REGULAR BOARD OF DIRECTORS MEETING

Wednesday, August 6, 2025 6:15 PM
South Umpqua School District, 558 Chadwick Ln, Myrtle Creek, OR 97457

1. **Call to Order/Roll Check**

2. **Flag Salute**

3. **Adoption or Adjustment of Agenda**

4. **Citizens Request of the Board**

5. **Superintendent Communication**

5.1. SEL Curriculum

6. **Financial Report**

7. **Foundation Communication**

8. **Consent Agenda** ***(All items may be adopted by a single motion unless pulled for special consideration.)***

8.1. Approve Board Minutes from the July 14, 2025, Board Meeting

8.2. Approve employment of Dawn Lopez, Elementary Teacher at Tri City Elementary

8.3. Approve employment of Emily Niebergall, Elementary Teacher at Tri City Elementary

8.4. Approve employment of Julieanna Chilman, Elementary Teacher at Myrtle Creek Elementary

9. **Action Items**

10. **Announcements**
All Staff Welcome Back, August 26, 2025, 8:00 am
First Day Back for Students, September 03, 2025
Board Regular Session, September 03, 2025, 6:15 pm
Board Regular Session, October 01, 2025, 6:15 pm

11. **Board Member Comments**

12. **Board chair closing comments**

13. **Adjourn Meeting**

Superintendent's Reports

August 6, 2025

To: Board of Directors

From: Superintendent, Erika Bare

Subject: Superintendent Reports

Date: August 6, 2025

Summary:

Superintendent Erika Bare will provide announcements/reports to the Board on items of interest.

Strategic Plan Update:

Each Pillar of the Strategic Plan has a Pillar Owner, or someone who primarily responsible for tracking progress on and directing the work of each pillar. The Pillar's and their owners are:

- Pillar 1: Supported and Successful Students, Erika Bare (Ryan Savage supporting)
- Pillarr 2: Empowered and Valued Staff, Ryan Savage (Tabitha Roberts supporting)
- Pillar 3: Strong Family and Community Partnerships, Emily Veale (Erika Supporting)
- Pillar 4: Modern and Safe Facilities, Joe Motta (Emily Veale Supporting)

The Pillar owners (and supporters) met with Gayle to complete our scorecard. This scorecard will essentially measure if we are successful with our goals or not. As a reminder, in the Spring we identified focus areas under each pillar, and that will be our primary focus in gathering data this year. We will be gathering to review progress as a Leadership Team each quarter. I will make a regular report after each of these sessions to let you know how we are doing. These goals will also largely inform my goals as Superintendent for the year, which I look forward to sharing with you in September.

Federal Funding Update:

We learned in late July that the Federal Government has unfrozen the funds we talked about last time. They were just released to states. ODE is working on allocations, and we should have ours soon. This is great news for us! If we go off previous allocations, it means roughly $58,000 for SUSD.

Summer School Update:

Summer School Started on Monday!

Required Trainings:

All board members must take two required trainings, one on child abuse reporting, and the second on board ethics. It totals roughly 2.5 hours. Please look for an email from Tabitha with links to the trainings and complete them by December 1st.

Social Emotional Learning Curriculum

August 6, 2025

To: Board of Directors

From: Superintendent, Erika Bare

Subject: Superintendent Reports

Date: August 6, 2025

Since the adoption of Character Strong in 2020 as our Social Emotional Learning Curriculum, the Oregon Standards were adopted. We have also received some feedback from teachers that this curriculum needs review. Emily will be coordinating the adoption process with support from Ryan. We are piloting Wayfinder at Coffenberry to help inform the committee.

We will be following Board Policy IIA, Instructional Resources/Instructional Materials as well as the associated AR. This process includes a committee of interested staff, a review by all impacted staff and community viewing and input. Once this is complete, we will make a recommendation to the board for adoption. It is our hope to complete this process by January.

Superintendent's Reports

August 6th, 2025

To: Board of Directors

From: Superintendent, Erika Bare
Director of Fiscal Services, Shy Chapman

Subject: Superintendent Reports – Fiscal Responsibility (Board Goal)

Date: July 31, 2025

Summary:

Superintendent Erika Bare and Director of Fiscal Services Shy Chapman will provide announcements/reports to the Board on Fiscal Responsibility.

Financial Report: Attached is the District's Revenue and Expenditure Report, reflecting financial activity through July 31, 2025. The projected ending fund balance for the fiscal year ending June 30, 2026, is currently $2,773,109.

As of the date of this report, no payroll has been processed in the current fiscal year. The first payroll is scheduled for August 8, with payroll for licensed staff beginning on September 10. At this time, salaries and associated payroll costs are encumbered at the full budgeted amounts.

It is also important to note that this projection reflects a very conservative estimate. Once hiring is complete and open enrollment selections for health insurance are finalized, we will have a clearer picture of actual costs, and the projected ending fund balance will be updated accordingly.

Audit: Umpqua Valley Auditors recently distributed an annual questionnaire to Board members. If you have not received the email, please contact me so I can ensure it is resent to you.

South Umpqua School District #19
Estimated 2025-2026 Revenues and Expenditures **2025-2026 Fiscal Year**
As of July 31, 2025

	Prior Year Actual Unaudited	**2025-26 Budget**	**Actual YTD 7/31/25**	**Total Projected for the Year**	**Net Difference**
REVENUE					
Taxes, Current & Prior	4,144,777	4,273,234	20,850	4,273,234	-
Interest on Investments	705	700		700	-
Student Activities	56,960	55,000		55,000	-
Miscellaneous Local Sources	170,029	147,150		147,150	-
County School Fund	20,314	20,000		20,000	-
Other Intermediate Sources	3,638	4,555		4,555	-
ESD Flow Through	123,720	124,521		124,521	-
State School Support Fund	14,003,142	15,203,421	2,460,617	15,203,421	-
Common School Fund	195,515	195,520		195,520	-
Other State Grants In Aid	9,795	1,100		1,100	-
Prior YR Forster Child Transportation Reimb	4,557	-		-	-
Federal Forest Fees	22,027	25,000		25,000	-
TOTAL REVENUE	18,755,179	20,050,201	2,481,467	20,050,201	-
ESTIMATED BEGINNING FUND BALANCE	5,076,392	3,503,807	4,540,219	4,540,219	1,036,412
TOTAL REVENUE & BEG. FUND BALANCE	23,831,571	23,554,008	7,021,686	24,590,420	1,036,412
EXPENDITURES					
Instruction					
Salaries	5,295,429	5,619,953		5,619,953	-
Associated Payroll Costs	2,974,522	3,880,475	768	3,880,475	-
Purchased Services	512,906	488,924		488,924	-
Supplies & Materials	399,452	202,859	1,665	202,859	-
Capital Outlay				-	-
Other Objects	27,420	17,850		17,850	-
Total Instruction	9,209,728	10,210,061	2,433	10,210,061	-
Support Services					
Salaries	3,338,170	3,594,336		3,594,336	0
Associated Payroll Costs	1,740,390	2,560,202	2,892	2,560,202	0
Purchased Services	2,430,064	3,146,793	4,680	3,146,793	-
Supplies & Materials	750,246	971,711	268,533	971,711	-
Capital Outlay	72,044	113,717	25,253	113,717	-
Other Objects	292,362	396,206	323,268	396,206	-
Total Support Services	8,623,276	10,782,965	624,626	10,782,964	1
Community and Enterprise Services					
Associated Payroll Costs	4,824	14,286		14,286	-
Transfers to Other Funds	1,423,945	810,000		810,000	-
				-	
TOTAL EXPENDITURES	19,261,773	21,817,312	627,059	21,817,311	1
ESTIMATED ENDING FUND BALANCE	**4,569,798**	1,736,696	6,394,627	***2,773,109***	1,036,413

REGULAR BOARD OF DIRECTORS MEETING
Monday, July 14, 2025 6:15 PM Pacific

South Umpqua School District
558 Chadwick Ln
Myrtle Creek, OR 97457

William Hill:	Present
Jeff Johnson:	Present
Quinn Pickering:	Absent
Randy Richardson:	Present
David Stevens:	Present
Anandita Tiwari:	Present

Present: 5, Absent: 1.

1. Call to Order/Roll Check

2. Flag Salute

3. Swear in recently elected and appointed directors
The following board members were sworn in Randy Richardson, Zone 3, Position 3, Jeff Johnson, Zone 3 Position 1, David Stevens, Zone 2, Position 2 and William Hill, Zone 2, Position 1.

4. Elect Board Chair for the 2025-2026 fiscal year

Nominated David Stevens. This motion, made by Randy Richardson and seconded by Jeff Johnson, Carried.
Quinn Pickering: Absent, William Hill: Yea, Jeff Johnson: Yea, Randy Richardson: Yea, David Stevens: Yea, Anandita Tiwari: Yea
Yea: 5, Nay: 0, Absent: 1

5. Elect Vice Chair for the 2025-2026 fiscal year

Nominated Anandita Tiwari. This motion, made by William Hill and seconded by Randy Richardson, Carried.
Quinn Pickering: Absent, William Hill: Yea, Jeff Johnson: Yea, Randy Richardson: Yea, David Stevens: Yea, Anandita Tiwari: Yea
Yea: 5, Nay: 0, Absent: 1

6. Adoption or Adjustment of Agenda
I motion to approve the agenda for. This motion, made by Jeff Johnson and seconded by Randy Richardson, Carried.
Quinn Pickering: Absent, William Hill: Yea, Jeff Johnson: Yea, Randy Richardson: Yea, David Stevens: Yea, Anandita Tiwari: Yea
Yea: 5, Nay: 0, Absent: 1

7. Citizens Request of the Board
None

8. Superintendent Communication

Superintendent Bare updated the board on the executive order signed 2 weeks ago by the Governor mandating that all school districts implement a bell-to-bell cell phone ban. There will be a sample policy available from OSBA by August 1, and it must be implemented by January 1, 2026. The district's current practice in K-5 is no cell phones and 6-12 grade does not allow during class, but they are allowed during passing and lunch. Superintendent Bare said she would be bringing a sample policy to the September board meeting for review. Superintendent Bare will be meeting with the high school administration to discuss how they plan to enforce this policy. The district will be communicating with families about expectations.

Jeff Johnson expressed his dissatisfaction with the state mandating that the board should have more authority. Asked what would happen if the board did not approve a policy that was in line with the requirements. It is the school board's policy what happens if the board does not adopt would like to push back on state mandates. Superintendent Bare reported that she is looking into what would happen if the policy was not adopted by the board. COSA is also doing some research into the mandate. Superintendent Bare reported that if it becomes a division 22 assurance, the district has to be able to say it is in the board policy. Superintendent Bare will bring more information before the policy is brought for approval.

Superintendent Bare reported that several Federal Funding sources were being held back Title 1-C, II-A, III-A, IV-A, IV-B. The explanation given by the US Department of Education was "Given the change in Administrations". The Department is reviewing the FY 2025 funding and decisions have not yet been made concerning submissions and awards for this upcoming academic year. The district had already planned to set money aside due to a concern that the district would not receive funds from Title 2. Title 2 supports mentoring for teachers and professional development. Title IV had been budgeted for but there is enough carry over. The financial impact in all would be around $160,000 if the district does not receive the funding.

Superintendent Bare provided a Summer School update. Over 100 students signed up, all staffed and ready to go. Starts the second week in August at MCE. Will provide updates when it gets started.

Superintendent Bare reported that the leadership team and teacher leaders solution tree conference the training was phenomenal. This is one of the 4 priorities out of the strategic plan that's being focused on in year one.
Superintendent Bare reported that all board members must take two required trainings, one on child abuse reporting, and the second on board ethics. It totals roughly 2.5 hours. Please look for an email from Tabitha with links to the trainings and complete them by December 1st.

8.1. Enrollment Report

Superintendent Bare presented the enrollment report. Enrollment is at 1359. Canyonville- 190, Coffenberry- 264 High School- 400, MCE- 256, TCE- 249.

9. Financial Report

Shy Chapman informed the board that the auditors sent all board members an email that they are required to fill out. Mrs. Chapman presented the financial statement.
The report provides a preliminary year-end snapshot of the District's financial position, pending final year-end adjustments and audit reconciliation. As of June 30, total

General Fund revenues are projected at $18.7 million—$375,538 below budget—primarily due to shortfalls in Federal Forest Fees and the State School Fund. However, those losses were partially offset by stronger-than-expected collections in local taxes and the prior year's ending fund balance. Total expenditures are projected at $19.3 million, which is $2.57 million under budget due to under spending across payroll costs and supplies. The estimated ending fund balance for fiscal year 2024-25 is $4,540,219.

10. Facilities Update
Joe Motta provided an update on the current LED projects and summer projects happening in the district. Mr. Motta provided the board with photos of the LED projects that have been completed.

11. Review policy AR- IKE-AR
Superintendent Bare presented information on board policy AR-IKE-AR. The revision simplifies the process for retention ot promotion of students.

12. Consent Agenda*(All items may be adopted by a single motion unless pulled for special consideration.)*
Approve consent agenda for Juky,. This motion, made by Randy Richardson and seconded by Jeff Johnson, Carried.
Quinn Pickering: Absent, William Hill: Yea, Jeff Johnson: Yea, Randy Richardson: Yea, David Stevens: Yea, Anandita Tiwari: Yea
Yea: 5, Nay: 0, Absent: 1

12.1. Approve Board Minutes from June 04, 2025

12.2. Approve employment of Christopher Lofton, Assistant Middle School Principal at Coffenberry Middle School

12.3. Approve employment of Susan Yates, Math Teacher at South Umpqua High School

12.4. Approve employment of Kylie Farmer, Middle School Band Teacher

12.5. Approve employment of Kamaryn Schneider, Art Teacher at SUHS

12.6. Approve resignation of Kimberly Whetzel, Elementary Teacher at TCE

13. Action Items

13.1. **Procedural Appointments and Authorizations for 2025/2026**

13.1.1 Appoint Superintendent Erika Bare as school District Clerk as per ORS 332.515
13.1.2 Appoint Superintendent Erika Bare as Elections Officer
13.1.3 Appoint Shyela Chapman as Business Manager
13.1.4 Appoint Shyela Chapman as Deputy Clerk to invest funds
13.1.5 Appoint Shyela Chapman as Custodian of funds who will sign checks and take payments, as per ORS 328.441,328.445
13.1.6 Appoint Shyela Chapman as Budget Officer, ORS 294.331
13.1.7 Appoint GHR, PC as the district's legal counsel and approve professional rate of up to $300 per hour for services

13.1.8 Appoint Umpqua Valley Financial as financial auditors, ORS 328.475, 727.137, 297.405
13.1.9 Appointment of Brown and Brown as Insurance Agent of Record
13.1.10 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)
13.1.11 Approve newspapers of record, The News Review and The Douglas County Mail
13.1.12 Re-adopt previous board procedures and policies
13.1.13 Appoint the Board of Directors as the Contract Review Board
13.1.14 Approve fidelity-bond amounts at $500,000 through Brown and Brown Insurance Agent for those authorized and bonded to handle district funds, per ORS 332.5

I move to approve the procedural appointments and authorizations listed as Action Items 13.1.1 through 13.1.14. This motion, made by Jeff Johnson and seconded by Anandita Tiwari, Carried.
Quinn Pickering: Absent, William Hill: Yea, Jeff Johnson: Yea, Randy Richardson: Yea, David Stevens: Yea, Anandita Tiwari: Yea
Yea: 5, Nay: 0, Absent: 1

13.2. Approve 2025/26 Board and Budget Calendar
Approve 2025/26 Board and Budget Calendar. This motion, made by Anandita Tiwari and seconded by Randy Richardson, Carried.
Quinn Pickering: Absent, William Hill: Yea, Jeff Johnson: Yea, Randy Richardson: Yea, David Stevens: Yea, Anandita Tiwari: Yea
Yea: 5, Nay: 0, Absent: 1

13.3. Approve list of Alternative Education locations
Approve list of Alternative Education locations. This motion, made by Randy Richardson and seconded by Jeff Johnson, Carried.
Quinn Pickering: Absent, William Hill: Yea, Jeff Johnson: Yea, Randy Richardson: Yea, David Stevens: Yea, Anandita Tiwari: Yea
Yea: 5, Nay: 0, Absent: 1

13.4. Appoint new board member to vacant board seat Zone 3, Position 3
Approve Randy Richa. This motion, made by Anandita Tiwari and seconded by William Hill, Carried.
Quinn Pickering: Absent, William Hill: Yea, Jeff Johnson: Yea, Randy Richardson: Yea, David Stevens: Yea, Anandita Tiwari: Yea
Yea: 5, Nay: 0, Absent: 1

13.5. Declare Board Seat Zone 1, position 2 vacant
Declare Board Seat Zone 1, position 2 vacant. This motion, made by Jeff Johnson and seconded by Anandita Tiwari, Carried.
Quinn Pickering: Absent, William Hill: Yea, Jeff Johnson: Yea, Randy Richardson: Yea, David Stevens: Yea, Anandita Tiwari: Yea
Yea: 5, Nay: 0, Absent: 1

14. Foundation Communication
Jeff Johnson updated the board on the cancellation of the donor appreciation in August. Hoping to bring back next year. November 1st dinner and auction at Seven Feathers.

15. Announcements

16. Board Member Comments

17. Board chair closing comments

18. Adjourn Meeting
Meeting was adjourned at 7:14