

BANDON SCHOOL DISTRICT NO. 54
Regular Meeting of Board of Directors
June 10, 2024
MINUTES

The Board of Directors of Bandon School District No. 54, Coos County, Oregon, met in regular session on Monday, June 10, 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, Martha Lane, Angela Cardas and Stan Avery

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

ABSENT: Sabrina Belletti, Interim BHS Principal

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

ADDITIONS/DELETIONS:

The following additions were made to the agenda:

7.035 Approve Resolution #22 – Surplus Equipment

7.05 Set New Board Meeting Time

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

APPOINT BOARD MEMBER POSITION #7

2.0 Appoint Board Member Position #7

At the May 13, 2024 board meeting there was a tie vote between 2 candidates. Angela Cardas cast the deciding vote in favor of Jon Sullivan; the board voted unanimously to appoint Jon Sullivan to Position #7.

OATH OF OFFICE

Appointed member Briana Hutchens was sworn into office.

APPROVAL OF CONSENT AGENDA

3.01 Approve Regular Board Meeting Minutes of May 13, 2024

AJ Kimball made a motion to approve the consent agenda; Martha Lane 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.

Shauna Schmerer added that the District is looking at implementing the use of magnetic bags for cell phones at the high school. More information will be shared as it develops.

EXECUTIVE SESSION

At 7:05 pm Chair David Hisel opened executive session to conduct deliberations to negotiate real property transactions. (ORS 192.660(2)(e)) Present were board members David Hisel, AJ Kimball, Stan Avery, Angela Cardas, Martha Lane and Briana Hutchens; Superintendent Shauna Schmerer; Bandon City Manager Torrey Contreras; School Board Counsel Robin Miller; and Dormy House owner Matt Welter.

The Board moved out of executive session at 7:50 pm and returned to public session.

PUBLIC SESSION

AJ Kimball made motion to add item 7.06 Approve ENA for Joint Housing Project; Angela Cardas seconded and the motion passed unanimously.

ACTION ITEMS:

7.01 Bills in the amount of \$214,676.05

Angela Cardas made a motion to pay bills in the amount of \$214,676.05; Briana Hutchens seconded and motion passed with 5 votes. Stan Avery abstained due to conflict of interest.

7.02 Approve Amended Board Resolution #18

Angela Cardas made a motion to approve Amended Board Resolution #18; AJ Kimball seconded and motion passed unanimously.

7.03 Approve OSEA Contract 2024-27

Stan Avery made a motion to approve OSEA Contract 2024-27; AJ Kimball seconded and motion passed unanimously.

7.035 Approve Resolution #22: Surplus Equipment

Martha Lane made a motion to approve Resolution #22: Surplus Equipment; Stan Avery seconded and motion passed unanimously.

7.04 Approve Resolution #1 – Adopting Budget, Making Appropriations, Imposing Taxes and Categorizing Taxes

Stan Avery made a motion to approve Resolution #1 – Adopting Budget, Making Appropriations, Imposing Taxes and Categorizing Taxes; Angela Cardas seconded and the motion passed unanimously.

7.05 Set New Board Meeting Time to Second Monday at 5:30 pm.

Martha Lane made a motion to set the new board Meeting time to the second Monday of the month at 5:30 pm; Stan Avery seconded and the motion passed unanimously.

7.06 Approve ENA for Joint Housing Project

Angela Cardas made a motion to approve the ENA for the Joint Housing Project; Stan Avery seconded and the motion passed with a vote of 5-1.

Public Input for items not on the Agenda

Marie Simonds addressed the board regarding cell phone use in the high school and formally requested that the board enforce school board policy JFCEB-AR Personal Electronic Devices and Social Media.

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 8:08 pm.

Approved: _____

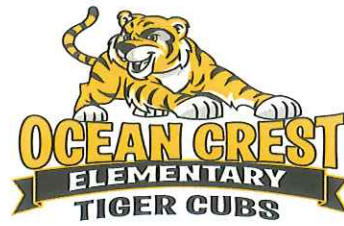
Date

8-12-24

By _____

Board Chair


Connie Roberts, Board Secretary



Vision for 2023-24 School Year
 #StaySalty
 Superintendent Report

Well Board we are closing out another awesome year! It has been a year of learning and growing! We opened with an amazing speaker and closed with a Hawaiian Luau luncheon for the staff.

We started the school year with 635 students and ended the year with 634 students. Summer school starts on June 10th and it is looking like we will have a packed house most of the summer. Remember that Breakfast and Lunch are served daily Monday-Thursday for free for any child up to 18 years old. Meals are not served on Fridays or Holidays. That fall during the week.

Board and Superintendent priorities and goals for 2024-25 school year. David, AJ, and I met June 3rd to discuss district priorities and goals to help evaluate the superintendent for the next year. I have included those below and we will focus on those goals and priorities for the 2024-25 school year. The District sent out a little survey before hand to get feedback from staff about what they think our focus should be. We tried to incorporate as much as we could from that feedback.

Under Superintendent Evaluation Standard 1: Visionary District Leadership, Standard 5: Communication and Community Relations, Standard 6: Effective Organizational Management are the following superintendent goals.

Goal 1: Structures and Systems: Develop structures and systems to support student learning in a culture of mutual respect and intellectual engagement.

Systems supporting professional performance and growth are established and used to support continuous improvement.
Implements systems and best practices to support and sustain school and district safety, security, and emergency preparedness.
Development and implementation of structures and systems for the collection, organization and analysis of data
Long-range recruitment, placement, and retention plans for certificated, classified, and administrative employees reflect future needs.
Create Organization structure, including roles, reporting relationships, decision making processes, and other organization design elements, deliver meaningful and effective results to students and other constituents.

Goal 2: Align curriculum, instruction, and assessment to engage, inspire, and prepare each student toward their preferred future.

Building system so that... each student graduates from high school ready for their preferred future.
Each student receives relevant, rigorous, personalized, and engaging standards based instruction.
Each student has access to rigorous curriculum content with common learning outcomes, assessments and learning resources.
Build multi-tiered systems of support that meet students' academic and well-being (social and emotional) needs.
Build to where each school in the district meets or exceeds federal and state performance requirements.

Goal 3 :Develop intentional partnerships and relationships to support student learning.

Relationships with one another contribute directly to the achievement of district priorities and goals and the improvement of student learning.
The quality of our relationships improves the lives of our diverse communities, including but not limited to the City of Bandon, family, business, and community partnerships.
Relationships contribute resources that help grow and promote healthy working relationships with students, staff and community.

Goal 4: Students and families from all backgrounds access and share relevant information to ensure student success.

District systems for managing and communicating information are coordinated, linked, aligned, and responsive to users.

We are looking at some changes for the 2024-25 school year, with athletes and 6th graders as well as the Senior trips. I can discuss this in more detail at the board meeting.

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



Business Manager Report

June 10, 2024

Included:

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

Highlights:

- We had a (virtual) meeting with our new auditor, Umpqua Valley Financial on May 20th. The purpose of this meeting was so they could meet us, hear a little about our District, and address any questions or concerns. They have now been set up to have access to our financial software so they can start gathering the information needed to begin our audit. We are scheduled for an onsite fieldwork day on September 6th.
- We are wrapping up the end of year finances, making sure all grant charges are properly coded and claimed, and setting up our new fiscal year in our financial software.
- Thank you to all who assisted in the budget development, approval, and adoption process. Over the next 1-2 weeks, the final adopted budget document will be completed and the necessary paperwork will be filed.

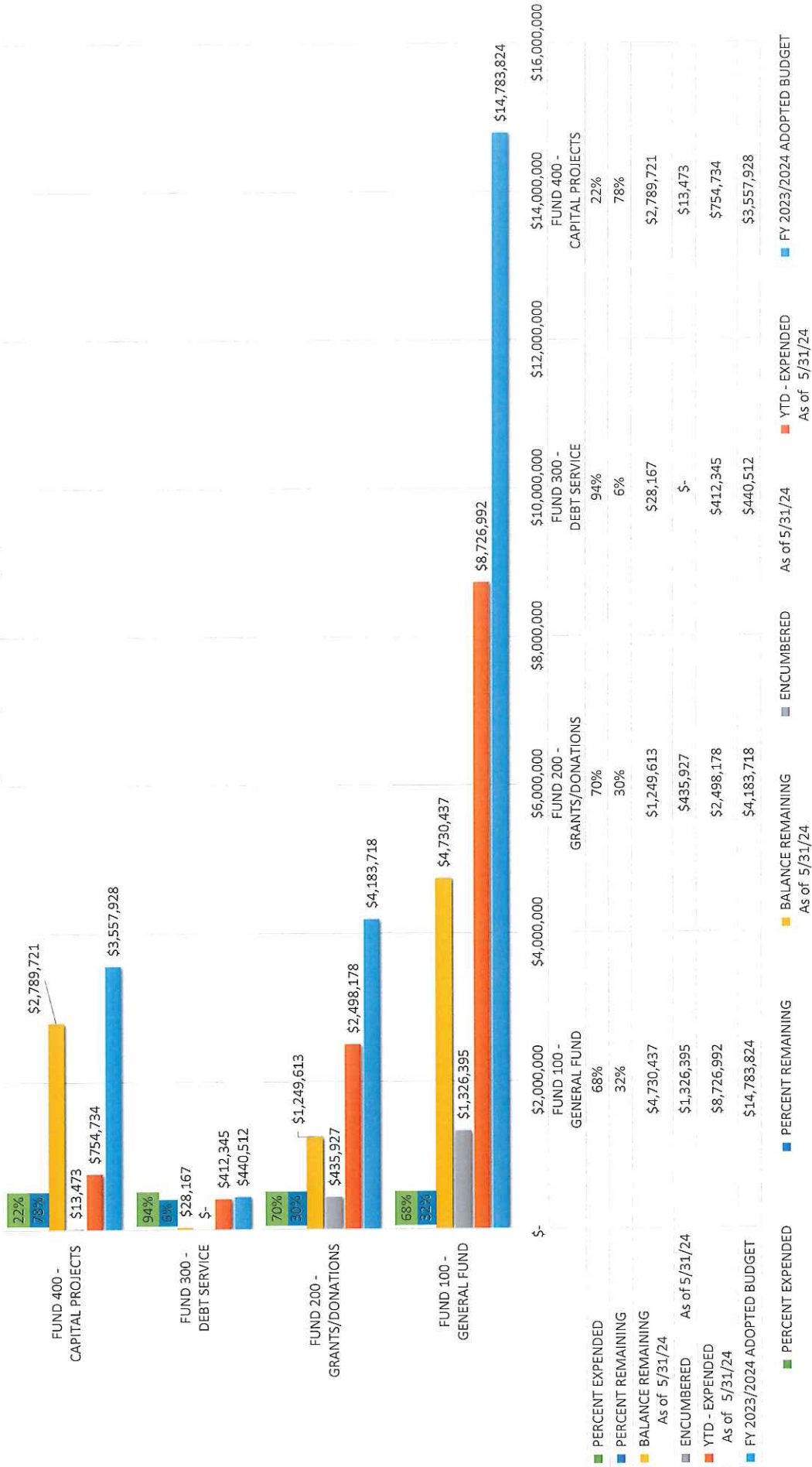
FUND 100 MAY THROUGH 31-May		Fiscal Year: 2023/2024 REVENUE FUND 100				Cur Yr BUDGET	Received As of 5/31/24	Projected	Anticipated	Proj. Rev	Curr. Rev
1111	CURRENT TAXES	\$ 4,294,384.00	\$ 4,403,524.98	\$ 105,578.22	\$ 4,509,103.20	105.0%	103%				
1112	PRIOR TAXES	\$ 120,000.00	\$ 99,899.20	\$ 20,100.80	\$ 120,000.00	100.0%	85%				
1113	FORECLOSED TAXES	\$ -	\$ 944.59	\$ (944.59)	\$ -	0.0%	0%				
1311/1312	TUITION FROM INDIV/Other Dist.	\$ 100.00	\$ -	\$ -	\$ -	0.0%	0%				
1510	INTEREST	\$ 120,000.00	\$ 385,975.07	\$ 7,624.93	\$ 393,600.00	328.0%	322%				
1710	ADMISSIONS	\$ 17,000.00	\$ 23,808.41	\$ 161.59	\$ 23,970.00	141.0%	140%				
1740	FEES-PAY TO PLAY	\$ 5,000.00	\$ 6,945.00	\$ 5.00	\$ 6,950.00	139.0%	139%				
1910	RENTALS	\$ 21,000.00	\$ 19,400.00	\$ 130.00	\$ 19,530.00	93.0%	92%				
1920	DONATIONS-PRIVATE	\$ 80,000.00	\$ 82,941.00	\$ 259.00	\$ 83,200.00	104.0%	104%				
1960	RECOVERY OF PRIOR YR EXPENSE	\$ 20,000.00	\$ -	\$ -	\$ -	0.0%	0%				
1980	FEES CHARGED TO GRANTS	\$ 25,000.00	\$ -	\$ -	\$ -	0.0%	0%				
1990	MISCELLANEOUS	\$ 50,000.00	\$ (10,687.64)	\$ 25,687.64	\$ 15,000.00	30.0%	-21%				
1994	FINGERPRINTING FEES	\$ 1,800.00	\$ 1,485.00	\$ 315.00	\$ 1,800.00	100.0%	83%				
2101	COUNTY SCHOOL FUNDS	\$ 11,700.00	\$ 9,967.35	\$ 1,732.65	\$ 11,700.00	100.0%	85%				
2199	HEAVY EQUIP. RENTAL TAX	\$ -	\$ 2,723.18	\$ (2,723.18)	\$ -	100.0%	100%				
2200	RESTRICTED REVENUE	\$ -	\$ 6,706.00	\$ (6,706.00)	\$ -	100.0%	100%				
2900	REVENUE FOR/ON BEHALF OF DISTRICT	\$ -	\$ 18.51	\$ (18.51)	\$ -	100.0%	100%				
3101	BASIC SCHOOL SUPPORT	\$ 4,533,124.00	\$ 4,171,411.11	\$ 135,056.69	\$ 4,306,467.80	95.0%	92%				
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%	0%				
3204	DRIVERS ED	\$ -	\$ -	\$ -	\$ -	100.0%	0%				
3299	OTHER GRANTS	\$ 5,000.00	\$ 29,643.19	\$ 6.81	\$ 29,650.00	593.0%	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	\$ -	\$ -	\$ -	0.0%	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	\$ 14,518,877.23	\$ 323,454.24	\$ 14,842,331.47	101.8%	99.6%				
	Additional Beg. Fund Balance	\$ -	\$ -	\$ -	\$ -	-	-				
	Total Revenue	\$ 14,583,824	\$ 14,518,877.23	\$ 323,454.24	\$ 14,842,331.47	101.8%	99.6%				
	Control	\$ -	\$ -	\$ -	\$ -	-	-				

Fiscal Year: 2023/2024 EXPENDITURES		Cur Yr BUDGET	Expended As of 5/31/24	Projected	Anticipated	Proj Exp	Curr Exp
100'S	SALARIES	5,642,259	3,953,939	954,826.54	4,908,765.63	87%	70.08%
200'S	PAYROLL BENEFITS	4,529,081	2,687,018	1,162,700.94	3,849,718.94	85%	59.33%
300'S	PROFESSIONAL SERVICES	1,449,598	734,318	280,400.63	1,014,718.60	70%	50.66%
400'S	SUPPLIES	934,950	369,785	284,680.10	654,464.65	70%	39.55%
500'S	CAPITAL OUTLAY	231,329	54,955	83,842.24	138,797.24	60%	23.76%
600'S	OTHER	237,242	269,152	1,304.35	270,455.88	114%	113.45%
700'S	TRANSFERS	915,114	657,826	10,207.31	668,033.11	73%	71.88%
800'S	CONTINGENCY	844,251	0	-	-	0%	0.00%
	Control	14,783,824	8,726,982	2,777,962	11,504,954	77.82%	59.03%

PROJECTED 6/30/24 Cash Carryover
Less restricted dollars in donations (through 6/30/23)
Estimated Ending Fund Balance as of 5/31/24

\$ 3,337,377.41
(\$426,586)
\$ 2,910,791.41

**Bandon School District #54
2023/2024 Expenditures as of 5/31/2024**



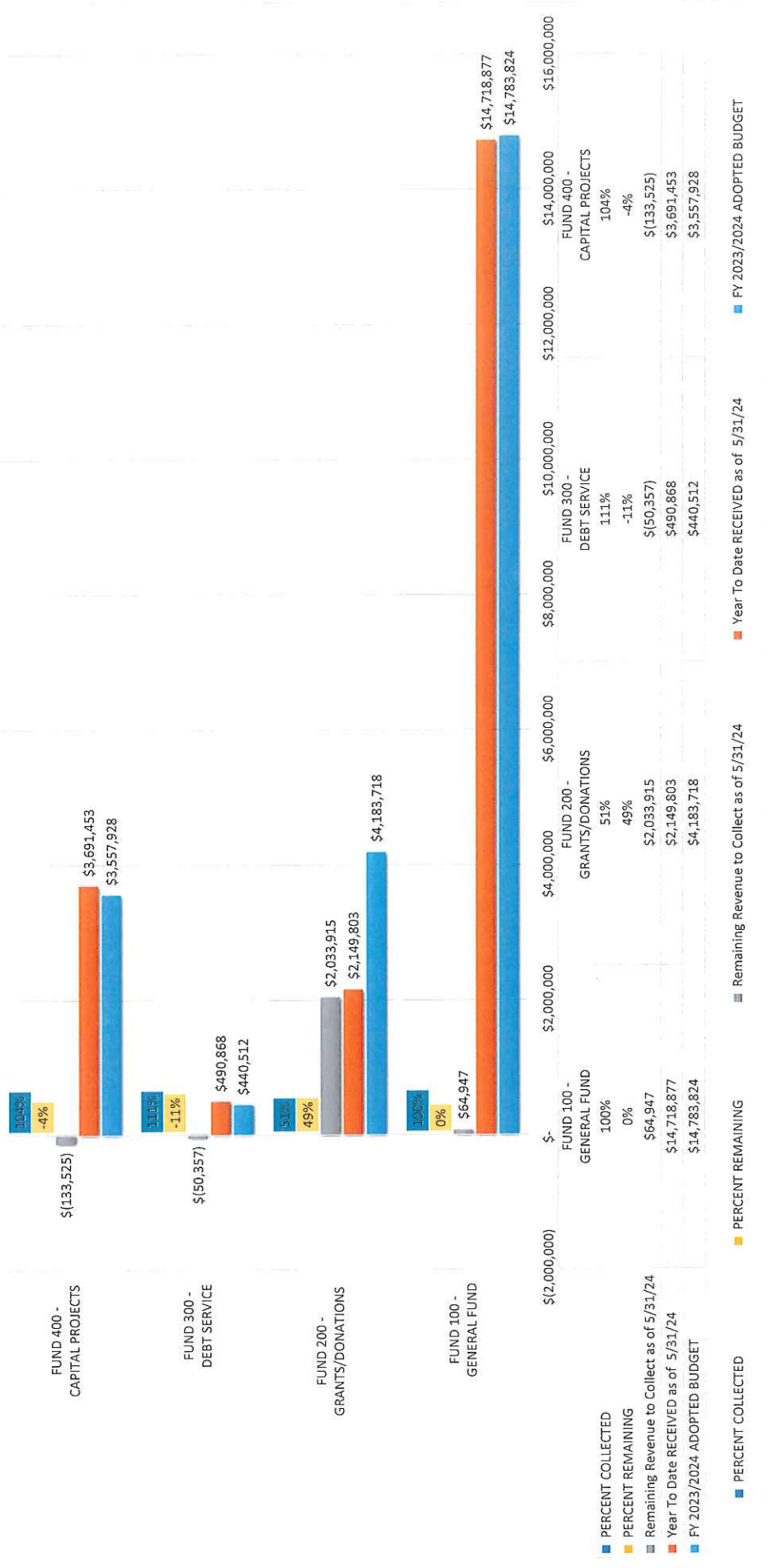
■ PERCENT EXPENDED
 ■ PERCENT REMAINING
 ■ BALANCE REMAINING
 ■ ENCUMBERED
 As of 5/31/24
 ■ YTD - EXPENDED
 As of 5/31/24
 ■ FY 2023/2024 ADOPTED BUDGET

Bandon School District #54

Expenditure Update 5/31/24

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 5/31/24	\$ 8,726,992	\$ 2,498,178	\$ 412,345	\$ 754,734
ENCUMBERED AS of 5/31/24	\$ 1,326,395	\$ 435,927	\$ -	\$ 13,473
BALANCE REMAINING As of 5/31/24	\$ 4,730,437	\$ 1,249,613	\$ 28,167	\$ 2,789,721
PERCENT REMAINING	32%	30%	6%	78%
PERCENT EXPENDED	68%	70%	94%	22%

Bandon School District #54
2023/2024 Revenue as of 5/31/2024



■ PERCENT COLLECTED ■ PERCENT REMAINING ■ Year To Date RECEIVED as of 5/31/24 ■ FY 2023/2024 ADOPTED BUDGET

Bandon School District #54

Revenue Update 5/31/24

	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 5/31/24	\$ 14,718,877	\$ 2,149,803	\$ 490,868	\$ 3,691,453
Remaining Revenue to Collect as of 5/31/24	\$ 64,947	\$ 2,033,915	\$ (50,357)	\$ (133,525)
PERCENT REMAINING	0%	49%	-11%	-4%
PERCENT COLLECTED	100%	51%	111%	104%



Ocean Crest Board Report

June 2024

June Events:

- Monday, June 3: Pie Staff in the Face/Tape Principal to the Wall Assembly
- Tuesday, June 4: Dawna Jackson and Sheryl Phillips' Retirement Party
- Wednesday, June 5: Staff Dunk Tank Assembly
- Thursday, June 6: Field Day and Early Release
- Friday, June 7: Last Day for Teachers- Report Cards Due

What's Happening at Ocean Crest?:

- We are looking to hire a new English Learner Teacher for the 24-25 school year.
- The Retirement Party is open to all and is in the Ocean Crest garden from 5p-7p as an Open House style celebration. Please stop by and help us thank these two ladies for their many years of service to our district.



HLMS School Board Report – June 2024

August/September Events:

- Aug 5 School Offices Open for the 2024-25 School Year
- Aug 13 Registration Support at HLMS (9:00am - 3:00pm)
- Aug 14 Registration Support at HLMS (12noon - 6:00pm)
- Aug 15 Registration Support at HLMS (9:00am - 3:00pm)
- Aug 26 Staff returns for the 2024-25 School Year
- Aug 29 5th Grade Open House - Meet Your Teacher Time!
- Aug 30 NO SCHOOL - Non-Contract Day
- Sept 2 NO SCHOOL - Labor Day
- Sept 3 NO SCHOOL - Non-Contract Day
- Sept 4 FIRST DAY OF SCHOOL!
- Sept 13 EARLY RELEASE - Professional Development
- Sept 23 HLMS Back to School Night
- Sept 27 EARLY RELEASE - Professional Development

HLMS Update:

- We made it through another great year and have seen incredible growth in our students both academically and as we work to build a culture focused on learning and respect! Our summative evaluation conversations focused on data collected throughout the year, both using NWEA and iReady as well as using curriculum based measures. Our state assessment data is still trickling in, but the preliminary results are looking good!
- The last two weeks of school were filled with celebrations of all sorts including celebratory meals, field trips, and more! I had the privilege of taking six 8th graders to lunch at Trails End (Bandon Dunes) to celebrate four years of 4.0 performance and they were all respectful and displayed gratitude for the opportunity. We also celebrated those earning a 4.0 this school year with a DQ lunch. Mrs. McMonagle worked with teachers to find those students who may not be eligible for achievement-based celebrations but who have shown growth over the year in attendance, behavior, effort, or grade. We strive to celebrate ALL of the successes, not only those successes easily seen on a report card. I am grateful for the efforts of ALL of our staff as we look closely to find the "win" for our Tigers!
- We are in the market for a middle school PE teacher! If you know of anyone interested and qualified, send them my way! :)
- Next year will look a little different for our 6th graders as we integrate them (slowly) into the 7th/8th grade hallway. Students will remain with Ms. Carey for ELA and Math instruction, but will be in the rotation for Science with Mrs. Kraynik and Social Studies with Mr. Volk. Students will still have PE and Music with our Specialists and will have an elective offering rotation from our 5th Grade team. We believe that this integration will help ease the transition from self-contained to a full middle school experience and will help our district vision to increase rigor for all students.

5.05

Professional Development for 2024 - 25:

- Professional Development will encompass several topics that all align with our district focus on increasing rigor and meeting the needs of all students. August PD will include our general back to school efforts (SafeSchools, Frontline Evaluation /Goal Setting, iReady Math (K-8), and Modification /Accommodation support (7-12). Throughout the year, we will continue our focus on increasing rigor for our students including PD for iReady Math (K-8) and using data to make instructional decisions (iReady @ K-8 and NWEA @ K-12). We have a guest speaker from ODE coming to address High Leverage Instructional Strategies. We will provide SIOP (Sheltered Instruction Observation Protocol) training to support our language learners, plus it's great for all students! We have time set aside for Classified staff to engage in MicroPD specifically tailored to providing student support within our Special Education department and our OC EA staff will have the opportunity to complete the CPI-Verbal Intervention training offered to HLMS and BHS EAs this year.

Special Education Update:

- **STAFFING CHANGES:** We have a few staffing shifts planned for the upcoming school year to address the needs of our program K-12. We are blessed to have a district-based team that is willing to shift into the positions where need has been demonstrated. We will also be hiring EAs for HLMS and BHS to support those programs based on resignations/retirements this year.



Board Report- June 2024

June/July Events:

- **6/1 Graduation**
- **6/6 End of Semester 2**
- **6/6 ½ day classes/ PM Inservice Last day of school grades 9-11**
- **6/7 No School Inservice**

Graduation

- Congratulations to the **Class of 2024** for accomplishing some amazing achievements! This class was awarded over \$1.2 million in scholarships. A special thank you to Mrs. Carly Wright for her tireless efforts in her first year to make this ceremony a special event for students and families. Many thanks to the multiple individuals who stepped up to lend a hand in our efforts to make this event happen. Your contributions have been invaluable.

BHS Students

- The Industrial Arts program had several students compete in the Industrial Skills competition this year. Out of 500 students who entered the competition, BHS had eleven students earn a top 3 spot! There were over \$9,000.00 worth of prizes awarded this year.

BHS Staff

- All Summatives and End-of-Year Self Reflections were completed with staff in addition to Year End checkouts.
- We also participated in the end of a successful year, Luau Lunch celebration hosted by the District Office.

School Improvement Meeting

- 5/16-**OSAS Data Dive** using Interim Assessments with ODE's Assessment team. During the ODE presentation we learned about Interim Assessment features and tools and how to build cross sectional reports that support or provide information for systems level analysis.



Board Report- June 2024

Spring Athletics/Activities BHS

- Girls Track won State
- Boys Golf won State
 - Boys Golf was selected to go to Frisco Texas and compete in the PGA National High School Golf Championship in Frisco Texas July 1st-3rd. Only 312 players can get in so this is a pretty tough meet to qualify for.
- Band won State
- Speech got second at State
 - These students qualified for speech nationals in Des Moines Iowa
 - Junior Maya Tulles
 - Junior Maddie Pahls
 - Freshman Jessica Burg
- Baseball Qualified for State
- Softball Qualified for State
- Jordan Sammons won coach of the year for 2A Girls basketball
- Brent Hutton won coach of the year for 2A Girls Track
- Bandon High School Won the OACA All-Sports award for 2A

Spring Athletics HLMS

- We have not had any spring sports since our last meeting.

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 track schedule and results

Open Coaching Positions:

- Assistant Varsity Football
- 8th Grade Boys Basketball
- 7th Grade Girls Basketball
- 8th Grade Volleyball
- Middle School Assistant Football

May Board Report

- Finished up a week and a half facility walk-through concerning condition and ADA stuff.
- Got quote for Soffit on east side of High school.
- Cleaned drains again in High school Art Room.
- Set up and tear down for Graduation
- Got fields ready for last baseball softball games.
- Got ready and tear down for various end of year concerts and activities.
- Continued to add fob door locks at Ocean Crest.
- Working with ZCS on bus barn, finalizing permits and drawings. Once done we can start on foundation drawings and the hope is to start demo at the end of July if all continues like it is.
- Working with Adam getting Fiber into the new bus barn sight and maintenance shed, along with getting it to the transportation office on 8th st.
- Set up and tear down for 8th grade recognition.
- Work with staff to get lists for summer projects
- Get ourselves set up for summer projects.
- Fix, tweak, facilitate many other little projects through out the dist.