

BANDON SCHOOL DISTRICT NO. 54  
Regular Meeting of Board of Directors  
May 13, 2024  
MINUTES

The Board of Directors of Bandon School District No. 54, Coos County, Oregon, met in regular session on Monday, May 13, 2024 in the Bandon High School Library at 6:30 p.m. Due notice was published and a quorum was present.

**PRESENT:** Board members present were David Hisel, A.J. Kimball, Stan Avery, and Martha Lane

**ALSO PRESENT:** Shauna Schmerer, Superintendent; Amanda Steimonts, Business Manager; Sabrina Belletti, Interim BHS Principal; Becky Armistead, HLMS Principal; Courtney Wehner, Ocean Crest Principal; Brent Robertson, Director of Operations; and Connie Roberts, Board Secretary

**ABSENT:** Angela Cardas, Board Member; Jim Wright Asst. Principal/Athletic Director

The meeting was called to order by Chair David Hisel at 6:30 pm.

**ADDITIONS/DELETIONS:**

The following additions were made to the agenda:

**3.08 Hired: Julianna Boak, Ocean Crest Behavior Specialist**

**3.09 Resigned: Andrea Burke, ELL Teacher**

**5.04 Nathan Radcliffe request to lift No Trespass**

AJ Kimball 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 April 8, 2024**

Stan Avery made a motion to approve the consent agenda; AJ Kimball seconded and the motion passed unanimously.

**REPORTS /DISCUSSIONS:**

Superintendent **Shauna Schmerer**, Administrators **Sabrina Belletti**, **Becky Armistead**, **Courtney Wehner**, **Jim Wright**, Business Manager **Amanda Steimonts** and Director of Operations **Brent Robertson** provided written reports on what is happening in their respective schools or departments, copies of which are attached and made a part of the minutes. **Rowdy Staatz** gave an update on current student happenings. The theme for prom was Sunset on the Bay, which was held April 12<sup>th</sup>. Sweet Speeches was a success, and the SATs were held. Upcoming events include ASB and Class Officers elections, Leadership Blood Drive, Community 101 grant awards, and an end of the year dance.

**ACTION ITEMS:**

**5.01 Bills in the amount of \$ 564,852.88**

Stan Avery made a motion to pay bills in the amount of \$564,852.88; Martha Lane seconded and the motion passed unanimously.

Before appointing board members, the applicants that were present at the meeting were given an opportunity to speak and answer a few questions from the board.

**5.02 Appoint Board Member Position #6**

AJ Kimball made a motion to approve to appoint Briana Hutchens to Board Position #6; Stan Avery seconded and the motion passed unanimously.

**5.03 Appoint Board Member Position #7**

After some discussion Stan Avery made a motion to table this action item until the next meeting; Martha Lane seconded and the motion was tabled unanimously.

**5.04 Nathan Radcliffe request to lift No Trespass**

Superintendent Schmerer gave a brief synopsis of how and why the No Trespass was placed on Mr. Radcliffe. Board Chair David Hisel reminded the board of the procedure to handle a complaint. After some discussion AJ Kimball made a motion to uphold the No Trespass; 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; Stan Avery seconded and it passed unanimously. The meeting adjourned at 7:24 pm.

Approved: 6-10-24  
Date

By   
Board Chair

  
Connie Roberts, Board Secretary



Vision for 2023-24 School Year  
#StaySalty  
Superintendent Report

Happenings:

Can you believe we only have 4 weeks of school left. Here are most of the events we have going on....

- 13th Softball Senior Night
- 14th Baseball Senior Night
- 14th Community 101 Leadership Awards 7-8 PM
- 16th OC Final Concert for the school year
- 16-18th Track at State
- 23rd Last HS Band and Choir Concert
- 24th Last Day for Seniors
- 28th Last HLMS Concert
- 30th Seniors WalkHalls and BBQ
- June 1st Graduation at 4
- June 5th 8th grade promotion at 6PM
- June 6th School OUT at 12:05 PM ALL Staff Luau following (Board is invited to this)

Summer School begins June 10th and concludes August 15th.

All employee evaluations will be completed and filed with the District office by June 6th.

Bargaining with classifieds is scheduled to happen again on May 15th.

Classified and the District are not close to agreement on offerings, but hoping we get a little closer to what both can live with and within by the end of May. We would like to have bargaining done by the middle of June so that the new pay can be uploaded and adjusted to reflect the changes to pay increase and other items discussed.

We are working on an admin retreat in August to kick off the school year and also still looking for an opening speaker to open the all District opening in later August.

Please see the other reports for anything I may have missed.

Questions or concerns, please stop by! Coffee? Lunch? Chats?





## **Business Manager Report**

May 13th, 2024

### Included:

- Expenditure & Revenue Reports for April
- Projected Cash Flow report for April

### Highlights:

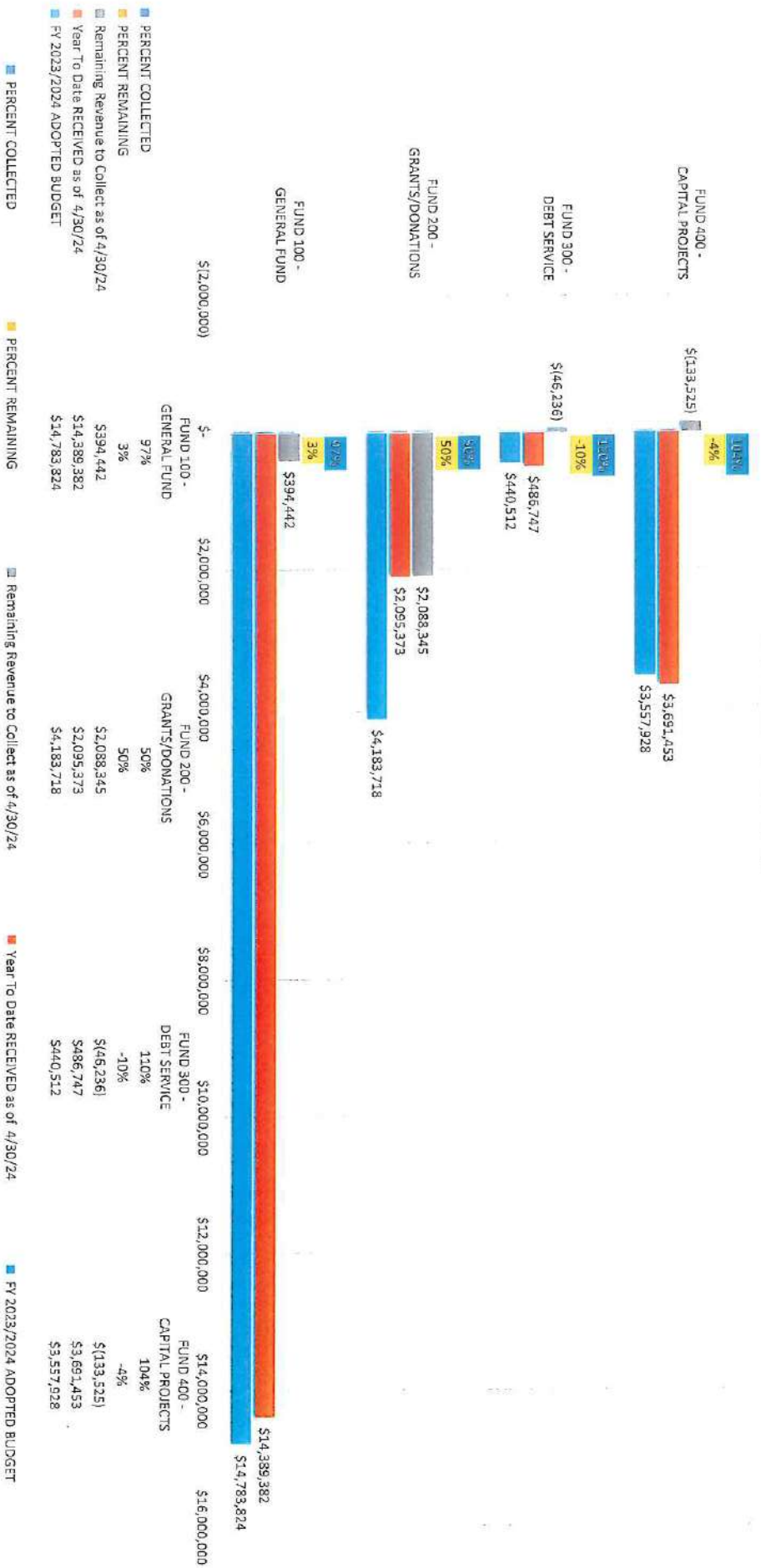
- We have recently completed our Annual ESSER Reporting and an additional "ESSER Monitoring" that our District was chosen for. Our District was found to be in full compliance.
- We had a (virtual) meeting with our new auditor, Umpqua Valley Financial today. The purpose of this meeting was so they could meet us and hear a little about our District. We are scheduled for an onsite fieldwork day on September 6<sup>th</sup>.
- The first meeting of the Budget Committee was on May 6<sup>th</sup>. At that time, a refresher was given on our account code structure, and the Proposed Budget was presented. The next Budget Committee Meeting will be on Monday May 20<sup>th</sup> at 5:30pm.

FUND 100 THROUGH APRIL 30-Apr		Fiscal Year: 2023/2024 REVENUE FUND 100		Cur Yr BUDGET		Received As of 4/30/24		Projected		Anticipated		Proj. Rev		Cur. Rev	
1111	CURRENT TAXES	\$	4,294,384.00	\$		4,380,915.74	\$	42,296.78	\$	4,423,215.52		103.0%		102%	
1112	PRIOR TAXES	\$	120,000.00	\$		98,319.87	\$	26,680.13	\$	120,000.00		100.0%		78%	
1113	FORCLOSED TAXES	\$	-	\$		944.59	\$	(944.59)	\$	-		0.0%		0%	
1311/1312	TUITION FROM INDIV/Other Dist.	\$	100.00	\$		-	\$	-	\$	-		0.0%		0%	
1510	INTEREST	\$	120,000.00	\$		343,950.50	\$	16,049.50	\$	360,000.00		300.0%		287%	
1710	ADMISSIONS	\$	17,000.00	\$		23,181.41	\$	108.59	\$	23,290.00		137.0%		136%	
1740	FEES-PAY TO PLAY	\$	5,000.00	\$		4,355.00	\$	645.00	\$	5,000.00		100.0%		87%	
1910	RENTALS	\$	21,000.00	\$		19,400.00	\$	(80.00)	\$	19,320.00		92.0%		92%	
1920	DONATIONS-PRIVATE	\$	80,000.00	\$		82,941.00	\$	259.00	\$	83,200.00		104.0%		104%	
1960	RECOVERY OF PRIOR YR EXPENSE	\$	20,000.00	\$		-	\$	-	\$	-		0.0%		0%	
1980	FEES CHARGED TO GRANTS	\$	25,000.00	\$		-	\$	-	\$	-		0.0%		0%	
1990	MISCELLANEOUS	\$	50,000.00	\$		(10,687.64)	\$	25,887.64	\$	15,000.00		30.0%		-21%	
1994	FINGERPRINTING FEES	\$	1,800.00	\$		1,485.00	\$	315.00	\$	1,800.00		100.0%		83%	
2101	COUNTY SCHOOL FUNDS	\$	11,700.00	\$		9,957.35	\$	1,732.65	\$	11,700.00		100.0%		83%	
2199	HEAVY EQUIP. RENTAL TAX	\$	-	\$		2,723.18	\$	(2,723.18)	\$	-		100.0%		100%	
2200	RESTRICTED REVENUE	\$	-	\$		6,706.00	\$	(6,706.00)	\$	-		100.0%		100%	
2900	REVENUE FOR/ON BEHALF OF DISTRICT	\$	-	\$		18.51	\$	(18.51)	\$	-		100.0%		100%	
3101	BASIC SCHOOL SUPPORT	\$	4,533,124.00	\$		3,916,346.00	\$	616,778.00	\$	4,553,124.00		100.0%		86%	
3103	COMMON SCHOOL FUND	\$	73,246.00	\$		38,907.81	\$	34,338.19	\$	73,246.00		100.0%		53%	
3199	OTHER RESTRICTED GRANTS	\$	50,000.00	\$		-	\$	-	\$	-		0.0%		0%	
3204	DRIVERS ED	\$	-	\$		-	\$	-	\$	-		100.0%		0%	
3299	OTHER GRANTS	\$	5,000.00	\$		29,643.19	\$	6.81	\$	29,650.00		593.0%		593%	
4202	FEDERAL MEDICAID REVENUE	\$	-	\$		-	\$	-	\$	-		0.0%		0%	
4500	FEDERAL THRU STATE	\$	11,000.00	\$		-	\$	2,750.00	\$	2,750.00		25.0%		0%	
4801	FOREST FEES	\$	-	\$		-	\$	-	\$	-		100.0%		0%	
5160	PROCEEDS FROM LEASE	\$	100.00	\$		-	\$	100.00	\$	100.00		100.0%		0%	
5200	INTERFUND TRANSFERS	\$	-	\$		-	\$	-	\$	-		0.0%		0%	
5300	SALE OF FIXED ASSETS	\$	3,000.00	\$		-	\$	-	\$	-		0.0%		0%	
5400	BEGINNING FUND BALANCE	\$	5,142,369.70	\$		5,245,264.47	\$	-	\$	5,245,264.47		102.5%		102%	
Total Sub Total Revenue		\$	14,583,824	\$		14,189,381.98	\$	757,278.01	\$	14,946,659.99		102.5%		97.3%	
Additional Beg. Fund Balance		\$	-	\$		-	\$	-	\$	-					
Total Revenue		\$	14,583,824	\$		14,189,381.98	\$	757,278.01	\$	14,946,659.99		102.5%		97.3%	
Control		\$	-	\$		0.00	\$	-	\$	-					
Fiscal Year: 2023/2024															
		Cur Yr		Expended		Proj Exp		Cur Exp							
		BUDGET		As of 4/30/24		Projected		Anticipated		%					
1005	SALARIES		5,642,259		3,531,182	\$	1,377,583.53	\$	4,908,755.63		87%		62.58%		
2005	PAYROLL BENEFITS		4,529,081		2,405,901	\$	1,443,818.19	\$	3,849,718.94		85%		53.12%		
3005	PROFESSIONAL SERVICES		1,449,598		676,906	\$	337,812.21	\$	1,014,718.60		70%		46.70%		
4005	SUPPLIES		934,950		314,737	\$	339,727.38	\$	654,464.65		70%		33.66%		
5005	CAPITAL OUTLAY		231,329		54,555	\$	83,842.24	\$	138,797.24		60%		23.76%		
6005	OTHER		237,242		267,228	\$	795.42	\$	268,033.46		113%		112.68%		
7005	TRANSFERS		915,114		657,826	\$	10,207.31	\$	668,033.11		73%		71.88%		
8005	CONTINGENCY		844,251		0	\$	-	\$	-		0%		0.00%		
Control		\$	14,783,824	\$	-		7,508,835		3,593,746		77.81%		53.50%		
PROJECTED 6/30/24 Cash Carryover															
Less restricted dollars in donations (through 6/30/23)															
Estimated Ending Fund Balance as of 4/30/24															
				\$ 3,444,078.35		(\$426,586)		\$ 3,017,492.35							

PROJECTED 6/30/24 Cash Carryover  
less restricted dollars in donations (through 6/30/23)  
Estimated Ending Fund Balance as of 4/30/24

\$ 3,444,078.35  
(\$426,586)  
\$ 3,017,492.35

Bandon School District #54  
2023/2024 Revenue as of 4/30/2024

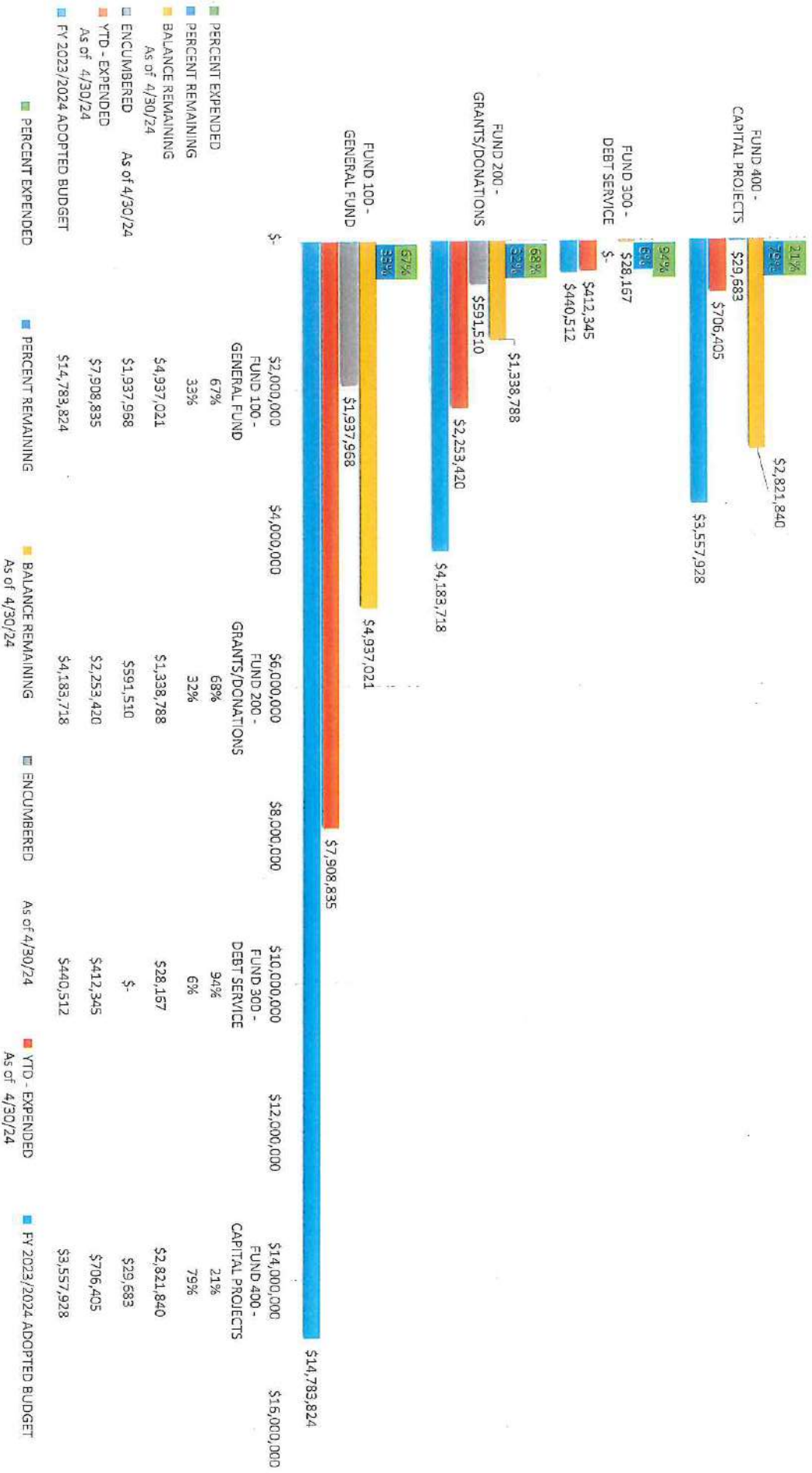


# **Bandon School District #54** **Revenue Update 4/30/24**

	FUND 100 - GENERAL FUND	FUND 200 - GRANTS/DONATIONS	FUND 300 - DEBT SERVICE	FUND 400 - CAPITAL PROJECTS
<b>FY 2023/2024 ADOPTED BUDGET</b>	\$ 14,783,824	\$ 4,183,718	\$ 440,512	\$ 3,557,928
<b>Year To Date RECEIVED as of 4/30/24</b>	\$ 14,389,382	\$ 2,095,373	\$ 486,747	\$ 3,691,453
<b>Remaining Revenue to Collect as of 4/30/24</b>	\$ 394,442	\$ 2,088,345	\$ (46,236)	\$ (133,525)
<b>PERCENT REMAINING</b>	3%	50%	-10%	-4%
<b>PERCENT COLLECTED</b>	97%	50%	110%	104%



Bandon School District #54  
2023/2024 Expenditures as of 4/30/2024





# Bandon School District #54

## Expenditure Update 4/30/24

EXPENDITURES	FUND 100 - GENERAL FUND	FUND 200 - GRANTS/DONATIONS	FUND 300 - DEBT SERVICE	FUND 400 - CAPITAL PROJECTS
FY 2023/2024 ADOPTED BUDGET	\$ 14,783,824	\$ 4,183,718	\$ 440,512	\$ 3,557,928
YTD - EXPENDED As of 4/30/24	\$ 7,908,835	\$ 2,253,420	\$ 412,345	\$ 706,405
ENCUMBERED As of 4/30/24	\$ 1,937,968	\$ 591,510	\$ -	\$ 29,683
BALANCE REMAINING As of 4/30/24	\$ 4,937,021	\$ 1,338,788	\$ 28,167	\$ 2,821,840
PERCENT REMAINING	33%	32%	6%	79%
PERCENT EXPENDED	67%	68%	94%	21%



## Ocean Crest Board Report

May 2024

### May Events:

- **Wed. the 1st:** Incoming Kindergarten Open House 4p-6p
- **Mon. the 6th:** State Testing in Reading starts for 3rd and 4th grade
- **May 7th:** 2nd grade to City Park
- **Wed and Thurs the 8th and 9th:** Water Safety Classes during PE
- **Tues. the 14th:** School-wide field trip to the Sprague Theater for the Marlo Showcase
- **Thurs. the 16th:** Evening Spring Music Concert (K-2nd concert @ 6pm) (3rd-4th concert @ 7p) in the gym
- **Fri. the 17th:** Bike Rodeo for 3rd grade with Friends of Bandon Parks and Recreation
- **Mon. the 20th:** Coos Forest Patrol Presentations
- **Tues. the 21st:** 3rd grade to South Slough
- **Fri. the 24th:** Early Release at 12:05pm
- **Mon. the 27th:** NO school- Memorial Day
- **Tues. the 28th:** State Testing in Math Starts for 3rd and 4th grade
- **Thurs. the 30th:** 4th grade to North Bend Lanes

### Professional Development:

- Darkness to Light training on May 24th

### What's Happening at Ocean Crest?:

- We hired Julie Boak as our Behavior Specialist for next school year!
- We hired Jordan Chandler as our new Fiscal Secretary for next school year.
- We are working on scheduling interviews for our additional elementary teacher for next school year. This is due to 2nd grade's current large class sizes.
- The 2nd annual Health, Wellness, and Safety Fair was held on April 17th. We had over 300 people in attendance! It was a great show of community and family support.
- This is our 3rd annual Incoming Kindergarten Open House. Families had the opportunity to tour the school, meet the teachers, and learn about all of the exciting things we offer at Ocean Crest. We had 24 incoming Kindergartners attend. We have a parent meeting with HeadStart families on Wednesday, May 8th to meet the rest of the families and answer any of their questions.





## HLMS School Board Report – May 2024

### April/May Events:

- Apr 15-June 6 SBAC/OSAS State Testing (Reading/Math 5th-8th Grade, Science 5th and 8th Grade)
- May 24 Early Release - Professional Development (Darkness2Light Training)
- May 27 NO SCHOOL - Memorial Day
- May 28 5th Grade Field Trip to Bandon Marsh, Coquille Point, Face Rock, Boardwalk, City Park  
HLMS Final Band Concert @ 7pm @ BHS Gym
- May 30 HLMS Final Choir Concert @ 7pm @ Location TBD
- May 31 8th Grade Science Field Trip to Eugene
- June 3 Bandon Dunes 4.0 Lunch for 8th Graders with 4 years of 4.0
- June 4 DQ 4.0 Lunch for 7th/8th Graders
- June 5 DQ 4.0 Lunch for 5th/6th Graders  
8th Grade Bowling Trip  
5th Grade Field Trip to the Beach  
8th Grade Promotion @ 6pm
- June 6 EARLY RELEASE - LAST DAY OF SCHOOL - FIELD DAY

### HLMS Update:

- **HAPPY TEACHER APPRECIATION WEEK!** Harbor Lights is truly blessed to have dedicated educators committed to providing an excellent education to the students of Bandon. It is my great privilege to serve with these incredible professionals each and every day! Although our board meeting occurs after the official appreciation week, I encourage you to share encouragement and support of our teachers any time this month! As you may know, life gets wild when spring has sprung at a middle school and our adults are doing the good (but challenging!) work of keeping learning at the helm of our final weeks of school!
- **SBAC/OSAS State Testing:** We are finishing up our state testing in May with the last week of school available for any student requiring additional time or makeup opportunities.
- **Sexual Incidence Response Training:** I was able to attend a training sponsored by the South Coast ESD regarding how to respond to students exhibiting inappropriate sexualized behavior. The protocol mirrors our Threat Assessment protocol and will be a valuable tool in identifying the level of risk and coordinating supports for students - both those demonstrating the behaviors and others who may be impacted. I am grateful for the opportunities BSD has provided me to further my professional development with a focus on student safety and support!

### Special Education Update:

- **GENERAL UPDATE:** Big thanks to our Special Education staff, both certified and classified, as they have been instrumental in pitching in to provide coverage throughout the district as needed when facing sub shortages, illness, and increasing behavior/safety needs! Also, my gratitude for our case managers who are working tirelessly to ensure that all students have access to quality education to meet their individual needs.

4.05



## Board Report- May 2024

### May/June Events:

- 5/14 Community 101 Awards Ceremony
- 5/16 Leadership Blood Drive
- 5/19-5/22 Yosemite Field Trip
- 5/24 Last day of school for seniors
- 5/24 ½ day AM classes/PM Inservice
- 5/26-5/29 senior trip
- 5/27 No School Memorial Day
- 5/30 Senior BBQ, All Awards Assembly
- 6/1 Graduation
- 6/6 End of Semester 2
- 6/6 ½ day classes/ PM Inservice Last day of school grades 9-11
- 6/7 No School Inservice

### BHS Staff

- We celebrated **Teacher Appreciation** the week of May 6-10. Teachers were treated all week with special treats and signs/gifts of appreciation. On Wednesday we had an all-staff potluck put together by the classified staff and building administrators, which was held in our library.
- Spring has been a very BUSY month for staff as we prepare for **Grade 8 Transition, ALL Awards Assembly, senior trip, and Graduation.**

### BHS Students

- SWOCC is hosting a **Welding Competition** for the first time this year on May 10. There are 5 area schools competing with each school allowed to enter 10 participants. The skill levels will include competitors ranging from Novice to Advance.
- **The Industrial Skills Competition** is being held at Marshfield on May 6th. Students have two weeks to work in the shop classes during, before, or after school to complete all the events they are signed up for. These events include Computer-Aided Design, Metal Team Fab, Construction, Advanced Tig, Addictive Manufacturing, Woodworking, and Wood Turning events. Last year there were over \$7,000.00 worth of prizes awarded to participants and internships. The events will be judged by a group of industry sponsors specifically brought in for this competition. BHS has 72 students signed up to compete.



- Graduation Preparation- Carly Wright, Kari Senn and I have been meeting with Seniors regularly to discuss and prepare for our June 1 @ 4:00 p.m. Graduation.

**School Improvement Meeting (formerly known as Curriculum Directors Meeting)**

- Main topic to be discussed on 5/16:  
OSAS Data Dive with ODE's Assessment team - Supporting Continuous Improvement Efforts
- Thursday, May 16<sup>th</sup>, 1:30 pm - 3:00 pm SCESD (virtual option available)
- Open to all district/school staff who use OSAS data
- Snacks and drinks will be available

Participants will . . .

- explore the levels of data available in the Centralized Reporting System (CRS).
- use cross-sectional reports to analyze target data in ELA, Math, and Science.
- make connections between OSAS data and classroom teaching and learning, including OSAS Interim Assessments.



## Board Report- May 2024

### Spring Athletics BHS

- Track hosted the district meet on Saturday, May 11, hosting 11 teams.
- Softball is currently 7-2 in league
- Baseball is currently 8-2 in league
- Boys Golf won the 3A/2A/1A-SD3 Special District 3 championship, they will travel to the state tournament on May 13-14
- Girls Golf participated at district meet at Running Y in Klamath Falls
- Band- Participated at the state band competition May 10 at Oregon State University
- Speech Team- Placed 2nd in the state tournament..
  - Four speech members have qualified for the National Speech Tournament in Des Moines, IA, June 15-22
- Please keep an eye on the OSAA website along with our High School Facebook page to stay updated on spring competitions that have to be rescheduled due to weather.

### Spring Athletics HLMS

- We had a very successful MS track season with a lot of students exploring the sport of Track and Field.

### Important Information:

- Please check OSAA for the most updated information as contests will be changed regularly due to the lack of officials, schools with transportation issues, weather and air quality issues that are arising.- <https://www.osaa.org/schools/18>
- Check Athletic.net to keep up with the track schedule and results

### Open Coaching Positions:

- Assistant Varsity Football
- 8th Grade Boys Basketball
- 7th Grade Girls Basketball

## April Board Report

- Bus Garage project moving ahead. Permitting going ahead with county. Plan is to demo in next few months if permitting continues like it has.
- Lots of time into getting fields ready for sports, baseball, softball, track.
- Continuing with Door Fobs in Ocean Crest.
- Fixed plumbing issues and old water heater at Ocean crest
- Doing Facility walk thru with Bureau Veritas North America 5/13 - 5/17. They have been retained by the state to do a Facility Condition Assessment. We will receive an in-depth report from them that will show structural, utility and ADA needs for our district along with the costs to fix each issue. We were 1 of 10 schools in the state to receive this grant to do this.
- Got Quotes for repainting Harbor lights Gym. Slated to be done this summer.
- Crew and I worked on a vast number of other small fixes and projects around the district.