

CENTRAL CURRY SCHOOL DISTRICT #1

Board of Directors Minutes

Wednesday, July 20, 2022

Gold Beach High School Library

**Zoom Link**

<https://zoom.us/j/93059106915?pwd=M256WHJMM29yeGVva2JlQlFDSEJPUT09>

Meeting ID: 930 5910 6915 Passcode: ZaX1cr

**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, July 20, 2022, at the Gold Beach High School library.

Board members present and comprising a quorum were Vice Board Chair Andy Wright, Scott McNair, Kylie McCloskey and Patrick Hollinger. Staff members present were Superintendent Eric Milburn, Business Manager Kristal Carpenter, and Administrative Assistant Theresa Hendrix. Nancy Sorensen was absent.

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

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

**#2 ELECTION OF CHAIR AND VICE CHAIR for 2022-2023**

Kylie McCloskey nominated Andy Wright as Chairperson and Scott McNair as Vice Chairperson.

**MOTION WAS MADE** by Kylie McCloskey, seconded by Patrick Hollinger to elect Andy Wright as Board Chairperson and elect Scott McNair as Vice Chairperson for the 2022-2023 school year. Board unanimously voted in favor. Motion passed.

**#3 CHANGES TO THE AGENDA**

Old Business #7.1 School Based Health Center MOU with Coast Community Health will need to be moved to the next Board meeting as the updated MOU had not been received from Coast Community Health for review.

Superintendent Eric Milburn shared designating a legal counsel under #8 New Business Approve 2022-2023 Designations could be added if the Board wanted to make the designation.

**#4 APPROVAL OF CONSENT AGENDA**

- 4.1 Approval of June 15, 2022 meeting minutes and June 27, 2022 work session minutes;
- 4.2 Approval of Licensed/Staff Recommendations for Hire: Todd Lensing as High School Success Coordinator, Pam Whitley-Dickson as SPED teacher for Riley Creek School; and Allen Walz as Transportation Supervisor.

**MOTION WAS MADE** by Vice Board Chair Scott McNair, seconded by Kylie McCloskey, 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 – Ms. Kristal Carpenter shared June’s financial reports of Accounts Payable, Budget/Actuals report, and General Ledger Cash Balance with the Board. Ms. Carpenter shared the school will be participating in the CEP school lunch program for the upcoming school year with zero costs to students for meals.

### #6.2 Administrative Reports:

Mr. Eric Milburn, Superintendent, shared with the Board the enrollment numbers for the district for June;

Summer School started July 11<sup>th</sup> with many enrichment camps for students from Kindergarten through 8<sup>th</sup> grade and credit recovery for high school students. There has been a lot of participation with the various camps. Ascend program has assisted and participated in some of the activities for the students. Summer School will end on August 11<sup>th</sup>. The summer meal program is running at Riley Creek School for any child from the ages of 1 to 18 years old. The summer meal program times coordinates with summer school; and

Use of facility reports will be added to the District Reports starting next month.

## #7 OLD BUSINESS

### #7.1 School Based Health Center MOU with Coast Community Health

Board Chair Andy Wright stated the Board is waiting for the final draft of the MOU from Coast Community Health to address the indemnity clause; add the ORS statute in the MOU, and possibility address adding the District to their insurance.

## #8 NEW BUSINESS

### 8.1 Approve 2022-2023 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: Judy Bell and Allen Walz; Administrative staff: Maureen March, Dana Newdall and Eric Milburn
- 8.3 Establish School Board Meeting Schedule:  
Third Wednesday of the Month
- 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)

**MOTION WAS MADE** by Vice Board Chair Scott McNair, seconded by Patrick Hollinger, to approve #8.1; #8.2; #8.3 and #8.4, as presented. Board unanimously voted in favor. Motion passed.

- 8.5 Set Substitute Pay Rates for Licensed Positions

**MOTION WAS MADE** by Vice Chair Scott McNair, seconded by Patrick Hollinger, to approve the 2022-2023 substitute licensed rates, as presented per Memo dated May 16, 2022 from ODE. Board unanimously voted in favor. Motion passed.

- 8.6 Superintendent Contract negotiations for salary 2022-2023

Board Chair Andy Wright recommended a 5% salary increase for 2022-2023 with no other changes to the Superintendent's contract.

**MOTION WAS MADE** by Vice Chair Scott McNair, seconded by Board Chair Andy Wright, to approve a 5% salary increase for the Superintendent's 2022-2023 salary, as presented. Board unanimously voted in favor. Motion passed.

- 8.7 Discuss Board Goals for 2022-2023

Board Chair Andy Wright discussed with the Board the goals for the 2022-2023 school year including adding the Bond to the long range facilities plan; re-establish district leadership team meetings on a quarterly schedule; schedule a walk thru of the school buildings; and arranging training for the new Board members with OSBA.

## **#9 CITIZEN INPUT ON AGENDA ITEMS**

There was no citizen input on Agenda items.

## **#10 INDIVIDUAL BOARD MEMBER REPORTS**

**#11.1** Vice Chair Scott McNair feels there are great things in the works, the long range planning is gaining traction and excited to offer the best education we can for our community;

Board Chair Andy Wright is glad to be turning the corner regarding Covid and moving forward; and

Kyle McCloskey inquired about state data for the school's state report card and looking at multiple points for collecting data for student testing.

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

**#11.1** Board Work Session with Soderstrom Architects on Monday, August 8<sup>th</sup> at 6:00 p.m.

**#11.2** Next regular board meeting for Wednesday, August 17, 2022 at 6:00 p.m. at the Gold Beach High School Library.

## **#13 ADJOURNMENT**

The meeting was adjourned at 6:53 p.m.

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Andy Wright  
Board Chair

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Theresa Hendrix  
Administrative Assistant