

BANDON SCHOOL DISTRICT NO. 54
Special Meeting of Board of Directors
June 17, 2026
MINUTES

The Board of Directors of Bandon School District No. 54, Coos County, Oregon, met in special session on Wednesday, June 17, 2026 in the Ocean Crest Gym at 4:00 p.m. Due notice was published and a quorum was present.

PRESENT: Board members present were, Martha Lane, Corrie Gant, Troy Russell and Brian Cassoday.

ALSO PRESENT: Sabrina Smith, Acting Superintendent; Amanda Steimonts, Business Manager; and Connie Roberts, Board Secretary.

ABSENT:

AJ Kimball

The meeting was called to order at 4:00 p.m.

ADDITIONS/DELETIONS:

No additions were made to the agenda:

PUBLIC INPUT FOR ITEMS ON THE AGENDA:

None

APPROVAL OF CONSENT AGENDA:

2.01 Approve Regular Board Meeting Minutes of June 4th, 2026

Corrie Gant made a motion to approve the Regular Board Meeting Minutes of June 4, 2026. Martha Lane seconded the motion, and it passed unanimously.

INFORMATION

3.01

None

REPORTS /DISCUSSIONS:

4.01 Board Chair, Troy Russell

Vincent Adams confirmed that there are currently 11 applicants for the Interim Superintendent position, with two additional applications expected.

4.02 Investigations Update

The Board spent time with the district's attorney receiving updates on the three ongoing investigations. One investigation has been completed. Investigator Keith will be away, so the remaining two investigations are expected to conclude in mid- to late July. The Board expressed its desire to see all investigations brought to a close.

The third investigation, involving an employee, will also be delayed due to the investigator's scheduled surgery. An update is expected in late July or August.

4.03 Principal Position and School Configuration Discussion

Sabrina Smith provided the following document for consideration:

"As we move forward with the hiring process for the 5–12 Principal position, it may be an appropriate time to consider transitioning to a Junior/Senior High School model and a K–5 Elementary School model. Beginning next year, the schools will already be sharing a principal, as well as some teaching and support staff, creating greater alignment between grade levels. Additionally, Ocean Crest Elementary currently has two vacant classrooms, which may provide the capacity needed to accommodate a K–5 configuration. Exploring this structure could offer opportunities to enhance educational continuity, improve operational efficiency, and better utilize existing facilities and staffing resources."

Doug Reed requested an update on the 5–12 Principal position. Sabrina Smith responded that interviews will be held on June 22 with a committee of nine, including a student, teachers, secretaries, with Sabrina Smith as the facilitator, and a Board member, Martha Lane serving as an observer. A rubric was used to score the applications, and interviewers will use a standardized set of questions accompanied by a scoring rubric. Four candidates have been selected from a pool of eight applicants.

Sabrina Smith noted that she has received many questions regarding the decision to hire a 5–12 Principal. She explained that the District views next year as a transitional year and is providing a clear direction for that transition. During the 2026–2027 school year, Bandon High School and Harbor Light Middle School will share a fiscal secretary and principal. Fifth grade will remain in its current location. If the model proves successful, it would be an appropriate time to consider the K–5 Elementary School model and a Junior/Senior High School model beginning in the 2027–2028 school year.

4.04 Board Training Opportunities

Board Chair Troy Russell reported that \$8,000 remains in the budget for Board training. If the funds are not used, next year's budget allocation for Board training will be reduced to \$5,000.

This presents an opportunity for training, particularly for new Board members and any current Board members interested in participating.

Lane Community College in Eugene offers specific OSBA training courses. Corrie Gant requested a list of available courses so the Board can determine which trainings to pursue.

Board members were encouraged to review the courses available through OSBA and communicate with the District office regarding their selections. The deadline to register and prepay for courses is the end of the month.

Amanda Steimonts stated that the final accounts payable check run for the current fiscal year will occur on June 24. Any expenses that need to be paid from the current fiscal year's budget must be submitted to the district office before that date.

Martha Lane mentioned the OSBA Seminar training held in Salem and highly recommended Board attendance due to the depth and quality of the conference offerings.

Corrie Gant inquired whether the Board could preregister and prepay for attendance at the fall conference. Amanda Steimonts stated that she would seek clarification from the auditor regarding fiscal deadlines and will email the Board regarding whether prepayment would qualify as a current fiscal year expense.

Doug Reed clarified that Board members would review available training opportunities, select individual courses, and submit invoices to Amanda Steimonts for inclusion in the current fiscal year's budget. Some trainings may be attended collectively, while others may be individual.

4.05 July Board Meeting Discussion

Troy Russell asked whether a July Board meeting would be necessary.

Corrie Gant felt that a July meeting would be beneficial. A tentative meeting date of Monday, July 13, 2026, was discussed. Martha Lane suggested holding a special meeting once the investigation findings are available.

Troy Russell proposed skipping the July meeting in hopes that the findings from all three investigations, along with an update on the Interim Superintendent search, would be available for discussion at the regularly scheduled August meeting.

Martha Lane confirmed that the July 13 Board meeting would remain tentatively scheduled, with a final decision to be made before the July 4 holiday weekend. She expressed support for postponing the meeting until the investigation findings are available.

Troy Russell stated that he would like future meetings to return to the High School Library. Sabrina Smith informed the Board that the High School Library remains closed due to maintenance but should be available by the August meeting.

There being no further business, Troy Russell made a motion to adjourn the meeting. Corrie Gant seconded the motion, and it passed unanimously.

ACTION ITEMS

5.01 Administration of Oaths of Office for Board Members Appointed on June 10, 2026

Dave Reed and Doug MacKenzie took their oaths of office.

5.02 High School Band and Choir Rafting Trip Request

Brian Cassoday made a motion to approve the High School Band and Choir rafting trip. Corrie Gant seconded the motion, and it passed unanimously.

Public Input for Items not on the Agenda

Approved: June 19 2026
Date

By [Signature]
Board Chair

[Signature]
Sue McQueen, Board Secretary