

NORTH LAKE SCHOOL DISTRICT NO. 14

Minutes of **Annual Meeting: July 13, 2020**

The Board of Directors met in regular session at the North Lake School, 57566 Fort Rock Road, Silver Lake, Oregon, on July 13, 2020, at 6:00 p.m. The purpose of this meeting was to conduct the business of the District and the meeting was open to the public.

CALL to ORDER: 2019-20 Board Chair Shane Forman called the meeting to order at 6:06- p.m.

Pledge of Allegiance

1. **Roll Call**

Present: Board Members Dwight Roth, Buck Church, Shane Forman, Mark Herinckx, Scott Duffner
Absent: None
Administration Present: Superintendent Gail Buermann, HS Principal Jeremy Williams
Board Secretary Janet Waldron.
Also Present: 1 patron(s) of the District.

2. **Approval of the Agenda**

Motioned by Dwight Roth, seconded by Mark Herinckx, to approve the July 13, 2020 agenda as presented.
5 vote aye –MCU

3. **Approval of the Minutes**

Motioned by Scott Duffner, seconded by Dwight Roth, to approve the minutes of:
June 8, 2020 – Regular School Board Meeting
5- vote aye, MCU

4. **Review of the Bills:** Question about 2 First Student bills in a month and Buell recreation (Preschool playground eqpmt)

5. **Annual Procedural Business**

A. **Organize the Board**

1. **Elect board chairman and vice-chairman**

Board Chairman: Buck Church is nominated by Shane Forman as Board Chair for 2020-2021. Seconded by Scott Duffner.

Discussion: *(No other nominations are presented.)*
5- vote aye, MCU

Board Vice-chairman: Dwight Roth is nominated by Buck Church as Board Vice-Chair for 2020-2021. Seconded by Shane Forman.

Discussion: *(No other nominations are presented.)*
5- vote aye, MCU

B. **Designate ADA Coordinator; Section 504 Authority; Title 1A, IIA, IID, IVA, VA and VI B Coordinator(s)**

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Motioned by Dwight Roth, seconded by Mark Herinckx, to designate Superintendent Gail Buermann as the American with Disabilities Act Coordinator during the 2020-2021 fiscal year.

5 vote aye- MCU

Motioned by Dwight Roth, seconded by Mark Herinckx, to designate High School Principal Jeremy Williams and Tami Dark as the Section 504 Officers during the 2020-2021 fiscal year.

5 vote aye- MCU

Motioned by Dwight Roth, seconded by Mark Herinckx,, to designate Superintendent Gail Buermann as the Title 1A, IIA, IID, IVA, VI and VIB Coordinator during the 2020-2021 fiscal year.

5 vote aye- MCU

D. Select School Attorney

Motioned by Dwight Roth, seconded by Mark Herinckx,, to appoint Garrett, Hemann, Robertson, Salem, Oregon, as attorneys of record representing North Lake SD during 2020-2021.

5 vote aye- MCU

E. Select District Insurance Agent of Record

Motioned by Dwight Roth, seconded by Mark Herinckx,, to appoint with Bill Gilmore of Great Basin Insurance, Klamath Falls, Oregon, as North Lake SD's insurance agent of record for the 2020-2021 fiscal year.

5 vote aye- MCU

F. Designate Board Secretary

Motioned by Dwight Roth, seconded by Mark Herinckx,, to designate Janet Waldron as Board Secretary for the 2020-2021 fiscal year.

5 vote aye- MCU

G. Select District Auditor

Motioned by Dwight Roth, seconded by Mark Herinckx,, to appoint Umpqua Valley Financial, Roseburg, Oregon as the audit firm for fiscal year 2020-2021.

5 vote aye- MCU

H. Appoint Superintendent as District Clerk

Motioned by Dwight Roth, seconded by Mark Herinckx,-, to appoint Gail Buermann as superintendent for North Lake School District (who thereby becomes school District Clerk under Oregon Law, ORS 332.515), for fiscal year 2020-2021.

5 vote aye- MCU

I. Appoint Deputy Clerk

Motioned by Dwight Roth, seconded by Mark Herinckx,, to appoint Sara Sarensen as Deputy Clerk for fiscal year 2020-2021.

5 vote aye- MCU

J. Appoint Budget Officer, Elections Officer and Affirmative Action Officer

Motioned by Dwight Roth, seconded by Mark Herinckx, to appoint Superintendent Buermann as Budget Officer, Elections Officer and Affirmative Action Officer for fiscal year 2020-2021.

5 vote aye- MCU

K. Appoint Custodians of Funds

Motioned by Dwight Roth, seconded by Mark Herinckx, to appoint Superintendent Buermann and Deputy Clerk Sara Sarsen as custodian of funds for fiscal year 2020-2021.

5 vote aye- Motion Passes

L. **Determine Amount of the Fidelity Bond for Persons Who Shall be Bonded**

Motioned by Dwight Roth, seconded by Mark Herinckx, to set the amount of fidelity bonds at \$100,000.00 each, designating Superintendent Buermann and Deputy Clerk Sarsen to be bonded for the fiscal year 2020-2021.

5 vote aye- MCU

M. **Select Depositories of Funds**

Motioned by Dwight Roth, seconded by Mark Herinckx, to appoint the following as depositories of funds for fiscal year 2020-2021:

- o Washington Federal, La Pine (payroll account and scholarship account);
- o Pacific Crest, Christmas Valley – Student body account, Student body savings, AP checking account and District money market account
- o Local Government Investment Pool, Salem (savings)

5 vote aye- MCU

N. **Select Newspaper for Local Publications**

Motioned by Dwight Roth, seconded by Mark Herinckx, to continue with the Lake County Examiner, Lakeview, as the newspaper for local publications for fiscal year 2020-2021.

5 vote aye- MCU

O. **Establish Monthly Meeting Date and Time**

Motioned by Dwight Roth, seconded by Mark Herinckx, to establish the second **Monday** of each month as the regular monthly board meeting day. Meeting time will begin at **5:30 p.m. October - April and 6:00 pm May – September**. Meetings will be held in the North Lake School library.

5 vote aye- MCU

5. **Hearing of Individuals in the Audience**

A. None

6. **New Business**

A. None

7. **Superintendent's Report**

A. **Bond Update**

Information

1. Mike Tiller - Making progress: Bus barn rough grade is done. They will pour the slab on the 22nd. The annex is coming along and should be ready by school start.
2. General update
3. Monthly Financial Report

B. **Budget/Financial:**

Information

1. Enrollment/Registration
2. Monthly Report
3. SSA Grant Funds
4. Broadband Grant (*See attached*)
5. ESSER Grant
 - a. North Lake was awarded \$59,653.38

- C. Maintenance/Facilities: Information
1. Carpeting and painting

- D. Transportation: Information
1. Monthly report

- E. Student Issues, Athletics/Activities, etc... Information
1. School Start up Fall, 2020
i. Blueprint –Gail went over the blueprint which will have K-12 back on a hybrid model when allowed and on a CDL model when the state and health department determine we need to be. The board does not agree with the blueprint plan presented and would like the administration to consider options that would allow as many students as possible to return for daily instruction. Gail will look in to what changes can be made to accommodate their request.
ii. Food and Nutrition updates

- F. Paisley Co-Op Tracey will need a letter drafted
1. **Motioned** by Shane Forman, seconded by Buck Church, to approve the co-op with Paisley as long as we can stay at the 1A level of competition.
5 vote aye - MCU
2. Parent Letter/Survey – reopening Gail sent out this letter and has received 28 letters back from parents at this time.

- G. Academics, Curriculum and Assessment: Information
1. Elementary Report : Gail Buermann-Neumann
2. Secondary Report: Jeremy Williams

- H. Personnel/Human Resources: Information
1. Classified:
a. 1.0 FTE Food Services director trainee (will replace Denise)
b. 1.0 FTE Custodian (replacement)
c. 1.0 FTE Alt Ed- EA
d. 0.5 FTE Sped EA
2. Confidential:
3. Certified
a. Hire Cameron Mitchem – PE/Health **ACTION**
Motioned by Dwight Roth, seconded by Scott Duffner, to hire Cameron Mitchem as a PE / Health Teacher for the 2020-21 School Year
5- Vote aye – MCU
b. 5th Grade job posting
4. Extra Duty:

- I. School Board Business, Policy Update Information
1. 2019-20 Certified Evaluation
i. MOU to suspend 2019-20 evaluations **ACTION**

Motioned by Dwight Roth, seconded by Mark Herinckx, to approve the MOU between NLEA and the district to suspend evaluations for the 2020-21 school year.

5- Vote aye – MCU

2. COVID-19 Waivers

- a. Facility Use Liability Release and Hold Harmless Addendum

ACTION

Motioned by Shane Forman, seconded by Scott Duffner, to approve the Facility Use Liability Release and Hold Harmless Addendum as presented.

5 - Vote aye – MCU

- b. Waiver of Liability and Hold Harmless for Communicable

Diseases including COVID-19

ACTION

Motioned by Buck Church seconded by Dwight Roth, to approve the Student General Waiver of Liability and Hold Harmless for Communicable Diseases including COVID-19 as presented.

5- Vote aye – MCU

- 3. a. Letter of Engagement and contract for Umpqua Valley Financial (Auditors) – signatures needed.

Motioned by Buck Church, seconded by Dwight Roth, to accept the contract with Umpqua Valley Financial for Audit services.

5 vote aye- MCU

J. **Executive Session** _____ (if needed):

- 1. *Under ORS 192.660 (2) (b) To consider the dismissal or discipline of, or hear complaints or charges against, a public office, employee, staff member or agent, unless he or she requests an open meeting.*

Motioned by Shane Forman, seconded by Mark Herinckx, to move into executive session @ 7:27 PM

5 Vote Aye – MCU

Regular Session resumes @ 7:31 PM

K. **Upcoming events/dates:** _____ **Information**

- | | | |
|----|----------------|--------------------------|
| 1. | Aug. 31 (Mon) | Teachers' first day back |
| 2. | Sept. 7 (Mon) | Labor Day |
| 3. | Sept. 8 (Tues) | Teacher workday |
| 4. | Sept. 9 (Wed) | First day for students |

8. **Unfinished Business**

A. None at this time

9. **Questions and Comments from Board Members**

Next meeting Wednesday August 12th @ 6:00 pm

10. **Future Agenda Items**

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11. **Adjournment**

No further business presented, the meeting adjourned at 7:35 PM

ATTEST:

Board Chair - Buck Church

Board Secretary - Janet Waldron