LINCOLN COUNTY
SCHOOL DISTRICT

Dr. Majalise Tolan
Superintendent

District Office | Teaching & Learning Center
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Board of Directors
NOTICE OF A BOARD MEETING
Board Work Session

Date	**Tuesday, August 12, 2025**
Time	**5:00 PM**
Place	**Teaching & Learning Center, 1212 NE Fogarty Street, Newport, OR 97365**

The Lincoln County School District Board of Directors has scheduled a Board Work Session of the Board beginning at 5:00 PM.

Public comment will only be heard if a specific public comment time is designated on the agenda. Not all meetings of the Board have public comment.
If you are a member of the community and wish to speak before the Board, please email the following information to eddie.symington@lincoln.k12.or.us by **12:00 pm on the business day prior to the meeting: Name, address and phone number (optional), and topic.** Once your request is received, you will be contacted with details regarding making the comment during the meeting. Public comment cards will also be available at the door and must be completed and given to the Board Secretary. All public comment will follow Board Policy BDDH – "Public Comment at Board Meetings."

The session will be streamed and can be accessed by visiting our website.

The agenda is attached.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting.

THIS NOTICE SATISFIES THE REQUIREMENTS OF ORS 192.630, 192.640 AND 332.045.
For further information or to request accommodations, please contact:
Eddie Symington, Assistant to the Superintendent and School Board
Lincoln County School District | 1212 NE Fogarty | Newport, OR 97365

LINCOLN COUNTY SCHOOL DISTRICT
Board of Directors – Board Work Session
Tuesday, August 12, 2025 - 5:00 PM
Teaching & Learning Center, 1212 NE Fogarty Street, Newport, OR 97365

Agenda

1. Call to Order & Establishment of a Quorum
2. Superintendent Evaluation Timeline

Lincoln County Superintendent Evaluation Timeline for 2025-26

Action	*Date*	*Person(s)*
Superintendent sets evaluation goals for the 25-26 school year with Board committee (2 members).	9/4	Superintendent Board Chair Board Member
Superintendent shares evaluation goals with whole Board in the Business Meeting.	9/9	Superintendent
The Superintendent reports interim progress on goals to the Board in Executive Session.	10/14 12/9	Superintendent
The Superintendent presents their self-evaluation and/or artifacts of evidence of performance to the Board in Executive Session. Board members discuss without the Superintendent during Executive Session.	2/10	Superintendent Board
Board members take individual evaluation forms and complete their individual evaluation of the Superintendent and return to Board Secretary by 2/26.	2/10	Board Members
Board committee prepares the summative evaluation document and shares a preview draft with the Superintendent.	3/6	Superintendent Board Chair Board Member
Board and Superintendent meet to discuss and clarify the summative evaluation document. Superintendent exits Executive Session. Changes to the evaluation may be made at this time. Board votes in Business Meeting to approve the summative evaluation. A copy of the final written summative evaluation is placed in the superintendent's personnel folder.	3/10	Board Superintendent
Notify Superintendent of contract extension/non-extension.	3/15	Board

Evaluation Tool: Tolan Superintendent Goals Rating Tool 25-26.docx

3. Summer Bond Updates and Board Bond Decision Making

South Area

WALDPORT HIGH SCHOOL

- *ANIMAL SHELTER SEWER LINE
  DSL
  Installing sewer line to county animal shelter
  Ditches paved
  Plan is for them to be off our site by 9/1/25

- BASEBALL AND SOFTBALL BATHROOMS
  Working on sewer for new bathroom

- FORESTRY
  New building exterior is complete
  Teachers are starting to plan for interior
  Adding material to the west of the site for additional area
  Teacher and LCSD will work together to get fence for new area

- AUDITORIUM
  Planning starting; meeting TBD

CRESTVIEW

- ROOF
  Stutzman and Kropf (phased project)
  Jerry Prater Construction (phased project)
  100% Complete

- NEW SIDING
  M&S General Contractors and Remodeling
  On-site demoing siding in the roof area
  Finding some rot (4 change orders so far)
  Anticipated completion: 9/1/25

- KITCHEN FLOORING REPLACEMENT
  Replacing vinyl flooring in the kitchen with ceramic tile
  75% complete; finished by 9/1/25

*NOT BOND

North Area

OCEANLAKE

- PLAYGROUND
  - Excavated and drainage installed
  - Rock base is completed
  - Turf is to ship 8/18/25; installation by 9/1/25
  - Swing area excavated; concrete base poured
  - New rubber for under swings received
  - Installation week of 8/18/25; complete by 9/1/25

TAFT HIGH SCHOOL

- BATHROOM/CONCESSION
  - 75% complete; finished by 9/1/25. Very tight schedule

- *SITE WORK
  - New score board installed
  - New flagpole installed
  - Old flagpole moved to softball field and installed

- CARPET / VCT FLOOR TILE
  - Approximately 10 rooms/office completed

- OFFICE AREA
  - Upgrade Completed

- STAGE/DRAMA
  - New curtain ordered
  - Working with consultants on sound, light, etc.

- FORESTRY ADDITION FOR SHOP
  - Exterior to be completed by 9/1/25
  - Interior wiring/sheetrock complete by 10/1/25

- CTE WING
  - New overhead doors ordered - Fall install

- TELECOM ROOM
  - Remodeled for safety and security of equipment - Complete

*NOT BOND

TAFT ELEMENTARY

- 7 CLASSROOMS/STAFF ROOM
  - Asbestos tested for and removed
  - New carpet/tile installed
  - 100% complete

- MUSIC ROOM
  - Plans turned into City of Lincoln City
  - Expect approval by 10/1/25
  - Demo of existing music room in September
  - Coordinating with the teacher/principal
  - Working least disruptive route to building
  - Trying to have no disruption to playground

- BATHROOM
  - Upgrades to single-stall bathrooms at gym entry
  - Planned to start 9/15/25

- TELECOM ROOM
  - Remodeled for safety and security of equipment - Complete

*NOT BOND

West Area

NEWPORT HIGH SCHOOL

- *NEW RETAINING WALL
  - Current section is 95% complete; done by 9/1/25
  - LCSD started new fence on top of wall; done by 9/1/25

- *TURF FIELD
  - Old turf is off field
  - New turf started; to be complete 9/1/25
  - The community has taken 90% of old turf

- BOILER ROOM
  - Roof to be replaced by 10/1/25

- AUDITORIUM
  - Planning starting; meeting TBD

YAQUINA VIEW

- ROOMS 26/27: STRUCTURED LEARNING CENTER & PRESCHOOL
  - Addition 70% complete by 9/1/25

SAM CASE

- ASBESTOS ABATEMENT
  - Removed from hall & old office area
  - New tile installed; floor waxed
  - Hall 100% complete
  - Office to be finished by 10/1/25

- TELECOM ROOM
  - Remodeled for safety and security of equipment - Complete

*NOT BOND

East Area

TOLEDO HIGH SCHOOL

- CTE WING ADDITION
  - Boomer Pre-School moving to Toledo Elementary
  - Furniture moved

- AUDITORIUM
  - Planning starting; meeting TBD

- PHONES
  - New system installed

- TELECOM ROOM
  - Remodeled for safety and security of equipment - Complete

TOLEDO ELEMENTARY

- BOOMER PRE-SCHOOL
  - Playground installation in progress
  - Playground complete 9/1/25
  - New bathroom complete

- TURF/PLAYGROUND
  - Work starting on new turf playground
  - Completion TBD, weather dependent
  - Grass playground out of service for school
  - Existing toy/playground are ready for school 9/1/25

- STRUCTURED LEARNING CENTER
  - Cabinets out
  - New tile finished

- BLUE BOX ALARM SYSTEM
  - Wire pulled

*NOT BOND

3.a. Bond Updates & Purchasing Policy

August 12th Board Update
Bond Issue & Investments
OSCIM Grant
Purchasing Policy

Bond Issuance

- The District recently sold its $73.3 million voter-approved bond issue.
- The sale went extremely well with 7 times more orders than available bonds for sale.
- The District will receive approximately $5.45 million in additional proceeds that can be used on projects in accordance with the voter-approved ballot title. These funds will be treated as contingency for cost increases and/or unexpected costs such as repairing dry rot or other currently unknown costs.
- Combined with the $6 million OSCIM grant from the state, the District will have over $84.2 million to spend on projects.
- The stellar results were due in large part to the District's receipt of an excellent credit rating level of "Aa3" from Moody's Ratings.
    - In their rating summary, Moody's noted "the district's large and growing tax base with strong full value per capita levels, reflecting a large number of second homes in the area."
    - Further, Moody's called out the District's strong financial practices, noting "the district's financial position is solid and expected to remain stable over the near term, supported by prudent budget management."
- The issue is expected to close and the district will receive funds on August 13th.

Investment of Bond Proceeds

- The District has engaged Piper Sandler's investments team to provide professional guidance to the Business Director on investing our bond funds. They have a long standing exemplary relationship managing Oregon School District bond proceeds.
- The District has opened a new Bond Local Government Investment Pool Account and a new Bond Money Market account with Oregon Coast Bank to keep all bond funds separate from other funds.
- All bond proceeds will be deposited into the OCB Money Market account on August 13th.
- Some proceeds will be held at OCB and some will be transferred to the Bond LGIP account to have cash available for the projects that are currently underway.
- The remainder of the proceeds will be invested in US Treasury Bill, Notes or Bonds with anticipated quarterly maturities which will be deposited into the OCB Money Market or LGIP accounts to pay ongoing project expenses.
- The Business Director will maintain oversight of the Bond investments and available cash. The Bond Office staff will focus on expenditure tracking and reporting.

Oregon School Capital Improvements Matching (OSCIM) Grant - $6,000,000

- Bond issue must be complete before moving forward with the grant
- The spending plan for the grant must be complete before the agreement can be signed
- Requires Bond proceeds to be spent prior to reimbursement ($12,000,000 total)
- We'll likely use some of the larger projects that are easier to invoice as they require detailed documentation of each expense

Purchasing Requirements & Board Approvals
(ORS 279, Board Policy DJA)
District Procurement Policy DJA

School Level Approval			Business Office Approval		Board Approval
Under $25	**$25 - $500**	**Up to $1,500**	**$1,500 - $25,000**	**$25,000 - $250,000**	**$250,000+ or $100,000+ for Public Improvement Projects**
Petty Cash	Purchase Order or Field PO	Purchase Order (PO)	Purchase Order (PO)	Co-op Contract or 3 Bids	Request for Proposal (RFP)

All Public Contracts shall be based on Formal Competitive Bids (Request for Proposal-RFP) EXCEPT:

- Purchases of goods/services or labor/materials under $25,000.
- Public Improvement Project contracts (goods/services or labor/materials) between $25,000 and $100,000 with a minimum of 3 quotes.
- Contracts for goods/services or labor/materials between $25,000 and $250,000 with a minimum of 3 quotes.
- Cooperative contracts established by a competitive bidding process which state that local governments or public school districts may participate in the contract.
    - LCSD is part of several Cooperatives that hold K-12 eligible contracts:
      Oregon Buys/ORCPP, Sourcewell, Intermountain ESD, TIPS, OMNIA, KCDA, OETC
- Contracts for advertising
- Contracts with other public or federal agencies
- Personal Services Contracts:

Accountant	Architect	Appraiser or Surveyor
Attorney	Engineer	Photographer
Consultants	Land Use Planning Consultant	Artist

- Contracts for purchase of services, equipment or supplies for maintenance, repair or conversion of existing equipment.
- Contracts for equipment repair or overhaul when cost can't be determined prior to testing. If over $25,000 reasons must be documented if impractical to get competitive bids or quotes.

Exceptions from RFP Continued:

- **Contract Amendments, Change Orders, Extra Work, Field Orders or other changes to original contract**
    - If original contract used competitive bidding
        - **and** established a price for additional work
        - **and** the contract covers the terms and conditions of the additional work

        - **Or** the total increase is less than:
            - 10% of an original contract over $100,000
            - 20% of an original contract under $100,000

- **Sole Source Procurements**

  The Board may declare goods/ services or classes of goods/services as sole source procurements and award contracts without competitive bidding for any or all of the following reasons:

    - Efficient utilization of existing goods requires the acquisition of compatible goods/services
    - Goods/services required for software/data exchanges are available only from one source
    - Goods/services are for a pilot or experimental project
    - Emergency condition exists making multiple quotes/bids impractical
    - Only one source meets the quality or specifications required of the goods/services
    - Will result in substantial costs savings to the district
    - Other findings supporting the conclusion that goods/services are available from only one source

  Written determination must be published at least once in a newspaper of general circulation in the area or published electronically if that is likely to be more cost-effective.

    - Board approval should occur 14 days after publication of the notice to allow for protests
    - To extent reasonably practical, price shall be negotiated to obtain advantageous contract terms.

- **Special Procurements (not for public improvement contracts)**

  The Board may approve a special procurement if it finds that a written request demonstrates that the use of a special procurement as described in the request, or an alternative procedure prescribed by the Director or Board will:

    - Result in substantial cost savings to the district or public, or will
    - otherwise substantially promote the public interest in a manner that could not practicably be realized by complying with the requirements for small, intermediate or large procurements.

Requirements for all Purchases made without an RFP:

- Award shall be based on which best serves the needs of the District taking into account:

Price	Experience/specific expertise	Contractor Responsibility
Availability	Project understanding	Contractor capacity

- If quotes are required, documentation must be maintained and available for inspection
    - If not awarded to the lowest quote, document the reasons
    - If fewer than 3 quotes are available, efforts to obtain the third must be documented

Formal Competitive Bids

Request for Proposals (RFP)

- Required for Public Improvement contracts/purchases over $100,000
- Required for all other contracts/purchases over $250,000
- Must contain clear description of contractual requirements and the timeline for award
- Must contain evaluation criteria to be used for awarding the contract, including but not limited to:

Cost	Quality Service	Compatibility
Product reliability	Operating efficiency	Expansion potential
Availability of repair service	Local expertise	Proximity to Project

- Must clearly state the complaint process and available remedies
- Must clearly state provisions for vendor comment on specifications which they feel limit competition
- Must be posted for a specified number of days (5-30 days depending on complexity/cost of contract) in a publication of general circulation in the area of the project.
    - This is typically Oregon Buys and/or the DJC (Daily Journal of Commerce) and may include other publications such as local newspapers.
- An RFP may be protested not less than 10 days prior to closing of submissions

Bidder Disqualifications:

- Insufficient financial ability, equipment or personnel to perform the contract
- Contractor has repeatedly breached contractual obligations to public or private contracting agencies
- Any bid may be rejected for noncompliance with public bidding procedures/requirements
- May reject all bids if in the public interest
- May withdraw any solicitation for good cause, reasons for cancellation shall be kept as a public record.
- Disqualified bidders shall be notified in writing and may appeal to the Supt/Facilities Director within 3 days after receipt of the notice
    - If appealed, notice shall be given to the Board along with the supporting documentation.
    - Meetings for appeals may be held on 5 days' notice to members
    - 3 Board members are a quorum for this purpose
    - Disqualification may be revoked by Supt/Facilities Director any time prior to the board meeting

Award Protests and Review

- Affected persons must file a written protest to the Board before seeking judicial review.
    - Must be a person eligible for award of the contract as the responsible bidder submitting the lowest or best responsive bid or proposal and is the next in line for award.
    - Within 7 days after the first date of public notice of the approval, unless a different protest period is provided in the public notice of the approval.
    - Must include detailed statement of legal and factual grounds for the protest, a description of the resulting harm to the affected person, and the relief requested.
- Protests received after 7 days shall not be considered.
- The Board shall issue a written disposition of the protest in a timely manner
    - The Board may uphold the protest in whole or part and may, in its sole discretion, implement the sustained protest of the award or revoke the approval for the award.

4. Adjournment

Board Goals 2024-2029

GOAL ONE: Lincoln County School District will establish and meet high expectations for student achievement.

GOAL TWO: Lincoln County School District will create equitable, diverse, inclusive, and accessible learning environments across the district within a framework of excellence in education.

GOAL THREE: LCSD will provide for the long term health and welfare of our facilities and finances, focusing on accessibility, technological innovation, and purposeful utilization.

GOAL FOUR: Lincoln County School District will strengthen community relationships through communication and engagement with staff, students, families, and community partners.

Lincoln County School District Equity Team
Land Acknowledgement Statement

We ask that you take a moment to stop what you are doing, to listen to these words as we recognize the land that we currently inhabit. No matter where each of us is physically located in Lincoln County, we must understand that we are on traditional homelands and unceded territories of indigenous peoples. Where we live in Lincoln County, these are the ancestral homelands for the Confederated Tribes of Siletz Indians.

Lincoln County School District acknowledges the Confederated Tribes of Siletz Indians that consists of over 30 bands originating from Northern California to Southern Washington. The Confederated Tribes of Siletz Indians currently occupy and manage 9,310 acres located here in Lincoln County but is a mere fraction of their original 1855 1.1 million-acre Siletz coastal reservation. We must remember the people of the Confederated Tribes of Siletz Indians are and will forever be the first stewards of this land, water, and fish.

We acknowledge and recognize the continued sovereignty of the Confederated Tribes of Siletz Indians and honor their ancestral homelands. We are committed to bringing awareness to their history and the existence of the Confederated Tribes of Siletz Indians since time immemorial.

NON-DISCRIMINATION: Lincoln County Schools do not discriminate nor tolerate discrimination on the basis of an individual's race, color, religion, sex, sexual orientation, national origin, disability, gender identity, marital status or age or because of the race, color, religion, sex, sexual orientation, national origin, disability, gender identity, marital status or age of any other persons with whom the individual associates.