

COQUILLE SCHOOL DISTRICT
Thursday, July 1, 2021 @ 6:00 p.m.
Special Board Meeting
Winter Lakes High School Commons, 1501 W Central

ORDER

Cliff Wheeler called the meeting to order at 6:00 p.m. Board members present were Heather Echavarria, Jeff Cannon, Steve Britton, Roy Wright, Julie Nighswonger, and Melinda Millet. Others present were Superintendent Tim Sweeney, Business Manager Teri Pointer, and Board Secretary Stephanie Donaldson. A list of people in the audience is included as part of the minutes.

MEETING BUSINESS

- ❖ Heather Echavarria made a motion to approve the agenda. Steve Britton seconded the motion; it passed unanimously.
- ❖ Steve Britton made a motion to approve the minutes from the Regular Board Meeting, June 9, 2021. Roy Wright seconded the motion; it passed unanimously.

FUTURE MEETINGS (as determined by Annual Business below)

Bond Committee Meeting: Thursday, August 12, 2021 @ 5:00 p.m.
Regular Board Meeting: Thursday, August 12, 2021 @ 6:00 p.m.
Regular Board Meeting: Thursday, September 9, 2021 @ 6:00 p.m.
Regular Board Meeting: Thursday, October 14, 2021 @ 6:00 p.m.

Starting November, Regular Board Meetings will take place the 2nd of Wednesday of every month, through the end of the school year.

OATH OF OFFICE

Superintendent Sweeney swore in the following new Board Members:

Melinda Millet – Position #2
Julie Nighswonger – Position #4
Cliff Wheeler – Position #6

Stephanie Donaldson, Notary Public-Oregon (1004249; exp. Sept. 28, 2024) verified Oath of Office signatures.

ELECT BOARD CHAIR AND VICE CHAIR

Roy Wright made a motion to nominate Cliff Wheeler for Board Chair and Heather Echavarria as Vice Chair. Jeff Cannon seconded the motion; it passed unanimously.

BOARD REPORT

Superintendent Sweeney reminded the Board that there is a virtual OSBA new board member orientation on July 9, 2021.

SUPERINTENDENT'S REPORT

Superintendent Sweeney provided information to the Board regarding student use of masks at the start of summer school. Additionally, he shared a reopening update, but emphasized that ODE will be issuing additional guidance on July 22. Mr. Sweeney also indicated that the coming school year may include curriculum per ODE that includes social justice topics. He reminded the Board of its role in textbook adoptions.

ANNUAL BUSINESS

For the 2021-2022 School Year

Discussion of the annual business resulted in the following: Board Meetings for the months of August, September and October will take place on the 2nd Thursday of each month at 6:00 p.m., subsequent monthly Board Meetings from November through the end of the school year in June will take place on the 2nd Wednesday of each month; the Facilities Committee will include Cliff Wheeler, Heather Echavarria, Jeff Cannon, Steve Britton and Julie Nighswonger; the Policy Committee will include Roy Wright, Julie Nighswonger, and Melinda Millet; the Bond Committee will include all Board Members (Cliff Wheeler, Heather Echavarria, Steve Britton, Roy Wright, Jeff Cannon, Julie Nighswonger, and Melinda Millet).

Jeff Cannon made a motion to approve the following:

- ❖ Establish a set day for regular board meetings each month.
- ❖ Appoint members of standing committees
 - Facilities
 - Policy
 - Bond
- ❖ Appoint Superintendent Tim Sweeney chief administrative officer and district clerk.
- ❖ Authorize Superintendent Tim Sweeney to apply for federal funds, special grants and sign for statements of assurance for State and Federal Programs.
- ❖ Authorize Superintendent Tim Sweeney and Business Manager Teri Pointer to sign checks on behalf of the District.
- ❖ Appoint Business Manager Teri Pointer as Budget Officer for the District.
- ❖ Authorize Business Manager Teri Pointer to Assign Portion of the Ending Fund Balances for all Funds.
- ❖ Appoint WHA as the insurance company of record.
- ❖ Appoint HMW CPAs & Associates, LLC as district auditors.
- ❖ Designate *The World* as newspaper of record for all official publications by the District.
- ❖ Name Banner Bank, the Local Government Investment Pool (LGIP), and the Pay Pal Money Market account as depositories of record.
- ❖ Name the Coquille School District Board of Directors as its own LCRB (Local Contractors Review Board).
- ❖ Legal requirements for fidelity bonds are met by the District's Insurance coverage which provides a comprehensive crime policy which covers all District employees in the amount of \$100,000 per occurrence.
- ❖ Appoint Oregon School Board Association and others as needed as the attorney of record.
- ❖ Reauthorize all existing leases as follows.
- ❖ 6 Lanier copiers – monthly lease plus copies
- ❖ Neopost - Postage Machine – monthly lease
- ❖ Authorize the Superintendent to sign all district contracts.

Roy Wright seconded the motion; it passed unanimously.

DISCUSSION/ACTION

Jeff Cannon made a motion to approve the following:

- ❖ **Authorize** the purchase of 970 N Central, Coquille.

Heather Echavarria seconded the motion; it passed unanimously.

CONSENT AGENDA

Roy Wright made a motion to approve the following:

- ❖ Hire - Tyler Lienemann, Track Coach - CJH
- ❖ Hire - Amber Lucatero, Volleyball Coach - CJH
- ❖ Hire - Melissa Lass, Volleyball Coach - CJH

- ❖ Hire - Kate Ivy, Cheer Coach - CJSH
- ❖ Hire - Zarina Orr, EA - LINC
- ❖ Hire - Shardinae Everett, EA - Daycare
- ❖ Hire - Cindy Koury, SPED Teacher - CVE
- ❖ Hire - Greer Lally, SPED Teacher - LINC
- ❖ Hire - Madeline Ingraham, SPED Teacher - WLHS
- ❖ Hire - Deborah Eversole, SPED Secretary
- ❖ Hire - Christine Regan, Academic Advisor/Social Worker - WLHS
- ❖ Rescind - Erin Mackenzie resignation, EA - CVE
- ❖ Move District Office to 970 N Central, Coquille.

Heather Echavarria seconded the motion; it passed unanimously.

MOVE INTO EXECUTIVE SESSION

Cliff Wheeler moved the meeting into Executive Session at 6:30 p.m.

- ORS 192.660(2)(b) To consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member, or individual agent who does not request an open hearing.
- ORS 192.660(2)(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

Cliff Wheeler moved back into the Board Meeting at 6:44 p.m.

Board Chair Cliff Wheeler requested elaboration on the topic of classroom curriculum. Superintendent Sweeney and the Board Members discussed how certain topics may result in substantial disruption to the classroom.

STAFF/PUBLIC COMMENT

Terry Nighswonger commented that the simulator room at Winter Lakes High School is awesome.

ADJOURNMENT

Cliff Wheeler adjourned the meeting at 7:01 p.m.

Approved