

**Nyssa School Board Minutes  
Nyssa, OR**

**Date: June 13, 2022**

**Time: 6:30 PM - Executive Session**

**Time: 7:00 PM - Regular Session**

**Location: Boardroom of Administration Building**

*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 to Megan Glenn at 541-372-2275 Ext. 0*

In accordance with House Bill 2560 (ORS 192.670) all Regular session and Work session meetings can be viewed on the District YouTube channel Nyssa School District - Board Room.

<https://www.youtube.com/channel/UCqiPYR14VSsPQWF6wk00qNg/videos>

**Board Members Present:** Susan Ramos, Alesha Munk, Megan Robbins, Jeremy Peterson, Donnie Ballou, Pat Morinaka

**Board Members Absent:** Marlon Wilson

**Staff Members Present:** Superintendent Johnson, Megan Glenn, Crystal Rideau, Kristie Hernandez, Araceli Gomez, Brett Jackman, Matt Murray, Cindy Ramos, Noemi Melendez, Luke Cleaver (after Executive Session)

**Community Members Present:** Dellas Waldo, Laura Anderson, Ava Anderson

**Members of the Press Present:** None

**Call to Order**

Board Chair Susan Ramos called the Regular Session meeting to order at 7:01 p.m.

**Adoption of Agenda**

Board Chair Susan Ramos called for a motion to adopt the agenda as presented. Pat Morinaka made a motion to adopt the agenda as presented; seconded by Jeremy Peterson. Motion carried unanimously.

**Commendations**

Elementary Principal, Matt Murray recognized Ava Anderson who represented Nyssa School District in the Scripps National Spelling Bee in Washington DC. To earn her spot at the spelling bee Ava was the top speller in her 6th grade class, top grade level speller in Malheur County, and stop speller overall in Malheur County. She participated at the Scripps National Spelling Bee along with 250 other competitors and placed 49th, making it to the quarterfinals.

## **Visiting Patrons & Delegations**

### **A) Dellas Waldo - Waldo Insurance**

Board Chair Susan Ramos gave the floor to Dellas Waldo with Waldo Insurance. Dellas presented insurance renewal information for the District's property, casualty, and workers compensation policies. Premium increase for the renewal year is 3.80%, which is an improvement from 15%-20% seen in the last couple of years. Insurance is written through a pool called PACE (Property and Casualty Coverage for Education). There are 332 school districts, community colleges, and charter schools that are insured in this pool. Waldo Insurance has talked with Superintendent Johnson and Business Manager Crystal Rideau to ensure that all auto and property are listed on insurance and covered. Property values this year are \$68,460,877.00. In 2019 an appraisal was done; in the next 4-5 years following 2019 they will place an inflationary increase, this year of 4%. Earthquake coverage has been changed to Earth Movement and Flood. Liability Auto coverage is \$500,000.00 per occurrence. Uninsured, underinsured, and bodily injury is at \$500,000.00. Liability insurance is insurance purchased for other people. Coverage A is bodily injury and property damage. Coverage B is for wrongful acts and employment practice liability. This coverage would include coverage for school board members in case of wrongful acts, errors, and negligence. Equipment breakdown includes power surges and blows in the instance of an outside source causing a surge in our power system that causes damage or loss to refrigeration, HVAC, etc. Crime coverage is \$500,000.00 which covers employee theft, forgery and alteration. Dellas mentioned one of the toughest coverages to obtain is cyber liability. The district's coverage per period is \$1 million. Technology departments are faced with strict guidelines every year to ensure system security; they were able to comply and gain coverage for this year. Violent acts crisis expense is \$50,000.00. This coverage is to help with counseling after a violent act. Premium for this year is \$208,762.00, which is a 3% increase from last year's rate of \$202,528.00. PACE website stated an average increase of premiums for school districts of 7% for the year. Worker compensation premium is \$47,990.00 and is provided by SAIF. There is a slight increase to this year's premium as it is based on a three year running rate.

Pat Morinaka asked Dellas if a catalytic converter were to be stolen from one of the district vehicles if this theft would be covered in our policy. Dallas assured her this type of theft would be covered. Superintendent Johnson asked if it would also be covered if the theft was a student's vehicle parked in our campus parking lot. Dellas wasn't sure of that answer and said he would get back to Superintendent Johnson.

Jeremy Peterson asked why crisis coverage was so low. Dellas says this insurance comes from a re-insurer so it might be an issue of being able to obtain the coverage. He has not seen the coverage change since 2018. Cyber insurance is also done through a re-insurer.

The board asked Dellas if it would be beneficial to look outside our regular policies to obtain secondary coverage for a Cyber policy due to the increase of cyber attacks. Dellas said it might not be a bad idea to look around for quotes from different

companies for additional coverage. The board would like to see some quotes regarding how much it would cost for additional coverage in case that is something we need to purchase down the road. Dellas will work with our Technology Supervisor Adam Prince to gather quotes.

Insurance Summary is on file at the District Office.

### **Superintendent Report**

- 1. Current enrollment -**
  - a. In person - ended the year at 1,190.**
  - b. My Tech High - currently 68 students fully approved for 2022-23, with another 27 students in process of obtaining signed paperwork from their local district.**

Superintendent Johnson quickly reviewed the district's final enrollment numbers for the year along with MTH enrollment for the upcoming school year. MTH enrollment is approaching the 100 student mark which was anticipated for the first year.

- 2. Title 1C audit - We are continuing to work with the Oregon Department of Education as they complete this process. I have worked with the Superintendents of Vale and Adrian to complete the budget narrative process, which is a recommendation of ODE for them to be more involved. It was a good process and will be completed in the next day or two.**

Superintendent Johnson explained that the district is still continuing to cooperate with ODE on this matter. There are no findings or recommendations yet. Superintendent Johnson did mention that budget narratives sent in to ODE were never approved; they have asked for some corrections and asked Superintendent Johnson to work with consortium partners from Adrian and Vale for re-submission. Superintendent Johnson met with Superintendent Raeshelle Meyer from Adrian to discuss budget narratives. Superintendent Alesha McBride from Vale was not able to attend the meeting, but had provided input via email prior to the meeting. Superintendent Johnson said the meeting went well and hopes to involve them more in the future.

- 3. Monday May 16, 2022 - the architect came to give us an update about the high school HVAC project, which, depending on costs, will likely be only the rooftop HVAC project on the main building and possibly the auditorium since the HVAC and A/C units are all the same age. The workers toured the building, and they are in process of drawing up schematics and plans for moving forward (we don't have them yet). Project is scheduled to begin Spring 2023 after school is out.**

On Monday May 16, 2022 our architect visited the school to discuss the HVAC/HS project. There are still a lot of unknowns regarding the project. The next steps will be to

tour the buildings and inspect the crawl spaces. The project is projected to start in the Spring of 2023. During the meeting, Maintenance Supervisor Jesse Melendez walked the architect around to some of the district buildings and made note that the HVAC system for the auditorium is the same age as the high school unit. This was not included in the regular bid. Pat Morinaka asked if the gymnasium is included in the auditorium units, but Superintendent Johnson was unsure of that answer. There are still hopes that the High School will be able to be remodeled, providing a new office space which would increase security. Depending on the cost of construction at the time, it is unknown if there will be enough funds to cover both projects.

**4. Classified negotiations**

**Settled, contract in packet for your review and approval.**

**5. Certified negotiations**

**Settled, contract in packet for your review and approval.**

Superintendent Johnson let the board know that the Classified and Certified unions have reached an agreement on their contracts. Both contracts from NEA and OSEA were provided for the board to review and will be an action item further on in the agenda.

**6. Grant consolidation (handout)**

**ODE is consolidating six grants this upcoming year in order to coordinate better.**

Superintendents from across the State have provided input regarding grants to ODE and the State has responded by consolidating six grants. Superintendent Johnson provided the board with a handout regarding which grants will be consolidated. Many grants require community involvement, communication participation, etc. Instead of holding six different meetings, this will allow the District to educate the community and request input regarding all six grants at one time.

Discussion followed.

Megan Robbins excused herself at 7:35 p.m.

**7. Hiring concerns**

**a. Several areas where we have a very small applicant pool. HS band and choir especially.**

Superintendent Johnson relayed to the board that unfortunately we are experiencing very minimal applicant pools for job openings within the district, specifically band and choir. The District is considering several different options to fill those positions prior to the start of the school year in case they are unable to find a qualified licensed teacher. Discussion followed.

Megan Robbins returned at 7:40 p.m.

Pat Morinaka asked Superintendent Johnson if the District has applied for House Bill 4030 - Education Staff Retention and Recruitment grant. Superintendent Johnson confirmed that the District had applied, but had not heard back from ODE regarding the status.

Pat Morinaka also asked Superintendent Johnson if the District had applied for House Bill 5202 - Summer School Grant, which would allow all students to be able to attend a summer school program. Superintendent Johnson relayed that the District did not apply for the grant. Last year the District ran regular summer school alongside Migrant summer school and it was very difficult to separate the two, which is necessary for several reasons. For this reason the school did not apply for that specific grant.

#### **8. Ava Anderson - spelling bee champ from Nyssa!**

Superintendent Johnson asked Matt Murray to recognize Ava earlier in the agenda under item 4. Visiting Patrons and Delegations.

#### **Financial Report**

##### **A) Review and approve supplemental budget FY22 - ESSER III dollars (copy enclosed)**

Business Manager, Crystal Rideau explained to the board that the current budget for the 2021-22 fiscal year did not include a budget for ESSER III funds. At the time of adopting the 2021-22 budget we did not anticipate spending any of those funds. Currently we have spent \$90,000.00 of ESSER III funds. Crystal is seeking approval to add a supplemental budget to be added to the 2021-22 budget.

Board Chair Susan Ramos called for a motion to approve the supplemental budget FY22 - ESSER III. Jeremy Peterson made a motion to approve; seconded by Donnie Ballou. Motion carried unanimously.

##### **B) Review and approve Budget Resolution - Title IA 2020-21 carryover funds (copy enclosed)**

Business Manager Crystal Rideau is seeking approval for a budget resolution regarding Title 1A carryover. The current budget did not account for carry over funds from the school year 2020-21. This carryover will increase the current budget by about \$80,000.00. Title 1A funds are used to provide all children equitable and high quality education. Our Title 1A is provided to our Elementary school, who serves a larger population of children from families experiencing poverty.

Board Chair Susan Ramos called for a motion to approve the budget resolution presented by Business Manager Crystal Rideau. Alesha Munk made a motion to approve the budget resolution; seconded by Pat Morinaka. Motion carried unanimously.

**C) Dr. Johnson presentation of 2022-2023 budget for adoption**

Superintendent Johnson and Business Manager Crystal Rideau explained to the board that the Budget Committee has approved and recommends the board adoption of the proposed budget for the 2022-23 school year. A handout was given to the board to review information posted in the paper by law. The three columns indicate the 2020-21 actual budget amount, middle column is the adopted 2021-22 budget, and the final column the approved budget for 2022-23. Crystal did want to make note that the budget has increased, but wanted the board to know that \$3 million of that increase is due to the ESSER III funds. Overall proposed budget for the 2022-23 school year is \$31.6 million.

**D) Adopt the Budget for fiscal year 2022-2023 in the total amount of \$31,608,787 (copied enclosed)**

**E) Adopt Resolution - includes the following (copy enclosed)**

**Resolution Adopting the Budget  
Resolution Making Appropriations  
Resolution Imposing the Tax  
Resolution Categorizing the Tax**

Crystal Rideau reviewed all resolutions with the board and explained the purpose of those resolutions.

Board Chair Susan Ramos called for a motion to approve the Budget for fiscal year 2022-23 as well as all resolutions listed in agenda item E. Jeremy Peterson made a motion to approve agenda items D (2022-23 Budget) & E (Resolutions); seconded by Pat Morinaka. Motion carried unanimously.

**F) GASB 54 - Resolution establishing policies for fund balances (copy enclosed)**

Business Manager Crystal Rideau asked for approval for GASB 54 for the 2022-23 school year. The purpose of this action is to commit ending funds for two accounts to only be used for certain spending. Fund 310 which is our debt service fund and Fund 440 which is our facility management fund. These two funds are to be used only for debt service payments and improving of district building and facilities.

Board Chair Susan Ramos called for a motion to approve GASB 54. Donnie Ballou made a motion to approve GASB 54; seconded by Pat Morinaka. Motion carried unanimously.

**G) Monthly financial report**

Business Manager Crystal Rideau presented the financials through May. General fund reflects a revenue of \$1.3 million with expenditures of \$1.5 million. Cumulative balance of \$3.1 million. There will be no State school fund payment for June, cumulative balance will be used for June expenditures, which is the largest expenditure month of the year. The Middle School bond statement reflects that we did not collect enough taxes to make our debt service payment. There will be an internal transfer to cover this payment, which was budgeted for in case of this scenario. Early Head Start operating statement ended the month of May with \$34,884.99. Food Service operating statement ended May with \$88,319.40. There were 18 days of service that included several field trips which increased revenue. Crystal wanted to point out to the board that on page 12 of approval of bills, Fund 256 - ESSER III, the district received its first invoice from Design West. Expenditures are starting to come in for the HVAC/HS project. Received invoice is only for 25% of the first phase of service. The District has until 2024 to spend ESSER III money.

### **Consent Agenda**

- A) Approve minutes of the May 9, 2022 Regular Session and minutes from the May 11, 2022 Work Session meeting.**
- B) Approve Financial Reports as presented**
- C) Hire:**
  - 1. Jessica Hamilton - Custodian (Sub to Full Time)**
  - 2. Keta Cline - Elem. Vice Principal (Contingent on Licensure)**
  - 3. Fidencia Martinez - Food Service (Transfer from Custodian)**
  - 4. Melissa Vargas - HS National Honor Society Advisor**
  - 5. Melissa Vargas - HS Yearbook Advisor**
  - 6. Anna Whalin - Early Head Start Teacher (Transfer from Early Head Start Instructional Assistant)**
  - 7. Amy Mardock - HS Assistant Cross Country**
  - 8. Chris Carlton - HS Assistant Boys Soccer**
  - 9. Carla Cazares - HS Assistant Girls Soccer**
  - 10. Carlos Murana - HS Assistant Football**
  - 11. Yesenia Prado - Custodian**
  - 12. Krista Fennell - Elementary Special Education Teacher (Contingent on Licensure)**
  - 13. Angela Davis - MS ELD/ELA Teacher (Transfer from Elementary Teacher-Contingent on Endorsement)**
  - 14. Sandra Carpenter - HS Special Education Teacher(One year)**
  - 15. Lee Long - MS/HS PE/Weights Teacher**
  - 16. Burgandee Porter - Elementary Teacher (Contingent on Licensure)**
  - 17. Anna Long - HS CTE Business Teacher**
  - 18. Anna Long - HS FBLA Advisor**
  - 19. Bobby DeLeon - District Counselor/SEL Coordinator (Transfer from HS Counselor)**
  - 20. Kate Nishizaki - Elementary Teacher (Contingent on Licensure)**
- D) Resignations:**

1. **Steven Escobedo - MS/HS ELD/ELA Teacher**
2. **Jacquelle Heid - HS Assistant Volleyball**
3. **Samantha Moore - HS Assistant Track**
4. **Spencer Esplin - HS Assistant Track**
5. **Gretchen Longwell - MS/HS Choir Teacher**

Board Chair Susan Ramos called for a motion to approve the consent agenda as presented. The board had a brief discussion. Alesha Munk made a motion to approve the consent agenda as presented; seconded by Megan Robbins. All in favor: Megan Robbins. Abstained: Alesha Munk, Jeremy Peterson, Donnie Ballou, Pat Morinaka and Susan Ramos. The board moved on with the remainder of the agenda prior to requesting to move into Executive Session to discuss concerns.

### **Old Business**

There was no old business to discuss at tonight's meeting.

### **New Business**

- A) **NEA Contract**
- B) **OSEA Contract**

Board Chair Susan Ramos announced that both the NEA and OSEA unions had come to an agreement, with the Administration and their committees, regarding their contracts. Final drafts of both contracts were given to the board for review prior to tonight's meeting. Board Chair Susan Ramos called for a motion to approve both the NEA and OSEA contracts as presented. Pat Morinaka made a motion to approve the final drafts of both NEA and OSEA contracts; seconded by Donnie Ballou. Motion carried unanimously.

### **C) Contract**

The board met in Executive Session meeting at 6:30 p.m. prior to the Regular Session meeting, at this time the board will not be taking any action regarding Superintendent Johnson's contract.

### **Board Study**

There was no Board Study discussion at tonight's meeting.

The Board recessed the Regular Board meeting at 8:09 p.m. and entered into Executive Session per ORS 192.660 (2) (i) *To review and evaluate the employment related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.*


The Board re-entered the Regular Session meeting at 8:40 p.m. Board Chair Susan Ramos called for a motion to approve the consent agenda as presented on agenda.



Jeremy Peterson made a motion to approve the consent agenda as presented; seconded by Pat Morinaka. Motion carried unanimously.

**Adjournment**

Board Chair Susan Ramos adjourned the meeting at 8:41 p.m.

  
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Chair/Vice Chair  
\_\_\_\_\_  
Superintendent/Clerk

Board Minutes by Megan Glenn, District Administrative Secretary