

Alsea School Board Meeting
Thursday, July 13, 2023
Regular meeting 7:00 PM
Alsea School Library



Alsea School District 7J 301 South
3rd Street
Alsea, OR 97324
541.487.4305

Board members present - Risteen Follett, Deb Lindberg, Jamie Olsen, Soren Rounds, Russ Ceperich

Board members absent - None

Staff present - Lora Nickle, Krista Nieraeth, Nathan Roberts

Patrons - Terry Lunsford, Ryan VanLeuven, Richard Olsen, Peyton Olsen, Slayde Olsen, Kari VanLeuven

Patrons/Staff online - Brynn Campbell, Carmen Martin, Bart Rothenberger, Holly Olsen, Keenan Elbers, Laurel Arnold, Linda Montanez, Naomi Shadwick, Randy Chilcote, Aimee Hart, Sara Cash, Tim Pearson, Sara Littlefield

1. Call to Order 1802
2. Flag Salute
3. Approval of the Agenda - Risteen Follett proposed an addition of item 'h' to the action items to discuss the date for the August 10th meeting. Agenda approved.
4. Induction of new board members
 - a. Jamie Olsen - Position 3
 - b. Russ Ceperich - Position 5
 - c. Soren Rounds - Position 4
5. Executive Session 1807
 - To consider records exempt by law from public inspection ORS 192.660(2)(f)
6. Executive session ended at 1900
7. Regular session resumed at 1902
8. Election of school board officer
 - Position of Board Chair, Deb Lindberg nominated Risteen Follett. No other nominations were brought forth. Deb Lindberg motioned to elect Risteen Follett as Board Chair. Jamie Olsen seconded the motion. All in favor. Motion carried.
 - Position of Vice-Chair, Jamie Olsen asked for the duties involved. Risteen Follett explained they are responsible for leading the meetings if the Board Chair is not available. They are also responsible for taking over any issues that the board Chair may be in conflict with. Jamie Olsen nominated Soren Rounds. No other nominations were brought forth. Jamie Olsen motioned to elect Soren Rounds as Board Vice-Chair. Deb Lindberg seconded the motion. All in favor. Motion carried.
9. Two school board training sessions are scheduled for next week. On Monday the 17th and Tuesday the 18th. As new board members come in as well as current board members, it is always helpful to have additional training to get everyone on the same page. It allows new board members to be able to ask questions and get important information about how a school board operates and what their role is for the district. As always for board work sessions the public is allowed but will not be permitted to make comments.
10. Approval of minutes - June 8, 2023
 - Deb Lindberg motioned to approve the minutes. Soren Rounds seconded. All in favor. Motion carried.
11. Bond update - Chris and Nancy Giggy, Integrity Management Systems
 - a. monthly report, highlights: 3 existing projects: Electrical Upgrade, Panel room and HVAC upgrade. The HVAC was originally supposed to start in May then it was supposed to start mid June after classes ended. It is now supposed to start next week. IMS is very concerned about this issue.

- b. The panel room was supposed to be done by now. CB construction is on their 3rd project manager.
- c. Financially this does not hurt us. All HVAC work that is not done by August will have to be done on their own time after school hours and/or weekends at their own cost.
Risteen Follett asked if work could be done without a subcontractor. The answer is no.
- d. The VOC building is coming along. The design will be going to the 3rd party cost estimator by the end of next week. They would like to get that information to the Board for the August meeting after the numbers come in. In that case the new architect would like to start bidding for the job by November. The reason that they are pushing so hard is because there is a deadline to spend funds from the Awesome Grant for matching funds by March/April 2024. Russ Ceperich asked if we can purchase materials beforehand or does the project need to be actively used at the time. He also asked if the metal building was the original design. Mr. Giggy explained that no, the former design of the building and the staff was not a part of the decision on design. The original plan was for a wood building two stories and about 2 million dollars.
- e. For the budget not much has changed. When the final plans for the VOC building come in they will have a better idea of where the budget stands.

12. Superintendent Report - Krista Nieraeth

Ms. Nieraeth gave an update of what will be transpiring for the staff.

- a. Policies will be all updated on the district website by the end of July. Procedures for staff, work calendars and job descriptions for staff. Staff will learn what is expected of them, students will learn what is expected of them.
- b. The district office has been working on staff handbooks and would like to present them to the Board at the August meeting.
- c. Working on payroll procedures and processes. Getting it more defined for staff. Also, continuing to be transparent about our budget and spending procedures.
- d. ESD agreement, the business manager piece will be terminated. Later you will see a contract for Donald Staehley, LLC. He has over 40 years of experience with schools. Hopefully next year we will be able to hire a business manager and have Mr. Staehley train them.
- e. Kings Valley Charter has ended their contract as of July 1. We are working to create an invoice to give to them as to how much money they owe us for buses, payroll etc.
- f. Roxie Smallwood went to an HR summit training to learn about the HR laws in Oregon. She learned a lot and is feeling more comfortable with her role and responsibilities.
- g. Krista, Heather Shunk, Eric Clendenin and Bart Rothenberger will be attending the COSA summer conference in Eugene the first part of August. There have been a lot of laws added especially in the area of Special Education. The state is leaning towards not kicking students out of school. Using different strategies including shortened days etc. to avoid lawsuits.
- h. We are changing some of our ways for food service with Corvallis. We are going to be taking on more of the administrative roles. Roxie Smallwood and Bart Rothenberger will be attending a Child Nutritional training in Bend to learn how to properly run this program so that we can get more of our reimbursement funds back.
- i. Cycle Oregon will be coming through Alsea September 14, 15 and 16th This will be a fundraiser for the school. Example: \$1200 dollars for breakfast, dinner, breakdown and set up each time. We need lots of volunteers to help set up and take down. The night of the 15th beer garden with a band for the community.
- j. LaHO, K-3 approved. We have gotten quite a few inquiries for 4th & 5th grades. Lora will be sending out a poll to families to see how many would be interested in staying with LaHO if we were to make it a K-5 program. All lahLaHO enrollment is very important to help maintain our MOE. Depending on enrollment we may only hire one teacher to cover 4th/5th grades.

13. Financial Report - Krista Nieraeth

- a. The state passed the budget at the end of June. We created our 2023-24 budget based off of the previous amount provided of 9.9 billion. The state passed the budget of 10.2 billion which will give Alsea about an additional 208k more dollars. This does not mean that we will just start spending that 208k, we still need to be fiscally cautious and save that money. The end balance is still subject to change as we are still getting bills that will come off of last year's budget. Deb Lindberg asked if our enrollment is currently

at 220 for the building. Krista let her know that we have not enrolled yet for the 2023-24 school year thus, we do not know yet what our numbers are looking like. Soren Rounds asked when that information would start being provided. Lora Nickle stated that those numbers will be reported on the first day of school and then monthly on the first day of the month thereafter. Russ Ceperich asked if the state gives the school money based on current enrollment or based off of last year's enrollment. Krista let him know that it is actually paid off of the two years prior enrollment but they also adjust throughout the year.

14. Discussion items - None

15. Patron comments - None

16. Action items -

Risteen took a moment to briefly explain to the new board members how the action and discuss items section of the meeting works. Once an action item is presented and a motion is and a second motion is entertained then the item will be opened to the board for discussion. If there are addendums that need to be made then that will occur and a second vote will take place.

- a. Payment of June bills - Deb Lindberg motioned to pay the June bills. Russ Ceperich seconded. No discussion. All in favor. Motion carried.
- b. Annual organization resolution 24-01 discusses legal assignment banks, signers, who discusses who our reporters are etc. Deb Lindberg motioned to approve Resolution 24-01, Jamie Olsen seconded. No discussion. All in favor. Motion carried.
- c. Transfer of funds 24-02 IDEA MOE says we have to spend the same amount or more each year on Special Education. LaRae Sullivan estimated to the best of our ability what that number should be. However, we got everything settled. We were about 24k short. This Resolution transfers those funds from our general fund over to cover that deficit. Deb Lindberg motioned to approve Resolution 24-02. Russ Ceperich seconded. No discussion. All in favor. Motion carried.
- d. Resignations, these can be approved all under one batch unless there is a conflict. Russ Ceperich motioned to approve resignations. Deb Lindberg seconded. Jamie Olsen asked if there was a policy or process in place for exit interviews. Krista Nieraeth said that there currently is not but that would be something that could be put into place in the future. Risteen Follett thanked the resigning staff for serving the Alsea School District and wished them luck in their next endeavors. All in favor. Motion carried.
- e. New hires, Risteen asked if there was any conflict with any of the new hires. There were not. Jamie Olsen motioned to approve the new hires. Russ Ceperich seconded the motion. No discussion. All in favor. Motion carried.
- f. New contract for Donald Staehely for business manager. Deb Lindberg motioned to hire Don Staehley as a business manager. Soren Rounds seconded. Russ Ceperich asked how this contract is in contrast with the previous contract and what we are saving. Krista let him know that it would be a savings of about 100k. He then asked if the plan then was to be able to hire our own business manager within a year. Krista said that yes that is the hope. A district our size could probably do with a .75 once our budget is in a better place. He is charging us by the hour. There is no minimum. All in favor. Motion carried.
- g. Action based on executive session. Jamie Olsen made a motion to delegate authority to the board chair to draft closing communication to the parties pursuant to discussion in Executive session. Russ Ceperich seconded. All in favor. Motion carried 4-0 one abstain.
- h. Vina Moses MOU. Soren Rounds motioned to approve. Deb Lindberg seconded. Russ Ceperich asked where are we at with this? Will there be construction? Krista Nieraeth said that it is a prefabricated building. The previous discussion when it was first presented to the board they were looking into a grant. Anything over 15k will be covered by a grant. Sara Littlefield said that Vina Moses and Naomi Shadwick have been working tirelessly on grants to get this going. Vina Moses has put down half on the shop. It is being built now. The other half will be paid upon completion. Other small grants will be used to purchase smaller needed items such as the racks to hang the clothes on. It will be supplied with donations. It is a free 'thrift store' open to the public. Donations can be received directly to the school. Soren Rounds asked who is doing the site prep? There is not a lot of prep that needs to be done. There used to be a greenhouse to the north of the 4th/5th grade wing. It is already a graveled area so prep is minimal. Sara hopes to have the store operated by students. All in favor. Motion carried.

- i. Corvallis food service MOU. This is a yearly thing with the difference that we will be taking on more of the management piece. In the past we would send our counts to Corvallis and they would report it to ODE. We get the reimbursement money and Corvallis would take 75% of that. We will now do the counts to ODE meaning we will get the reimbursement money. Corvallis said that their costs to deliver food to Alsea is \$37,216.10 for the year or \$3721.16 per month. This will allow us to do more of an audit of food, labor and delivery costs. Food service is not a money maker for districts. We would like to do an annualization to try to bring the cost of meals back down. Russ Ceperich motioned to approve. Soren Rounds seconded. Russ Ceperich commented last year the students noticed a difference in the food quality. With this change will we have more say over the kind of food we get? Krista explained that not at this time, we are kind of under the mercy of Corvallis. Deb Lindberg asked about the way our menus were built in the past? Krista said that she is not sure how that worked. She understood that we were given a menu that we could choose from to help save on food costs. Jamie Olsen asked if we have any control over the waste? Are we allowed to collect the waste and use it in a compost pile for the Horticulture program? Krista said that as long as we meet our serving amounts there is nothing to say what we do with the extra. Soren Rounds asked about the problem with scheduling and Corvallis and we will have to provide food for our first week of school. Krista said that yes we will have to provide breakfast and lunch for that first week. All in favor. Motion carried.
- j. August 10 board meeting date. Risteen has a personal conflict with this date. She suggested moving to the next week. Russ Ceperich said with the OSBA conference being the following weekend he would like to move the meeting date as well. Deb Lindberg motioned for the School Board meeting to move to August 17th, same time 7:00 PM. Russ Ceperich seconded. All in favor. Motion carried.

17. Key Dates

July 17 - 18, 2023, School Board training 5:00 - 8:00
 August 11 - 13, 2023 OSBA Summer conference, Salem OR

18. Adjourn at 2009

School Board Chair	Date	Superintendent	Date
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