



# 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, January 16, 2025  
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, and Director of Charter Schools – Gary Tempel. Principals Lindsay Alsup, 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. Ed DeWilde seconded the motion. Motion passed.

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

Centennial Elementary 503-394-3265 • Middle School 503-394-3271  
High School 503-394-3276 • District Office 503-394-3261 • Fax 503-394-3920

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

Mrs. Roth adjusted the agenda, removing the following from the agenda:

- 5.10.1 – AC/AR – Discrimination Complaint Procedure-Delete
- 5.10.2 - AC-AR (1) – Discrimination or Civil Rights Complaint Procedure-Proposed
- 5.10.3 - AC-AR (2) – Sex Based Discrimination Under Title IX-Proposed New
- 5.10.4 – GBN JBA – Sexual Harassment-Version 1-Delete
- 5.10.5 – GBN JBA-AR – Sexual Harassment Complaint Procedure-Delete
- 5.10.6 – JBA GBN – Sexual Harassment-Version 1-Delete
- 5.10.7 – JBA GBN – Sexual Harassment-Version 2-Proposed
- 5.10.8 – JFE – Pregnant and Parenting Students
- 5.10.9 – JFE-AR – Individualized Plan for Pregnant and/or Parenting Students

The above items need to be removed because we received information from a federal district court judge in Kentucky issued a decision invalidating the 2024 updates to the Title IX regulations. This ruling invalidates the rules that went into effect on August 1, 2024. Presumably, this means that the previous rules (effective in 2020) remain in effect. OSBA released updated policies on these topics in the November 2024 update. Due to this court decision, OSBA recommends districts, ESDs, Charter schools and community colleges do not update the above policies.

Mike Ennis made a motion to accept the agenda as amended. Ed DeWilde seconded the motion. Motion passed.

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

### **4) Delegation/Visitors**

**4.1    Spotlight on Education-No Spotlight on Education because the Centennial Elementary School is finishing up their mid-year I Ready and Dibel Lindsay Alsup would like to have that information ready for next month to report to the Board.**

**4.2    Middle School/High School Leadership – N/A**

**4.3    Visitor/Patron Comments:**

**An audience member would like to THANK the Board for their dedication and service.**

**Mrs. Roth would like to THANK the Board as well. We are truly Thankful for our Board members and what they do for our students.**

## **5) Items Requiring Board Action**

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

Derryl James made a motion to hire the following:

Richard Zeiher – Scio High School Assistant Wrestling Coach

Ben Baker – Middle School Assistant Boys Basketball Coach

Lynita White – Centennial Elementary – Educational Aide

Lindsay Alsup – Interim Elementary Principal

William Hogue – Centennial Elementary – Educational Aide

Anber Nelson seconded the motion. Motion passed.

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

### **5.2 Approval of Student Representatives:**

Mrs. Roth turned this over to Board member Anber Nelson. Anber Nelson reported on the process for the student representatives. The second week of January there were interviews done with 3 applicants. Ed DeWilde, Kim Roth and Anber Nelson were the interview panel. They had a goal to have one senior and one junior, but the panel decided to have all 3 of the applicants join the team. The student representative's role is to learn about how a school board runs but they are going to be the liaison between the School Board and the students. They will be the student voice and bring the students' perspectives forward to the Board. The student representatives are non-voting members of the Board and are not pery to the Executive Session meetings. The student representatives are here to provide input and feedback and be that liaison.

Audience member would like to know if the student representatives are getting any credits on their reports cards? *Any recommendation letters? Resume building experience and recommendation letters. They also receive a color cord for graduation to wear.*

Board member commented that they are very excited to have the student representatives on the School Board.

Anber Nelson introduced Addison Traeger, Keltis James, and McKenzie Gilkison as the student representatives to the School Board.

Anber Nelson made a motion to approve the 3 student representatives, Addison Traeger, Keltas James, and McKenzie Gilkison as School Board Student Representatives. Ed DeWilde seconded the motion. Motion passed.

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

Nicole Buganski called up Addison Traeger to be sworn in as Scio School Board Student Representative. Next is McKenzie Gilkison to be sworn in as Scio School Board Student Representative. Finally, is Keltas James to be sworn in as Scio School Board Representative.

Anber Nelson explained that our board policy says that only 2 student representatives can sit at the board table at each meeting. The Board left it up to the students' representatives to decide who gets to sit with the Board each meeting. But we always want the 3<sup>rd</sup> student representatives to come to the Board meetings and sit in the audience. At January's board meeting Addison Traeger and McKenzie Gilkison sat at the board table and Keltas James sat in the audience.

Board member commented that if the student representative have questions to please ask or take notes and ask questions at the end.

Each student representatives will have a board member as mentor and the student representatives will rotate between each board member.

### **5.3 2025-27 LBL Local Service Plan:**

Mrs. Roth presented to the Board the 2025-27 LBL ESD Local Service Plan. Board member asked what ADMw stand for? ADMw=Average Daily Membership weighted. ADMw refers to the number of weighted students in a district.

Mike Ennis made a motion to adopt the LBL ESD Local Service Plan. Anber Nelson seconded the motion. Motion passed.

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

### **5.4 Acceptance of 2023-24 Financial Report:**

Tracy Porter, Business Manager, presented to the Board the 2023-24 Financial Report. Nicole Buganski commented that it looks like the audit came out in a favorable position.

Ed DeWilde made a motion to accept the 2023-24 Financial Report. Anber Nelson seconded the motion. Motion passed.

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

### 5.5 SAIF 300A Report:

Mrs. Roth presented to the Board the SAIF 300A report.

OSHA's Form 300A (Rev. 04/2004)  
**Summary of Work-Related Injuries and Illnesses**

Note: You can type input into this form and save it. Because the forms in this recordkeeping package are "fillable/writable" PDF documents, you can type into the input form fields and then save your inputs using the free Adobe PDF Reader.

Year 20 24  
 U.S. Department of Labor  
 Occupational Safety and Health Administration  
 Form approved OMB no. 1218-0118

All establishments covered by Part 1904 must complete this Summary page, even if no work-related injuries or illnesses occurred during the year. Remember to review the Log to verify that the entries are complete and accurate before completing this summary.  
 Using the Log, count the individual entries you made for each category. Then write the totals below, making sure you've added the entries from every page of the Log. If you had no cases, write "0."  
 Employees, former employees, and their representatives have the right to view the OSHA Form 300 in its entirety. They also have limited access to the OSHA Form 301 or its equivalent. See 29 CFR Part 1904.35, in OSHA's recordkeeping rule, for further details on the access provisions for these forms.

Number of Cases			
Total number of deaths:	Total number of cases with days away from work:	Total number of cases with job transfer or restriction:	Total number of other recordable cases:
0	0	0	0
(G)	(H)	(I)	(J)

Number of Days	
Total number of days away from work:	Total number of days of job transfer or restriction:
0	0
(K)	(L)

Injury and Illness Types			
Total number of:			
(1) Injuries	3	(4) Poisonings	0
(2) Skin disorders	0	(5) Hearing loss	0
(3) Respiratory conditions	0	(6) All other illnesses	0

Post this Summary page from February 1 to April 30 of the year following the year covered by the form.  
 Public reporting burden for this collection of information is estimated to average 38 minutes per response, including time to review the instructions, search and gather the data needed, and complete and review the collection of information. Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number. If you have any comments about these estimates or any other aspect of this data collection, contact: US Department of Labor, OSHA Office of Statistical Analysis, Room N-3644, 200 Constitution Avenue, NW, Washington, DC 20210. Do not send the completed forms to this office.

**Establishment information:**

Your establishment name: SCIO SCHOOL DISTRICT 95C

Street: 38875 NW 1ST STREET

City: SCIO State: OR Zip: 97374

Industry description (e.g., Manufacture of motor truck trailers):

**EDUCATIONAL**

North American Industrial Classification (NAICS), if known (e.g., 336212):

**Employment information (if you don't have these figures, see the Worksheet on the next page to estimate.)**

Annual average number of employees: 108

Total hours worked by all employees last year: 157,308.00

**Sign here**

Knowingly falsifying this document may result in a fine.

I certify that I have examined this document and that to the best of my knowledge the entries are true, accurate, and complete.

*Amber Nelson* Superintendent  
 Company executive: title  
 Phone: 503-394-3261 Date: 1-8-2025

Reset

Mike Ennis made a motion to accept the SAIF 300A report. Anber Nelson seconded the motion. Motion passed.

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

### 5.6 Enrollment Projections:

Mrs. Roth said that at the last board meeting it was asked what our enrollment projections over the years. Mrs. Roth turned this over to Gary Tempel. Gary Tempel presented to the Board the history of enrollment projections. This is just for information for the Board.

Centennial Elementary 503-394-3265 • Middle School 503-394-3271  
 High School 503-394-3276 • District Office 503-394-3261 • Fax 503-394-3920

12/2/2024 11:51

**Scio School District Enrollment**

Centennial	30-Sep-1966	30-Sep-1976	30-Sep-1984	End-95-96	End-05-06	End-10-11	End-15-16	End-19-20	End-20-21	End-22-23	June-23-24	2-Dec-24-25	Projected Enrollment	
													Projected Yr 1	Projected Yr 2
K	0	0	0	32	42	46	48	47	42	48	35	45	40	40
1	66	50	50	50	42	48	41	52	50	50	51	48	45	45
2	50	43	49	55	52	36	43	51	44	44	46	51	46	45
3	60	46	38	51	45	48	40	57	44	44	48	50	51	46
4	60	58	37	51	38	49	55	61	44	45	48	50	50	51
5	43	51	42	44	44	57	43	60	55	50	48	49	50	50
Totals	279	248	216	283	263	284	270	328	279	281	276	291	282	272
Middle School														
6	52	58	58	59	44	45	52	54	54	44	48	56	49	50
7	63	53	59	57	54	69	43	47	48	57	48	48	56	49
8	59	81	56	42	42	55	55	60	46	46	56	48	59	56
Totals	174	192	173	158	140	169	150	161	148	147	152	163	164	155
High School														
9	38	63	61	64	51	61	64	63	68	57	57	60	48	59
10	59	82	59	36	44	53	60	67	66	52	61	52	60	48
11	46	85	51	46	62	53	60	60	53	57	54	55	52	60
12	50	61	57	50	80	71	97	58	44	44	48	53	55	52
Totals	193	291	228	196	237	238	281	218	215	210	220	220	215	219
Interdistrict Total	646	731	617	637	640	691	701	707	642	638	648	674	661	646
Lourdes														
K					5	0	0	5	7	7	7	6	4	4
1					7	4	4	6	4	7	6	6	6	4
2					6	6	8	6	5	5	5	6	6	6
3					7	8	7	5	5	6	5	7	6	6
4					6	2	4	5	2	4	3	4	7	6
5					6	9	5	8	5	8	8	1	4	7
6					5	7	6	8	6	3	3	4	1	4
7					3	4	5	4	5	1	1	3	4	1
8					3	3	5	2	1	4	3	1	3	4
Totals	0	0	0	0	48	43	45	45	40	45	41	38	41	42
Willamette Connections														
K								7	134	39	38	58	60	60
1								9	99	35	57	51	58	60
2								8	110	47	52	54	51	58
3								9	152	44	58	55	54	51
4								13	128	47	45	78	55	54
5								22	151	66	63	68	78	55
6								32	190	70	95	93	58	78
7								34	221	124	132	121	93	58
8								47	196	138	138	168	121	93
9								48	147	117	152	143	168	121
10								39	160	115	174	214	143	168
11								19	121	108	141	241	214	143
12								5	48	106	105	173	241	214
Totals	0	0	0	0	0	0	0	292	1857	1057	1248	1507	1394	1213
District Total Non Weighted	646	731	617	637	688	734	746	1084	2539	1740	1937	2219	2096	1901

P:\Enrollment Projections\24\_12\_2 DistrictEnrollment.xlsx\District Enrollment

### 5.7 Inter District Transfers/Proposed Enrollment:

Mrs. Roth presented to the Board the Inter District Transfers/Proposed Enrollment caps. Mrs. Roth asked if the district wanted to keep the caps as is or changed them.

	Current Enrollment as of 01/06/2025	2025-26 Approved Space
kg		50
1	46	55
2	46	55
3	53	55
4	51	55
5	49	55
6	51	60
7	53	60
8	60	60
9	47	60
10	62	60
11	52	60
12	55	60
	<b>625</b>	<b>625</b>

The Board asked the principals how they are feelings about the enrollment caps. The current caps work for all grades.

Ed DeWilde made a motion to approve the Inter District Transfer/Enrollment Cap as presented for the 12025-26 school year. Mike Ennis seconded the motion. Motion passed.

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

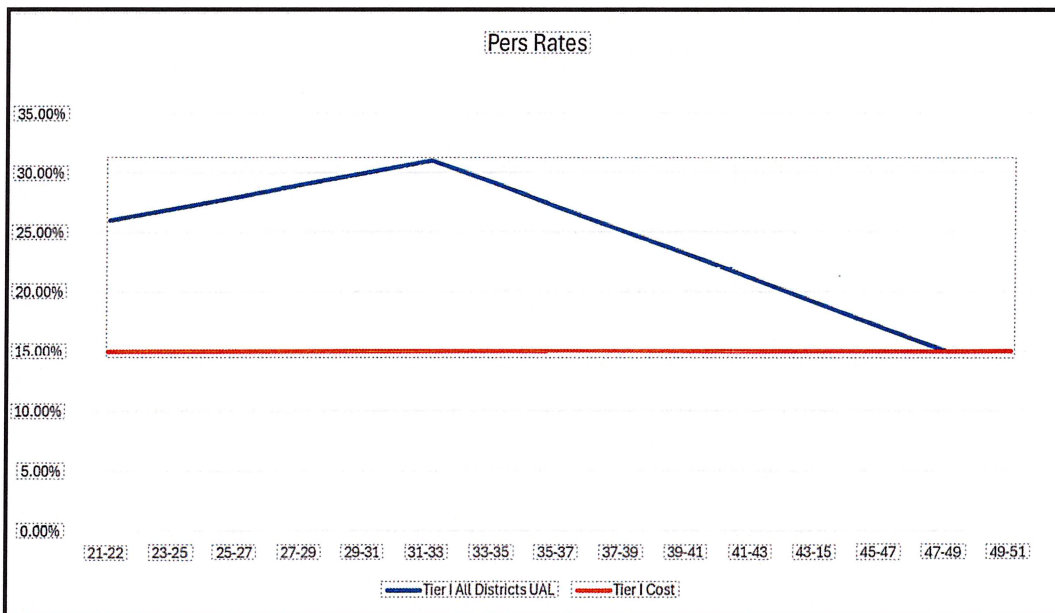
### 5.8 Centennial 2024-25 Budget Expenditures:

Lindsay Alsup presented to the Board the Centennial 2024-25 Budget Expenditures. Lindsay went through every line item on the report.

This is informational only for the Board.

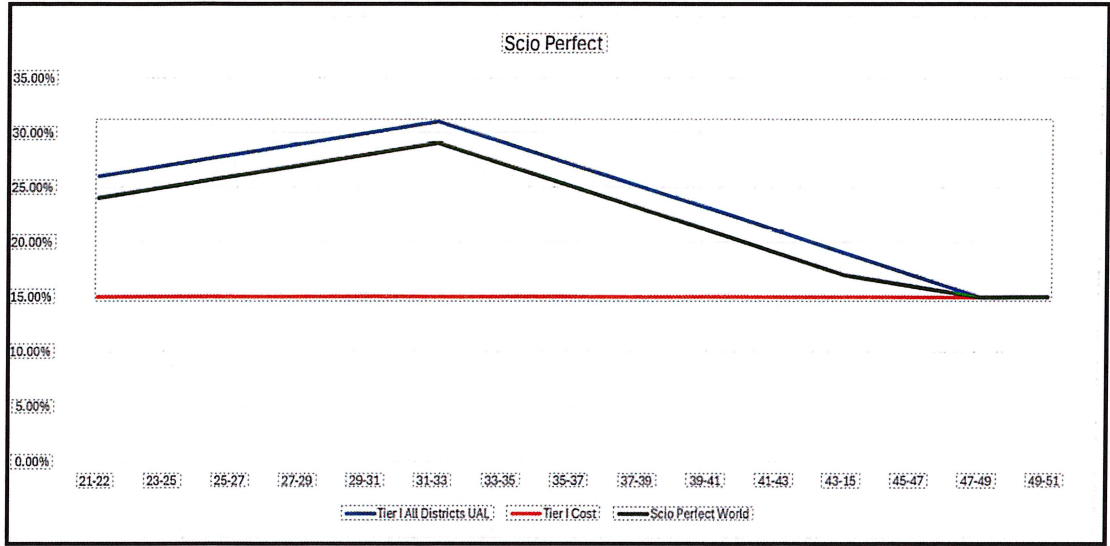
### 5.9 PERS Side Accounts:

Gary Tempel presented to the Board the following:

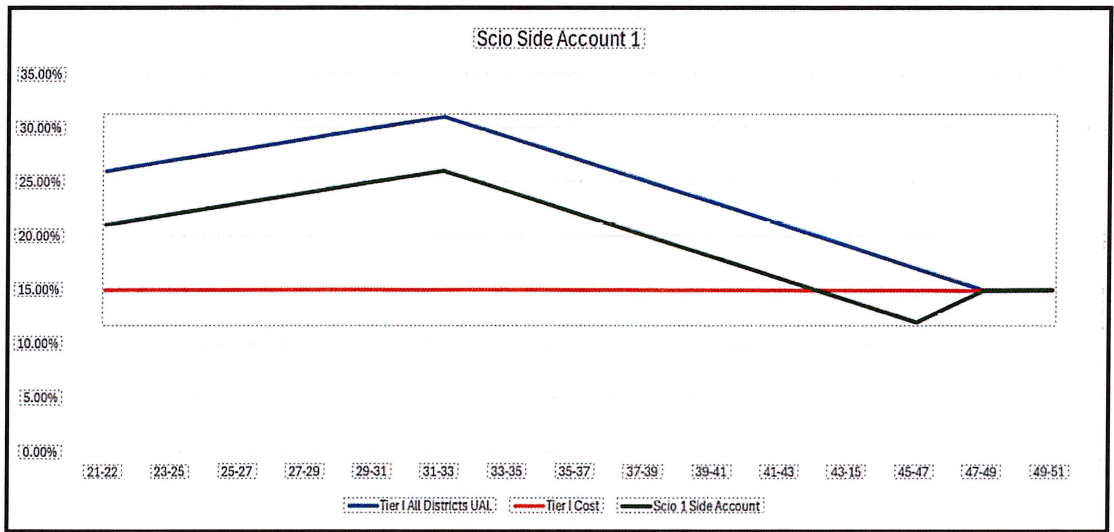


The numbers on these graphs are made up.

The blue line would be the PERS rate over the years. We think PERS will come down to a steady rate and assume PERS will be 15% some day.

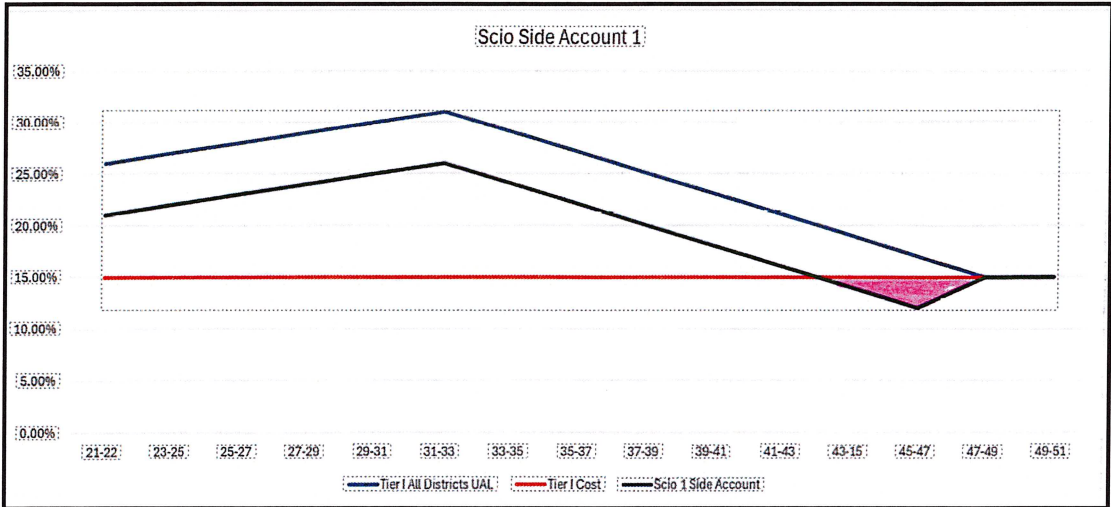


Scio has a side account. Scio net rate came down about 4%. In a perfect world Scio's side account would run out at the same time as Scio gets to 15%. This is not going to happen.

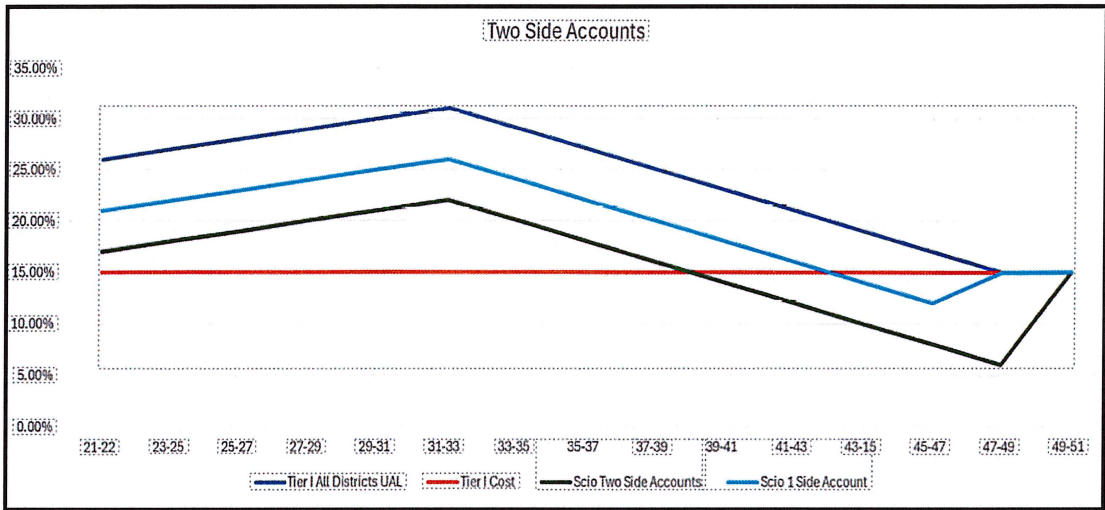


Scio's side account will most likely keep going and cross 15% and go below 15% of Scio's net rate.

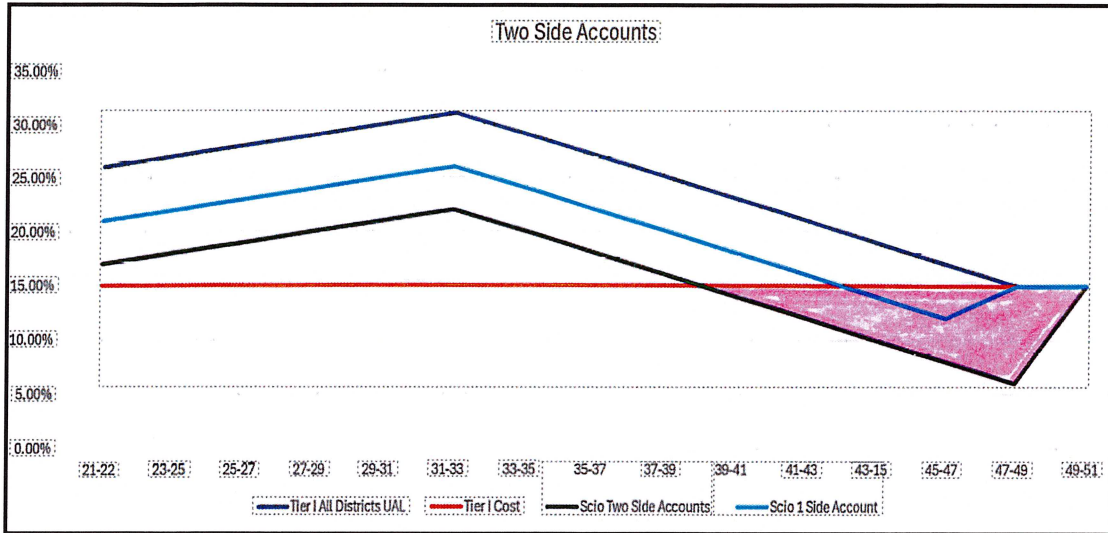




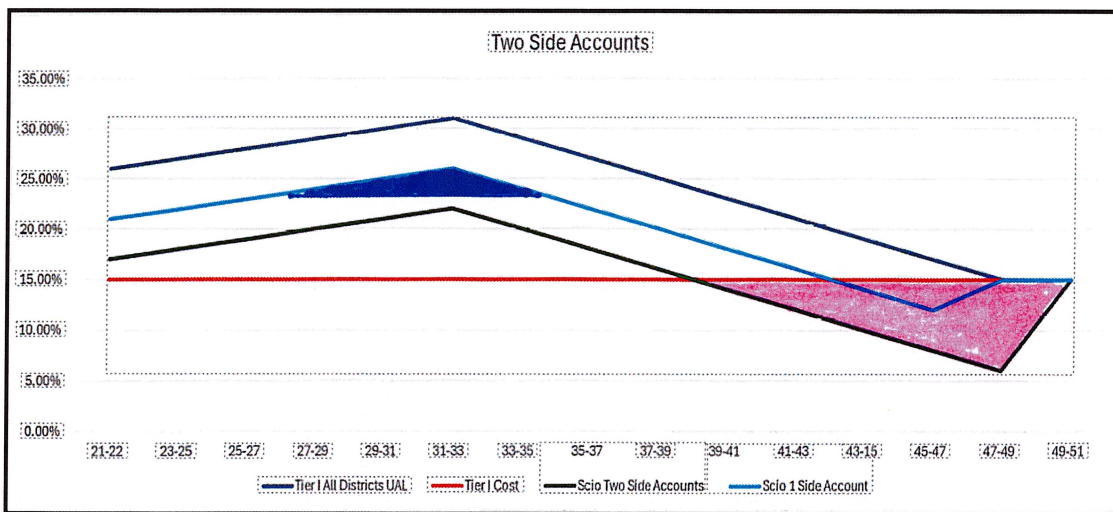
There will be additional new savings at the end which is not where you need it and someone has to remember not to spend it on sustainable things.



Here is where you might buy a second side account.



The same thing might happen with even more extra savings at the end.



The triangle at the top is really where you need the relief which might make a dedicated account a better fit.

### 5.10 Board Policies:

5.10.10 – IKF – Graduation Requirements-Version 1-Delete

5.10.11 -IKF - Graduation Requirements-Version 2-Proposed

Kyle Braa, principal at Scio High School, presented to the Board the above-board policies.

Derryl James made a motion to adopt board policy IKF-Graduation Requirement-Version 2. Ed DeWilde seconded the motion. Motion passed.

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

Derryl James modified the motion above to Delete board policy IKF-Graduation Requirements-Version 1 and adopt the proposed board policy of IKF-Graduation Requirements-Version 1.

## **6) Board Reports**

### **6.1 Superintendent's Report**

Kimberlee Roth

#### **Current**

##### **1. Scio Teacher Mentorship Grant**

- All mentors and mentees in the teacher mentorship program were able to receive new chrome books to help in their participation in the program.
- Michelle Lefeber and I will be representing Scio in the Statewide WREN Mentoring Meeting at University of Oregon later this month. We have used our experience in creating a district mentorship program to support others and the collaborative process has also improved our program.

##### **2. Our second Behavioral Safety Meeting is scheduled for January 14th.**

- The committee reviewed the current processes and structures that are used at the three buildings at the last meeting. The team will meet again on January 14th, after some work at the building level. **Rescheduled for January 23<sup>rd</sup>.**
- 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. New cameras and security upgrades:**
- We have new exterior cameras throughout the district and grounds. We have far better coverage of our buildings and the perimeter of all grounds. We have increased secure access to classrooms. Visitor validation prior main School entry and pod entry at the elementary school is now possible. A new intercom system has been installed district-wide with increased safety features.

Board member asked what are the emergency or power failure overrides work? **Gary Tempel will investigate this. There is a fail-safe on the doors, when the power goes out all the doors lock.** On a school-by-school basis there is an integration period to figure out how the system the is going to work with each other. **Yes. There is one last feature that we haven't installed yet. Each computer will have an app so the staff will be able to call**

**for help from their classroom. This will call the office.** Are there interconnects to the outside emergency services, like the fire department and police? **This is already in place but not the classroom level. All the offices in the buildings have the ability to call emergency services.**

4. **A Positive School Climate Committee:** is scheduled for January 23, 2024. The meeting will look at data, review progress from other meetings, prioritize district improvement needs, and create actionable next steps based on improvement needs.
5. **Transportation:** Our Transportation Department is still trying to recruit new drivers. Two van drivers have joined our staff.

## 6.2 GT Report

Also Included in this Packet

1. PERS training aide
2. Cherry Street Property Plans (Coming Later)
3. Elementary School Budget
4. Enrollment Projections

### 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 are working on possible layouts in house, we have several options to look at	Not Scheduled
4.	MS Girls Locker Room	Interior walls are built, the electricians have been working on the rough in, we should be ready for sheet rock soon, the roll up door is still a ways out.	July 2024
5.	Centennial Office Pod Floors	Completed	Completed
6.	Centennial Roof Office and Pod B	Completed	Completed
7.	Security Upgrades	They are 95% done at the HS and MS, ES, we are now working on integration and making sure everything is working the way it is supposed to.	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	Completed	Completed
11.	Clean Up and Bins Tennis Court	Completed	Completed
12.	High School Seismic	We are down to two items on the punch list.	June 2024

13.	Cherry Street Property Fencing	The fencing is done for about ¾ of the property	September 2024
14.	<del>MS Truss Repair</del>	<del>Completed</del>	<del>Completed</del>
15.	HS Boys Locker Room	ZCS is working on the permit set of plans	Spring 2025
16	Property line adjustment	The work has been ordered, we are just waiting for completion	January 2025

**PERS Training Aide**

There is no information to glean from the sheets, it is just an example of how it all works and what you need to watch for, for us to walk through.

**Property Line Adjustment**

I have asked that the new pins be placed and the paperwork filled; once that is done we will finish the fence, I am having trouble finding someone to move the shed.

**New Property**

We are working in-house on some different layouts; we are ready for some more input from you.

**Enrollment**

Centennial – 295

KG	1st	2nd	3rd	4 <sup>th</sup>	5 <sup>th</sup>
45	46	53	51	49	51

Middle School – 160

6th	7th	8 <sup>th</sup>
53	60	47

High School – 220

9 <sup>th</sup>	10th	11th	12 <sup>th</sup>
61	51	55	53

Lourdes	40
Willamette Connections	1480

**In District Totals 24-25**

Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
685	681	673	674	675					

**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

***Ed DeWilde would like to work in the middle school 6<sup>th</sup> grade bathrooms into the seismic in the summer. Gary said there are 3 choices. To have the sink outside of the bathrooms and make the stalls. Gary will price this out as an alternate and bring it back to the Board.***

*Mrs. Roth presented to the Board information on the Cherry Street Property in regard to the remodel. There is an regencies because of the middle school seismic in the summer and the district office being displaced. We are wanting to do an “A” and “B” build. The “A” build would be working with the house as is with remodeling the inside to make it workable space so the district office can continue to function while the seismic is going on. Special Education can move into the current district office space. Once the inside is done the idea is to come back later the outside and put in a board conference room. This would be later. Below are 3 layouts to choose from.*

*Mrs. Roth went through each layout with the Board.*

## **Cherry Street Property Plans**

You have seen many sets of plans to remodel the cherry street property into an Office space. There are plans for filling in the front of the building under the existing trusses. There are plans to add a meeting room to the south side of the property.

Everything is in inches, so that we more accurately show the furniture that is going into it.

We have selected 3 sets of plans, kinda good, better, best approach.

### **Layout 6- Good**

This set only eliminated closet walls and changed the access to the bathroom. Page 2A/ 6F is the original house dimensions so that you can see what got removed.

***This would be around \$50,000ish remodel***

### **Layout 4 - Better**

Layout 4 fills in the garage, adds a conference room.

***This would be around \$125,000ish remodel***

### **Layout 5 - Best**

Layout 5 fills in under the trusses in the front, adds more working space to the office spaces and moves the bathroom access to the inside of the office area

***This would be around \$150,000ish remodel***

***Other costs in addition to the remodel of the house are \$150,000 in getting the parking lot ready and the outside ADA ramp and around \$75,000 for technology. These are costs that are going to happen regardless of the remodel.***

Board member asked will we subcontract the concrete and framing and do the rest in house?  
***Mrs. Roth's recommendation is to get a builder to do this project.***

Board member would like to see a picture of the trusses of the Cherry Street house.

Board member is concerned about the cost of materials because of the fires in California.

Board member wants to make sure that the layout they choose will match the plans drawn up 2 years ago for the addition.

Board member has a concern with no cover over the door. Mrs. Roth would like a dormer over the door.

Board member is concerned about the office being closed off. Mrs. Roth has an idea of making some of the wall's glass. That way you can see into offices, and it would make it seem open. The doors will also have glass in them.

Nicole Buganski asked Mrs. Roth what she wants from the Board tonight. Mrs. Roth would like to know which ruff layout the Board would like to move forward with. Do we go with the 4-foot bump out on the north side of the house? Do we go with filling in the garage? The Board would like to fill in the garage and don't do the bump out of the north side of the house.

Anber Nelson wanted to make an announcement that the student representatives don't have to stay after 8 p.m. So, if they want to leave, they can or they can stay.

Layout 6 – Good, Mrs. Roth asked if they could get rid of this layout. The board said yes.

Mike Ennis made a motion approve layout 5 A and did not exceed \$200,000 and be moved in by May 29<sup>th</sup>. Anber Nelson seconded the motion. Motion passed.

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

### **Budget Development 25-26**

I have an expanded budget for us to look at, we will start with the elementary school. We can do the MS and HS next month.

### **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

### **PERS Account**

I have included some training sheets for what we would need to consider for either a side account or a reserve account.

Don't take any time doing math, these are just a training aide for the meeting.

## **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 you to 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 one-time 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 one-time 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

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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.

**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		

**6.3. Building Reports**

**6.3.1. Centennial Elementary School**

**EDUCATION HIGHLIGHTS**

- SEL weekly reading lessons for each classroom, mostly using the Little Spot of Feelings curriculum. Classroom specific SEL instruction to address current needs. Kate Robertson will take over and continue the instruction.
- I-Ready assessment for the Reading and Math window is open Jan 8 - Jan 15th. DIBELS assessment started.
- Canned Food Drive - 1st place: Mr. Henson, 2nd place: Mrs. Tibbs, 3rd place: Mrs. Holzouser
- Total 575 - First week collection went to Scio Community. The second week went to Fish in Albany

## PROFESSIONAL DEVELOPMENT

- Our fifth Mentorship Meeting was held on January 8th. The focus of the training was to support mentees in how to do their mid-year professional goal review.
- CPI training for new staff scheduled for January 24th
- CEL Meeting on January 7th. Met to gather data regarding the “CEL work”
  - Student Learning: ideal state, current state, and next steps
  - Teacher Learning: ideal state, current state, and next steps
  - To plan the next steps with the CEL team - Meet with Lindsay Alsup to plan

## EVENTS

- January 15- Parent Club Meeting - Centennial Library
- January 16 - 6pm School Board Meeting at MS Library
- January 20 - NO SCHOOL- MLK Day
- January 23 - End of 2nd Quarter
- January 24 - NO SCHOOL - Grading Day
- January 31 - SOARR Award Assembly - January focus “Optimism”
- February 7 - Scio Rural Fire Dist. Safety - Classroom Visits
- February 14 - NO SCHOOL - In-Service Day
- February 17 - NO SCHOOL - Presidents' Day

### 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: Laylah Miller
  - 7<sup>th</sup> Grade: Marigold Heidrick & Franky Bremner
  - 8<sup>th</sup> Grade: Maddy Donner & Hannah Posvar
  - Bucket Award: MacKinzie Meyer
- **Winter Celebration Day** came and went; this continues to be a great day at our school!
- **Band Concert** - We had our first band concert of the school year earlier this week!
- **End of Q2 (and the Semester)** - 01/23; new schedules and some classes beginning on 01/27.

#### Professional Development

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

#### Athletic Update

- Boys Basketball is beginning - lots of participation

### 6.3.3 High School

#### School Highlights

- **November/December Students of the Month**
  - Matthew Ennis
  - Wesley Frame
  - Magnolia Heidrick
  - Meagan Trissel
- **Finals Week- 1/21-1/23**
- **End of Semester 1/23**
- **Band Concert:** - January 14th
- **Senior FAFSA Help Night** held December 18th. Next night will be February 12th.
- **Winter Formal Dance-** February 8th.

#### Athletic Update

- **Wrestling:** Attending lots of tournaments. Currently at Oregon Wrestling Classic in Redmond (Dual Meet Championship)
- Basketball- Both teams are into league play.
  - Girls Team 5-6 (0-3)
  - Boys Team 7-3 (1-2)
- **Cheer:** Next competition is January 18th at Sweet Home

Derryl James asked how do you address students that cannot pay the fee for going to a school dance? Addison Traeger commented that the tickets to the Winter Formal dance are a flat fee of \$20.00 but leadership are discussing whether to change the price and a decision will be hopefully tomorrow (January 17, 2025). Kyle commented that if the student talked to Kyle no student will not be excluded and we will find a way for the student to go to the dance. Addison Traeger said the dance theme is "Meet me at Midnight" and the dance goes to 10 p.m.

Derryl James also wanted to comment on the basketball teams as they are making him into a basketball fan. The teams are fun to watch. Addison Traeger said the next basketball game is January 17<sup>th</sup> and theme is Neon.

Addison Traeger also said there is a cheerleading competition on Saturday and Scio doesn't compete until 2:35 p.m.

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

### **7.1 Board Comments:**

Anber Nelson commented that the plaque at the high school for the seismic, Anber's name is spelled wrong. Nicole Buganski also said her name is spelled wrong on the plaque at the middle school for the seismic.

Ed DeWilde wanted to thank Anber Nelson for getting the student representatives for the board.

Nicole Buganski asked if there were any student representatives' comments. How was your first meeting? *Their comment was it was well.*

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

- 8.1 Next Regular Board Meeting, Thursday, February 20, 2025, at 6:00 p.m. at Middle School Library
- 8.2 Inservice Day, February 14, 2025 – No School
- 8.3 Non-Contract Day, February 17, 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 8:18P.M. to go into the executive session.



2-20-2025

Presiding Chair

Date Board Approved



Board Secretary

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