

BOARD OF DIRECTORS  
LAKE COUNTY SCHOOL DISTRICT 7  
LAKE COUNTY, OREGON

Present: Annie Bunten, Vice-Chair  
Darwin Johnson, Director  
Cori Price, Chair  
Scott Havel, Vice-Chair  
Barry Shullanberger, Director  
Michael Carter, Superintendent  
Janet Melsness, Business Manager  
Tandalin Gerber, Administrative Assistant

Ex-Officio: Susan Warner, Hillary Hulseman, Dusty Counts, Christopher Rose

Guests: Danielle Jester (LCE), Angie Albertson, Samantha Farr, Niki Taylor (Taylor Family), Ashley Givens, Heather McCray, Pat Roit, Tonya Stratton, Sheila Strubel, Steve Tuchscherer, Kelli (Steven) Vance, Joe Villagrana

**1. EXECUTIVE SESSION - CLOSED SESSION - 4:30 PM**

1. Representatives of the news media, designated staff and invited guests shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. At the end of the executive session, we will return to open session and welcome the audience back into the room.

2. Executive closed session pursuant to ORS 192.660(2)(b) to consider the dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing.

3. Complaint

4. Executive Session is held in accordance with (ORS 192.660 (2)(i)). To review and evaluate the performance of the superintendent or any other public officer, employee or staff member, unless that person requests an open hearing.

5. 2021-22 Superintendent Evaluation

**2. CALL TO ORDER REGULAR SESSION - 5:30 PM**

1. Pledge of Allegiance to the Flag

**3. APPROVAL / AMENDMENT OF MEETING AGENDA ITEMS**

Havel moved and Buntun seconded the motion to approve the meeting agenda items for the February 9, 2022 Regular Session board meeting as presented. The motion passed unanimously.

**4. APPROVAL OF MINUTES**

Havel moved and Shullanberger seconded the motion to approve the minutes of January 12, 2022 as presented. The motion passed unanimously.

**5. GOOD NEWS**

**1. 2021-2023 Oregon Youth Corps - Community Stewardship Corps Grant Series**

Carter included a congratulatory letter from Oregon Youth Corps, which awarded LCSD7 an On-the-Job-Training grant in the amount of \$40,000 and a Service Learning Education grant in the amount \$45,000.

**6. SUPERINTENDENT REPORT**

**1. Childcare Program Proposal**

Carter stated the Childcare Program continues to move forward and should be receiving state funding. Carter will keep the board informed and updated as more progress is made.

**2. ESD Superintendent Search Update**

Carter stated the ESD Superintendent Search is open to applicants and will close on February 28, 2022. Superintendent, Jack Thompson reported there currently being one applicant.

**3. COSA Winter Conference / OSSA**

Carter reported the 2022 COSA/OSSA Winter Conference, held January 27<sup>th</sup> – 31<sup>st</sup>, was a great success. The conference was hybrid, both in-person and virtually.

**4. Operational Plan / Safe Return to In-Person Instruction and Continuity of Services Plan**

Carter presented the ODE Reopening Advisor Updates – COVID 19: Lake County Plan. The plan including several topics such as, updated masking requirements, school blueprint updates, volunteers at school, contract tracing, etc. Carter stated that adhering to the plan the district receive ESSER funding. Carter also stated the working towards removing masks is also taking place.

**5. Proper Protocols for Communication from the Community**

Price requested Carter give a brief reminder of how to properly go about community and board communication. Carter stated that proper channels, policies and procedures should always be followed. Carter stated that all communication policies are available on the LCSD7 website.

## 7. PUBLIC COMMENT

Price verbally presented Public Comment in reference to Board Policy BDDH. Price welcomed Ms. Sheila Strubel and Ms. Kelli Vance, both, Lake County residents who reside in Lakeview, OR. Price began with Ms. Strubel's public comment request form. Ms. Strubel declined to ask questions as Ms. Vance had a list of questions that she would be asking on her behalf. Price then moved onto Ms. Vance's public comment request form. Ms. Vance asked the Board of Director's two specific questions, one regarding federal funding and COVID-19 funds and the other regarding the Mask Mandate. Ms. Vance stated that Carter and Melsness sent beneficial information regarding funding however, it is fairly difficult to understand for the general public. Price stated that along with Carter and Melsness, the Board of Directors will work to clarify funding information and make more understandable for all. Price stated that a specific list of items regarding COVID funding would be sent to Ms. Vance. Ms. Vance continued with her next question, which focused on the Mask Mandate and the most recent lift of masking. Ms. Vance stated that she would like to see the lift of masks be sooner than the March 31<sup>st</sup> date. Ms. Vance also shared her concerns in lack of trust in our government and questioned what would the district do if the lifting of masks fell through. The Board of Directors and Carter shared in agreement that the March 31<sup>st</sup> date will be the last time our district wears masks and efforts toward an earlier mask lifting date will continue. Ms. Vance thanked the Board. Price thanked Ms. Vance and Ms. Strubel for joining the meeting and for their questions.

## 8. REPORTS

### 1. Building Principals Report

Hulseman reported Donkey Basketball taking place February 9<sup>th</sup> at 6:30 PM at Honker Court. Operation Prom Night will be held the week prior to prom, which is May 21<sup>st</sup>, to educate students on the dangers of drinking and driving. Hulseman stated that it will be a full 2-day endeavor complete with simulation and several community partners involved. Hulseman reported round two of formal observations for probationary teachers are taking place and going well. A middle school Valentine's Dance will be held Friday the 11<sup>th</sup> and a high school winter formal will be held Saturday the 12<sup>th</sup>. Hulseman reported that English teachers will be traveling to Ontario to participate in a caravan to look at new options for curriculum adoption for our next school year. Warner reported enrollment numbers being 327 students at Fremont/Hay and 46 students at Union. PBIS will take place February 28<sup>th</sup>. Classified Staff Appreciation week is February 28<sup>th</sup> – March 4<sup>th</sup>. Reading consultants will visit the elementary schools March 7<sup>th</sup>. Dental screenings via Advantage Dental are scheduled for March 8<sup>th</sup>. The Union Carnival will take place March 12<sup>th</sup>. Warner reported Smarter Balance training in underway as well as QPR.

### 2. VP / AD Report

Rose reported enrollment numbers for Lakeview Academy being 31 students. Rose stated several

senior students have finished classes early. The LHS/DMS are working closely with the SRO, Callie Dornebusch. Dornebusch is currently focused on traffic patterns within the district and monitoring bathrooms and hallways during class time. Winter sports are coming to an end and all sport teams have had incredible seasons. Rose reported graduation planning is underway and very busy. Rose stated that he will attend the New League meeting, which is scheduled for Monday, February 14<sup>th</sup>.

**3. Financial Report**

Melsness reported that actual YTD Revenues are 64.76%, YTD Local Sources are 85.13% and YTD State Sources are 56.45%. Top ten sources of Revenue include: Unrestricted Grants, taxes, school tuition, interest on investments, penalties on interest, and miscellaneous. Percent of total revenues YTD is 99.95%. Actual YTD Expenditures is 35.98%, Actual YTD Salaries/Benefits is 38.69%, and Actual YTD Other Objects is 34.24%. General Fund Expenditures include: licensed salary, insurance, classified salary, PERS, consumable supplies, district paid TSA. Percent of total expenditures YTD is 77.91%. EFB \$-262,753.

**1. 2020-21 Financial Audit Report**

Steve Tuchscherer, Umpqua Valley Financial CPA, presented the 2020-21 Financial Audit Report for LCSD7. Tuchscherer reported that the audit addressed required comments and disclosures, which included: deposit of public funds with financial institutions; indebtedness limitations, restrictions, and repayment; budgets legally required; insurance and fidelity bonds in force or required by law; programs funded from outside sources; authorized investment of surplus funds; public contracts and purchasing; and state school fund factors and calculation. Tushscherer reported that there were no matters of noncompliance found. Shullanberger questioned whether or not Umpqua Valley Financial will return to in-person, onsite auditing by next year and Tuscherer stated that yes, they plan to move in that direction. Tuscherer thanked Melsness and LCSD7.

**9. OLD BUSINESS**

None at this time.

**10. NEW BUSINESS**

**1. 2022-23 Lake ESD Local Service Plan**

Shullanberger moved and Bunten seconded the motion to approve the 2022-23 Lake ESD Local Service Plan as presented. The motion passed unanimously.

**2. LHS Clay Target League**

Havel moved and Shullanberger seconded the motion to approve the LHS Clay Target League as presented. The motion passed unanimously.

**3. 2021-22 Virginia Beach Wrestling Trip**

Bunten moved and Johnson seconded the motion to approve the 2021-22 Virginia Beach Wrestling

Trip as presented. The motion passed unanimously.

4. 2021-22 Superintendent Evaluation

Shullanberger moved and Bunten seconded the motion to approve the 2021-22 Superintendent Evaluation as presented. The motion passed unanimously.

5. Lake County Type D (2) Buses Purchase

Bunten moved and Havel seconded the motion to approve the Lake County Type D (2) Buses Purchase as presented. The motion passed unanimously.

6. Traversa Bus Mapping Program

Havel moved and Johnson seconded the motion to approve the Traversa Bus Mapping Program as presented. The motion passed unanimously.

7. Keyless Locks Building Entrance Quote & Paging System

Havel moved and Johnson seconded the motion to approve the Keyless Locks Building Entrance Quote & Paging System as presented. The motion passed unanimously.

8. Complaint

Havel moved and Shullanberger seconded the motion that it is not appropriate at this time to investigate the complaint just discussed in executive session, and I authorize the board chair to communicate this decision to the complainant. The motion passed unanimously.

11. **CONSENT AGENDA**

Bunten moved and Havel seconded the motion to approve the Consent Agenda as presented. The motion passed 4/1, as Shullanberger abstained due to conflict of interest.

1. 2021-22 JV Baseball Coach
2. 2021-22 LHS Track\_Interim Head Coach
3. 2021-22 Washington DC Trip Volunteer Chaperones
4. 2021-22 Classroom Volunteer
5. 2021-22 Certified Resignation
6. 2021-22 Volunteer Spring Coaches
7. Resolution #3\_LCSD CAA Amendment to HRA/FSA Rollover Account
8. 2021-22 Assistant Track Coach
9. 2021-22 Certified Resignation\_Position Transfer
10. 2021-22 Temporary Certified Teacher

12. **ANNOUNCEMENTS**

Gerber received and read a 'thank you' note to the Board of Directors and LCSD7 staff from Mrs.

Lonnie Chavez, who gave thanks for her 20 years of service and well wishes to all.

**13. NEXT BOARD MEETING AGENDA ITEMS**

1. 2022-23 Certified Contract Renewal
2. OSBA Policy Updates
3. Updated ODE: Reopening

**14. ADJOURNMENT**

Havel moved and Johnson seconded the motion to adjourn the meeting at 6:54 PM. The motion passed unanimously.



Board Chair



Superintendent