

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

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

ALSO PRESENT: Shauna Schmerer, Superintendent; Amanda Steimonts, Business Manager; Sabrina Belletti, Interim BHS Principal; Courtney Wehner, Ocean Crest Principal; Brent Robertson, Director of Operations; and Connie Roberts, Board Secretary

ABSENT: Jim Wright Asst. Principal/Athletic Director; Student Representative Rowdy Staatz

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

After the flag salute Chair David Hisel honored Anthony Zunino with words of recognition for his service to the board and the community followed by a moment of silence.

ADDITIONS/DELETIONS:

The following additions were made to the agenda:

3.06 Hired: Dr. Sam Dockery, BHS Principal 2024-25

3.07 Resigned: Joel Nista, Custodian

The following deletion was made to the agenda:

5.0 Executive Session

Angela Cardas made a motion to approve the agenda as amended; AJ Kimball 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 March 11, 2024

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

2.02 Approve Public Summary of Superintendent Evaluation

Chair David Hisel read into record the following:

The board of directors of the Bandon Oregon School District #54 has completed the annual evaluation of Superintendent Ms. Shauna Schmerer for 2023-2024.

The evaluation focused on three professional standards.

Regarding the three professional standards, we determined that Superintendent Ms. Schmerer's performance was exemplary in the areas of: visionary leadership, and effective organizational management. In the area of communications and community relations, the board felt her performance was strong.

We will be working with Superintendent Ms. 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 Bandon Oregon School District #54.

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. **Sabrina Belletti** reported on behalf of **Rowdy Staatz**. The Expedition Club had recently gone on a ski trip and upcoming events included prom on April 12th, Job Fair on April 17th, and the Leadership Blood Drive on May 16th.

ACTION ITEMS:

6.01 Bills in the amount of \$ 428,386.33

Martha Lane made a motion to pay bills in the amount of \$428,386.33; Stan Avery seconded and the motion passed with 4 votes. AJ Kimball abstained due to conflict of interest.

6.02 HLMS Student Council Field Trip Request to Spring Oregon Association of Student Council in Seaside, OR.

HLMS Student Council members Luke Meredith, President; Hunter Sabin, Vice President; and Trask Wehner, Treasurer presented to the board their request to attend the Spring Oregon Association of Student Council in Seaside, OR. They shared with the board their experiences from attending last year and the fundraisers they had held to be able to attend again this year. Their request to the board was just for transportation.

AJ Kimball made a motion to approve the HLMS Student Council field trip to Spring Oregon Association or Student Council in Seaside, OR; Stan Avery seconded and the motion passed unanimously.

6.03 Declare Vacancy, Board Position #6 – due to death

AJ Kimball made a motion to declare Board Position #6 vacant; Stan Avery seconded and the motion passed unanimously.

6.04 Accept Resignation, Greg Looney, Board Position #7

6.05 Declare Vacancy, Board Position #7

Stan Avery made a motion to accept the resignation of Greg Looney and Declare Board Position #7 vacant; Martha Lane seconded and the motion passed unanimously.

6.06 Resolution #21 – Surplus Equipment

AJ Kimball made a motion to accept Resolution #21 – Surplus Equipment; Stan Avery seconded and the motion passed unanimously.

Public Input for items not on the Agenda

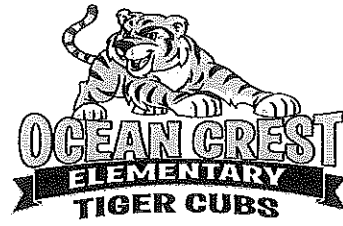
None

There being no further business for the board, David Hisel made a motion to adjourn the session; Stan Avery seconded and it passed unanimously. The meeting adjourned at 6:58 pm.

Approved: 5-13-24
Date

By 
Board Chair


Connie Roberts, Board Secretary



Vision for 2023-24 School Year
#StaySalty
Superintendent Report

Happenings:

Bargaining with classified 3:45-6 April 8th, 10th and May 1st.
Evaluations on Principals and Directors will be next week and when I return.
Budgets, grants, and goals for next school year have started.
We are waiting on contracts for our mental health therapists and nurse renewals for 2024-25.
Summer School Flyers are out and families will be able to sign up at the Heath Fair at OC on 4/17.
We would like to plan an admin retreat in August with our new high school principal and all admin.

Soup with Superintendent Dates:

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

April 16-29th Will be in Greece. Sabrina will be the acting Asst. Supt during my time away from the district.

Questions or concerns, please stop by! Coffee? Lunch? Chats?



Business Manager Report

April 8th, 2024

Included:

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

Highlights:

- We are continuing budget work and planning. The first meeting of the Budget Committee is currently scheduled to be on May 6th. At that time, I will present a standard budget overview to help encourage understanding and participation.
- The last Bond Committee Meeting was on March 11th. At that time, an overview of the status of projects was explained. As some projects are coming to an end and being completed, some of the remaining funds need to be shifted to other areas that are still in progress. The Bond Committee has recommended to shift project budgets as follows:
 - Move \$460,000 from “Project Manager” to “Security” and “Fencing”
 - The new budget for each is as follows:
 - Project Manager: \$390,000
 - Security: \$704,998.90
 - Fencing: \$210,000
- Statement of Economic Interest (SEI) filing is due by April 15th. If all Board Members have not yet completed this, please do so. If you need help, feel free to reach out to me.

FUND 100 THROUGH MARCH 31-1st		Fiscal Year: 2023/2024		CITY BUDGET		Received As of 3/31/24		Projected		Anticipated		Proj. Rev		Curr. Rev	
REVENUE FUND 100		BUDGET		As of 3/31/24								%		%	
1111	CURRENT TAXES	\$ 4,294,384.00	\$	4,293,620.21	\$	10,763.79	\$	4,294,384.00	100.0%	100%					
1112	PRIOR TAXES	\$ 120,000.00	\$	82,554.95	\$	37,445.05	\$	120,000.00	100.0%	69%					
1311/1312	FORGONE TAXES TUITION FROM INDIV/Other Dist.	\$ -	\$	944.59	\$	(944.59)	\$	-	0%						
1510	INTEREST	\$ 120,000.00	\$	296,923.94	\$	(194,923.94)	\$	102,000.00	85.0%	247%					
1710	ADMISSIONS	\$ 17,000.00	\$	23,181.41	\$	(6,181.41)	\$	17,000.00	100.0%	136%					
1740	FEES-PAY TO PLAY	\$ 5,000.00	\$	4,355.00	\$	645.00	\$	5,000.00	100.0%	87%					
1910	RENTALS	\$ 21,000.00	\$	19,100.00	\$	(1,900.00)	\$	3,990.00	19.0%	91%					
1920	DONATIONS-PRIVATE	\$ 80,000.00	\$	82,941.00	\$	(2,941.00)	\$	80,000.00	100.0%	104%					
1960	RECOVERY OF PRIOR YR EXPENSE	\$ 20,000.00	\$	1,000.00	\$	1,000.00	\$	25,000.00	5.0%	0%					
1960	FEES CHARGED TO GRANTS	\$ 25,000.00	\$	-	\$	25,000.00	\$	50,000.00	100.0%	-22%					
1990	MISCELLANEOUS	\$ 50,000.00	\$	(10,867.99)	\$	60,867.99	\$	50,000.00	100.0%	-22%					
1994	FINGERPRINTING FEES	\$ 1,800.00	\$	1,353.00	\$	447.00	\$	1,800.00	100.0%	75%					
2101	COUNTY SCHOOL FUNDS	\$ 11,700.00	\$	9,967.35	\$	1,732.65	\$	11,700.00	100.0%	85%					
2199	HEAVY EQUIP. RENTAL TAX	\$ -	\$	1,546.37	\$	(1,546.37)	\$	-	100.0%	100%					
2200	RESTRICTED REVENUE	\$ -	\$	6,706.00	\$	(6,706.00)	\$	-	100.0%	100%					
3101	BASIC SCHOOL SUPPORT	\$ 4,533,124.00	\$	3,512,940.00	\$	1,292,171.44	\$	4,805,111.44	106.0%	77%					
3103	COMMON SCHOOL FUND	\$ 73,246.00	\$	38,907.81	\$	34,338.19	\$	73,246.00	100.0%	53%					
3199	OTHER RESTRICTED GRANTS	\$ 50,000.00	\$	-	\$	-	\$	-	0%	0%					
3204	DRIVERS ED	\$ -	\$	-	\$	-	\$	-	100.0%	0%					
3299	OTHER GRANTS	\$ 5,000.00	\$	29,683.19	\$	(25,393.19)	\$	4,250.00	85.0%	593%					
4202	FEDERAL MEDICAID REVENUE	\$ -	\$	-	\$	-	\$	-	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%					
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	\$	1,215,113.71	\$	14,844,195.91	101.8%	93.5%					
	Total Sub Total Revenue	\$ 14,588,824	\$	13,629,082.20	\$	1,215,113.71	\$	14,844,195.91	101.8%	93.5%					
	Additional Beg. Fund Balance	\$ -	\$	-	\$	-	\$	-							
	Total Revenue	\$ 14,588,824	\$	13,629,082.20	\$	1,215,113.71	\$	14,844,195.91	101.8%	93.5%					
	Control	\$ -	\$	-	\$	-	\$	-							

Fiscal Year: 2023/2024

EXPENDITURES

Cur Yr

As of 3/31/24

Projected

Anticipated

Proj Exp %

Curr Exp %

PROJECTED 6/30/24 Cash Carryover

Less restricted dollars in donations (through 6/30/23)

Estimated Ending Fund Balance as of 3/31/24

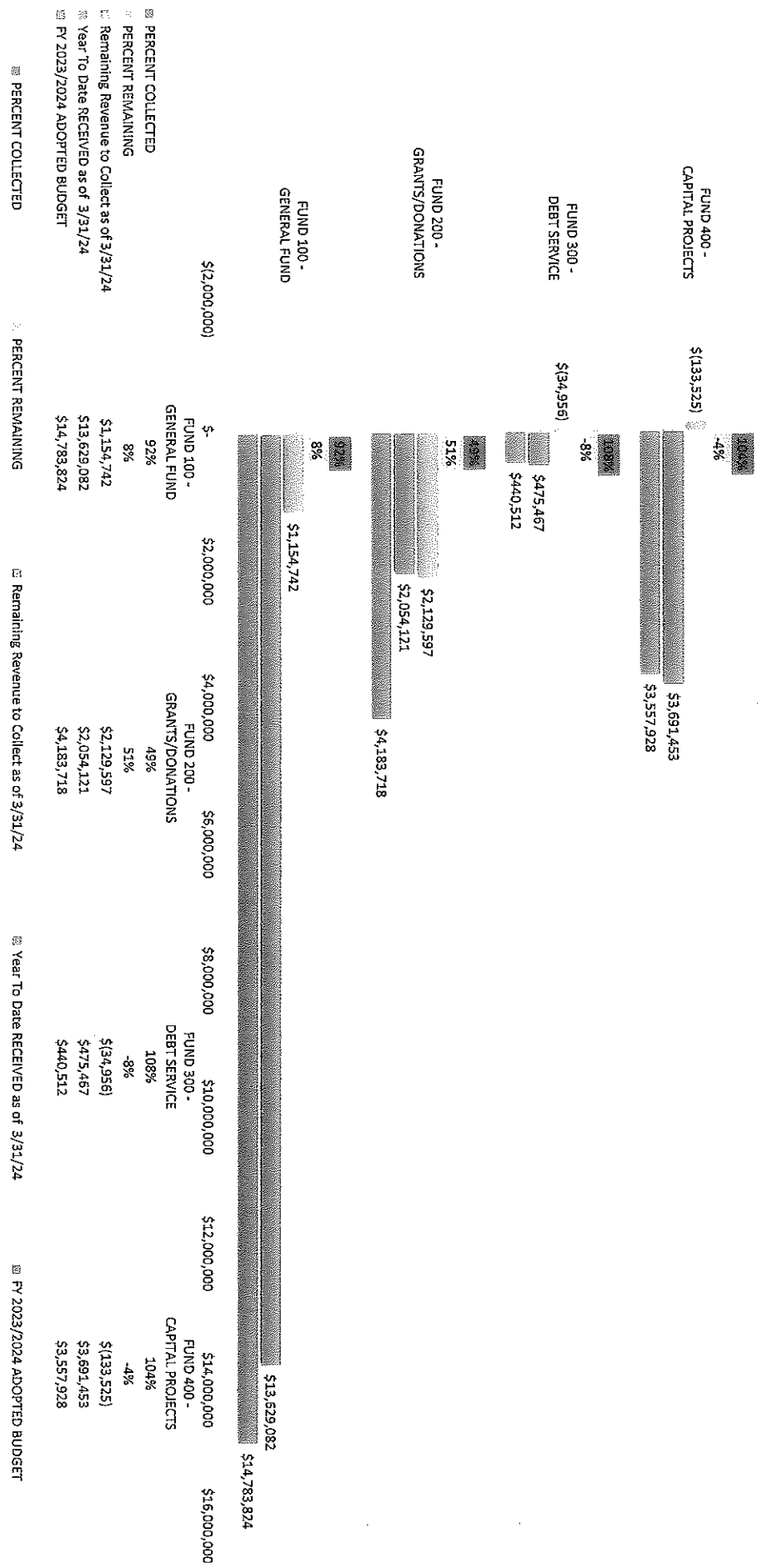
\$ 3,399,908.15
(\$426,586)
\$ 2,973,323.15

Bandon School District #54

Revenue Update 3/31/24

	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 3/31/24	\$ 13,629,082	\$ 2,054,121	\$ 475,467	\$ 3,691,453
Remaining Revenue to Collect as of 3/31/24	\$ 1,154,742	\$ 2,129,597	\$ (34,956)	\$ (133,525)
PERCENT REMAINING	8%	51%	-8%	-4%
PERCENT COLLECTED	92%	49%	108%	104%

**Bandon School District #54
2023/2024 Revenue as of 3/31/2024**



PERCENT COLLECTED: Remaining Revenue to Collect as of 3/31/24: Year To Date RECEIVED as of 3/31/24: FY 2023/2024 ADOPTED BUDGET

Fund Type	Amount	Percentage
FUND 100 - GENERAL FUND	\$13,629,082	92%
FUND 200 - GRANTS/DONATIONS	\$4,183,718	28%
FUND 300 - DEBT SERVICE	\$915,979	6%
FUND 400 - CAPITAL PROJECTS	\$3,557,928	24%
TOTAL	\$14,783,824	100%

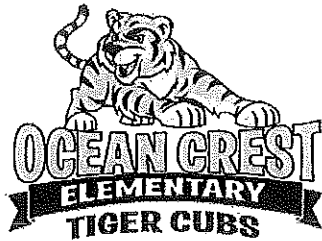
Bandon School District #54

Expenditure Update 3/31/24

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 3/31/24	\$ 6,907,418	\$ 2,027,204	\$ 31,252	\$ 696,203
ENCUMBERED As of 3/31/24	\$ 2,534,905	\$ 721,267	\$ -	\$ 22,626
BALANCE REMAINING As of 3/31/24	\$ 5,341,501	\$ 1,435,247	\$ 409,260	\$ 2,839,099
PERCENT REMAINING	36%	34%	93%	80%
PERCENT EXPENDED	64%	66%	7%	20%

Bandon School District #54
2023/2024 Expenditures as of 3/31/2024

	PERCENT EXPENDED	PERCENT REMAINING	BALANCE REMAINING	ENCUMBERED	As of 3/31/24	YTD - EXPENDED	FY 2023/2024 ADOPTED BUDGET
FUND 400 - CAPITAL PROJECTS	20%		\$2,839,099				
	80%		\$72,626				
			\$696,203				\$3,557,928
FUND 300 - DEBT SERVICE	7%		\$409,260				
	93%		\$-				
			\$31,252				\$440,512
FUND 200 - GRANTS/DONATIONS	66%		\$1,435,247				
	34%		\$721,267				
			\$2,027,204				\$4,183,718
FUND 100 - GENERAL FUND	64%		\$2,534,905				
	36%		\$2,000,000				
			\$4,000,000				\$5,341,501
FUND 200 - GRANTS/DONATIONS	66%		\$6,000,000				
	34%		\$2,027,204				
			\$4,183,718				\$6,907,418
FUND 300 - DEBT SERVICE	7%		\$409,260				
	93%		\$-				
			\$440,512				\$10,000,000
FUND 400 - CAPITAL PROJECTS	20%		\$2,839,099				
	80%		\$72,626				
			\$696,203				\$12,000,000
TOTAL			\$14,783,824				\$16,000,000



Ocean Crest Board Report

April 2024

April Events:

- **Fri. the 5th-** Early Release at 12:05pm so teachers can work on Report Cards
- **Mon the 8th-12th-** Book Fair
- **Thurs. the 11th-** Evening conference 5p-8p
- **Fri. the 12th-** NO SCHOOL for students- Morning conferences 8a-noon.
- **Wed. the 17th-** Health, Wellness, & Safety Fair in OC gym 5p-7p
- **Wed. the 24th-** School-wide field trip to the Sprague Theater for the Bandon Showcase
- **Tues. the 30th-** 1st Grade will participate in The Gift of Literacy event held at SOCC

Professional Development:

- Character Strong professional development on Creating Hospitable Soil

What's Happening at Ocean Crest?:

- American heart Association Fundraiser- We have raised \$4,786! Our goal was \$4,500
- We held interviews for the Behavior Specialist position last week. We had a great group of candidates.
- We will be interviewing for the position of Fiscal Secretary in the weeks to come.
- The 2nd annual Health, Wellness, and Safety Fair will be held on April 17th. Nurse Liz Deters has worked so hard to coordinate with our community. The event will host more than 20 vendors participating. Through generous donations, we will be able to raffle off 1 free bike per grade level this year!

District Test Coordinator

- State Testing will begin the week of April 8th and continue through the month of May



HLMS School Board Report – April 2024

April /May Events:

- Apr 9 Water Safety for 5th/6th in PE
- Apr 11 Water Safety for 7th/8th in PE
- Apr 11 PM Conferences (5:00 - 8:00pm)
- Apr 12 NO SCHOOL - AM Conferences
- Apr 16 Ms. A presents at Regional Child Abuse Summit
- Apr 24-26 6th Grade Outdoor School
- Apr 15-June 6 SBAC/OSAS State Testing (Reading/Math 5th- 8th Grade, Science 5th and 8th Grade)
- May 24 Early Release - Professional Development (Darkness2Light Training)

HLMS Update:

- **SBAC/OSAS State Testing:** It's that time of year! We have plans in place for our annual state testing, covering Reading (SBAC), Math (SBAC), and Science (OSAS). SBAC Reading and SBAC Math have two components: the Computer Adaptive Test (CAT) and Performance Tasks (PT). The OSAS Science assessment has only one component. Our testing schedule considers the impact on our general schedule and the staffing required to provide accommodations for students with IEPs and 504s. We strive to provide a testing environment that mirrors the assessment protocols in place throughout the year and allows adequate time for completion with a "buffer" zone for students requiring more time due to absence.
- **Regional Child Abuse Summit:** I am excited to have been asked to present at the Regional Child Abuse Summit this month representing K-12 education and Special Education. My presentation will highlight the great work happening in Bandon School District to support students who have experienced Adverse Childhood Experiences including how we work with students including the integration of Student Support Specialists, Behavior Specialists, Mental Health Therapists, and how we work to teach students about their brain, how their brain works when stressed, and how to self-regulate big emotions. The work we do in Bandon is incredible and I am grateful for the opportunity to brag about "the Bandon Way" to an audience filled with educators, law enforcement, mental health professionals, child welfare, juvenile justice, and others.

Special Education Update:

- **Professional Development:** I have been working with Classified Staff at HLMS and BHS and we have completed our Crisis Prevention Institute Verbal Intervention (CPI-VI) training! I am providing the full CPI training including physical interventions with selected staff members at each building, as well. I will be training OC Classified Staff in the CPI Verbal Interventions during the 24-25 school year. This is a wonderful opportunity to build capacity in our staff for working with escalated behaviors in all school settings in a manner that is trauma-informed and in line with the social-emotional work that we have prioritized as a district. I have received positive feedback about the relevance of the training for staff in their respective roles.

- **SynergySE:** Adam and I have been working with our Synergy rep, Deniece, to prepare for our move from our current Special Education information system to the Synergy Special Education module that will integrate with our current information system. Special thanks to MEGAN STALLARD for providing much needed input from a case manager perspective as we work to create a system that will be user-friendly for our special education staff.
- **Cyclical Monitoring:** We are in the process of finalizing our Cyclical Monitoring with ODE. A big THANK YOU to ALL CASE MANAGERS as they have worked diligently to meet the reporting requirements, a job that would have been much more difficult if they weren't so darned good at their jobs! Their commitment to excellence in their positions is one of the reasons that Bandon has such a great reputation for serving students with identified disabilities and I am proud to work with each and every one of them!



Board Report- April 2024

April/May Events:

- 4/1 Classes Resume
- 4/2 PSAT
- 4/4 End of 3rd Quarter
- 4/5 ½ day day AM classes/PM Inservice
- 4/6 Expedition Club Ski Trip
- 4/11 Evening Conferences
- 4/12 No School Parent-teacher conferences
- 4/12 BHS Prom
- 4/17 Job Fair
- 5/16 Leadership Blood Drive

BHS Staff

- **Every Day Matters** Professional Development led by Kate Hawthorne covered regular attendance barriers and also provided staff with foundational and universal support. Chronic absence presents academic challenges for students not in class. When it reaches high levels in a classroom or school, all students may suffer because the resulting classroom churn hampers teachers' ability to engage all students and meet their learning needs. Chronic absence is a solvable problem, the key is using chronic absence data as a diagnostic tool to identify where prevention and early intervention are needed.

BHS Students

- Mrs. Wright and I met with the **7 valedictorians and 1 salutatorian** for the class of 2024 to extend our congratulations for their well-deserved honor for their hard work, dedication, and exemplary academic performance throughout their time at BHS. We will assist these students as they prepare to deliver their valedictory or salutatory address.

School Improvement Meeting (formerly known as Curriculum Directors Meeting)

- South Coast Education Service District (SCESD) welcomed Tony Bertrand, ODE ELA, and Social Sciences Assessment Specialist. Tony Bertrand provided the team with information about the availability and use of the OSAS (Oregon Statewide Assessment System) Interim Assessments. Interim assessments are designed to support teaching and learning periodically throughout the year. Interim assessments are designed to connect OSAS targets to the standards. The assessments are available to students in grades 3-11. North Bend School District representatives were able to share their experience with administering the assessments this year.



Board Report- April 2024

Spring Athletics BHS

- Track will be going to Marshfield for the Annual Prefontaine Meet
- Softball is currently 2-4
- Baseball is currently 7-4
- Boys Golf enjoyed their trip to Washington. They competed with some of the top teams in Washington
- Girls & Boys both will have a home event at Bandon crossing on April 8th.
- 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.

Spring Athletics HLMS

- MS Track had their 1st meet at Coquille on 4/3 with a lot of individual success.

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:

- Assistant Varsity Football
- 8th Grade Boys Basketball

March Board Report

- Electrical done for OC stage lighting and OC's new reset room.
- Baseball and Softball field prep for season and continued prep for games.
- Prep for track season.
- Installed new stainless countertop in high school Kitchen
- Got quotes for Tennis court fencing that tree fell on.
- High School and Harbor lights Door fobs are done. Starting on Ocean Crest. Should be done by Late May depending on schedule.
- Took out drinking fountains in classrooms and replumbed sinks in Harbor lights. They were a concern for ODE for Lead in water testing. There are drinking fountains and bottle filling stations outside of the rooms that are filtered and have no old and possible lead parts.
- Working with building principles and office staff for new fire drill routines.
- Working with Safety committee and building administration and staff to rectify safety concerns having to do with extension cords and heating units. Letter sent out from safety committee to staff addressing concerns.
- Fixed and addressed a host of other small projects and concerns throughout the district.
- Getting quotes for redoing weight Room walls and flooring.