

REGULAR BOARD OF DIRECTORS MEETING

Zone 1 Position 1, Jerry O'Sullivan – term expires 6/30/23
Zone 2 Position 1, Lonnie Rainville. – term expires 6/30/23
Zone 3 Position 1, Jeff Johnson – term expires 6/30/25
Zone 3 Position 3, Suzie Rogers – term expires 6/30/23

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, Jeannie Weakley – 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 13, 2022
6:00 PM

BOARD MEMBERS PRESENT:

- Randy Richardson
- Jeff Johnson
- David Stevens
- Jerry O'Sullivan
- Lonnie Rainville
- Suzie Rogers
- Jeannie Weakley

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 - Jeff Johnson called the meeting to order at 6:15 pm
- 1.2 Roll Check- Randy Richardson, Suzie Rogers and Jeannie Weakley were not present
- 1.3 Flag salute

2. Review of Agenda/Board Member Topics

- 2.1 Elect Board Chair for the 2022-2023 fiscal year- Jerry O'Sullivan motioned to elect Jeff Johnson, Lonnie Rainville seconded motion passed unanimously.
- 2.2 Elect Vice Chair for the 2022-2023 fiscal year- Lonnie Rainville motioned to elect Randy Richardson, Davis Stevens seconded motion passed unanimously.
- 2.3 Approve agenda for July 13, 2022 (Any items to be pulled from the consent agenda should be done at this time.)
Lonnie Rainville motioned, Jerry O'Sullivan seconded motion passed unanimously.

3. Citizens' Request of the Board

4. Communications

4.1 Superintendent's Report

4.1.1 Superintendent communication- Superintendent McLaughan informed the board that grade 1-8 summer camp had just wrapped up. The main focus was STEM focused. Summer camp teacher reported to their administrators that they really enjoyed it and wanted to start incorporating some of the projects into their classroom.

Superintendent McLaughlin reported that the district continues to see staffing shortages and that there are several unfilled licensed positions, and we are looking at what options are available. She will continue to update the board on staffing.

Superintendent McLaughlin updated the board on security around the schools. She will be working with the police department they will be in the district on August 16th reviewing the Alice training and walking through the buildings.

Jeff Johnson asked for pictures of the construction at Coffenberry Middle School and that we share the information with the public.

4.1.2 Enrollment Report- Enrollment is at 1427. Canyonville- 164, Coffenberry- 277, High School- 396, MCE- 293, TCE- 267, SU OLA-30.

4.2 Fiscal Responsibility – Claire Johnson

4.2.1 Financial Report- Claire Johnson handed out the monthly financial summary report Currently the district is on track to have an ending fund balance of \$4,722,754.

4.3 Joe Motta- Facilities Manager

4.3.1 Facilities update- Knife River is on site at the high school finishing up the parking lot. The gym floor at the high school has been finished and the window project is starting and planning to have main areas completed by the time school starts. Still waiting in the green house delivery. TCE parking lot has been finished.

- Coffenberry Middle School is waiting on construction on the addition to start. The gym floors have been finished. Contractors are getting the permits to start on the ADA bathroom conversion in the wood shop. Canyonville School windows have been approved and in order. The main building received new blinds. All schools received a fire grant to help mitigate fire potential around the building. The soccer field will be getting tilled and ready for the fall season. Finishing up checking all the doors in each school to ensure they have safety locks.

4.3.2 Healthy and Safe Schools Plan- Joe Motta presented the plan to the board for their review. The board is required to review the plan annually.

4.4 Review of policy DLC-AR, Travel Expense Reimbursement- Superintendent Mclaughlin presented the board with the proposed new language. The board asked that the language reflects the General Services Administration (GSA). Superintendent McLaughlin will bring back the AR at the next board meeting.

4.5 Foundation Communication- The annual foundation is scheduled for October 15 at 7:00 pm at Severn Feather.

5. Consent Agenda

- 5.1 Approval of Minutes: Regular Board Session, June 13,2022
- 5.2 Employment of Lisa Nash, Elementary PE Teacher at Tri City Elementary
- 5.3 Employment of Robert Dorris, PE Teacher at Canyonville School
Jerry O’Sullivan motioned, Davis Stevens seconded. Motion passed unanimously.

6. New Business (action items)

- 6.1. **Procedural Appointments and Authorizations for 2022/2023**
 - 6.1.1 Appoint Superintendent Kate McLaughlin as school District Clerk as per ORS 332.515
 - 6.1.2 Appoint Superintendent Kate McLaughlin as Elections Officer
 - 6.1.3 Appoint Claire Johnson and Shyela Chapman as Business Manager
 - 6.1.4 Appoint Claire Johnson and Shyela Chapman as Deputy Clerk to invest funds
 - 6.1.5 Appoint Claire Johnson and Shyela Chapman as Custodian of funds who will sign checks and take payments, as per ORS 328.441, 328.445
 - 6.1.6 Appoint Shyela Chapman as Budget Officer, ORS 294.331
 - 6.1.7 Appoint GHR, PC as the district’s legal counsel and approve professional rate of up to \$235 per hour for services
 - 6.1.8 Appoint Umpqua Valley Financial as financial auditors, ORS 328.475, 727.137, 297.405
 - 6.1.9 Appointment of Brown and Brown as Insurance Agent of Record
 - 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)
 - 6.1.11 Approve newspapers of record, The News Review and The Douglas County Mail
 - 6.1.12 Re-adopt previous board procedures and policies
 - 6.1.13 Set temporary personnel at \$13.00 per hour for adult skilled, \$12.50 per hour for adult unskilled and students
 - 6.1.14 Appoint the Board of Directors as the Contract Review Board
Lonnie Rainville motioned; Jerry O’Sullivan seconded. Motion passed unanimously.
- 6.2 Establish date, time and location of regular monthly board meetings and budget meetings.
 - 6.2.1 22/23 Board/Budget Calendar attached- Lonnie Rainville motioned to approve the 22/23 board calendar with the time for meeting set at 6:15 pm, David Stevens seconded. Motion passed unanimously.
- 6.3 Approve list of Alternative Education locations- Jerry O’Sullivan motioned, David Stevens seconded. Motion passed unanimously.
- 6.4 Approve purchase of kitchen equipment for Coffenberry Middle School multi-purpose building- Lonnie Rainville motioned, Jerry O’Sullivan seconded.

7. Announcements

- 7.1 Regular Board Meeting, August 03, 2022, 6:15 pm

8. Meeting adjourned- Meeting was adjourned at 6:54 pm.