

# CENTRAL CURRY SCHOOL DISTRICT #1

## Board of Directors Minutes

Wednesday, August 21, 2024

Gold Beach Jr/Sr High School Library

### ZOOM

<https://us06web.zoom.us/j/89810010046?pwd=fnoS1wcmGtR09j1fLDyIRvPiiL36PT.1>

#### **BOARD OF DIRECTORS MEETING**

Pursuant to notices made to the Curry County Reporter and to members of the Board of Directors, the regular monthly meeting was held on Wednesday, August 21, 2024, at the Gold Beach Jr/Sr High School library.

Board members present and comprising a quorum were Board Chair Andy Wright, Vice Chair Kylie McCloskey, Scott McNair, Patrick Hollinger and Tiffany Somers. Staff member present were Superintendent Eric Milburn, Riley Creek School Principal Maureen March, Gold Beach Jr/Sr High School Principal Bill Schildbach, Facilities Manager Joey Denbaugh and Administrative Services Secretary Theresa Hendrix. Business Manager Kristal Carpenter was absent.

#### **#1 CALLED REGULAR MEETING TO ORDER & PLEDGE OF ALLEGIANCE**

**THE MEETING WAS CALLED TO ORDER** by Board Chair Andy Wright at 6:00 p.m. Board Chair Andy Wright led the Pledge of Allegiance and read the Mission statement.

#### **#2 ELECTION OF CHAIR AND VICE CHAIR for 2024-2025**

Scott McNair nominated Kylie McCloskey as Chairperson and Tiffany Somers as Vice Chairperson.

**MOTION WAS MADE** by Scott McNair, seconded by Patrick Hollinger to elect Kylie McCloskey as Board Chairperson and elect Tiffany Somers as Vice Chairperson for the 2024-2025 school year. Board unanimously voted in favor. Motion passed.

#### **#3 CHANGES TO THE AGENDA**

New Business #8.7 Resolution #01-2025 ASB Checking Account signers with Umpqua Bank

#8.8 Unpaid leave request for Casi Smith

#### **#4 APPROVAL OF CONSENT AGENDA**

4.1 Approval of June 17, 2024 board meeting minutes;

4.2 Approval of New Hires for the 2024-2025 School Year: Mae Ortiz 1<sup>st</sup> Grade, Elliot Bishop 4<sup>th</sup> Grade, Jim Juntunen 5<sup>th</sup> Grade, Laura Barsalou Music and Kathryn Paradis Language Arts

**MOTION WAS MADE** by Board Chair Kylie McCloskey, seconded by Vice Board Chair Tiffany Somers, to accept the consent items, as presented. Board unanimously voted in favor. Motion passed.

#### **#5 CITIZEN INPUT FOR NON-AGENDA ITEMS**

There was no citizen input for non-agenda items.

## **#6 DISTRICT REPORTS**

**#6.1 Financial Reports** – Superintendent Eric Milburn shared Ms. Kristal Carpenter was absent due to the audit. Superintendent Eric Milburn shared the freezer at Riley Creek School went out and unfortunately, all the product in the freezer was lost. The district is working on how to capture some of the funds from the lost products.

**#6.2 Facilities Report**- Joey Denbaugh shared with the Board his report

The Riley Creek School freezer failed due to a power failure and GFI, currently working with ORCA to resolve the problem. The part is under warranty;

There were many busy summer maintenance activities just to name a few - interior painting at the jr/sr high school, applied new finishes on both gyms, worked on football field; worked on sinks at Riley Creek; cleaned the woodshop including the mounted heaters and smoke eaters; re-stripped both schools parking lots and multiple minor maintenance repairs; and

Attended the integrated pest management courses at Glide High School to be in compliance for the district.

**#6.3 Principal Reports** – Ms. Maureen March and Mr. Bill Schildbach

Ms. Maureen March, Riley Creek School principal, shared have tentatively hired a 1<sup>st</sup> Grade teacher until her arrival to the United States, there will be a long-term sub through October;

Currently have two IA positions available and will be conducting interviews this week;

Staff will return on August 26<sup>th</sup>. The Riley Creek Kindergarten thru 5<sup>th</sup> grade teachers will participate in Science of Reading training on August 21<sup>st</sup>. The course will focus for teachers this school year as part of the ODE's Early Literacy initiative;

First day of school is September 3<sup>rd</sup> for 1<sup>st</sup> through 6<sup>th</sup> grade and September 6<sup>th</sup> for Kindergarten; and

Sally Hawkins has retired from the school district after over 30 years with the district and Heather Tucker has been hired as the librarian for Riley Creek School and is making some exciting changes in the library.

Mr. Bill Schildbach, Gold Beach High School principal, shared the roof is almost complete and should be done before students start school;

PE teacher position is still open and will have a long-term sub for the PE classes provided by ESS;

New Student Orientation will be August 28<sup>th</sup> at 5:00 pm to 6:00 pm for incoming 7<sup>th</sup> graders and new students to the district;

The jr/sr high school schedule is almost complete with a few minor adjustments;

Plan to work on attendance and students to be on track for graduation with students;

Fall sports - football, volleyball, soccer & cross country has begun with many games starting August 29<sup>th</sup>. New uniforms for jr high football, jr high volleyball, and jr&sr high wrestling have been ordered for the teams; and

Plan to revitalize Site Council and hopefully, Booster Club.

#### **#6.4 Superintendent Report – Mr. Eric Milburn**

Mr. Eric Milburn, Superintendent, shared the approximate enrollment numbers for the beginning of the school year;

The roofing work on the schools should be 99% complete before the staff returns. The field lighting is complete and the new bleachers should be installed in time for basketball season;

The design work for the next phase continues with a few changes. The main entrance for Riley Creek School for students will be by Ms. March's office area and working on moving away from boilers as our heat source to electrical HVAC;

Currently working on state funding work group for education regarding the Current Service Level (CSL);

The district substitutes have signed up with ESS and ESS has been assisting with the long term subs for our open positions; and

Our district is being provided with a full-time mental health therapist through Coast Community Health at no cost to the district for both schools for 1 year contract.

#### **#7 OLD BUSINESS**

##### **#7.1 Bond Work Update – Mike Freeman, HMK**

Mr. Freeman shared with the Board the update on the roofing project and the contractual completion date was last Friday, however, received an extension of time for gutter and downspout placements. There were no major surprises with the roofs worked on eliminating pooling of water by creating slant to certain roofs;

The field lighting has been installed with assistance from Coos Curry Electric;

Bleachers will be arriving soon;

There was an administration design change at Riley Creek School from replacing the boiler system to a electrical HVAC system; and

The Bond Oversight Committee will meet every two months starting in September.

#### **#8 NEW BUSINESS**

##### **#8.1 Approve 2024-2025 Designations:**

Designation of Chief Administrative Officer/District Clerk: **Eric Milburn**

Designation of Business Manager/Deputy Clerk: **Kristal Carpenter**

Designation of Budget Officer: **Kristal Carpenter**

Designation of Custodian of Funds with authority to use facsimile signature: **Eric Milburn and Kristal Carpenter**

Designation of Americans with Disability Act Compliance Officer: **Eric Milburn**

Designation of Official Auditors: **Koontz, Blasquez & Associates, P.C.**

Designation of Depository for District Funds: **Umpqua Bank**

Designation of person to apply for and administer federal funds and Universal Services for School and Library Funds: **Eric Milburn**

Designation of Title IX Officer: **Eric Milburn**

Designation of person to apply for and administer Title Funds and Vocational Education Funds: **Eric Milburn**

Designation of Official Publication: **Curry County Reporter**

Designation of Hearings Official for Free and Reduced Meals: **Eric Milburn**

Designation of Authorized Representative for the School District in the Federal Surplus Property Program: **Eric Milburn**

- 8.2** Identify Confidential, Supervisory and Administrative Staff:  
Confidential staff: Kristal Carpenter, Theresa Beaman, Theresa Hendrix, Michelle Carl, Angela Carter, Kathryn Cleveland and Tina Laurino;  
Supervisory staff: Allen Walz; Joey Denbaugh  
Administrative staff: Maureen March, Bill Schildbach and Eric Milburn
- 8.3** Establish School Board Meeting Schedule:  
Third Wednesday of the Month at 6:00 PM in the Gold Beach Jr./Sr. High Library
- 8.4** Approve administrative memberships in the Coalition of Oregon School Administrators (COSA) and district membership in the Oregon School Boards Association (OSBA), OSBA Legal Trust, OSBA Policy Updates and the Oregon Small Schools Association (OSSA)

Board Chair Kylie McCloskey recommended for #8.3, to change Board meeting time to 5:30 p.m. instead of 6:00 p.m.

**MOTION WAS MADE** by Scott McNair, seconded Andy Wright, to approve #8.1 Approve 2024-2025 Designations, #8.2 Identify Confidential, Supervisory and Administrative staff; #8.3 Establish School Board Meeting Schedule; and #8.4 Approve administrative memberships in Coalition of Oregon School Administrators, as amended. Board unanimously voted in favor. Motion passed.

#### **#8.5 Meal Prices for 2024-2025**

The Board reviewed the meal prices for 2024-2025 for adults. The recommended adult prices for meals is \$6.00. Students will still be provided free meals for breakfast and lunch in the district.

**MOTION WAS MADE** by Board Chair Kylie McCloskey, seconded Patrick Hollinger, to approve the adult meal prices, as presented. Board unanimously voted in favor. Motion passed.

#### **#8.6 Discuss Board Goals for 2024-2025**

The Board reviewed last year's 23-24 Board goals and decided to schedule a board work session in October to prepare Board goals for 2024-2025 school year.

#### **#8.7 Resolution #01-2025 ASB Checking Account signers with Umpqua Bank**

Superintendent Eric Milburn discussed the changes of the signers to the ASB checking account with the Board.

**MOTION WAS MADE** by Board Chair Kylie McCloskey, seconded Tiffany Somers, to approve Resolution #01-2025, as presented. Board unanimously voted in favor. Motion passed.

#### **#8.8 Unpaid leave request for Casi Smith**

Casi Smith, teacher at Gold Beach Jr/Sr High School, has requested to be granted unpaid leave for

September 6<sup>th</sup> and September 12<sup>th</sup> & 13<sup>th</sup>.

As per Article 20 of the Bargaining Agreement, the Board, on the recommendation of the principal and/or superintendent may grant leaves of absence.

Mr. Bill Schildbach, Principal of Gold Beach Jr/Sr High School, had no opposition to her request for leave of absence.

The Board did mention that future requests may not be approved.

**MOTION WAS MADE** by Tiffany Somers, seconded by Andy Wright, to grant Casi Smith her unpaid leave as recommended by the administration. Board unanimously voted in favor. Motion passed.

#### **#9 Gold Beach Jr/Sr High School Handbooks and Athletic Handbooks**

Gold Beach Jr/Sr High School Principal Bill Schildbach shared with the Board the changes to the Student handbook and Athletic handbook for jr/sr high school.

Academic eligibility for Jr High and Sr High athletics will be 2.0 with no D's or F's – aligning with OSAA guidelines;

Cell phones and academic integrity – cell phones are to be in lockers during the day. Students can have access to their cell phones before school, during lunch and after school. Violation to cell phone rules will result in trackers with detention and possible in-house suspension;

Attendance – if more than 16 absences in a semester, the student can be denied credit and a meeting with parent and student will be conducted;

Tardies – if a student is more than 15 minutes late to a class, the tardy will become an absence. After three tardies with 3 trackers, the student will receive detention and possible in-house suspension for continual tardiness the possibly of removal of open campus during lunch for sr high students;

Backpacks are to be in lockers;

Dress Code update – no blankets, no pajamas, and no slippers; and

Students involved in Extra-Curricular activities have a Code of Conduct to sign with parents.

Board Chair Kylie McCloskey shared the handbook changes need to be communicated to the parents in advance before school begins. Mr. Schildbach stated he will be meeting with staff to go over the changes and the handbooks will be available through the school's website, school's facebook and all families will be emailed through the Schoolmessenger system highlighting the changes in the handbooks.

The Board reviewed the handbooks and approved the changes creating accountability and consequences.

**MOTION WAS MADE** by Patrick Hollinger, seconded by Board Chair Kylie McCloskey to approve the Gold Beach Jr/Sr High School Student Handbook and Athletic Handbook, as presented. Board unanimously voted in favor. Motion passed.

#### **#10 CITIZEN INPUT ON AGENDA ITEMS**

There was no citizen input on Agenda items.

#### **#11 INDIVIDUAL BOARD MEMBER REPORTS**

**#11.1** Patrick Hollinger welcomed Mr. Bill Schildbach to the District and look forward to the changes;

Scott McNair stated he was putting on his Gold Beach Youth Fund hat, and shared they received a generous donation from Dubes Foundation, and Gold Beach Youth Fund is providing funds to the Riley Creek School's PTO for purchasing school supplies for students in the amount of \$5,000.00 where teachers can have a supply closet for students needing school supplies and Riley Creek School has been provided \$60,000.00 for purchase of new playground equipment. Ms. March expressed her appreciation of the funds for the supplies and much needed new playground equipment for the Kindergarten thru 6<sup>th</sup> grade area.

Andy Wright welcomed the new staff and appreciated the progressing Bond work;

Board Chair Kylie McCloskey thanked Andy Wright for his service as Board Chair for several years and welcomed the new staff; and

Tiffany Somers expressed looking forward to the new school year.

## **#12 KEY DATES/CALENDAR UPDATES**

**#12.1** Next regular board meeting for Wednesday, September 18, 2024 at 5:30 p.m. at the Gold Beach Jr/Sr High School Library.

## **#13 ADJOURNMENT**

The meeting was adjourned at 7:28 p.m.

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Kylie McCloskey  
Board Chair

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Theresa Hendrix  
Administrative Services Secretary