

BANDON SCHOOL DISTRICT NO. 54  
Regular Meeting of Board of Directors  
November 18, 2024  
MINUTES

The Board of Directors of Bandon School District No. 54, Coos County, Oregon, met in regular session on Monday, November 18, 2024 in the Bandon High School Library at 5:30 p.m. Due notice was published and a quorum was present.

**PRESENT:** Board members present were David Hisel, A.J. Kimball, Stan Avery, Angela Cardas, Briana Hutchens, Jon Sullivan and Martha Lane.

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

**ABSENT:** Courtney Wehner OC Principal; Rowdy Staatz, Student Representative

The meeting was called to order by Chair David Hisel at 5:30 pm.

**ADDITIONS/DELETIONS:**

Stan Avery made a motion to approve the agenda as presented; Martha Lane seconded and the motion passed unanimously.

**PUBLIC INPUT FOR ITEMS ON THE AGENDA:** Chris Ensley, Bandon shared remarks on Action Item 5.04: Vote on OSBA Resolution 2

**APPROVAL OF CONSENT AGENDA:**

**2.01 Approve Regular Board Meeting Minutes of October 14, 2024**

Stan Avery made a motion to approve the consent agenda. Martha Lane seconded and the motion passed unanimously.

**INFORMATION**

- 3.01 Resignation: Brian Caplener, BHS Assistant Baseball Coach**
- 3.02 Hired: Sabrina Johnson, OC Library Assitant**
- 3.03 Hired: Peter Wayrynen, HLMS 7<sup>th</sup> Grade Girls Basketball Coach**
- 3.04 Hired: Saje Grow, BHS Cheerleading Coach**
- 3.05 Brent and Tricia Hutton: Cross Country Presentation**
- 3.06 HLMS – Accelerated Pathways in Math**

**REPORTS /DISCUSSIONS:**

Superintendent **Shauna Schmerer**, Administrators **Sam Dockery**, **Jim Wright**, **Becky Armistead**, **Courtney Wehner**, Business Manager **Amanda Steimonts**, Director of Operations **Brent Robertson**, all provided information in the District at a Glance report on what is happening in their respective schools or departments, a copy of which is attached and made a part of the minutes. Superintendent **Shauna Schmerer** spoke to the board about changing the policy for allowing outside organizations to advertise in the district. She proposed that those organizations wishing to advertise in the district would need to present their advertisements to the school board for approval. Current policy is at the discretion of the building admins and the amount of requests is getting overwhelming. Business Manager **Amanda Steimonts** shared the SIA 2023-24 report that was included in the board packet.

**ACTION ITEMS**

**5.01 Bills in the amount of \$375,381.14**

Jon Sullivan made a motion to pay bills in the amount of \$375,381.14. Stan Avery seconded, and the motion passed unanimously.

**5.02 Vote on OSBA Regional Board LPC Position 9 – Jacqueline Crook or Steven Hammerson**

The board voted 5-2 to elect Jacqueline Crook to OSBA Regional Board LPC Position 9.

**5.03 Vote on OSBA Resolution 1: Amend the OSBA Dues Schedule – Amends the OSBA dues schedule.**

The board voted unanimously to vote yes on adopting OSBA Resolution 1.

**5.04 Vote on OSBA Resolution 2: Amend Oregon School Boards Association’s Bylaws Relating to Composition of the Board of Directors – Creates the Oregon School Board Members PRIDE Caucus and designate a seat on the OSBA Board of Directors and Legislative Policy Committee.**

After some discussion, the board voted 4-3 in favor of voting yes to adopt OSBA Resolution 2.

**5.05 Vote on OSBA Resolution 3: Amend the OSBA 2023 Bylaws – Adopts the proposed amendments to the OSBA Bylaws.**

After some discussion, the board voted 4-3 in favor of voting yes to adopt OSBA Resolution 3.

**5.06 2<sup>nd</sup> Reading Revised Policy JEA, Compulsory Attendance\*\***

**5.07 2<sup>nd</sup> Reading Revised Policy JFCEB, Personal Electronic Devices and Social Media\*\***

**5.08 2<sup>nd</sup> Reading Revised Policy JFCEB-AR, Personal Electronic Devices and Social Media**

**5.09 2<sup>nd</sup> Reading Revised Policy JHCD/JHCDA-AR, Medications**

Jon Sullivan made a motion to approve Action Items 5.06-5.09. AJ Kimball seconded and the motion passed unanimously.

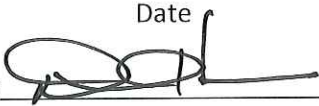
**Public Input for items not on the Agenda**

None.

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

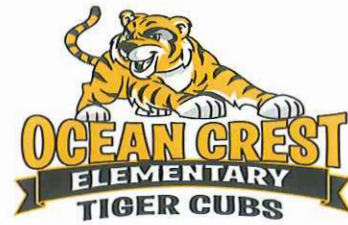
Approved: 12-16-24

Date

By 

Board Chair

  
Connie Roberts, Board Secretary



Vision for 2024-25 School Year  
#GrowthMindSet  
11-18-24

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

- **Monthly presentations to board** Each Month starting in October a building will present to the board talking about such topics as student data and programs. One building per month:
  - HLMS - Accelerated pathways in math
- **District Level Information:** Comprehensive Needs assessments have been sent out to families, community, staff and students. Working on new curriculum adoption materials for upcoming years to stay in the timelines of compliance for the State.
- **Events, celebrations, professional development** ([click here for the link to the PD calendar](#))
  - **OC** - The principal and math specialist attended an iReady Math Leadership Academy in Eugene. It was great to talk with other Oregon districts that are in the early stages of the new math curriculum too. We left feeling like we are doing good things for our students. On Nov. 1st, teachers will be working on report cards, preparing for conferences, and will also receive another training on the MAP Reading Fluency program we use, specifically on using the data reports to help drive instruction. On Nov. 7th, our Classified staff will receive training on the verbal portion of the Crisis Intervention Protocol.
  - **HLMS** - It was a busy month at HLMS as we started the formal observation process for teachers, celebrated a spooooooky Halloween with our Haunted Halls fundraiser sponsored by our Yearbook/Journalism electives, came together as a staff to analyze assessment data and collaborate on planning, and made it to the end of the first quarter! Our data analysis was specific to individual teacher needs including a focus on writing across both grade level and content areas, aligning of science instruction 5th-8th to address knowledge gaps seen in our SBAC Science data, standards alignment and planning work to incorporate more accountability in PE/Health, specific work with the iReady curriculum to determine prerequisite skill deficits to support closing the achievement gap using our adopted curriculum, and behavior data and protocols to ensure that we are providing adequate supports within our system of accountability for all students, with a specific focus on documentation of accommodations in line with IEPs and 504 plans. Some of the discussions included a desire to incorporate intervention opportunities to support students demonstrating significant deficiencies in foundational skills, which will be part of an ongoing conversation about how we can best meet the needs of all students - including those who struggle and those who need opportunities for enrichment and extension of the curriculum. HLMS Tigers also participated in Brain Talks with Ms. A, a continuation of the work that was started at OC and continues at HLMS to encourage students to develop self-regulation skills through specific instruction and exposure to learning about the brain, how the brain works with real and perceived threat, and specific skills and strategies to manage big emotions in a constructive way. This work is supported by our Behavior Specialist, Mariah McMonagle, and our Mental Health Therapist, Laurie Reis.
  - **BHS** - We have re-established TRIO with SWOCC. This program will work with qualifying students to find career and post-secondary educational opportunities. Teachers met in the

library on 11/1 for a faculty session led by MAP subject teachers, who presented their BOY data. All teachers reviewed and discussed the MAP data as a faculty. Analyzing the results, they considered the following: Is the information useful, and do they need further training on accessing and interpreting MAP reports? How can English Language Arts and Math teachers be supported by other disciplines? How can we use this data as a unified focus across our subjects to identify and address priority needs. CTE Teachers met with colleagues in Redmond School District 2J on 10/11/24 where they received training on advanced applications for our Haas mill as well as picked up free materials. Dr. Dockery continued his new principals academy in Eugene on 10/23/24. ESD CTE PD on 11/1/24. Mrs. Senn, and Ms. Kalina received training on a new web platform for the school web page. Ms. Kalina and Mr. Haan attended an ASPIRE Leadership Conference.

- **Athletics** - We recognized 14 senior athletes between football, volleyball, cross country and band on November 1st. Our volleyball team qualified for the 1st round of the state tournament, playing Crosshill Christian on November 2nd. They ended their season with an overall record of 9-14. The boys cross country team placed 1st at the district meet held on October 31st at Lane Community College. They competed at the state meet on November 7th held at Lane Community College. Our football team's season ended on November 1st with a season record of 3-6. Winter sports practice starts November 18th. Currently we have 47 athletes signed up for basketball in the boys and girls programs.
- **Special Education Professional Development:**
  - Our Special Education Teacher team is working throughout the year as we transition to the new Special Education (SE) piece of our Synergy Student Information System (SIS). They have worked collaboratively as a team and with support from our Edupoint rep to make the transition as smooth as possible. We are also working diligently with our ESD partners to address the areas indicated for attention from our Cyclical Monitoring last year, focused specifically on students in our elementary Adaptive Life Skills and Adult Transition programs. We have until May to complete any changes, but are on track to have it done by the first of the year.
  - We have professional development planned for the year specifically highlighting special education topics for all building-based classified staff including:
    - Intro to Special Education - general overview of legalities, terminology, and logistics (BHS/HLMS) AUGUST
    - Building Relationships with Challenging Children (BHS/HLMS) JANUARY
    - Growth Mindset (BHS/HLMS) JANUARY
    - Supporting Students in General Education Settings (BHS/HLMS) JANUARY
    - Understanding Student Behavior (BHS/HLMS) JANUARY
    - Team Dynamics (BHS/HLMS) FEBRUARY
    - CPI Verbal Intervention Training (OC only; BHS and HLMS trained last year) Virtual modules in NOVEMBER, in person JANUARY
    - CPI Nonviolent Crisis Intervention Training (selected staff in each building) OCTOBER/NOVEMBER

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

- **Assessment Calendar for the schools, why we use the assessments we use and how it informs our decisions on teaching and learning, PD, intervention, opening for staff**
  - **District level**
  - **OC - Click here for our [assessment calendar](#).** This month, our data team will meet with 2nd, 1st and Kindergarten teams to look over student data to determine which intervention group each student should be in. This includes Title I Reading and Math for the lowest 8 students from each grade, the Strategic Reading group for students that are just below grade level, and the

Benchmark group for students that are 'at' or 'above' grade level.

- **HLMS** - The *fall data discussions* at HLMS centered around how we can use the information to drive decisions about our instruction including pacing, timing of units, the use of formative assessment to gauge comprehension throughout units, aligning instruction to standards with more rigor, and potential need for additional professional development in the future. I am excited at the opportunity to participate in and encourage these collaborative conversations and actively use our assessment data to improve the academic experience. Our next round of NWEA Reading and Math assessments will happen in January prior to the end of the 1st semester/2nd quarter and teachers will have dedicated time to analyze the mid-year data at the end of January.
- **BHS** - The ASVAB was offered to juniors and seniors on November 6th. We continue to provide expanded math pathways letting 8th graders come to take Alg. 1, this will line those students who choose to do so to take all of the college classes (trig/pre-calc, calc. We have more college offerings such as (trig, pre-calc, and calc) aligned to new math standards. Rigor is being set in Algebra 1 for all 9th graders. Teachers met in the library on 11/1/24 for a faculty session led by MAP subject teachers, who presented their BOY MAP data. All teachers reviewed and discussed the MAP data as a faculty. Analyzing the results, they considered the following: Is the information useful, and do they need further training on accessing and interpreting MAP reports? How can English Language Arts and Math teachers be supported by other disciplines? How can we use this data as a unified focus across our subjects to identify and address priority needs?

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

- **Community in the classroom, Volunteers**

- **OC**- We had over 400 people attend our annual Monster Mash Family Dance. We decorate the night before with parent help. We also have Parent Teacher conferences coming up. We send out a Google Form for families to sign up. For the families that are not on Seesaw, we have a paper form that is sent home so they can sign up for a timeslot as well.
- **HLMS - Haunted Halls** was a success both through the lens of student participation in the planning and implementation as well as attendance to the event. Our Yearbook/Journalism class collaborated with our PTO and was able to earn over \$400 to support their work. Current considerations for this money include purchasing additional materials/tools to support the program and participation in a student-focused conference to build skills and expand ideas for how student voice can be exemplified in the middle school. Our 6th-8th Graders participated in the *VFW's Patriot's Pen* essay contest with all students completing the essay as part of a class assignment in Social Studies with the opportunity (with parent permission) to enter the contest. HLMS was proud to have increased our participation in the contest from 1 or 2 submissions in previous years to 13 submissions this year! We have partnered as a District with our local VFW and will be hosting veterans as volunteers in the classroom to provide presentations in targeted classrooms at each building. We are looking forward to (and will have experienced before our board meeting) *fall conferences*. HLMS had a hybrid approach this year with all 5th grade families being scheduled for conferences and a blend of 1) targeted group conferences for students demonstrating a need in multiple classroom environments and 2) a drop in opportunities for all families, with teacher-specific invitations for families that teachers specifically would like to connect with to support students in 6th-8th Grades. The tone of conferences was positive and proactive as we partner with families to support student learning.
- **BHS** - The National Honor Society students have partnered with the VFW for the Buddy Poppies. The VFW has also agreed to come to campus to support staff/students in any way possible. We have partnered with South Coast Bonzai with Mr. Hatfield as the faculty sponsor to learn patience, how to build a routine and that success will look different to everyone. They will also explore culture, art concepts, and even geometry concepts! Parent-teacher conferences have

been advertised on Facebook and in the announcements. A list of students was created by Ms. Kalina and the admin for our targeted conferences. This list was composed of students who are failing multiple classes and are not on track to graduate. We will also offer drop-in times for families who wish to meet with their child's teachers. Dr. Dockery, Mrs. Senn, Mr. Holycross, and Mr. Marken met at SWOCC on 11/1 for a secondary/postsecondary CTE alignment PD.

- **Special Education** - We will be sending out a survey to our families with students eligible for special education services to determine if there is a need/desire for additional opportunities to give feedback and/or to provide parent information nights on topics specifically related to special education. Potential topics will be shared to gauge interest with the potential for families to add topics to the list. If there is minimal interest, I will meet with parents individually to address any questions, concerns, or requests for additional explanation.
- **Nutrition Program and Bond Projects**
- **Board Visits to buildings**We would like the board to make arrangements with the building principals to schedule walkabouts during the school year.

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

- **OC-** We have a monthly Site Council meeting that consists of 2 parents, 2 Certified staff, 2 Classified staff, and 1 administrator. The Parent Teacher Organization (PTO) holds monthly meetings to discuss fundraising and monthly engagement activities. These meetings are open to all parents.
- **HLMS** - HLMS has held one SITE council meeting thus far this year with special circumstances leading to a cancellation of our October meeting. Meetings will continue to be held monthly. Our Site Committee includes Shelly Smith-Napier (chair, 5th & 7th parent), Melody DeJulio (6th parent), Jasmine Calton (6th parent), Kailey Carey (6th ELA/Math and ⅔ Elective teacher), Kelly Hambly (5th Grade teacher), Sheila Po'oi (5th-8th PE/Health teacher), Tina Wiant (classified - Reset Room), and Becky Armistead (Principal). We are also working to streamline our communication with families in a way that will increase engagement in information shared, using guidance from our Site Council parent representatives to help gauge the community experience. Our PTO has been in regular communication with the building offering support for special projects (Haunted Halls), manning the concession at home sporting events, and providing dinner for teachers during fall conferences.
- **BHS-** We have held two SITE council meetings this year so far and plan to hold a meeting each month with the SITE team. The SITE team consists of our SITE chair, Mrs. Hawthorne, Dr. Dockery, Mr. Hatfield, and Mrs. Senn. We have reached out to a couple of parents who have shown interest in participating. We continue to have parents fill out background checks to volunteer with fundraising efforts for specific classes/clubs.
- **Communication to families..how does each department and/or school building communicate.. Platforms.....**
  - **District Level**
    - **Transportation** calls and emails families directly with transportation answers. Also uses Facebook to inform on (routes) as well as list of routes and pick up times on the School website.
    - **The Nutrition Program** uses printouts of monthly menus and posts them on social media.
    - **Maintenance** will use a social media post and/or email when needed.
    - **HR/Payroll:** Uses email to inform employees and will use social media postings when needed.
    - **Fiscal:** Email to staff, reports posted to website and social media when needed.
  - **OC-** We continue to use Seesaw to share all of our information with families. We also post things on our school Facebook page. Teachers print off the information from Seesaw and send

home a paper copy to any of the families that are not connected to Seesaw. All of this information is also shared on the district newsletter (S'more).

- **HLMS** - Email continues to be our main source of communication. We are also using Facebook and our S'more newsletter to share information in multiple modes. We have weekly announcements for students that had been shared in Advisory, but we moved to a "live reading" of the announcements over the intercom system to ensure that all students are hearing the same information. (And at least one week, the announcements were heard by the neighborhood as we have not yet mastered silencing zones in our new intercom system! Haha!) Safety calls (morning phone calls to verify student absences) happen daily.
- **BHS** - Facebook, email, daily announcements, our S'more Newsletter, for athletics we use SportsYou, and letters mailed home as needed. As of 9/9, we have been translating information into Spanish for our bilingual families.
- **Tiger Beat Changes....**We put out our first Tiger Beat on September 27th. We will be putting them out on the last school Friday of each month.

### Past Happenings:

- **District Level**
  - **Fiscal** - Our Auditor is still working on reviewing details of our last fiscal year and asking for items as needed. Our final trial balance has been submitted to them. We have nearly completed Q4 reports for some of our major grants including SIA, HSS, Early Literacy, and ESSER III. Most grant budgets have been submitted, revised as recommended by ODE, and approved.
  - **Maintenance:** Our focus on Athletic fields is continuing as we have had infield dirt arrive and will be putting that into place in the next while. We have moved forward with our plans of aerating the football field along with overseeding and top dressing now that our last home game has been played on the 1st.  
Have jumped through quite a few hoops with the county regarding the Barn Barn project and have found ways through the issues. We should be at the end of the response period for the county so now just looking for the final stamp.
  - **Transportation**
  - **Nutrition Program**
- **OC-** We celebrated Red Ribbon week during the week of October 28th to October 31st. Each day was a dress up day reminding students to make safe choices and to remember to be drug and violence free.
- **HLMS** - Haunted Halls (Oct 25; see above), End of First Quarter with built-in WIN (What I Need) Time before the end of term to support students needing additional time/support with choice activities for students with all assignments in and passing grades, Brain Talks for all HLMS Tigers (5th Oct 25; 6th/7th/8th Nov 7), ALICE protocol review in Health (week of Nov 4), formal observations have begun for all probationary and on-cycle teachers, Fall conferences (targeted and drop in, Nov 7 and 8).
- **BHS** - The Interact Club purchased candy and donated it to Young and Wellness's Trunk or Treat event and volunteered their time to help pass out candy on Halloween. Mr. Haan and Mrs. Hawthorne took 8 students to Seaside to attend the OASC Leadership conference from November 2nd through November 4th. Their mission is to foster personal growth, leadership skills, and a community of diversity to have a positive impact on their school. The Leadership class held a blood drive in the high school gym on November 6th and had several volunteers sign up to donate blood. Students participated in the **VFW's Voice of Democracy** essay contest with an opportunity to win scholarships. Peyton Simands won for the high school.

### Future Happenings:

- **District Level**
  - **Early Release Days-**
  - **Thanksgiving Break November 25th-29th**
  - **Fiscal** - We will soon be getting an order placed for kitchen equipment through our Kitchen

Equipment Grant. We will be able to finalize our Q4 Integrated Guidance reporting after this Board Meeting. At that point, all of our 2023-24, Q4 and 2024-25 Q1 grant reporting will be complete. We have a work session scheduled on December 2nd with Commissioner Taylor to work towards the Construction Excise Tax being implemented for our School District.

- **Maintenance:** We have finally received the last piece of the High school weight room equipment so at thanksgiving break we will put in the new flooring, take out the old equipment and install the new. Bus Barn continues to move forward. Looking forward to the county's final stamp so we can move forward with bidding and demo.
- **Transportation**
- **Nutrition Program**
- **OC-** This year's Jog a Thon will be held on October 24th. We ran 1695 laps and have \$15,499 pledged! Our goal was \$13,000. What a generous community we have! The middle and high school PE/Health teachers brought their students over to the track to cheer our kids on. It was so fun to see past Ocean Crest students supporting current Ocean Crest students.
- **HLMS** - Nov 18-22 Scholastic Book Fair at HLMS
  - Nov 21 Everybody Brush Dental Screening @ HLMS
  - Nov 25-29 NO SCHOOL - Thanksgiving Break
  - Dec 6 HLMS Winter Dance (5th/6th Grade 4-530pm; 7th/8th Grade 6-7:30pm)
  - Dec 10 HLMS Winter Choir Concert
  - Dec 12 HLMS Winter Band Concert
- **BHS** - Dr. Dockery and Mr. Wright will be at the Oregon School Law & Finance Symposium from 12/4-12/6. Mr. Haan is starting up a Dungeons & Dragons club that meets every Tuesday in the library from 3:30-5:00. The club has about 25 students interested. So far they have met twice. The leadership class is planning a dance "Snowball Dance" on December 13th. They also have a fun-filled week planned for the final week before the holiday break full of games and an assembly. Financial Aid Night will be held in the library with Ms. Kalina on December 11, 2024, from 5:30-7 PM.
- Superintendent and Elementary Principal will also be at the Law conference December 5th and 6th.
- Future Policy on Signs, Banners, and Distribution of Materials from outside organizations we would like it to be approved by the board before ... We would like to have a discussion about this with the board as we are getting so many requests.