

MINUTES - REGULAR MEETING
SUNTEX SD #10 BOARD OF DIRECTORS
DATE - **THURSDAY, JUNE 6, 2024**

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 7:02 p.m. by Chair Scott Davies. Scott also opened the public hearing for the 2024-2025 Suntex School District Budget.
2. **PUBLIC COMMENT PERIOD:** No public was present but Judy Moody did want to recognize and extend her gratitude to Doug Steeprow for helping her out and for his efforts at Suntex.
3. **WELCOME VISITORS:** No visitors
4. **AGENDA ADJUSTMENTS:**
 - o Addition of Science Adoption to New Business
 - o Resolution to transfer funds due to state overpayment
5. **CUSTODIAL REPORT:**
 - o Doug reported the following:
 - i. Judy Moody asked about a flag being displayed. Discussion followed including installing a solar light. Doug will work on this.
 - ii. Cleaned up teacherage and lawn outside. Issue with the well or pump with sprinkler system so he is hand watering. Clear Water has not made it out. Harney Lawn recommends putting in a pre-filter. Water issues have taken up a lot of his time so he is running behind on other projects. He plans to work on Hardie soffit replacement and re-sealing gutter joints.
 - iii. Cleaned the refrigerator in the school which took a bit of time.
6. **CLERKS REPORT:** Cori presented the disbursements and payroll reports. She had two months to share. All reports balanced and no variances. Large check to pay back state for overage payment. Cori discussed rekeying the school and the gym. Each would be a different key because we do check out keys to the public for the gym.
 - o **Daniel made a motion to approve the reports as presented. Mylee seconded. No further discussion. Motion carried.**
 - o **Daniel made a motion to rekey the school and the gym as presented. Mary seconded. No further discussion. Motion carried.**

7. **APPROVAL OF MEETING MINUTES:**

- **Daniel made a motion to approve the May 2, 2024 Regular Board meeting minutes and the May 2, 2024 Budget Board meeting minutes. Mylee seconded. No further discussion. Motion carried.**

8. **OLD BUSINESS:**

- Teacherage update - Cori and Shannon completed the checkout of both the teacherage and the school on Friday, May 31st. All keys have been returned. The dumpster was filled with excess garbage. Thank you Doug. Cori was able to secure the services of Jody Berry and her daughter from Drewsey to clean the teacherage. They worked 8 hours cleaning and will be back to finish up. Shannon noted the improvements due to cleaning in both the teacherage and the work that Jacoba did in the school building on June 1st. Shannon met with Jacoba on June 1st and gave her keys to the school and did a walk through of the teacherage. The board did a walk through of the house. Cori reported that Alex can do repairs listed below in three weeks starting on the 20th. See below. Approximate cost is \$29,000. There is \$35,000 in the 2023-2024 budget to cover this. Doug will check the HVAC system.
 - i. Replace all floors with vinyl in living areas and bathroom and carpeting in the bedrooms
 - ii. Replace backsplash in kitchen
 - iii. Replace window sills throughout
 - iv. Replace screens through on all windows and a new screen for the patio door
 - v. Paint inside of the house
 - vi. Replace light fixtures in the bathroom
 - vii. Seal siding
 - viii. Update both the master and the guest bathrooms
 - ix. Replace the dishwasher
 - x. Have the duct work cleaned
- **Brett made a motion to approve the changes as presented. Daniel seconded. No further discussion. Motion carried.**
- Discussion on the two storage containers (see attached). Cori will be ordering them on July 1st. Gray color; one will be paid out of health and safety and the other out of general fund.
- **Brett made a motion to approve the school board policies as presented. Mary seconded. No further discussion. Motion carried.**

9. **NEW BUSINESS:**

- Shannon informed the board that ODE requires schools to adopt new curriculum materials. This past year was a Science Adoption and Carolyn Whitney is recommending the adoption of Discovery Education Science Techbook which

aligns well with Oregon State standards and will be adequate for Jacoba to teach. Jacoba is excited about having a Science curriculum as she hasn't in the past. Shannon has worked with the rep and the cost will be under \$5,000 and will include digital and print access as well as support.

- **Daniel made a motion to approve adoption of Discovery Education Science Techbook as presented. Brett seconded. No further discussion. Motion carried.**
- Resolution to move funds within funds support services. Due to overpayment 65000
- **Daniel made a motion to approve the Resolution to Transfer Monies Within A Fund. Mylee seconded. No further discussion. Motion carried.**
- 2024-2025 Organizational Designations
 - Scott called for nominations for board chair. **Brett made a motion to appoint Scott as board chair. Daniel seconded. No further discussion. Motion carried.**
 - Scott called for nominations for Board Vice-Chair. **Brett made a motion to appoint Daniel as board vice chair Mylee seconded. No further discussion. Motion carried.**
 - **Brett made a motion to appoint the following as presented. Daniel seconded. No further discussion. Motion carried.**
 - Chief Administrative Officer - Harney ESD
 - Custodian of Funds - Harney ESD
 - Official Auditors - KDP
 - Board Meeting Date, Time and Place - First Thursday of the month at 7:00 p.m. at Suntex School (winter meetings will be held at 6:00 p.m.)
 - Depository of Funds - US Bank and LGIP
 - Legal Counsel - OSBA
 - Title Program Signature Person- Harney ESD
 - Insurance Company - Mustard Seed Financial Insurance

10. **SAFETY REPORT:**

- No safety concerns at this time to report.

11. **OTHER TOPICS:**

- Discussion on fencing. Cori will check to see if an RFP has been published and will do so if needed.
- Septic - RidX - Doug will get this completed.
- Board agreed to have Merle clean the windows at the school and both teacherages.

12. **TEACHERS REPORT:**

- No teacher's report. Shannon reported that Jacoba is excited to work with the REN in the teacher mentor program and is also excited to work with Diane

Ashton Rollins and Kinly. Kinly was hired as a temporary instructional assistant last year and will need to pass the PRAXIS ParaPro test or demonstrate two years of college credit in order to continue as an instructional assistant. Shannon will let Kinly know and will help her get this accomplished.

- Renewal in a permanent Daniel/Mary. **Daniel made a motion to approve hiring Kinly as an Instructional Assistant. Mylee seconded. No further discussion. Motion carried.**

13. **Scott asked if there were any additional comments in regards to the proposed budget. He closed the Open Public Hearing at 8:19 p.m.**

14. **Brett made a motion to adopt the 2024-2025 Suntex School District Budget, make appropriations, impose the tax and categorize the tax. Mary seconded. No further discussion. Motion carried.**

15. **ADJOURNMENT:**

- **Scott adjourned the meeting at 8:22 pm.**

Board Chair