
COQUILLE SCHOOL DISTRICT #8
Board of Directors Regular Meeting Minutes
April 8, 2026
Coquille School District Board Room
970 N Central Blvd., Coquille, OR

1.0 Meeting Business

The regular meeting of the **Coquille School District Board of Directors** was called to order on April 8, 2026, at 6:00 pm by Board Chair Melinda Millet

Flag Salute

Roll Call

Board Members Present:

Melinda Millet	Present	Marsha Frost	Present
Steve Britton	Present	Heather Echavarria	Absent
Sharon Nelson	Present	Lucas Taylor	Absent
Kayla Pritchett	Present		

Motion by Steve Britton to approve tonight's Agenda and the Regular Board Meeting Minutes from March 11, 2026, and Marsha Frost seconded the motion; it passed unanimously with the following vote:

Melinda Millet	Aye	Marsha Frost	Aye
Steve Britton	Aye	Kayla Pritchett	Aye
Sharon Nelson	Aye		

Upcoming Meetings

Board members reviewed upcoming meeting dates, including:

- Budget Committee Meeting scheduled for May 13, 2026, at 5:00 p.m.
- Second Budget Committee Meeting scheduled for May 27, 2026, at 6:00 p.m.
- June Special Board Meeting scheduled earlier to accommodate 8th Grade Graduation.

2.0 SCHOOL SPOTLIGHT

Although the agenda listed Coquille High School – Paige Yi as the School Spotlight presentation, the Board received a presentation from Lincoln School of Early Learning staff and students.

Principal Amy May introduced Lincoln staff and students who presented on science and literacy instruction occurring at Lincoln School of Early Learning.

Pre-K Teacher Kaylee Shrum presented several hands-on science activities used in the classroom, including:

- Oobleck experiments
- Volcano demonstrations using baking soda and vinegar
- Butterfly life cycle observations
- Walking rainbow capillary action experiments
- Weather and cloud experiments
- Simple machines instruction

Students participated in the presentation and discussed vocabulary and scientific concepts learned throughout the year.

Amy May commended staff for creating positive and engaging learning experiences for students and highlighted the enthusiasm students show toward attending school and participating in classroom activities.

Cassie Green, Dean of Students, presented information regarding Lincoln's implementation of the UFLI phonics program from the University of Florida Literacy Institute.

Discussion included:

- Explicit and systematic phonics instruction
- Staff professional development and peer observations
- Student engagement and literacy growth
- Alignment with the science of reading
- Expansion of phonics instruction across grade levels

Kindergarten teachers Mrs. Crook, Mr. Martin, and students demonstrated portions of the program for the Board.

Board members discussed the long-term literacy benefits of the program and its alignment with district instructional goals.

Lincoln staff also reminded families about upcoming preschool and kindergarten roundup opportunities.

3.0 PRESENTATIONS

Social Studies Curriculum Adoption

Principal Tanya Sinko discussed the district's social studies curriculum adoption process. A committee consisting of teachers and administrators reviewed curriculum materials and recommendations aligned with Oregon Department of Education standards.

Discussion included:

- Teachers Curriculum Institute materials
- Geography curriculum needs at the junior/senior high school
- Budget-conscious textbook purchasing
- Updated McGraw Hill materials
- Public review requirements for curriculum adoption

Curriculum samples were made available for public review.

Board and Superintendent Roles Presentation

Superintendent Wayne Gallagher reviewed the respective responsibilities of the School Board and district administration, including:

- Budget adoption and monitoring
- Curriculum approval and implementation
- Personnel responsibilities
- Community relations
- Labor negotiations
- Student services
- Facilities oversight

He emphasized the importance of collaboration among all district roles to support student success.

4.0 WRITTEN REPORTS

Winter Lakes High School

Principal Tiffany Clapper answered questions regarding prom scheduling and graduation timelines. Discussion also included strategies for supporting seniors through attendance challenges and “senioritis.”

Winter Lakes Elementary

Tanya provided updates on state testing participation and discussed testing participation rates among in-person and distance learners.

Coquille Junior/Senior High School

Board members discussed upcoming activities, track meets, and graduation progress.

Coquille Valley Elementary

Principal Armando Ruiz reported on the successful fifth grade Outdoor School experience at Camp Myrtlewood.

Discussion included:

- Student learning experiences
- Native American storytelling
- Science and outdoor education activities

- Staff and volunteer appreciation
- Grant funding support

Board members discussed continuing Outdoor School opportunities in future years.

Lincoln School of Early Learning

Board members thanked Amy May and Lincoln staff for the evening's presentation and wished staff well for upcoming kindergarten roundup events.

Athletic Director Report

Discussion included:

- Successful track meets
- Junior high softball and baseball participation
- Positive student involvement in athletics

Technology Report

Board members thanked Technology Supervisor Sean Wire for maintaining district technology systems and acknowledged the behind-the-scenes nature of technology support.

Food Service Report

No questions were raised regarding the food service report.

Transportation Report

Transportation Supervisor Nate Marshall reported that three district buses had been sold, with the final bus scheduled for pickup the following week.

School Resource Deputy Report

Deputy John Owens provided updates regarding the district's Driver's Education program.

Facilities and Special Education Report

Jeff Philly discussed assistance provided during district track meets and ongoing facilities support.

Board members expressed appreciation for his continued contributions.

5.0 FISCAL REPORT

Business Manager Denese Hale reviewed the district's fiscal report and projected contingency balance.

Denese explained that financial reports are prepared conservatively using "worst case scenario" projections. She also reviewed upcoming state school fund reconciliation information that would be presented during the next budget presentation.

6.o SUPERINTENDENT REPORT

Superintendent Wayne Gallagher:

- Congratulated staff involved with Outdoor School
- Discussed correspondence received from community members
- Recommended follow-up meetings to address questions and concerns
- Reported district enrollment had increased by nine students from the previous month
- Reviewed proposed Board goals
- Presented summer facilities project updates

Summer Projects

Projects discussed included:

- Gym floor refinishing
- Bathroom and classroom flooring upgrades
- Electrical upgrades
- Mini split installation
- Window replacement projects
- Office remodels
- Safety and visibility improvements
- Grounds maintenance and landscaping contracts

Discussion also included possible future uses for Lincoln's current office space, including social worker and nursing support areas.

Pension Obligation Bond Analysis

Superintendent Gallagher presented information regarding a proposed Pension Obligation Bond analysis through OASBO to evaluate possible long-term PERS savings opportunities.

Discussion included:

- Potential reductions in district PERS obligations
 - Risks associated with bond participation
 - Historical examples from other Oregon districts
 - The purpose of the analysis as an informational tool for future Board consideration
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7.0 DISCUSSION/ACTION ITEMS

7.1 Goals

Superintendent Gallagher reviewed proposed Board goals that had been discussed during the previous work session.

7.2 Summer Projects

Superintendent Gallagher reviewed summer facilities and maintenance projects planned throughout the district, including flooring upgrades, electrical work, mini split installation, office remodels, window replacement projects, gym floor refinishing, and campus safety improvements.

7.3 Landscaping/Weed Eating Contract 2026–2027

Discussion occurred regarding district grounds maintenance contracts and continued partnerships for sports field maintenance and weed abatement.

7.4 Pension Obligation Bond

Superintendent Gallagher presented information regarding a proposed Pension Obligation Bond analysis through OASBO to evaluate possible long-term PERS savings opportunities.

Discussion included:

- Potential reductions in district PERS obligations
- Risks associated with bond participation
- Historical examples from other Oregon districts
- The purpose of the analysis is an informational tool for future Board consideration

Motion by Steve Britton to approve Discussion/Action items 7.1 through 7.4, and Marsha Frost seconded the motion; it passed unanimously with the following vote:

Melinda Millet	Aye	Marsha Frost	Aye
Steve Britton	Aye	Kayla Pritchett	Aye
Sharon Nelson	Aye		

8.0 CONSENT AGENDA

The Board reviewed the following consent agenda items:

- 8.1 Cash Donations
- 8.2 Non-Cash Donations
- 8.3 Resignation – Trey Pruitt – WLHS – Teacher
- 8.4 Resignation – Lisa Downing – LSEL – SPED Teacher
- 8.5 Resignation – Samantha Herron – CJSHS – Teacher

- 8.6 New Hire – Bethany Watts – CJSHS – Teacher
- 8.7 New Hire – Brian Bergstedt – LSEL/CHS – Custodian
- 8.8 Re-Approval Paid Leave Oregon Equivalent Plan 2026–27 with The Standard
- 8.9 Re-Approve 2026–2027 Calendar
- 8.10 Second Reading of Policies:
 - GBEC – Drug-Free Workplace
 - IGD-AR – Policy and Rules for Student Participation in all Extracurricular Activities
 - IKF – Graduation Requirements
 - JO/IGBAB-AR – Education Records/Records of Students with Disabilities Management

Motion by Steve Britton moved to approve Consent Agenda Items 8.1 through 8.10. Marsha Frost seconded the motion. Motion carried unanimously, with the following vote:

Melinda Millet	Aye	Marsha Frost	Aye
Steve Britton	Aye	Kayla Pritchett	Aye
Sharon Nelson	Aye		

STAFF/PUBLIC COMMENT

No staff or public comments were presented.

ADJOURNMENT

Board Chair adjourned the meeting at 7:07 pm.



Approved