

MINUTES - REGULAR MEETING
SUNTEX SD #10 BOARD OF DIRECTORS
DATE - **THURSDAY, December 7, 2023 6:00 PM**

PRESENT: Mary Brown, Brett Starbuck, Daniel Doverspike, Mylee Davies, Scott Davies
Corissa Wright, Shannon Criss

ABSENT:

1. **CALL TO ORDER:** The regular meeting was called to order at 6:00 PM by Scott Davies, Chair.
2. Chair Scott adjourned the meeting to Executive Session at 6:01 PM per ORS 192.660(k) for approximately 30 minutes. Discussion around student safety.
3. Chair Scott adjourned the Executive Session at 6:34 PM, Regular meeting was reconvened at 6:34 PM.
4. **WELCOME VISITORS:** No visitors
5. **PUBLIC COMMENT:**
 - Letters submitted (attached) to the school district were read and discussion followed:
 - i. Hoot and Debby Raney
 - ii. Judy Moody
6. **AGENDA ADJUSTMENTS:**
 - Add discussion on rental agreement and instructional coach to new business
7. **CUSTODIAL REPORT:**
 - Doug was not present but gave Cori a report and pictures. Discussion items:
 - i. Gutters
 - ii. Siding
 - iii. Water damage in the teacherage
 - iv. Baseboard heaters in the pump house - remove the baseboard heat. Heat lamp to be explored - Cori will check with Burns Electric. Insulation to be checked by Doug. Working on winterizing the door.
 - v. Second teacherage (Kinley's) there is some roof damage. Will need to be looked at.
 - vi. Spread gravel in the parking area. Can use another load this spring.
 - vii. Burns Electric was out and repaired exhaust fan in both lights and installed _____
 - Board expressed appreciation for the work that Doug has done

- Cori talked with Sarah about the Custodial Position that she is currently doing. She is not opposed to giving it up. Discussion.
 - **Brett made a motion to approve Doug Steeprow taking over the custodial duties at 5 hours per week. Daniel seconded. No further discussion. Motion carried.**
8. **CLERKS REPORT:** Cori presented the payroll reports, bank reports and disbursements.
- **Mylee made a motion to approve the payroll reports, bank reports and payroll reports. Mary seconded. No further discussion. Motion carried.**
9. **APPROVAL OF MEETING MINUTES:**
- **Daniel made a motion to approve the November 1, 2023 Regular Board meeting minutes. Mylee seconded. No further discussion. Motion carried.**
10. **OLD BUSINESS:**
- Teacherage update - Cori got a bid from Alex. Doug found more damage so Cori will have it reviewed again. She also talked with the plumber. More updates next meeting.
 - Camera discussion - Add the gym to the bid that is for the 2 cameras in the classroom.
 - **Daniel made a motion to approve installing cameras in the building, classroom and exterior. Mylee seconded. No further discussion. Motion carried with Brett opposing.**
11. **NEW BUSINESS:**
- Baseboard heaters in the pumphouse were discussed in the custodial report.
 - **Mary made a motion to approve the Library Revitalization Grant as presented. Daniel seconded. No further discussion. Motion carried.**
 - Discussion on rental agreement.
 - **Brett made a motion to get a signed rental agreement from teacherage occupants with the following stipulations: limiting occupants to the teacher and one other adult with children allowed who are the legal responsibility of the teacher; two pets with a \$250 per pet deposit refundable unless there are damages related to the pets; dogs and cats only unless approved by the board. Utilities are a benefit of employment. Up to three functioning vehicles are permitted. Trailers and other equipment may be allowed if they are in good working condition. Nothing may be on blocks. Background check of adults occupying the teachers. At the discretion of the board, the board chair and one other person will inspect the teacherages two times during the year. Daniel seconded. No discussion. Motion carried.**

- **Daniel made a motion to approve contracting with Diane Ashton Rollins as an instructional coach for Sarah as presented (attachment). Mary seconded. No discussion. Motion carried.**

12. **SAFETY REPORT:**

- Discussion on fencing the teacherages. Six foot chain link around both teacherages. Board members will measure the area and get information to Cori so that she can get a bid. If the bid is over \$10,000 it will either need to be published as an RFQ or we will need two additional bids. **Brett made a motion to approve fencing both teacherage house areas. Mary seconded. No discussion. Motion carried.**

13. **OTHER TOPICS:**

- Cori informed the board that Hedy from the Silver Creek Fire Protection Association has requested to use the building January 25th and February 22, 2024 for meetings. Board was in favor.

14. **TEACHERS REPORT:**

- Cori presented information and the December calendar that Sarah prepared. (attachment)
- Board requested that Sarah have her lesson plans for the previous month's as part of her teacher report. This will be a component of the instructional coaching program with Diane.

15. **ADJOURNMENT:**

- **Brett made a motion to adjourn the meeting at 8:18 PM. Daniel seconded. No discussion. Motion carried.**

Board Chair