

Coquille School District Board Meeting Minutes

February 12, 2025

Order

Board Chair Millet called the meeting to order at 6:00 pm. Board Members present were Melinda Millet, Steve Britton, Marsha Frost, and Heather Echavarria. Absent was Board Members Lucas Taylor and Cliff Wheeler. Others present were Superintendent Wayne Gallagher, Assistant Business Director Denese Hale, and Board Secretary Julie Simpson.

1.0 Meeting Business

1.1 Flag Salute

1.2 Approval of Agenda and Regular Board Minutes from January 15, 2024

- Motion made by Steve Britton to approve the Agenda and Regular Board Minutes from January 15, 2025, Marsha Frost seconded the motion. Passed unanimously
 - o Steve Britton Yes
 - o Melinda Millett Yes
 - o Marsha Frost Yes
 - o Heather Echavarria Yes

1.3 Future Meetings

- Regular Board Meeting: March 12, 2025, 6:00 PM
- Goal Setting Work Session: March 12, 2025, 5:00 PM
- Regular Board Meeting: April 9, 2025, 6:00 PM

2.0 School Spotlight

- **Winter Lakes High School – Tiffany Clapper**
Tiffany Clapper presented new programs and activities at Winter Lakes High School. She highlighted the Aspire program and College trips, with students actively working on resumes, mock interviews, and exploring career pathways. Notable field trips included culinary trips and college visits. Tiffany also recognized the collaboration with Tanya and Sean in making Winter Lakes a certified GED testing site.
- **Drone Presentation – Mr. Rasmussen**
Mr. Rasmussen introduced the school's drone program, showcasing how students use drones for video production and other educational purposes. He demonstrated a live drone flying competition involving board members, with students teaching the board on drone operations. He also mentioned that one student, inspired by the program, is now studying aviation in Bend.

3.0 Presentation

- **Local Service Plan – Paul Peterson**
Paul Peterson from the ESD provided a detailed presentation on the Local Service Plan, focusing on the educational services available through the partnership with the ESD. He reviewed the approval process, which involves district superintendents, the ESD board, and each district's school board, and discussed how the ESD's resolution dollars are allocated to different services.
- **Continuing Improvement Process (CIP) – Tanya Sinko**
Tanya Sinko presented on the district's Continuing Improvement Process (CIP), which is

guided by several state grants. She outlined the stakeholder engagement process, survey results, and the district's focus areas, such as academic achievement, attendance, social-emotional learning, and behavior. Tanya also shared details on how the district is allocating funding to support key personnel and programs, including early intervention, literacy, and high school success. She also previewed upcoming steps for finalizing district plans and securing board approval.

4.0 Program/School Written Reports

5.0 Fiscal Update – Presented by Denise Hale

For the 2023–2024 fiscal year, we've wrapped up several key financial reporting tasks:

- **W-2s, 1095s, and 1099s** have all been sent out to employees and vendors.
- All submissions to federal and state agencies were completed successfully and on time.
- Special kudos to **Carrie**, as this was her first time handling these filings. She did a fantastic job.
- We also **reconciled all federal and state taxes** for 2024, and every payment was processed on time.
- We are in **full reconciliation** with both the IRS and the State of Oregon regarding employee tax reporting.
- On the accounts payable side, **everything is moving along smoothly**, even with Nicole out on leave. We've been collaborating with **South Coast ESD** to ensure everything is covered.

Overall, January was a very busy month, but also a **very successful one**. Everything we needed to complete was done on schedule.

6.0 Superintendent's Report – Wayne Gallagher

Student Population

As of January, enrollment stands at 1,238 students, remaining consistent over the past four months. This number supports the district's state estimate of 1,220 students.

Correspondence & Community Engagement

Mr. Gallagher responded to emails requesting meetings

Progress on 2023–24 Board Goals

1. **Implement the School Bond Plan**
 - While the bond measure did not pass, the district has continued seeking alternative funding:
 - **Seismic Grant Application:** \$2.5 million submitted for the high school gym.
 - **Capital Improvement Grant:** \$1 million application submitted with help from local legislators.
 - Seismic grant results expected by **May 15**.
2. **Improve Student Achievement**
 - Continued investment in updated curriculum.
 - Increased access to college-level courses at both high schools, particularly through SWOCC partnerships.
 - Expanded TAG program from 15 to 45 students in two years.
3. **Increase Academic Opportunities**

- o Added college courses and enhanced enrichment programs.
- o Supported by TCO's work identifying and advocating for talented and gifted students.
- 4. **Create a Welcoming Environment for Students**
 - o Expanded summer school and kindergarten jumpstart programs.
 - o Emphasis on student belonging through SIA-funded initiatives.
- 5. **Ensure Competitive Staff Compensation**
 - o **Certified Staff:** Now among the top on the South Coast.
 - 3rd highest BA Step 1 salary
 - 1st in MA Step 5
 - 2nd in MA+30 Step 10
 - Highest total salary: MA+45, Step 17 — \$94,494
 - o **Benefits:**
 - \$1,850 monthly toward insurance
 - Signing bonuses, PERS pickup, longevity pay
 - \$10/month daycare and free pre-K for staff
 - High retention: Over 90% of teachers retained over the past two years
 - o **Classified Staff:** Negotiations have not yet begun, but efforts to raise salaries are planned.

Softball Field Drainage Project

- Completed in partnership with the Booster Club.
- Significant improvement in field conditions after rain.
- Grass has been replanted; field expected to be playable this season.

Federal Funding Concerns

- District currently receives ~\$2 million annually from federal programs
- Potential **25% reduction next year**, though no impact this year.
- Superintendent will monitor developments and plan accordingly.

School Start Time Adjustments

- In response to research and safety concerns, morning schedules will shift:
 - o Later start times to ensure daylight pickups and improve secondary student performance.
 - o CHS start time will be **8:50 AM**, with all schools staggered to accommodate transportation needs.
 - o Afternoon dismissals will also shift accordingly.

Fire Marshal Inspection

- New local Deputy State Fire Marshal initiated a detailed review of past inspection reports.
- Found one issue at CVE related to 2013 HVAC work.
- District is working with CNS to resolve it.
- Positive partnership expected moving forward.

7.0 Discussion/Action

The board moved to discussion/action items 7.1 through 7.5.

7.5 Local Service Plan Approval

There was discussion regarding approval of the Local Service Plan. Board members asked whether they would receive a copy of the plan, as they had not yet seen it. It was clarified that

the plan is identical to the one approved the previous year, with no additions or subtractions. A copy can be provided if requested.

A motion was made to approve items 7.1 through 7.5:

- Motion by Steve Britton, seconded by Marsh Frost.
- Discussion followed, and a request was made to separate item 7.5 for individual consideration.
- The motion was amended.

A new motion was made to approve items 7.1 through 7.4:

- Motion by Steve Britton, seconded by Marsha. All in favor: Motion passed unanimously.
 - o Steve Britton Yes
 - o Melinda Millett Yes
 - o Marsha Frost Yes
 - o Heather Echavarria Yes

A separate motion was made to approve item 7.5 – the Local Service Plan:

- Motion by Steve Britton, seconded by Marsha Frost.

(The Local Service Plan was placed on the March 12, 2025, Board Member due to not having a quorum)

Board Position Vacancy

Board Position #4 is currently vacant. The Board directed the Superintendent and Julie to post the vacancy and collect applications. The Board will review applications and appoint a member at the March meeting. The appointed member will serve from March through June 30th.

It was also noted that three board seats will be open for the upcoming election. All board members were encouraged to ensure applications are submitted for those seats.

8.0 Consent Agenda

It was noted that Mrs. Sharon Nelson will be retiring. While her exact number of years with the district was unclear, it was estimated at 43–45 years. The Board expressed their appreciation for her service.

A motion was made to approve Consent Agenda items 8.1 through 8.5:

- Motion by Steve, seconded by Mara.
- All in favor: Motion passed unanimously.

9.0 Staff/Public Comment

- Heather Baumer - Spoke re: 5th Grade
- Sawyer Baumer - Spoke re: 5th Grade
- Tyler Lienemann - Spoke re: 5th Grade
- Kayce McGilivery Spoke re: 5th Grade
- Carrie Tafielig Spoke re: 5th Grade

10.0 Executive Session

Chair Melinda Millet convened an Executive Session at 7:29 pm pursuant to ORS 192.660(2)(f)(h)(i) with Board Members attending

Return from Executive Session Time: 8:39 pm

Adjourned at Time: 8:39 pm