



# SCIO SCHOOL DISTRICT 95-C

38875 NW First Avenue  
Scio, Oregon 97374

“Youth In Pursuit of Excellence”

**SCIO SCHOOL DISTRICT 95C  
SCHOOL BOARD MEETING MINUTES  
Scio Middle School Library  
38875 NW FIRST AVE., SCIO, OREGON 97374-9502  
Thursday, December 19, 2024  
6:00 P.M.  
In Person/Via Zoom Meeting**

The link to view the meeting:

<https://zoom.us/j/94410360023?pwd=cEg1Ylk2YncyMkkoQTlrM3BFZ1V4Zz09>

Opening 6:00 p.m.

Regular Meeting

## REGULAR BOARD MEETING MINUTES

### 1) CALL TO ORDER/WELCOME

The meeting was called to order by the Presiding Chair, Nicole Buganski, at 6:00 P.M.; other board members present were Ed DeWilde, Anber Nelson, Derryl James, and Mike Ennis. Also, present were Interim Superintendent – Kim Roth, Payroll/Board Secretary- Chelle Mask, and, and Business Manager – Tracy Porter was on-line. Director of Charter Schools – Gary Tempel was absent. Principals Kim Roth, Jacob Alburn, and Kyle Braa were present. Also present were members of the audience (See list attached).

- 1.1 The flag salute was led by Nicole Buganski.
- 1.2 Audience Introduction/Request (See List Attached)

## **2) Approval of Consent Agenda**

Mike Ennis made a motion to approve the consent agenda as presented. Derryl James seconded the motion. Motion passed.

James – Yes   Ennis – Yes   Buganski – Yes   DeWilde – Yes   Nelson – Yes

## **3) Adjustments to Agenda/Adopt Agenda**

Mrs. Roth adjusted the agenda, adding the following:

5.6 Scissor Lift

5.7 Leave of Absence

5.8 OSEA – appointment of committee for upcoming negotiations

Mike Ennis made a motion to accept the agenda as amended. Anber Nelson seconded the motion. Motion passed.

James –Yes   Ennis – Yes   Buganski – Yes   DeWilde – Yes   Nelson – Yes

## **4) Delegation/Visitors**

4.1    Spotlight on Education-Scio Middle School

Jacob Alburn, Scio Middle School Principal, presented to the Board the following:





## Why?

- State Standards
- Developmentally Appropriate
- Community

## How?

- Advisory & Character Dares
- 6th Grade Day
- Embedded in Classroom & School Wide Expectations
- Student Run Assemblies
- Student Run Spirit Weeks
- Spirit Points
- Warrior Award Coupons
- Positive Behavior Referrals
- Refocuses
- Check-Ins
- Gold Card Field Trips
- Lunch Supervision
- Parent Volunteers
- Scio Parent Club
- Leadership
- Electives
- Positive Peer Interactions as Evidence of Student Learning



# Results?

- Referrals
  - 21-22 - 166 Referrals
  - 22-23 - 225 Referrals
    - Initial Implementation of Structures & Routines in Classrooms
  - 23-24 - 49 Referrals
    - Full implementation of Structures & Routines
    - Advisory
    - 3 in Behavior Team (admin, certified, & classified)
  - 24-25 - 19 Referrals (through 12/19/2024)
    - Year 2 of full implementation of Structures & Routines
    - Year 2 of Advisory
    - 2 in Behavior Team (admin, certified)

Board member asked what the reason for the “referral” numbers to be so different? Is this difference because the teachers are equipped with some kind of knowledge and technique, skills to be able to deal with things within the classroom or correct or improve. Mr. Alburn said the types of referrals are different now than before. Mr. Alburn wants to empower the teacher in the classroom. Mr. Alburn is teaching the teachers to build skills to be able to have relationships with the students which help with the referrals.

4.2 Middle School/High School Leadership – N/A

4.3 Visitor/Patron Comments:

Matt Hirschfelder wanted to discuss with the Board their position as a Board with the OSBA vote on PRIDE Caucus. *Nicole Buganski said that OSBA provides the school board with resources. Nicole explained what the PRIDE caucus is about. The Boards goal is to provide the best education to our students.*

## 5) Items Requiring Board Action

### 5.1 **Staff Changes: Hires and Retirements**

Mike Ennis made a motion to hire the following:

Logan Ferguson – Scio High School Girls Basketball Coach  
Addie Kilgore – Scio High School Assistant Girls Basketball Coach  
Kaitlyn Burson – Temporary Substitute Teacher-Centennial Elementary School  
Kaitlyn Burson – Scio Middle School Head Track Coach

Edward DeWilde seconded the motion. Motion passed.

**James – Yes   Ennis – Yes   Buganski – Yes   DeWilde – Yes   Nelson – Yes**

## **5.2 Oregon AT-A-Glance District Profile 2023-24:**

Mrs. Roth presented to the Board the Oregon AT-A-Glance District Profile 2023-24. This is for information only for the Board.

## **5.3 Interim Superintendent update:**

Nicole Buganski gave an update on the hiring process for the Interim Superintendent. We posted for an interim superintendent position. We had many good candidates. We had 4 candidates we brought forward to do interviews with. Two of them were retired superintendents and willing to come back for a short stint. The two others were looking for full-time positions. We went through a couple of rounds of interviews. We also did “meet and greets” style informational session with some staff. As a Board we took the feedback, and we ended up on one candidate. Unfortunately, through this process the candidate was very motivated to move to Oregon and he ended up with a competing offer of a permanent position. So, we were only able to offer an Interim position at this time. At this point the Board got together and made a decision, with the growth they have seen with Kim Roth and how much she has been a great asset to the Board in the few months that she has been interim superintendent that we would like to move forward with appointing Kim Roth as our actual Interim Superintendent. So, with that being said we have a few actions that need to be taken.

Nicole asked Kim if she had anything to add. Kim added that being principal and superintendent has been a lot of work. But she says that the turning point with her, because she really does love being principal at Centennial, she didn’t think it would get better than that. But then she went to the OSBA conference and started to see all the things that are happening in other districts and the vision and what could be done in the superintendent role for a district. She got very excited! She was worried about her building at Centennial, so she was conflicted, she didn’t want to leave a whole there or cause in turmoil. Because of how this played out it made her realize that she has a really great staff, all very strong and also a person that will be very good at keeping things going. She decided she could do this and get the district to a spot where in the spring there would be an option of who would become superintendent. The superintendent’s role influences all staff. She cares about what is best for our community and students, so she is happy to step up and she will do the very, very best job she can do to

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support our community values and continue what we already have going. She appreciates the Board support.

Nicole said the plan is right now to in the next couple of months to actual open the superintendent position up for the permanent superintendent position. If Kim chooses to apply that is her choice. And she will go through the process. We are going to see how things go and if we need to extend some agreements we will address that then. We don't want to go outside the normal timeline for the hiring process because we don't want to steal people from other districts and leave that district shorthanded.

Nicole will make a motion to suspend a Board Policy- CBB – Recruitment and Appointment of the Superintendent. Below is the policy:

***The Board considers foremost among its responsibilities the selection and appointment of a superintendent who can effectively translate into action the Board's policies and the community's aspirations for its schools.***

***To provide the most capable leadership available for the district, the Board may engage in a nationwide search for applicants for the position of superintendent whenever a vacancy in that position occurs.***

***The Board shall develop and adopt the standards (candidate qualities and work experience), criteria (application, screening and hiring process) and policy directives (promote from within, state and /or national search) to be used in hiring the superintendent or interim superintendent at a meeting open to the public and at which the public has had an opportunity to comment.***

***The Board may seek the advice and counsel of interested individuals or of an advisory committee or it may hire consultants to assist in screening candidates and to encourage the filing of applications by professional educators who meet the qualifications. Final selection, however, will rest with the Board after thorough consideration of qualified applicants.***

***The Board will appoint the superintendent by a majority vote of the Board members at a meeting for which notice has been given of the intended action.***

The only part of this policy to suspend is the part, even since we went through the hiring process and were unsuccessful, we are not going to go through this process again to appoint Kim Roth. So, this is why we would suspend this policy. This policy does address the interim superintendent.

Nicole Buganski moved to suspend board policy CBB – Recruitment and Appointment of the Superintendent, through December 31, 2024. Ed DeWilde seconded the motion. Motion passed.

**James – Yes   Ennis – Yes   Buganski – Yes   DeWilde – Yes   Nelson – Yes**



Ed DeWilde moved to approve the Cherry Street property line adjustment. Derryl James seconded the motion. Motion passed.

**James – Yes   Ennis – Yes   Buganski – Yes   DeWilde – Yes   Nelson – Yes**

## **5.5 Student School Board Representation applications:**

Anber Nelson updated the Board on the school board student representative. There are 3 applicates, 2 juniors and 1 senior. Anber will contact the 3 applicates and let them know when the interviews will be conducted on Thursday, January 9, 2025, from 2 p.m. – 3 p.m.

Anber would like to change the seating arrangements for the board meetings, so everyone is at the same table.

Board Policy BCBA – Student Representative to the Board was adopted 9/23/2023.

## **5.6 Scissor Lift:**

Mrs. Roth asking for Board support to purchase a scissor lift. This is safer than using very tall ladders. This is a used 2015 GS1930 scissor lift with about 300 hours on it for \$4095.00 from United Rentals. It has new batteries. There is a certification that will need to be done for all staff that will use it. This will be stored in the green warehouse. We do have a trailer and forklift to transport it around the district.

**Mike Ennis is asking about safety equipment/safety protocol. Kim Roth will have Harley present a presentation on safety protocols.**

**Is there any added insurance cost to have the scissor lift? Kim will bring the answer back to the next board meeting.**

**The board does not have to vote to approve because it is within the discretionary spending that is allowed by the district.**

## **5.7 Leave of Absence:**

Mrs. Roth is asking the Board to approve a leave of absence from Jeanie Lewis for the remainder of the 2024-25 school year.

Mike Ennis made a motion to approve a leave of absence for Jeanie Lewis for the remainder of the 2024-25 school year. Ed DeWilde seconded the motion. Motion passed.

**James – Yes   Ennis – Yes   Buganski – Yes   DeWilde – Yes   Nelson – Yes**



## 5.8 OSEA – Classified negotiation committee:

Mrs. Roth is asking which 2 Board members will be on the negotiation committee for the OSEA negotiations. Nicole Buganski and Ed DeWilde have agreed to be on the negotiation committee for the OSEA negotiations.

## 6) Board Reports

### 6.1 Superintendent's Report

Kimberlee Roth

#### Current

#### 1. Scio Teacher Mentorship Grant

- The Scio Mentorship Grant budget was approved.
- The December mentorship meeting focused on teacher observation protocol. The protocol guides mentors through collaborative improvement discussions about lesson overviews, learning environment and visible learning. This allows mentors to meet teachers' needs, where they are at.
- Michelle Lefeber and I spoke at the regional WREN mentoring meeting on December 9th. We used our experience in creating a district mentorship program to support other districts through the process.

#### 2. Our first Behavioral Safety Meeting was scheduled for November 25, 2024.

- The committee reviewed the current processes and structures that are used at the three buildings. The team will meet again on January 14th, after some work at the building level.
- Teams from each school will be prepared to share a rough draft of a building safety plan. The input from staff will be gathered at a staff meeting and then ready to share the draft on January 14th.

#### 3. A Positive School Climate Committee: is scheduled for January 23, 2024.

#### 4. Quarter 4/Annual Report for Integrated Guidance is Posted

#### 5. Early Literacy Reporting: has been updated and the Early Literacy Success School District 2024-2025, year 2 grant agreement has been signed.

#### 6. Transportation: A new bus driver is currently going through the hiring process and will be trained and certified to drive a bus. The driver should be ready to take on a new route in January and this will reduce travel time for students.

## 6.2 GT Report

Also Included in this Packet

### 1. Parking Diagram

#### **Projects**

#	Project	Notes	Status / Start Date
1.	High School Stage	Completed	Completed
2.	HS Sophomore Boys Bathroom	Done except for the punch list	January 2024
3.	Cherry Street Property	We have received the parking plan from Udell and ZCS is working on a code summary	Not Scheduled
4.	MS Girls Locker Room	The floor has its first coat, and the back plumbing wall is being built	July 2024
5.	Centennial Office Pod Floors	Completed	Completed
6.	Centennial Roof Office and Pod B	Completed	Completed
7.	Security Upgrades	They are 90% done at the HS and MS, they are working on wiring at Centennial	July 2024
8.	Senior Bathrooms	On Hold until next year	Summer 2025
9.	HS Sophomore Girls Bathroom	Done except for the punch list	October 2023
10.	Gate Bates Field	The posts are up, fencing is next.	August 2024
11.	Clean Up and Bins Tennis Court	The contract is signed, we are waiting to be scheduled by the contractor	August 2024
12.	High School Seismic	We are down to two items on the punch list, both are scheduled for over break.	June 2024
13.	Cherry Street Property Fencing	The fencing is done for about ¾ of the property	September 2024
14.	MS Truss Repair	Completed	Completed
15.	HS Boys Locker Room	ZCS is working on the permit set of plans	Spring 2025

#### **Property Line Adjustment**

The parking diagram is in your packet. We do have the room to adjust the property line on the west side of the flag lot and still maintain the setbacks (it is hatched). The 12 feet that we would get on the south side of the driveway (also hatched) is shown.

#### **New Property**

ZCS is working on the code summary for what it would take to change occupancy.

Mrs. Roth wants to make the Cherry Street property usable and to do that is first approve the property line adjustment which the Board made earlier in the meeting. The next item is graveling the parking lot until it can be paved this summer. The next item is put in a ramp on the front or back of the house. With the seismic happening at the middle school this summer the district office will likely not be able to be used so the inside of the house all the interior walls are not load bearing just the outside walls are load bearing. All the doors must be ADA compliant. Mrs. Roth is asking for approval to move forward with the removal of the interior walls of the Cherry Street house, which would be a job done by our staff. There will be some plumbing that will need to be moved.

Anber Nelson made a motion for the district to move forward with removing the interior walls on the Cherry Street property and putting in the gravel for parking. Derryl James seconded the motion. Motion passed.

**James – Yes    Ennis – Yes    Buganski – Yes    DeWilde – Yes    Nelson – Yes**

Ed DeWilde commented on the bathrooms in the 6<sup>th</sup> grade hall to be able to get those done when the seismic at the middle school is happening if Mckenzie Commercial Contractors is available.

**Enrollment**

Centennial – 291

KG	1st	2nd	3rd	4 <sup>th</sup>	5 <sup>th</sup>
45	46	51	50	50	49

Middle School – 163

6th	7th	8 <sup>th</sup>
56	59	48

High School – 220

9 <sup>th</sup>	10th	11th	12 <sup>th</sup>
60	52	55	53

Lourdes	38
Willamette Connections	1507

**In District Totals 24-25**

Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
685	681	673	674						

**In District Totals 23-24**

Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
659	660	655	655	650	646	645	648	646	648

Difference from Last June

25

**Turn Page for Budget Stuff**

We will pick this up in January



**Budget Development 25-26**

I have an expanded budget for us to look at, we will start with that in January

**Supplies and Equipment**

You have heard from Staff and the Community that the supply and equipment budget is not meeting their classroom needs.

? Do you want to target an increase in classroom supplies and equipment, if so how much?

Suggestion, use the same percentage that salaries go up to keep your percentages the same  
Follow-up would be how you want it added to the budget, Automatic, Principal choice, some of both

Areas we are watching as we develop the budget for 25-26

Expenses to Account For	General Fund	All Other Funds
Increase in Fixed Costs		
Increase in Supplies and Materials		
Declining Enrollment Per Year ~40 Entering ~60 Graduating		
Potential Column Moves to MA 24+		
PERS Increase		
Unemployment For last year \$15,178.08 7.1 Employees		
Salary Increases		

Offsetting Revenue	General Fund	All Other Funds
Increase in SSF		
Increase in Student Enrollment		
Cash Needed to Balance		

## **For Future Board Meetings**

### **Unemployment**

Instead of moving unemployment for classified inside the budget, we could set up a transfer and only move the amount that gets used every year. This might prevent you from overbudgeting what is budgeted for Unemployment. What is used vs what your maximum exposure is.

? How would you like to proceed?

### **Yearly Large Maintenance Items**

For larger maintenance items you currently budget \$200,000 of sustainable money to be transferred to 400 capital projects so you can always afford to fix a roof. This has come your spring payment as cash carryover. This has allowed to you target all of the new money to instruction, but it adds to cash carryover.

? Do you want to keep doing it that way?

### **Long Term Deferred Maintenance**

Currently we wait for one year before we budget the charter school payments for long term maintenance. The payment becomes cash carryover, then we budget the cash carryover as a transfer to long term maintenance. If we move to the current year, it will create a onetime cash carryover.

? How would you like to proceed?

### **Insurance**

Currently we budget for full insurance, because not all people take their insurance the unused portion becomes cash carryover, that is then used in the next budget as the gap between insurance taken and full insurance.

This has given us a cushion should employee changes or choices are covered for the year, allowing for planning for the next year. Currently insurance use is 81.89%, this is up from last year. If we change it to actual it will create a onetime cash carryover of the difference.

Suggestion: Budget for full insurance for the general fund, and actual for the grant funds

? How would you like to proceed

### **Budget Health**

We can look at the percentages in the budget to determine the health of the budget. If you were doing this for the first time you would look back at past budgets history to when you thought, we were in our best position and make adjustments from there.

Based on the percentages we calculate; you will be able to target areas that you want to increase funding for.

### **Targeted Accounts**

We need to review your targeted accounts.

Are they still important and does the methodology need updating.

Revenue Stabilization, Equipment, Sick Leave, Unemployment, Capital Projects (Long Term Maintenance, Turf, Gym Floor, Track replacement), Transportation

One thing we know is that PERS rate will start climbing after the next two-year budget cycle

? Do you want to start planning for that?

## **Textbook Account**

Textbooks are on a five-year cycle, every adoption has a different cost, If you established a restricted account for textbooks you would be able to smooth the purchases out over the 5 year cycle.

? How would you like to proceed

## **Cash Carryover**

I need to do more research for how this is counted, but to get the best bond rate, (so we can maximize the taxpayers investment) we need to have a minimum of 12% cash Carryover for multiple years.

## **Previous Discussions**

### **Last Years Final Budget Development (Discussed 11/20/24)**

Last year in the final budget, every fund was over budgeted, Steve had to start at the back of the budget and make cuts in every fund. Either by cutting people or by cutting stuff. This is typically Superintendent work done before you get the budget document.

? How do you want that to happen this year?

### **Balancing the Budget (Discussed 11/20/24)**

Four Legs to a well-rounded budget to work with, Planning for the future, Staff (both current and open positions), Supplies and Equipment, Maintenance.

Typically, we try to balance in equal percentages, if staff is more than 75% it comes at the expense of Maintenance, supplies and equipment and planning for the future.

## **6.3. Building Reports**

### **6.3.1. Centennial Elementary School**

#### **EDUCATION HIGHLIGHTS**

- Dibel, iReady, and DESSA (Devereux Student Strengths Assessment testing) mid-year assessments will be conducted just after the break. The data is being used to better support students and to assess trends in student growth.
- Small reading groups changed on December 10th. Students were re-grouped after teams looked at growth and specific skill building needs.

#### **PROFESSIONAL DEVELOPMENT**

- Our fourth Mentorship Meeting was held on December 11th. The focus of the training was to support our teacher mentors with coach tips and how to engage in collaborative conversations after observations and review of the observation template.

#### **EVENTS**

- Tuesday, 12/3- 4th & 5th OSU basketball trip

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- 12/3-12/6- Parent Club Gift Giving Fair
- Wednesday, 12/4- Winter Program
- Friday, 12/6- 1st Grade to Storybook Land & Soar Award Assembly
- 12/9- Canned food drive started
- Friday, 12/13- Grinch day
- 12/16-12/20- School spirit dress up days
- Friday, 12/20- Afternoon winter classroom parties

### 6.3.2. Middle School

#### Education Highlights

- **Student Leadership**
  - Helped with the Gift Giving Fair at Centennial!
  - We're in the midst of our Spirit Week here at the Middle School!
- **Students of the Month:** Awarded to students who exhibit strong academic and behavior in the classroom and extracurricular. The Bucket Award goes to a student who we recognize is displaying effort and improvement.
  - 6<sup>th</sup> Grade: Timothy Brotherton
  - 7<sup>th</sup> Grade: Brooks Garton
  - 8<sup>th</sup> Grade: Emma Cook
  - Bucket Award: Brantley Gassner
- **All School Field trip to OSU - 12/03** - Great Experience for students, staff, and parents
- **OMSI Field Trip - 12/10** - Current 7th Graders in Science had an opportunity to experience OMSI for the day
- **Gold Card Trip - 12/12** - Students with 3.0+ GPA and no behavior referrals were invited to come watch Moana 2 at Star Cinemas
- **Winter Activity Day - 12/20** Students and Staff are continuing the tradition of our Winter Activity Day

#### Professional Development

- **CEL** - continued work with student experience and student learning

#### Athletic Update

- Two Winter Sports are wrapping up
  - Our last Wrestling Meet is our District meet in Willamina on 12/20
  - We had two teams for Girls Basketball this season!
  - Boys basketball is beginning after Winter Break

### 6.3.3. High School

#### School Highlights

- **Winter Spirit Week:** Scheduled for December 16–20.
- **Peer Tutoring Program:** Student-led peer tutoring is fully operational for the school year.
- **Semester 2 Schedules:** Currently in development.
- **Finals Week:** Scheduled for the week of January 20.

- **Canned Food Drive:** The high school’s canned food drive was a success—thank you to all who contributed!
- **Band Concert:** A combined performance featuring high school and middle school students will take place on January 14.
- **Logger Collective:** The first meeting is planned for February 2025.
- **Accreditation:** Scio High School’s official accreditation process is scheduled for the week of January 27, 2024.

### **Athletic Update**

- **Winter Sports Update:** Cheer, basketball, and wrestling teams are in full swing this season.
- **Wrestling Tournament:** Scio High School will host a home wrestling tournament on December 14, with 18 schools participating.
- **Cheer State Championship Board:** The new championship board will be unveiled during the basketball game on December 18. Special thanks to Mr. Sprague for making this possible!

## **7) Board Comments/Information/Discussion Items**

### **7.1 Board Comments:**

An audience member wanted to give a shout out to Mr. Braa for the Cheerleading Board. It meant a lot to the girls. We also had 4 high school students from the leadership class that came to the classroom today with presents for all the kindergarteners. The kids were so excited and overjoyed.

The Board commented on the sport banners in the gym. They really like them and would like to see them for all sports.

Mr. Braa would like to have a discussion in the future about the hanging of the senior banners.

## **8) Announcements/Date of Importance**

- 8.1 Next Regular Board Meeting, Wednesday, January 16, 2025, at 6:00 p.m. at Middle School Library
- 8.2 Grading Dast, January 24, 2025 – No School
- 8.3 Martin Luther King Jr Day, January 20, 2025 – No School

**9) Executive Session per ORS 192.660**

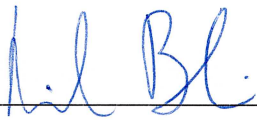
The school board will now meet in executive session. The executive session is held pursuant to ORS 192.660... (2)(a) which allows the board to meet in executive session to consider the employment of a public officer, employee, staff member or individual agent.

Representatives of the news media and designated staff shall be allowed to attend. All other members of the audience are asked to leave the room. No decisions may be made in the executive session.

**10) Adjournment**

Chairman, Nicole Buganski

Nicole Buganski adjourned the regular meeting at 7:37P.M. to go into the executive session.



Presiding Chair



Date Board Approved



Board Secretary

We did not return to the open session after the executive session adjourned.