Regular Board Meeting Minutes
Wednesday, September 10, 2025
970 N. Central Blvd.
Coquille, OR 97423

Order
Melinda Millet called the Work Session to order at 6:00 pm. Board Members present were Sharon Nelson, Steve Britton, Melinda Millet, Marsha Frost, Heather Echavarria, and Kayla Pritchett. Board Member Luke Taylor was absent. Others present were Superintendent Wayne Gallagher, Business Manager Denese Hale, and Board Secretary Julie Simpson.

1.0 Meeting Business
Motion by Steve Britton to approve the Agenda and the Special Board Meeting Minutes for July 1, 2025, and Marsha Frost seconded the motion; it passed unanimously with the following votes:

- Melinda Millet – Aye
- Marsha Frost – Aye
- Heather Echavarria – Aye
- Kayla Pritchett - Aye
- Sharon Nelson - Aye
- Steve Britton – Aye

2.0 School Spotlight -Coquille Jr/Sr High School – Paige Yi
The Board recognized five Coquille High School seniors during the Student Spotlight.

- **Will Snively** has participated in track, basketball, National Honor Society, leadership, the welcoming committee, and game clock operations for volleyball and football. He has also volunteered in community projects including bake sales, parking lot cleanup, beach cleanup, and tree planting. Will plans to pursue a degree in aerospace engineering at a four-year university.
- **Alexi Lucero** has served in student leadership as a Student Council Representative and Secretary, and currently as Student Activity Coordinator for ASB. She has organized school events, played varsity volleyball for three years, and varsity basketball for four years, serving as team captain for three seasons and contributing to two state-qualifying teams. She is also a track athlete, National Honor Society member, and community volunteer. Alexi plans to study pre-med in college while continuing her basketball career.
- **Gavin Fiser** has volunteered in beach and parking lot cleanups, youth camps, and officiating. He is a varsity football and basketball player, participated in leadership, and enjoys pickleball, hobby horsing, and crocheting with his grandmother. Gavin plans to attend Oregon Institute of Technology or Western Oregon University to study accounting or financial management.
- **Caitlyn Johnson** serves as ASB President and is also President of the National Honor Society. She has been involved in student council since her freshman year, leadership, Devil's Connect, yearbook, varsity volleyball (captain), and varsity track (state qualifier).

She has earned over 40 college credits with a 4.0 GPA and is on track to graduate with an Honors Diploma and AAOT. Caitlyn plans to pursue pre-med at the University of Oregon, then attend OHSU to study dermatology.

- **Deegan Johnson** is a three-sport varsity athlete in football, basketball, and baseball. He participates in FFA, student council, and leadership, and volunteers as a youth sports official and at youth camps. Degan plans to attend Line School and pursue a career as a lineman.

3.0 New Employee Introductions

- Winter Lakes Elementary – SLC Teacher – Jeannette Dascomb
- Lincoln School of Early Learning – Kindergarten Teacher – Josh Kimble
- Coquille Valley Elementary – Resource Teacher – Jeri Ramsey
- Food Services – Assistant Food Service Director – Susanna Bemetz

4.0 Board Goal: All Students Feel Welcomed in Coquille – Amy May, Albert Dixon, & Angela Dixon

5.0 Division 22 Standards Report – Tanya Sinko

Tanya Sinko presented the annual Division 22 Standards Report, which outlines Oregon's requirements for districts to ensure students receive a comprehensive, well-rounded education. These standards cover curriculum, instruction, policies, accountability, performance, and human resources.

Last year, the District was in compliance with nearly all standards except physical education at grades K–5, which did not meet the requirement of 30 minutes of PE daily. Working with ODE, the District implemented interventions at Coquille Valley Elementary and Lincoln School of Early Learning to address this shortfall. Tanya reported that these interventions were successful and the District is now fully in compliance for the 2024–25 school year.

As required, the Division 22 Report has been posted publicly on the District website in parent-friendly language. The official report to ODE is due by November 1. Board members requested a copy of the posted report for their review.

6.0 School/Programs Written Reports

6.1 Winter Lakes High School
6.2 Winter Lakes Elementary School/Curriculum Director
6.3 Coquille Junior High School
6.4 Coquille Senior High School
6.5 Coquille Valley Elementary School
6.6 Lincoln School of Early Learning
6.7 Athletic Director Calendar
6.8 Technology Supervisor
6.9 Food Service Supervisor
6.10 Transportation Supervisor
6.11 School Resource Deputy
6.12 Assistant Superintendent

- Special Programs Report
- Maintenance Report

7.0 Fiscal Report

7.1 Appropriations by Fund & Function
7.2 Monthly Summary Report
7.3 Object Summary Report

Business Manager Denese Hale - The business office reported a very busy start to the year. Staff have been working on payroll setup for 10-month employees and processing open enrollment. Most employees have completed enrollment, with 41 still outstanding; each will be contacted individually to ensure they take advantage of available insurance.

The office is also preparing for the upcoming audit scheduled at the end of the month, while continuing to manage regular financial operations such as bill payments. September financials were reviewed, though it is still early in the fiscal year.

8.0 Superintendent's Report - Superintendent Wayne Gallagher -

Correspondence

No correspondence this month.

Population Report

I'm very pleased to share our enrollment is at 1,259 students, which is above our budgeted projection of 1,200. CVE is up 24 students compared to this time last year, and both Winter Lakes Elementary and Winter Lakes High School are each up over 20. That's very encouraging growth.

Senate Bill 141 – Accountability Metrics

Our admin team has launched committees for each of the new accountability measures. Chairs include:

- K–2 Attendance – Amy May
- 3rd Grade Literacy – Armando Ruiz
- 8th Grade Math – Paige Yi
- 9th Grade On Track – Albert Dixon
- Four-Year Graduation – Tanya Sinko
- Five-Year Completer – Tiffany Clapper

Committees will report back in February, and we'll look at piloting strategies next school year. I'm proud of our team for taking a proactive approach to get ahead of these requirements.

9.0 Discussion/Actions

9.1 Approve OSEA Collective Bargaining Unit Agreement (2025-2028)
9.2 Board and Superintendent Working Agreement
9.3 Surplus Health Text Books from CJSHS

Item 9.2 – Board and Superintendent Working Agreement

A motion was made by Marcia Frost to table Item 9.2. The motion was seconded by Steve Britton. Motion carried unanimously with the following votes:

- Melinda Millet – Aye
- Marsha Frost – Aye
- Heather Echavarria – Aye
- Kayla Pritchett – Aye
- Sharon Nelson – Aye
- Steve Britton – Aye

Items 9.1 and 9.3
A motion was made by Heather Echavarria to approve Items 9.1 and 9.3 on the Discussion/Action Agenda. The motion was seconded by Marcia Frost. Motion carried unanimously with the following votes:

- Melinda Millet – Aye
- Marsha Frost – Aye
- Heather Echavarria – Aye
- Kayla Pritchett – Aye
- Sharon Nelson – Aye
- Steve Britton – Aye

10.0 Consent Agenda

10.1 Cash Donations
10.2 Hired – Luke Hundtofte – 1 Year Temp – CJSHS (S. Herron)
10.3 Hired – Joe Ausdemore – CJSHS – ALS Teacher
10.4 Hired – Joshua Kimble – LSEL – Kindergarten Teacher
10.5 Hired – Peyton Rodriguez – LSEL – Kindergarten Teacher
10.6 Hired – Arena Thompson – LSEL – 1st Grade Teacher
10.7 Hired – Morgan Ely – LSEL – EA
10.8 Hired – Tyna Anderson – LSEL – Title EA
10.9 Hired – Stephanie Bailey – Transportation – Bus Driver
10.10 Resignation – Bri Strouts – CJSHS – ALS EA
10.11 Resignation – Lyn VanDusen – LSEL, EA
10.12 Resignation – Savannah Cochran - LSEL, EA
10.13 **First Reading**
JFCEB – Personal Electronic Devices
10.14 **Second Reading**
GCBDF/GDBDF-AR – Paid Family Medical Leave (Paid Family Medical Leave)

A motion was made by Heather Echavarria to approve Items 10.1 through 10.14 on the Consent Agenda. The motion was seconded by Marcia Frost. Motion carried unanimously with the following votes:

- Melinda Millet – Aye
- Marsha Frost – Aye
- Heather Echavarria – Aye
- Kayla Pritchett – Aye
- Sharon Nelson – Aye
- Steve Britton – Aye

11.0 Public Comment
None

12.0 Executive Session

The Board entered Executive Session at 6:52 pm under ORS 192.660(2)(d) to conduct deliberations with persons designated to carry on labor negotiations, and under ORS 192.660(2)(h) to consult with legal counsel regarding the legal rights and duties of the district in current or likely litigation.

Adjournment

The Board reconvened in Regular Session at 7:27 pm. There being no further business, Melinda Millet adjourned the meeting at 7:27 pm

Melinda Millet

Approved