFSA/ORSAA night

BHS Updates:

Wildland Firefighter Type II Class

- We are offering a new semester course to students titled, *Wildland Firefighter Type 2*. This course provides students with the knowledge and skills to work towards an entry-level position in the wildland fire service. Upon successful completion of this course, students will be able to perform wildland fire skills, describe factors that contribute to wildland fire behavior, and discuss human performance when working on a Fireline. The course will start January 29, Semester 2.

Transcript video and letter

- To help our students and families better understand graduation requirements, BHS will be sending home a copy of each student's transcript along with their Semester 1 report cards. Additionally, a video will be provided that will outline Oregon graduation requirements and explain how to read their student's transcript to determine if their student is on track to graduate.

Freshman GPA change

- In October, a Synergy mass email was sent to all freshman students and parents/guardians notifying them of potential changes to our school's GPA calculation & grading scale, and asked for input and feedback. In November, a paper copy of the same letter was sent through snail mail to parents/guardians, again, asking for input and feedback on the potential changes. We had received feedback from one parent via phone call with the Academic Advisor. Lastly, in December a mass email was sent to all freshman students seeking any additional input or feedback on the potential changes before implementation. Feedback was received via email from one student. To implement the new changes, a preset will be created within Synergy for the current freshman class.

Representative Court Boice

- Bandon's representative to the Oregon State legislature visited Bandon High School on December 12th. He met with all three of Mr. Haan's Government classes during the 1st period. Representative Boice addressed the importance of democracy, civility, and working together in the Oregon state legislature. He further discussed what committees he works on and issues facing Oregon. At the end of his presentation, he took questions from students. The visit was scheduled as part of the student's exploration of the role and function of the legislature both at the federal and state levels.

Curriculum Directors Meeting

- Next scheduled meeting - 01/18/24

4.06



Board Report- January 2024

Winter Athletics BHS

- The Bandon Dunes Tournament went really well this year. Both our boys and girls varsity teams ended up getting second in the tournament. I would like to thank Bandon Dunes along with all of our other supporters and workers. Without all of you this tournament wouldn't be possible.

Winter athletics HLMS

- Middle School Boys basketball season has started.

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:

- None

Dec board report

- Electricians resolved high school metal shop issues that were noted by fire marshal.
- Ocean Crest Basketball hoops installed and are ready to be used.
- Plumbing issues resolved in boys and girls Bathrooms at Ocean Crest.
- Recommendations for new CTE building are being worked on by HGE engineering. Have been talking back and forth with them to get space and use requirements established.
- Bus garage project got repriced. Bid came in higher than expected, \$1.6 million. Meeting with engineers on Jan 12th to discuss options.
- Installed new LED lighting in a few classrooms and main bathrooms at high school, along with replacing exhaust fans in them as well. Old fans hadn't worked for a couple years.

- Jetted pipe from high school art room sinks to Main. Pipe was filled with residue from years of art projects and backing up into room.
- Handled a multitude of other minor fixes around the district.