2.1

BANDON SCHOOL DISTRICT NO. 54
Regular Meeting of Board of Directors
August 11, 2026
MINUTES

The Board of Directors of Bandon School District No. 54, Coos County, Oregon, met in regular session. A quorum was present.

PRESENT:

Board members present were Corrie Gant, Martha Lane, Brian Cassoday, Doug McKenzie, Dave Reed, and Troy Russell.

ALSO PRESENT:

Steve Sugg, Superintendent
Jeff Laff, Principal, Bandon High School/Harbor Lights Middle School
Jim Wright, Vice Principal, Bandon High School/Harbor Lights Middle School
Becky Armistead, Ocean Crest Elementary School
Sue McQueen, Administrative Assistant
Amanda Steimonts, Business Manager

ABSENT:

A.J. Kimball and Brent Robertson

The meeting was called to order at 5:30 p.m., followed by the flag salute.

ADDITIONS/DELETIONS/APPROVAL OF AGENDA

The Board considered adoption of the revised agenda.

Martha Lane moved to approve the revised agenda. Corrie Gant seconded the motion, and it passed unanimously.

PUBLIC INPUT FOR ITEMS ON THE AGENDA:

There was no public input for items on the agenda.

APPROVAL OF CONSENT AGENDA:

2.01 Regular Board Meeting Minutes – June 8, 2026

Corrie Gant moved to approve the Regular Board Meeting Minutes of June 8, 2026. Martha Lane seconded the motion, and it passed unanimously.

2.02 Bond Oversight Committee Meeting Minutes – June 10, 2026

Corrie Gant moved to approve the Bond Oversight Committee Meeting Minutes of June 10, 2026. Martha Lane seconded the motion, and it passed unanimously.

ELECTION OF BOARD OFFICERS

2.51 Election of Chairperson

Martha Lane nominated Troy Russell to serve as Bandon School Board Chair. Brian Cassoday moved to elect Troy Russell as Board Chair, and Corrie Gant seconded the motion. There was no discussion.

The motion passed unanimously.

2.52 Election of Vice Chairperson

Brian Cassoday moved to elect Doug McKenzie as Bandon School Board Vice Chair. Corrie Gant seconded the motion. There was no discussion.

The motion passed unanimously.

INFORMATION

3.01 Heather Wales – Academic Advisor

The Board considered the hiring of Heather Wales as Academic Advisor. Corrie Gant moved to approve the hire. Brian Cassoday seconded the motion, and it passed unanimously.

3.02 Quinn Earle – BHS Speech and Debate Coach

The Board considered the hiring of Quinn Earle as BHS Speech and Debate Coach. Corrie Gant moved to approve the hire. Brian Cassoday seconded the motion, and it passed unanimously.

3.03 Seth Watson – JV Girls Basketball Coach

The Board considered the hiring of Seth Watson as JV Girls Basketball Coach. Corrie Gant moved to approve the hire. Brian Cassoday seconded the motion, and it passed unanimously.

REPORTS / DISCUSSIONS:

4.01 Superintendent Report – Steve Sugg

Superintendent Sugg reported that he has been introducing himself to district staff and community members and described the experience as positive as he continues to become familiar with the district.

He attended the COSA Conference, where he learned about new state requirements and changes, including performance growth targets that must be established by the end of the month. The State requires the district to establish growth performance targets in eight areas, seven of which are established by the State and one selected by the district.

Superintendent Sugg discussed potentially scheduling a Board work session to address district goals, priorities, and areas of focus. These discussions would include the budget, curriculum, strategic investment plan, and Board goals.

He noted that the State's new goals include significant accountability requirements and potential actions when districts do not meet established targets.

Superintendent Sugg concluded by stating that he looks forward to welcoming staff and students back to school in September.

4.02 Business Manager Report – Amanda Steimonts

Business Manager Amanda Steimonts referred the Board to her full report included in the Board packet and provided several highlights.

The district continues to close out the 2025–26 fiscal year in preparation for the State audit scheduled for September 17. Fund balances are coming in very close to budget projections.

As of August 3, 2026, the district had collected **$256,548.71** in Construction Excise Tax revenue. These funds have been allocated for safety-related expenditures, and there is no deadline by which the allocated funds must be spent.

4.03 Director of Operations/Bond Project Manager Report – Brent Robertson

In Brent Robertson's absence, Superintendent Sugg provided an update on his behalf.

Following an incident in Michigan involving lead in drinking water, legislation was enacted requiring school districts to test water for lead and heavy metals. This testing is conducted every six years.

Regarding maintenance priorities, the district continues to address issues with the middle school gym floor. The district is waiting to finalize financial accountability with several companies while working to identify the cause of the flooring problems and prevent similar issues in the future.

4.04 SIA Annual Report

Superintendent Sugg presented information regarding the Student Investment Account (SIA), explaining that it is part of a consolidated report incorporating several grants. The report is developed each budget biennium and outlines how funds have been invested toward district goals, including mental health counseling and Career and Technical Education (CTE).

The SIA has been modified to incorporate the State's new performance growth targets. The district is currently in the second year of the existing SIA grant and will develop a new budget and plan for the next two-year budget cycle.

Superintendent Sugg also discussed recently issued Board policies resulting from legislation adopted during the short session. The policies must be adopted by September 30, 2026. Presenting them at this meeting allows for the required review period before anticipated adoption at the September Board meeting.

He explained that policies issued by OSBA and COSA are reviewed by legal counsel. Some policies contain required language, while highlighted or bracketed portions may provide optional language for Board consideration.

The three policies under review address immigration enforcement on district property and establish procedures and responsibilities should a federal immigration authority appear on school grounds. The Superintendent would serve as the district's immigration liaison, with the Director of Programs serving as the alternate.

The policies also address communication with students, families, and staff. Superintendent Sugg recommended grade five as the point at which students would receive direct notification because the district operates a grades 5–12 campus. Parents of K–4 students would receive notification rather than the students receiving direct notification.

Superintendent Sugg proposed establishing a committee to review future policies in advance and make recommendations before policies are brought to the Board for review and adoption.

He also cautioned against unnecessary changes to legal language that could unintentionally alter the meaning of a policy.

4.05 Board Policy KNA – Immigration Enforcement on District Property

Presented for review.

4.06 Board Policy KNA-AR(1) – Interaction with Immigration Enforcement

Presented for review.

4.07 Board Policy KNA-AR(2) – OSBA Model Sample Administrative Regulation

Presented for review.

ACTION ITEMS

5.01 Bills – $709,257.53

Martha Lane moved to approve bills in the amount of **$709,257.53**. Corrie Gant seconded the motion, and it passed unanimously.

5.02 Resolution 1 – Annual Organizational Resolution

Superintendent Sugg explained that the annual organizational resolution identifies responsibilities and authorizations, including depositories of district funds and substitute pay rates. The resolution is updated and approved annually.

Corrie Gant moved to approve Resolution 1, the Annual Organizational Resolution. Martha Lane seconded the motion, and it passed unanimously.

5.03 Board Operating Protocol

The Board reviewed proposed changes submitted by Doug McKenzie.

During discussion, Martha Lane recommended revising Item 6 to clarify the use of legal guidance and avoid implying that individual Board members are responsible for performing legal compliance work.

The proposed language was revised to read:

"We will continue to annually study and review policies for effectiveness, use legal guidance when needed, and appropriately engage key stakeholders in the development or deletion of policies and policy revisions."

The Board also recommended removing Item 14.

Martha Lane amended her motion to incorporate the revisions. Corrie Gant seconded the amended motion.

The amended motion passed unanimously.

5.04 Board-Superintendent Operating Agreement

Corrie Gant moved to approve the Board-Superintendent Operating Agreement. Martha Lane seconded the motion.

During discussion, Doug McKenzie proposed adding a regular agenda item in which the Superintendent, or another appropriate administrator, would provide brief Board training on topics relevant to effective Board operations and school district functions.

Corrie Gant amended her motion to include the ongoing agenda item. Doug McKenzie seconded the amended motion.

The amended motion passed unanimously.

5.05 School Board Code of Conduct

Martha Lane moved to approve the School Board Code of Conduct. Doug McKenzie seconded the motion, and it passed unanimously.

5.06 Construction Excise Tax Increase

Business Manager Amanda Steimonts explained that the proposed increase would amend the resolution adopted by the Board in 2023 establishing the Construction Excise Tax.

Coos County is currently collecting the tax at the 2024–25 rate of **$1.63 per square foot**. The Department of Revenue adjusts the allowable rate annually for inflation. Ms. Steimonts explained that increasing the rate would bring the district in line with the Department of Revenue's 2026–27 rate.

The Board was not required to make the adjustment; however, approval of the increase would constitute Amendment No. 2 to Resolution 2023-18.

During discussion, Dave Reed asked about tracking and communicating the allocation of Construction Excise Tax funds. He suggested updating the district website as projects are completed. No funds have been spent to date, although funds have been allocated toward safety concerns associated with the Ocean Crest covered play area. The website will be updated once the project is underway.

Corrie Gant moved to approve the Construction Excise Tax increase. Brian Cassoday seconded the motion.

The motion passed unanimously.

5.07 MarLo Dance Studio Brochure and Poster

Martha Lane moved to approve the MarLo Dance Studio brochure and poster. Corrie Gant seconded the motion, and it passed unanimously.

PUBLIC INPUT FOR ITEMS NOT ON THE AGENDA:

Cynthia Fry-Prasky, a third-grade teacher at Ocean Crest Elementary School and union representative, thanked Board members for their due diligence during the Superintendent search and acknowledged the significant time and effort involved in navigating a difficult situation.

Ms. Fry-Prasky asked about the findings of the investigation into two complaints by Keith Ussery and whether those findings would be presented. She expressed her belief that teachers and community members were looking for acknowledgment as part of the process of moving forward.

She stated that teachers and community members are excited about the upcoming school year and encouraged Board members to visit classrooms to gain additional insight into the work of teachers and district operations. She also welcomed Ms. Armistead.

Board Chair Troy Russell responded that the investigation findings had not yet been reviewed and that he expected the matter would be part of the discussion during Executive Session.

Erik Schirmer, father of two Bandon School District students, requested that the district consider initiating an Expanded Options Program with the college. He provided documentation from Marshfield School District outlining its application process and student agreement and agreed to email the documents to Superintendent Sugg.

Rebecca Farrell, parent of two Bandon High School students and a son employed by Harbor Lights Middle School, expressed concerns regarding district communication with families. She stated that she feels much of the district's communication occurs through Facebook, where information can easily be missed. She requested discussion regarding additional methods the district could use to communicate with families.

Jessica Markham-brink asked how the district plans to re-engage students and families who previously felt their needs were not met by the district. She expressed concern about students who may be reluctant to return and asked how the district intends to rebuild trust with those students and families. She stated that she has been encouraging students to believe that their experiences will be different and that they will be welcomed and supported.

EXECUTIVE SESSION

The Board entered Executive Session.

ADJOURNMENT

There being no further regular-session business, Martha Lane moved to adjourn the meeting. Corrie Gant seconded the motion. The motion passed unanimously.

The meeting adjourned at **6:34 p.m.**

Approved: Sept 8/26
Date

By: ______________________
Board Chair

Attest: AMcQueen
Board Secretary