

DUFUR SCHOOL DISTRICT
BOARD OF DIRECTORS MEETING
August 2, 2021

Chairman Robert Wallace called the meeting to order at 6:00 PM. The meeting was opening with the Pledge of Allegiance.

ORGANIZATIONAL

Election of Officers – Robert, as the 2020-21 Chair, requested nomination for the 2021-22 Chairman. Monica Byers nominated Anne Kelly. Cynthia Kortge seconded the motion, which carried unanimously. Anne Kelly assumed the Chair and requested nominations for 2021-22 Vice Chairman. Robert nominated Cynthia Kortge. Monica seconded the motion, which carried unanimously.

Organizational Resolution – Robert moved to adopt Resolution 21-02 Designation of Custodian of Funds, Depository, Meeting Schedule, Budget Officer, Attorney, and Agent of Record. Monica seconded the motion which carried unanimously.

GUESTS & PUBLIC COMMENT – No public comment was requested or heard.

CONSENT AGENDA - Items on the Consent Agenda:

- Board Minutes – June 28, 2021
- Board Work Session – July 27, 2021

As a result of the board work session with OSBA, board members discussed the content in the June 28th minutes under Guests & Public Comment, and requested the minutes be amended to only state who was present. Cynthia moved to approve the minutes as amended. Robert seconded the motion which carried unanimously.

REPORTS

Financial Report – Virginia provided a pre-audit report of June 30th balances by fund. General Fund ending balance will be approximately \$338,000. An additional \$171,000 of anticipated reimbursed revenue was not received until July 5th, which on our ‘cash basis’ places the revenue in 2021-22. Individual grant funds were expended as required by each grant award, totaling \$907,822. By utilizing the Seamless Summer Option (SSO) program for food service in 2020-21 the food service balance increased to \$41,333. As the building projects fund at June 30th is \$106,000.

Dean of Students Report – Kristin reported finalizing schedules for all grade levels. Enrollment and re-enrollment are underway, as well as meeting with high school students to sign them up for first semester classes. Acellus will still be used for all at home learning. She is also working on editing the student handbook for 2021-22.

Superintendents/A.D. Report – Jack reported he met with community members that live close to the new bus barn. Most were very supportive of the new facility, and even suggested a mural be painted on the east side. Lighting in the barn will be limited so it does not affect neighbors any more than necessary. The property will eventually be fenced. Expenditure of the ESSER III money in 2021-22 will include our Director of Mental Health, Nurse, CTE Teacher, custodial services, additional classroom teachers, technology, summer school and after school programs. Governor Browns mask mandate is meeting a lot of disagreement from eastern schools, although at this time students are required to attend school. Sports programs are voluntary. Jack recommended the board meet August 16th to review the mask issue as it changes, and consider the public health departments recommendations.

The 8-Man Classic will be held August 2-4th, with 14 football teams attending. In addition, a 2-day volleyball tournament will be held with a 4-team duo on the 3rd, and 10 teams participating in a tournament on the 4th.

Foundation Directors Report – Cynthia reported meeting, via zoom, with our auditors Carol Friend and AJ Olson concerning the best ways to move the foundation forward as it grows. They suggested a good time to make the separation would be January 1st, 2022. In 2021-22 the foundation has been budgeted as a Trust & Agency Fund of the Dufur School District. Separating the foundation from the school district is becoming increasingly necessary. For the current year, while it takes time to transition the foundation out of the district, expenditures for the foundation will continue to be made. Virginia will set the foundation up in Quick Books effective July 1, 2021. Cynthia reported receiving one bid from Rick Cyphers to complete the 990 and financial reports. She is also working on obtaining medical insurance costs for foundation employees, as well as bank accounts. She also reported the foundation is working on coordinating the 8-man Classic with sponsorships. Cycle Oregon will be in Dufur two separate weekends, September 10-12th, and 17-19th. The JWD Committee is planning the fall event to be held in the Dufur City Park September 25th with food, beverages, and music. The next foundation trustees meeting is August 18th.

OLD BUSINESS

District Goal Adoption – Cynthia moved to adopt the 2021-22 District Goals as presented. Monica seconded the motion which carried unanimously.

Transportation Mechanic Training – Jack stated he had met with Caleb Olson and his parents who agree with the terms of the contract. Board members reviewed the Transportation Mechanic Training contract and suggested the total hours required to be a full-time position be included, as well as the rate of pay. Robert moved to approve the contract, with amendments. Cynthia seconded the motion which carried unanimously.

Foundation Development – Compensation for the Executive Director was discussed. Jack recommended a \$40,000.00 annual stipend to be paid monthly starting July 1, 2021. An insurance stipend will also be paid for full family insurance coverage. District insurance will terminate Sept. 30, 2021. Monica moved to approve the recommendation. Robert seconded the motion which carried. Cynthia abstained.

NEW BUSINESS

Fall Extra Duty – Cynthia moved to approve the Extra Duty assignments as presented. Monica seconded the motion which carried unanimously.

Director of Mental Health Position – Jack recommended expanding the mental health services of the district, and promoting Tiffany Kenslow to Director of Mental Health and adjust her salary to \$85,581.00 per year. Robert moved to approve the recommendation. Cynthia seconded the motion which carried unanimously.

Middle School Golf – Jack reported meeting with Travis Kane, Golf Coach, to develop a middle school golf program that will meet in the fall. Monica approved offering Middle School Golf. Cynthia seconded the motion which carried unanimously.

Ranger Tech Program Development – Board members reviewed the outline for programs that will be initially offered. High Desert ESD will assist in development of the program and will work with Leona Egeland to gain CTE Teaching Certification. Jack also recommended paying Leona Egeland a \$20,000 per

year stipend to continue her work as coordinator and eventual CTE Teaching Certification. Funds will be paid from ESSER III funds. Cynthia moved to approve the recommendation. Robert seconded the motion that carried unanimously.

Operating Agreement – Jack presented a proposed operating agreement that would help clarify communication operating principals for the district. This document will be placed on the district website. Cynthia moved to approve the operating agreement. Monica seconded the motion, which carried unanimously.

Substitute Pay Rate – Monica moved to establish the pay rate for 2021-22 at \$195.87 per day, \$230.44 after ten consecutive days. Robert seconded the motion which carried unanimously.

Volleyball Court Bid – Board members reviewed a bid from General Excavation for \$10,280 to construct the bed for the outdoor basketball / volleyball courts behind the school. Cynthia moved to accept the bid. Robert seconded the motion which carried unanimously.

OSBA Training Reflections – Board members shared their thoughts about the OSBA Board Training. All members felt it was an excellent training and wish to have future trainings that focus on issues directly affecting our district. Jack requested members come up with a list of topics for a training in October or November.

Having no additional business, the meeting was adjourned.

Board Chairman

Board Secretary