

# REGULAR BOARD OF DIRECTORS MEETING

Zone 1 Position 1, Anandita Tiwari – term expires 6/30/27

Zone 2 Position 1, Thomas Lebengood. – term expires 6/30/27

Zone 3 Position 1, Jeff Johnson – term expires 6/30/25

Zone 3 Position 3, Kellyn Goodwin – term expires 6/30/27

Zone 1 Position 2, Randy Richardson – term expires 6/30/25

Zone 2 Position 2, David Stevens – term expires 6/30/25

Zone 3 Position 2, Quinn Pickering – term expires 6/30/25

## South Umpqua School District

The meeting will be held at the

South Umpqua School District

558 Chadwick Lane

Myrtle Creek, OR 97457

July 17, 2024

6:15 PM

### BOARD MEMBERS PRESENT:

- Randy Richardson
- Jeff Johnson
- David Stevens
- Anandita Tiwari
- Thomas Lebengood
- Kellyn Goodwin
- Quinn Pickering

### BOARD NORMS

- Respect the diversity of communication and opinion in our group
- Encourage everyone's participation in our group.
- Use organizational tools and strategies to help us communicate efficiently (i.e. parking lot, facilitator, agenda, identifying purpose/intent of discussion)
- Respect time, stay on task
- Avoid sidebar conversations (including electronic ones).
- Identify (using italics on agenda) and respect confidentiality (when in doubt, don't spread it about)

## MINUTES

### 1. Opening Ceremonies

1.1 Call Meeting to Order- Meeting was called to order at 6:15 pm.

1.2 Roll Check- Anandita Tiwari, Thomas Lebengood and Kellyn Goodwin were not present. All other board members were in attendance.

1.3 Flag salute

### 2. Review of Agenda/Board Member Topics

2.1 Elect Board Chair for the 2024-2025 fiscal year-Randy Richardson nominated David Stevens, Jeff Johnson seconded; motioned passed unanimaouly.

2.2 Elect Vice Chair for the 2024-2025 fiscal year- Jeff Johnson nominated Randy Richardson, David Steven seconded; motion passed unanimously.

2.3 Approve agenda for July 17, 2024 (Any items to be pulled from the consent agenda should be done at this time.)- Randy motioned, Jeff seconded. Motion passed unanimously.

### 3. Citizens' Request of the Board- None

#### **4. Communications**

##### **4.1 Superintendent's Report**

4.1.1 Superintendent communication- Superintendent Bare discussed her entry plan with the board. Superintendent Bare let the board know her mission statement with the board "Provide each student with the individualized supports needed to reach their unlimited potential." Superintendent discussed her three goals:

1. Foundation of trust
2. Identify the key priorities of the district moving into the next five years.
3. Discover the gifts of South Umpqua that can be used to unlock student's unlimited potential.

Superintendent discussed the admin retreat with the board and shared the work they did in June, also that she had completed a tour of the buildings except for the high school that will happen soon and that she went on a ride along with SRO Vian.

Superintendent Bare informed that a strategic plan is needed for the district and reviewed the process with the board and informed the board it will take 5-6 months. After all the steps are complete the plan will come back to the board for approval. Superintendent Bare shared that she would like to hire a company that specializes in building strategic plans for school districts. Superintendent Bare is currently exploring companies and looking to see if there is grant funding available to cover the expense. Superintendent Bare asked the board if they had any feedback and if this is the direction they wanted to go.

The board discussed the process and asked question around the strategic plan and the team that would be involved. Superintendent Bare recommended 15 people max that would include building admin, teacher and board members. The board would like Superintendent Bare to continue researching companies and bring the information back to the board.

##### **4.2 Shy Chapman- Director of Fiscal Services**

4.2.1 Financial Report- Shy Chapman presented the financial statement through June 30<sup>th</sup>, 2024, showing a projected ending fund balance on June 30<sup>th</sup>, 2024, of \$4,805,300.

##### **4.3 Joe Motta- Facilities Manager**

4.3.1 Facilities update- Joe Motta updated the board on the summer projects. The HVAC project at MCE is 40% complete and on track to finish by the start of school. The MCE irrigation is moving forward. The high school carpet library project starts next week. The maintenance team worked on polishing the concrete hallway at the high school this week.

4.3.2 Healthy and Safe Schools Plan- Joe Motta presented the annual Health and Safe School Plan that showed that the district is following all required protocols.

##### **4.4 Kate McLaughlin- Director of Student Achievement**

4.4.1 Summer School update- Kate McLaughlin presented the board with pictures from summer school. Mrs. McLaughlin updated the board on the trips and outside agencies that presented at summer school. Having field trips on Fridays helped with attendance. Mrs. McLaughlin discussed the grant that was used to fund summer school.

##### **4.5 Emily Veale- Director of Student Service**

4.5.1 Student Services update- Emily Veale informed the board that the student

services department team successfully completed an ODE Audit. They put in countless hours completing it. Through it they have identified areas for further training for special education staff around IEP's that will begin in the fall. During the 23/24 school year 32 students were exited from special education services. Looking at ways to ensure that there is a comprehensive procedure in place when identify students.

Mrs. Veale updated the board on Allen Sjoren who is in a counseling program and completing an internship in the district he will be focusing on providing therapy for students; focusing on children in foster care and students identified through McKinney-Vento. Also, an update on Ms. Barrett, who facilitates our TAPP program has been connecting with families this summer at Tribal Pow-Wow events and a back-to-school family night. She is also working on planning events for the fall and spring to bring Tribal families together to build relationships with the school district. Mrs. Veale also discussed the work they are doing to collaborate with the tribe.

Plans are in place for family outreach this fall with mini workshops for incoming kindergarten families. These include: PBIS/Routines, Building Language Through Play and Fine/Gross Motor Play. This is through a partnership with two ESD employees that serve our district, Lindsay Kraft and Emily. Pre and post surveys will be conducted.

- 4.6 Foundation Communication- Jeff Johnson updated the board that the foundation will be having a donor appreciation event on August 25<sup>th</sup>. This event is free for all donors. The fall auction and dinner will be on November 2<sup>nd</sup> at Seven Feather Casino.

## **5. Consent Agenda**

- 5.1 Approval of Minutes: Regular Board Session, June 06, 2024
- 5.2 Employment of Matt Hess, Business Teacher at South Umpqua High School
- 5.3 Employment of Jennifer Porter, Math Teacher at South Umpqua High School
- 5.4 Employment of Kale Lanza, Elementary Teacher at Tri City Elementary
- 5.5 Resignation of Lauren Reber, ELA Teacher at South Umpqua High School
- 5.6 Employment of Justin Benett, PE Teacher at Myrtle Creek Elementary
- 5.7 Employment of Jonathan Sharpe, Math Teacher at South Umpqua High School

Randy Richardson motioned; Jeff Johnson seconded. Motion passed unanimously.

## **6. New Business (action items)**

- 6.1. **Procedural Appointments and Authorizations for 2024/2025**
  - 6.1.1 Appoint Superintendent Erika Bare as school District Clerk as per ORS 332.515 -Jeff Johnson motioned: Quinn Pickering seconded. Motion passed unanimously.
  - 6.1.2 Appoint Superintendent Erika Bare as Elections Officer- Randy Richardson motioned, Jeff Johnson seconded. Motion passed unanimously.
  - 6.1.3 Appoint Shyela Chapman as Business Manager- Randy Richardson motioned, Quinn Pickering seconded. Motion passed unanimously.
  - 6.1.4 Appoint Shyela Chapman as Deputy Clerk to invest funds- Jeff Johnson motioned, Randy Richardson seconded. Motion passed unanimously.
  - 6.1.5 Appoint Shyela Chapman as Custodian of funds who will sign checks and take payments, as per ORS 328.441, 328.445- Quinn Pickering motioned, Jeff Johnson seconded. Motion passed unanimously.
  - 6.1.6 Appoint Shyela Chapman as Budget Officer, ORS 294.331- Randy Richardson motioned, Jeff Johnson seconded. Motion passed unanimously
  - 6.1.7 Appoint GHR, PC as the district's legal counsel and approve professional rate of up to \$275 per hour for services -Jeff Johnson motioned: Quinn Pickering seconded. Motion passed unanimously.
  - 6.1.8 Appoint Umpqua Valley Financial as financial auditors, ORS 328.475, 727.137, 297.405- Randy Richardson motioned, Jeff Johnson seconded. Motion passed

- unanimously.
- 6.1.9 Appointment of Brown and Brown as Insurance Agent of Record- Randy Richardson motioned, Quinn Pickering seconded. Motion passed unanimously.
- 6.1.10 Establish depositories of funds for school funds as Oregon Local Government Short Term Investment Pool, Umpqua Bank, Bank of New York and Computershare (ORS 328.331, 293.805-293.895)- -Jeff Johnson motioned: Quinn Pickering seconded. Motion passed unanimously.
- 6.1.11 Approve newspapers of record, The News Review and The Douglas County Mail- Quinn Pickering motioned, Randy Richardson seconded. Motion passed unanimously.
- 6.1.12 Re-adopt previous board procedures and policies- Jeff Johnson motioned, Randy Richardson seconded. Motion passed unanimously.
- 6.1.13 Appoint the Board of Directors as the Contract Review Board- Randy Richardson motioned, Randy Richardson seconded. Motion passed unanimously.
- 6.1.14 Approve fidelity-bond amounts at \$500,000 through Brown and Brown Insurance Agent for those authorized and bonded to handle district funds, per ORS 332.525- Randy Richardson motioned, Jeff Johnson seconded. Motion passed unanimously.
- 6.2 Establish date, time and location of regular monthly board meetings and budget meetings.
- 6.2.1 24/25 Board/Budget Calendar attached- Quin Pickering motioned, Randy Richarson seconded. Motion passed unanimously.
- 6.3 Approve list of Alternative Education locations- Jeff Johnson motioned, Quinn Pickering seconded. Motion passed unanimously.

## **7. Announcements**

- 7.1 Regular Board Meeting, August 7, 2024, 6:15 pm

## **8. Meeting adjourned** – Meeting was adjourned at 7:07 pm