

NORTH LAKE SCHOOL DISTRICT NO. 14

Minutes of Regular Meeting: September 11, 2023

The Board of Directors met on September 11, 2023 at 6:00 p.m. The purpose of this meeting was to conduct the business of the District and the meeting was held in the school library and was open to the public in person or by Zoom.

CALL to ORDER: 2023 -24 Board Chair Scott Duffner called the meeting to order at 6:02 pm

Pledge of Allegiance

1. **Roll Call**

Members Present: Scott Duffner, Dwight Roth, Preston Fivecoat, Mark Herinckx, Dan Jansen

Members Absent:

Administration Present: Superintendent Gail Buermann, Principal Cameron Mitchem, Vice

Principal Jim Missel and Board Secretary Janet Waldron,

Also Present: 2- Patrons of the District

2. **Review of the Agenda**

Changes: Lane Stratton will present MOU in October instead of tonight.

Discussion:

Motioned by: Dwight Roth

Seconded by: Dan Jansen to approve the September 11 2023 Agenda as modified.

Vote: Aye -5, Nay - 0, Absent -0

Result: Motion Carries

3. **Approval of the Minutes**

Changes: Pg. 3 Item 7 fix. The sentence was not finished in the minutes. Addition – The Board expressed that they have to follow policy and the law *and swore an oath to do so.*

Discussion: Page 3 item 7 fix

Motioned by: Dwight Roth

Seconded by Mark Herinckx approve the July 10 2023 regular meeting minutes and the August 22, 2023 Special Meeting Minutes.

Vote: Aye -5, Nay - 0, Absent -0

Result: Motion Carries

4. **Review of the Bills**

Bills are presented for Board Member review:

Discussion:

Questions:

5. **Public Comment:**

A. None at this time

6. **New Business**

A. None at this time

7. **Superintendent's Report**

A. **Budget/Financial:**

Speaker(s): Gail Buermann

Attachments: A1, A3, A4

Reports:

1. Enrollment/Registration Report we are stating the year at 217 students.
2. Monthly Financial Report – None at this time. There is not much to report on in September.
3. Correspondence from Garrett Hemann Robinson, PC
4. Latest Economic Update and Revenue Forecast
 - a. Review latest information from Morgan Allen – The forecast is looking good financially but Oregon's population is declining.
5. Square Account- We would like to add another AP account to Pacific Crest that would collect Square payments. Sara would like this to be a separate account for tracking and security purposes.

ACTION(S):

Discussion

A5. Motioned by Dwight Roth, seconded Mark Herinckx to approve adding a second Pacific Crest AP account for the purpose of tracking and collecting Electronic /Square payments.

Vote: Aye -5, Nay - 0, Absent -0

Result: Motion Carries_

B. **Maintenance/Facilities:**

Speaker(s): Gail Buermann

Attachments: None

Reports:

1. Dugout Update: The fronts have been cut out.
2. Gym AC Purchase – We have no drawings of the gym that show whether it is structurally sound enough to hold the AC unit so an engineer will be sent to take a look.
3. Freezer
 - Need to replace one, it's 30 years old and keeps breaking down; we are collecting bids at this time; we project this to be a \$12K approximate cost.
4. CAT Cable Project – Supplies are here we are just waiting or the rest of the equipment to arrive before the vendor installs everything.
5. Greenhouse – up to 4 foot concrete footings will be needed. We may have to complete this in phases.
6. PACE Risk Management- They sent someone to do a walk through with Gary. Three of the issues are on the playground. We will fix these in order of severity.

ACTION(S): B3.

B3. Motioned by Dan Jansen, seconded by Preston Fivecoat, to approve up to \$ 15,000 for the purchase of a new cafeteria freezer.

Vote: Aye -5, Nay - 0, Absent -0

Result: Motion Carries

C. Transportation:

Speaker(s): Gail Buermann

Attachments:

Reports:

1. Monthly Report – No monthly report as we do not have a transportation director currently.
2. Transportation Update – There have been some applications to replace the Location Manager and some drivers that we lost in late August but we are still a while out from having enough drivers. Some options Gail has been researching are as follows:
 - Suburban Rental—7 passenger + driver = \$3800 per month; Type 10
 - 2 suburbans x 6 months = \$22,800
 - Van Rental—6 passenger + driver = \$2700 per month; Type 10
 - 2 vans x 6 months = \$16,200
 - Purchasing vehicles
 - Weigh the cost of renting vs. purchasing and reselling
 - Van update
 - Delivery pushed out until November
 - Driver update
 - One person working on certification but possibly 4-5 more coming through soon.
 - Home to School
 - Activity Bus – “Blue Tape”

Discussion: What is the difference between having parents drive to activities vs driving their student to school? It is different, possibly because we reimburse parents driving students to school for mileage vs. parents transporting to activities. Suggestion to purchase newer Expeditions especially if we are going to keep one after this year. Surplus option for vehicle in Idaho that Dan can look into. (Dealers Auto Auction of Idaho on September 13th)

ACTION(S): No action items

C2. Motioned by Dwight Roth, seconded by Preston Fivecoat to approve \$75,000 for the purchase of up to two Suburban vehicles. (2018 or newer)

5 Vote aye, 0 vote nay, 0 absent /abstain

D. Student Issues, Athletics/Activities:

Speaker(s): Jim Missel

Attachments: None

Reports:

1. Athletic Director's Report: Jim Missel gave his athletic directors report. Teams are being required to wear travel gear on the bus this year. Jim's brother donated a camera option to record the games and track stats for reports. Jim will start setting it up this week. Jim will give the 8th grade homeschool / Christian school students an agreement that they will test with the ESD so that they can play in 9th grade. The incoming 10th – 12th grades already do this to play sports. Jim will start implementing "Touchdown Saturday" for younger students at the games and will start one this Saturday.

E. Academics, Curriculum and Assessment:

Speaker: Cameron Mitchem

Attachments: E3

Reports:

1. Principal's Report:
2. FFA Program changes: Shop Skills was discontinued by Central Oregon FFA Chapters under protest from Chad and Hannah. Our teachers will work on getting a showcase started where they can. Dan Jansen voiced an idea to see if maybe KCC would support holding a shop skills regional contest for high school for more public exposure to the community college.
3. 2021-22 Oregon English Learners Report: There is not much data about NL on this since we have less than 10 students who are EL students. We will continue to offer services to the few we have. Gail will have Janet post this to the website.

F. Personnel/Human Resources:

Speaker(s): Gail Buermann

Attachments: F3a, F3b

Reports:

1. Classified: None at this time
2. Confidential: None at this time
3. Certified:
 - a. Update on Zapphire Joy de la Cerna
 - Process, H1B visa, costs, timeline
 - Approval to continue with Zapphire's hire and expense
4. Administrative:
 - a. None
5. Extra Duty:
 - a. Danielle Brewer: Accept resignation as Head Cross Country Coach
 - b. Scott Stemple as Head Cross Country Coach
 - c. Mellisa Roth as Head Volleyball Coach
 - d. Christopher Herndon as Assistant HS Football Coach
 - e. Seth Ayers as Head MS Football Coach
 - f. Kayleigh Fivecoat as Assistant HS Volleyball Coach
 - g. Kelly Roth as Head MS School Volleyball Coach

- h. Barry Anderson as Head HS Football Coach
- i. Hannah McAuliffe as Yearbook Director

ACTION(S):

Discussion:

F3. Motioned by Scott Duffner, seconded by Dwight Roth to continue with the hiring process and expenses up to \$10,000 for 2023-24 to get Zapphire De la Cerna here on an H1B Visa.

Vote: Aye -4, Nay - 0, Absent / Abstain- 1

Result: Motion Carries

F5a. Motioned by Dan Jansen, seconded by Mark Herinckx to accept the resignation of Danielle Brewer as Cross country coach

Vote: Aye -5, Nay - 0, Absent -0

Result: Motion Carries

F5b - h. Motioned by Dan Jansen seconded by Scott Duffner to hire coaching positions as listed.

Dwight and Preston declared conflict of interest and will refrain from voting on coaches.

Vote: Aye -3, Nay - 0, Absent/Abstain -2

Result: Motion Carries

F5i. Motioned by Mark Herinckx seconded by Dan Jansen to hire Hannah McAuliffe as Yearbook director for the 2023-24 school year.

Vote: Aye -5, Nay - 0, Absent -0

Result: Motion Carries

G. School Board Business, Policy Update:

Speaker: Gail Buermann

Attachments: G1, G2

Reports:

1. Legislative Update
 - SB 819 Abbreviated Day
 - HB 3584 Policy for notification when safety threat action is taken
(See attached)
 - HB 2753 School Board Stipends and FAQ (See attached) **ACTION**
2. MOU with Lake ESD (See attached) **Postponed**
3. Communication Plan (See attached)
4. NL School-Level Communicable Disease Plan (See attached).....**ACTION**
5. NL Communicable Disease Plan (See attached) **ACTION**
6. RFP for Attorney of Record Services

- Discussion and Recommendations: The Board has not had time to do the research with hay season in full swing. Collectively, the Board is comfortable with keeping GHR as our attorney of record for the time being since there is no indication that GHR has given the district any cause to drop them or represented us in a way we disagreed with.

ACTION(S):

Discussion:

G1c. Motioned by Dwight Roth, seconded by Scott Duffner-, to decline to authorize the stipend for NL school bard members- 5 vote aye

Vote: Aye -5, Nay - 0, Absent -0

Result: Motion Carries

Dwight left @ 8:05 p.m.

G4. Motioned by Mark Herinckx, seconded by Dan Jansen, to approve the North Lake, School Level Communicable Disease Plan for the 2023-24 School Year.

Vote: Aye -4, Nay - 0, Absent -1

Result: Motion Carries

G5. Motioned by Mark Herinckx, seconded by Dan Jansen, to approve the North Lake Communicable Disease Plan for the 2023-24 School Year.

Vote: Aye -4, Nay - 0, Absent -1

Result: Motion Carries

H. Upcoming events/dates:

As presented. October meeting will be October 9, 2023 @ 6:00 PM

8. Executive Session

A. No executive session

9. Unfinished Business:

A. None at this time

10. Questions and Comments from Board Members:

A. What is the protocol for calling executive sessions.

B. Where are we at on the vape sensors? Technology is not there yet.

11. Future Agenda Items

A. Lane Stratton ESD

12. Adjournment

No further business presented; the meeting adjourned at 8:28 p.m.

ATTEST:

Scott Duffner, Board Chairman

Janet Waldron, Board Secretary

Minutes approved at the 10/09/23 Board meeting