

BANDON SCHOOL DISTRICT NO. 54
Regular Meeting of Board of Directors
December 16, 2024
MINUTES

The Board of Directors of Bandon School District No. 54, Coos County, Oregon, met in regular session on Monday, December, 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, and Jon Sullivan.

ALSO PRESENT: Shauna Schmerer, Superintendent; Amanda Steimonts, Business Manager; Sam Dockery, BHS Principal; Brent Robertson, Executive Director of Operations; and Connie Roberts, Board Secretary

ABSENT: Martha Lane, Board Member; Briana Hutchens, Board Member; Becky Armistead, HLMS Principal; Jim Wright, BHS Asst. Principal/Athletic Director; Rowdy Staatz, Student Representative

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

ADDITIONS/DELETIONS:

Agenda item 3.04 was removed due to Megan Kalina being unavailable. Items 5.05 and 5.08 were removed due to new updates that needed to be reviewed by the policy committee. Jon Sullivan 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 November 18, 2024

Stan Avery made a motion to approve the consent agenda. Jon Sullivan seconded and the motion passed unanimously.

INFORMATION

- 3.01 Hired: Kailey Carey, BHS Assistant Softball Coach**
- 3.02 Hired: Jennifer Franson, OC Educational Assistant**
- 3.03 Resigned: Carly Wright, OC PE Teacher**

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 the next Soup with the Super event, which is scheduled for January 15th, and explained that it would be an open discussion. Ocean Crest Principal **Courtney Wehner** shared how the Jogathon money would be used. Board Vice Chair AJ Kimball shared praise for the tsunami evacuation that happened on December 5th. Board Chair David Hisel thanked the Keiser Foundation for their generosity.

ACTION ITEMS

5.01 Bills in the amount of \$165,099.61

Stan Avery made a motion to pay bills in the amount of \$165,099.61. Jon Sullivan seconded, and the motion passed unanimously.

5.02 Delete Policy EBBA, First Aid

5.03 Delete Policy EBBA-AR, First Aid-Infection Control

5.04 1st Reading Revised Policy EBBA, Student Health Services

Stan Avery made a motion to approve Action Items 5.02-5.04. Angela Cardas seconded and the motion passed unanimously.

- 5.06 Delete Policy JBA/GBN-AR(1), Sexual Harassment Complaint Procedure
- 5.07 Delete Policy JBA-GBN-AR(2), Federal Law (Title IX) Sexual Harassment Procedure
- 5.09 Delete Policy GBN-JBA-AR(1), Sexual Harassment Complaint Procedure
- 5.10 Delete Policy GBN/JBA-AR(2), Federal Law (Title IX) Sexual Harassment Complaint Procedure

AJ Kimball made a motion to approve Action Items 5.06, 5.07, 5.09, and 5.10. 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; Martha Lane seconded and it passed unanimously. The meeting adjourned at 5:58 pm.

Approved: 1-27-25

Date



Connie Roberts, Board Secretary

By  _____

Board Chair



Vision for 2024-25 School Year
#GrowthMindSet
12-16-24

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:
 - BHS Presentation - Megan Kalina
- **District Level Information:** Comprehensive Needs assessments data has been collected and our team will use it to help develop our Continuous Improvement plan. 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 attended the COSA Law Conference on Dec. 5th and 6th. The sessions she attended were on Custody Issues for School Professionals, The Five W's of Child Find (Child Find is a mandate under the Individuals with Disabilities Education Act), The Grievance Procedure and Discipline, Educational Civil Rights for Coordinators, and Restraints and Seclusions with Investigations and Reporting.
 - **HLMS** - HLMS had our Winter Country Christmas Dance, put on by the Leadership Team, on Friday, 12/6/24. The HLMS Winter Choir Concert was held on 12/10/24 and the HLMS Winter Band Concert was held on 12/12/24. The first round of formal observations has been completed and we are gearing up for the end of the first semester and the second round of formal observations in January.
 - **BHS** - The Winter Concert was held in the gym on 12/3/24. Formal Observations are still being conducted. The leadership class hosted a winter "Snowball Dance" on December 13th. Students also had a fun-filled week of activities which included the Leadership class collecting clothes for those in need and a schoolwide drive with the VFW collecting food for holiday food baskets to those in need.
 - **Athletics** - Winter sports season first day of practice was November 18th, we have 61 athletes participating in basketball and cheer. The first contest was held at home on December 4th, where we hosted Camas Valley, Pacific and Roseburg in a jamboree.
 - **Special Education Professional Development:**
 - 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

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** - We have monthly Site Council meetings, PTO meets regularly, and we are opening up lines of communication to our Special Education families to ensure that everyone has the opportunity to have their voices heard. Parents are invited to reach out to the HLMS Office directly to schedule time should they have questions or concerns that are not addressed through other avenues.
- **BHS-** We held our third SITE council meetings on December 12, 2024, 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. CTE Pathway Application process has been completed. 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

FUND 100 NOVEMBER THROUGH 30-NOV	Fiscal Year: 2024/2025 REVENUE FUND 100		Received As of 11/30/24		Projected		Anticipated		Proj. Rev		Curr. Rev	
	Cur Yr BUDGET											
1111	CURRENT TAXES	\$ 4,566,384.00	\$	4,357,965.24	\$	345,410.28	\$	4,703,375.52	\$	103.0%	\$	95%
1112	PRIOR TAXES	\$ 201,367.00	\$	85,382.73	\$	115,984.27	\$	201,367.00	\$	100.0%	\$	42%
1113	FORECLOSED TAXES	\$ -	\$	-	\$	-	\$	-	\$	0.0%	\$	0%
1311/1312	TUITION FROM INDIV/Other Dist.	\$ 100.00	\$	-	\$	-	\$	-	\$	0.0%	\$	0%
1510	INTEREST	\$ 270,000.00	\$	159,965.46	\$	191,034.54	\$	351,000.00	\$	130.0%	\$	59%
1710	ADMISSIONS	\$ 24,500.00	\$	5,299.00	\$	19,201.00	\$	24,500.00	\$	100.0%	\$	22%
1740	FEES-PAY TO PLAY	\$ 7,500.00	\$	3,870.00	\$	3,630.00	\$	7,500.00	\$	100.0%	\$	52%
1910	RENTALS	\$ 21,000.00	\$	17,600.00	\$	3,400.00	\$	21,000.00	\$	100.0%	\$	84%
1920	DONATIONS-PRIVATE	\$ 100,000.00	\$	909.30	\$	99,090.70	\$	100,000.00	\$	100.0%	\$	1%
1960	RECOVERY OF PRIOR YR EXPENSE	\$ 20,000.00	\$	-	\$	2,000.00	\$	2,000.00	\$	10.0%	\$	0%
1980	FEES CHARGED TO GRANTS	\$ 10,000.00	\$	-	\$	-	\$	-	\$	0.0%	\$	0%
1990	MISCELLANEOUS	\$ 50,000.00	\$	12,831.63	\$	37,168.37	\$	50,000.00	\$	100.0%	\$	26%
1994	FINGERPRINTING FEES	\$ 1,800.00	\$	363.00	\$	1,437.00	\$	1,800.00	\$	100.0%	\$	20%
2101	COUNTY SCHOOL FUNDS	\$ 15,000.00	\$	10,347.21	\$	4,652.79	\$	15,000.00	\$	100.0%	\$	69%
2199	HEAVY EQUIP. RENTAL TAX	\$ -	\$	3,517.82	\$	(3,517.82)	\$	-	\$	100.0%	\$	100%
2200	RESTRICTED REVENUE	\$ -	\$	-	\$	-	\$	-	\$	100.0%	\$	100%
2900	REVENUE FOR/ON BEHALF OF DISTRICT	\$ -	\$	-	\$	-	\$	-	\$	100.0%	\$	100%
3101	BASIC SCHOOL SUPPORT	\$ 4,484,457.00	\$	2,239,025.00	\$	2,245,432.00	\$	4,484,457.00	\$	100.0%	\$	50%
3103	COMMON SCHOOL FUND	\$ 87,632.00	\$	38,907.81	\$	48,724.19	\$	87,632.00	\$	100.0%	\$	44%
3199	OTHER RESTRICTED GRANTS	\$ 50,000.00	\$	-	\$	-	\$	-	\$	0.0%	\$	0%
3299	OTHER GRANTS	\$ 5,000.00	\$	3,249.00	\$	1,751.00	\$	5,000.00	\$	100.0%	\$	65%
4202	FEDERAL/MEDICAID REVENUE	\$ -	\$	-	\$	-	\$	-	\$	0.0%	\$	0%
4500	FEDERAL THRU STATE	\$ -	\$	6,480.00	\$	(6,480.00)	\$	-	\$	0.0%	\$	0%
4801	FOREST FEES	\$ -	\$	-	\$	-	\$	-	\$	0.0%	\$	0%
5160	PROCEEDS FROM LEASE	\$ 3,500.00	\$	-	\$	3,500.00	\$	3,500.00	\$	100.0%	\$	0%
5200	INTERFUND TRANSFERS	\$ -	\$	-	\$	-	\$	-	\$	0.0%	\$	0%
5400	BEGINNING FUND BALANCE	\$ 3,604,323.00	\$	4,401,432.92	\$	-	\$	4,401,432.92	\$	128.0%	\$	122%
	Total Sub Total Revenue	\$ 13,522,563	\$	11,347,146.12	\$	3,112,418.32	\$	14,459,564.44	\$	106.9%	\$	85.9%
	Additional Beg. Fund Balance	\$ -	\$	-	\$	-	\$	-	\$	-	\$	-
	Total Revenue	\$ 13,522,563	\$	11,347,146.12	\$	3,112,418.32	\$	14,459,564.44	\$	106.9%	\$	85.9%
	Control	\$ -	\$	(0.00)	\$	-	\$	-	\$	-	\$	-

FUND 100 NOVEMBER THROUGH 30-NOV	Fiscal Year: 2024/2025 EXPENDITURES		Expended As of 11/30/24		Projected		Anticipated		Proj Exp		Cur Exp	
	Cur Yr BUDGET											
100'S	SALARIES	5,671,861		1,584,653		3,520,021.43		5,104,674.90		90%		27.94%
200'S	PAYROLL BENEFITS	4,667,322		1,162,642		3,037,948.28		4,200,589.80		90%		24.91%
300'S	PROFESSIONAL SERVICES	1,074,164		215,838		536,076.32		751,914.80		70%		20.09%
400'S	SUPPLIES	657,710		160,206		365,962.36		526,168.00		80%		24.36%
500'S	CAPITAL OUTLAY	26,000		0		7,800.00		7,800.00		30%		0.00%
600'S	OTHER	302,392		211,059		91,333.08		302,392.00		100%		69.80%
700'S	TRANSFERS	691,717		408,405		96,548.85		504,953.41		73%		59.04%
800'S	CONTINGENCY	431,397		0		-		-		0%		0.00%
	Control	13,522,563	\$	3,742,803	\$	7,655,690	\$	11,398,493	\$	84.29%	\$	27.68%

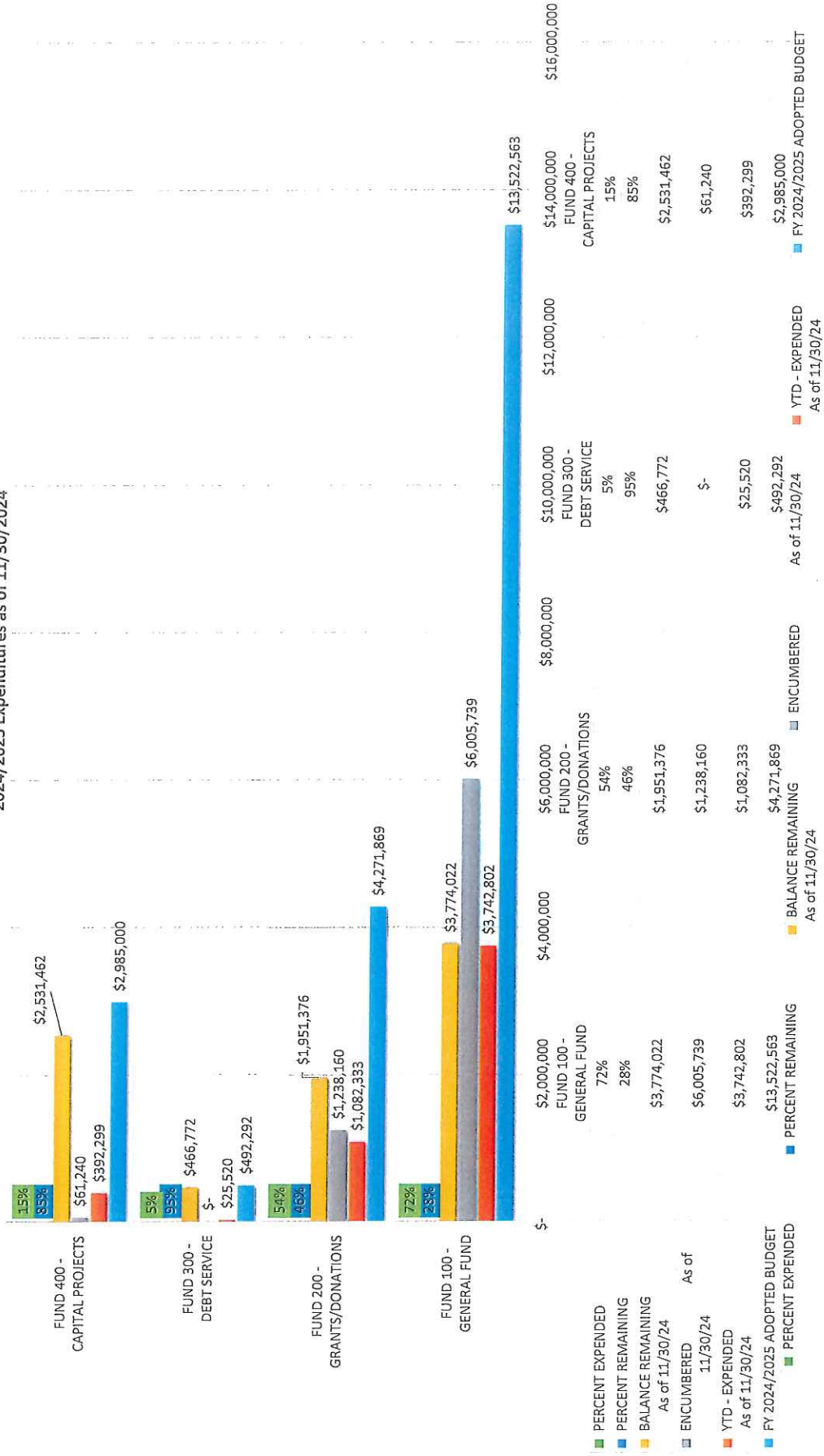
Estimated Ending Fund Balance as of 11/30/24 \$ 3,261,071.53

Bandon School District #54

Expenditure Update 11/30/24

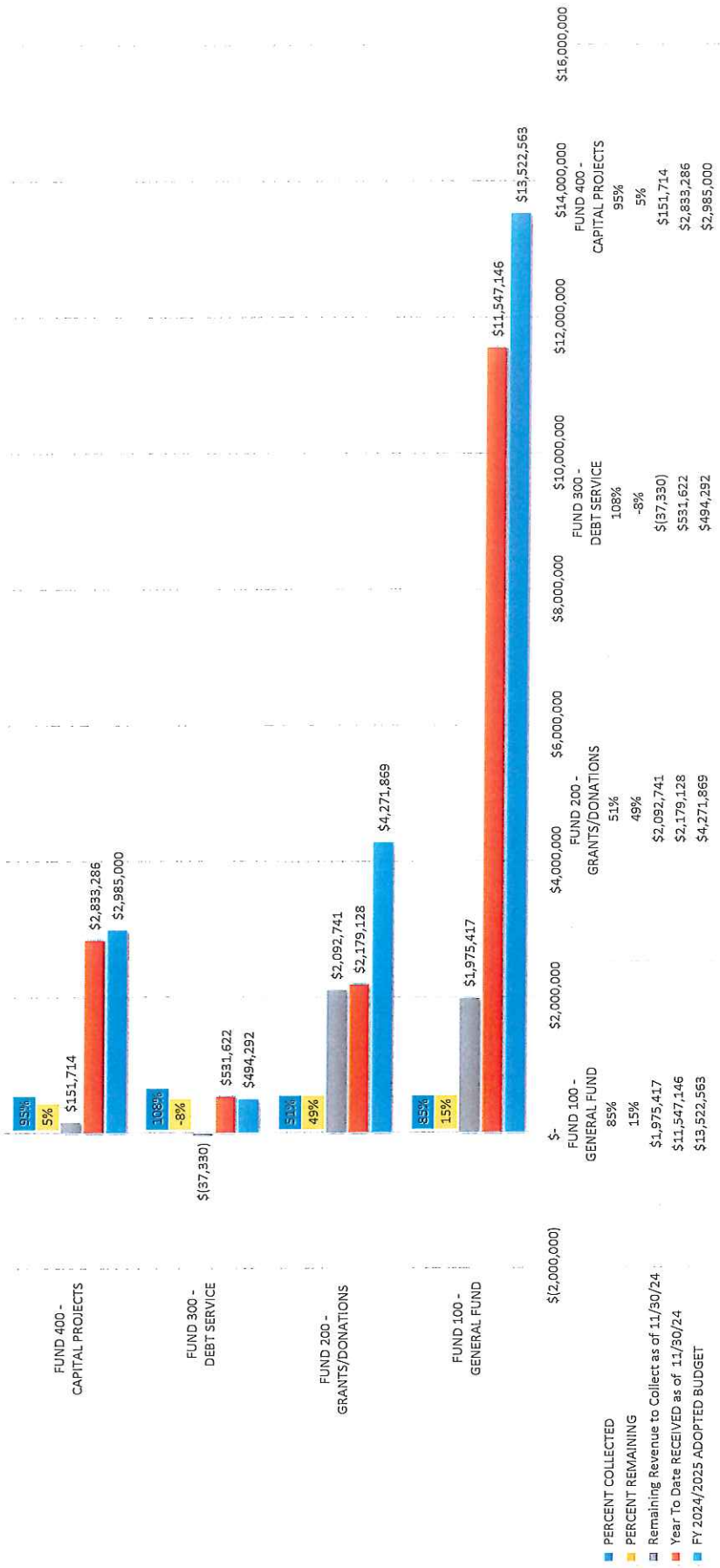
EXPENDITURES	FUND 100 - GENERAL FUND	FUND 200 - GRANTS/DONATIONS	FUND 300 - DEBT SERVICE	FUND 400 - CAPITAL PROJECTS
FY 2024/2025 ADOPTED BUDGET	\$ 13,522,563	\$ 4,271,869	\$ 492,292	\$ 2,985,000
YTD - EXPENDED As of 11/30/24	\$ 3,742,802	\$ 1,082,333	\$ 25,520	\$ 392,299
ENCUMBERED As of 11/30/24	\$ 6,005,739	\$ 1,238,160	\$ -	\$ 61,240
BALANCE REMAINING As of 11/30/24	\$ 3,774,022	\$ 1,951,376	\$ 466,772	\$ 2,531,462
PERCENT REMAINING	28%	46%	95%	85%
PERCENT EXPENDED	72%	54%	5%	15%

Bandon School District #54
2024/2025 Expenditures as of 11/30/2024



■ PERCENT EXPENDED
■ PERCENT REMAINING
■ BALANCE REMAINING
■ ENCUMBERED
■ YTD - EXPENDED
■ FY 2024/2025 ADOPTED BUDGET
■ PERCENT EXPENDED
■ BALANCE REMAINING
■ ENCUMBERED
■ YTD - EXPENDED
■ FY 2024/2025 ADOPTED BUDGET

Bandon School District #54
2024/2025 Revenue as of 11/30/2024



Legend: ■ PERCENT COLLECTED ■ PERCENT REMAINING ■ Year To Date RECEIVED as of 11/30/24 ■ FY 2024/2025 ADOPTED BUDGET

Bandon School District #54

Revenue Update 11/30/24

	FUND 100 - GENERAL FUND	FUND 200 - GRANTS/DONATIONS	FUND 300 - DEBT SERVICE	FUND 400 - CAPITAL PROJECTS
FY 2024/2025 ADOPTED BUDGET	\$ 13,522,563	\$ 4,271,869	\$ 494,292	\$ 2,985,000
Year To Date RECEIVED as of 11/30/24	\$ 11,547,146	\$ 2,179,128	\$ 531,622	\$ 2,833,286
Remaining Revenue to Collect as of 11/30/24	\$ 1,975,417	\$ 2,092,741	\$ (37,330)	\$ 151,714
PERCENT REMAINING	15%	49%	-8%	5%
PERCENT COLLECTED	85%	51%	108%	95%