

**Regular Board Meeting Minutes**  
**Thursday, December 12, 2024 7:00 PM Pacific**

Umatilla School District  
 1001 6th St  
 Umatilla, OR 97882

**PRESENT**

<b>Board Members:</b>	<b>Administrative Team:</b>
Lesly Claustro-Sanguino	Heidi Sipe, Superintendent
Toby Cranston	Delma Bernal, Superintendent/Board Secretary
Travis Eynon	Kim Gilsdorf, Business Manager
Josiah Barron	Josy Chavez, HR Specialist
Steve Warr	Rick Cotterell, CBMS Principal
Jorge Meza	Nicole Coyle, MHES Principal
Jon Lorence	David Lougee, ELL Director
	Tim Young, MHES Vice Principal
<b>Board Advisors:</b>	Vincent Stefani, Maintenance Director
Jazmin Martinez	Taunya Daniel, Special Ed. Director
Veronica Gutierrez	Stephanie Williams-Strege, STEAM Coordinator
	Rikkilynn Starliper, Food Service Director
<b>Student Advisors:</b>	
N/A	<b>Other District Staff:</b>
	Maggie Jepsen, Union
	<b>Other:</b>
	Christie Livingston, MIDCO

**MINUTES**

- A. **CALL MEETING TO ORDER:**  
 Board Chair Claustro-Sanguino called the meeting to order at approximately 7:00pm. and then led the recitation of the Pledge of Allegiance.
- B. **PUBLIC INPUT:**  
 Not at this time
- C. **PRESENTATIONS:**  
**C.1 Superintendent’s Student Advisory Committee:**  
 None at this time
- D. **APPROVE AGENDA:**  
 Superintendent Sipe would like to add F.4 January Board Meeting Date.
  - **Motion:** by Board Member Eynon, to approve the agenda with the addition of F.4 January Board Meeting Date.
  - **Second:** by Board Member Cranston
  - **Voting:** Unanimous, motion passes
- E. **ACTION ITEMS:**  
**E.1 Consent Agenda:**  
 Minutes for October Regular Board Meeting, Minutes for November Regular Board Meeting, HR Report, Supervisory Staff Conflicts of Interest, Disbursements and Financial Statements.
 

**Discussion:** Board Member Lorence would like for the minutes to be written the way they used to be in the past without all the identifiers.

  - **Motion:** by Board Member Lorence, to approve the Minutes for October Regular Board Meeting, Minutes for November Regular Board Meeting, HR Report, Supervisory Staff Conflicts of Interest, Disbursements and Financial Statements. Motion also includes the modifications as requested.
  - **Second:** by Board Member Barron
  - **Voting:** Unanimous, motion passes

## **E.2 Approve MHES Library Weeding Log:**

- **Motion:** by Board Member Cranston, to approve the MHES Library Weeding Log as presented.
- **Second:** by Board Member Eynon
- **Voting:** Unanimous, motion passes

## **E.3 Approve Lease Extension for Corps of Engineers Property for use as Umatilla Athletic Complex:**

Superintendent Sipe says we are looking at another 25-year lease. Our lease terms are pretty favorable given that we just need to follow the rules and take care of the property.

- **Motion:** by Board Member Cranston, to have Board Chair Claustro-Sanguino and Superintendent Sipe sign the contract for a renewal.
- **Second:** by Board Member Warr
- **Voting:** Unanimous, motion passes

## **F. DISCUSSIONS:**

### **F.1 Facilities Update**

Nothing major on facilities. If you haven't driven by, please do. Interior is moving super-fast. The CTE building is almost all the way wrapped and ready. We're trying to get all the building envelopes closed by the end of December and we are far on track for that.

### **F.2 Discuss Board Cadence document in response to public input from November meeting:**

Last month a parent had a question about the agenda and while not all of her requests and ideas were possible, her overall idea was worth pursuing to increase transparency. Superintendent Sipe put together a document with the intent of adding it to the website. It identifies the role of the board and also maps out what to expect in a meeting, how to file a complaint and what you do to process a personnel concern. This is now published and available on the district website. The parent proof read it and also suggested adding adoption of curriculum so that was added as well. Superintendent Sipe appreciated the parent's willingness to share an idea and help us put it into action.

### **F.3 Discuss Oregon School Report Card:**

Superintendent Sipe went over the Oregon School Report Card. We included the achievement comparison also and we will update this on the main website as well. This is an important comparison because our district does not utilize the SBAC test but we believe in accountability and it's important that we're transparent about our student progress.

### **F.4 Discuss January Board Meeting Date:**

The January board meeting is scheduled right after winter break. Last year we moved it to the following week. Superintendent Sipe will also be out of district in Washington D.C. for AASA. We can either keep it on January 9<sup>th</sup> or move it to the 16<sup>th</sup>.

- The board all agreed to move the meeting to January 16<sup>th</sup>, 2025.

## **G. OTHER/BOARD DISCUSSIONS:**

Board Member Barron attended the Hall of Fame dinner and he says it was great. He enjoyed seeing the athletes, community members or school staff being honored.

The play by the high school drama club was top notch. All the actors did a great job.

CBMS and UHS winter concert was very enjoyable to attend also.

Board Chair Claustro-Sanguino would like the board to be more involved. She would like to suggest being able to review the list prior to the inductions.

## **H. STAFF RECOGNITION:**

The Board wishes to publicly recognize:

Christi Pankratz, Courtney Trevino, and Brandie Meyer for volunteering to start and coach our new cheer club. Thank you for bringing the spirit to CBMS!!!

Also, UPD, Walmart, Kylie Baker, and Mindy Mele for all the hard work on Shop with a Cop. Our students and families appreciate all you do to make this incredible event possible!

Brandon Quam, Shelly Parmelee, and Clint Hill for all their work on the CBMS/UHS Winter Concert

Bill Brown from Sherwood Oregon: Thank you for your generous donation of \$5,000 to Umatilla School District.

## **I. REPORTS**

### **I.1. McNary Heights Elementary School – Nicole Coyle, Tim Young**

#### **Principal Coyle reported the following:**

- A busy week coming up with all of the festivities and concerts.

#### **Vice Principal Young reported the following:**

- He is looking forward to next week. The students have been bringing canned foods and nonperishable food items. Tomorrow the teachers will be collecting all of the cans for the Canned Food Drive. A lot of teachers have been asking for extra boxes. Because of this he thinks it will be a good turnout.

### **I.2. Clara Brownell Middle School - Rick Cotterell, Anthony Brown**

#### **Principal Cotterell reported the following:**

- Shop with a Cop has been such a great opportunity for the middle school students. It has all the things they love. All the connections with law enforcement. The spirit of giving was present. Not getting gifts for the students themselves but having the opportunity to get gifts for the ones they love. Chief Huxel was also at the event. Principal Cotterell was visiting with her about where the event first started. She thinks the event initially started with ten students and about \$100 for each student to spend. Now this year, 19 students participated in the event and were given \$150 each to spend. It is a very cool event and definitely something he needed.

### **I.3. Umatilla High School – Jared Tesch, Oscar Contreras-Leal, Dan Durfey**

N/A

### **I.4. Maintenance - Vinny Stefani**

N/A

### **I.5. District – Heidi Sipe, Stephanie Williams-Strege, Kim Gilsdorf, Josy Chavez, David Lougee, Rikkilynn Starliper, Maria Sanchez, Pat Kerrigan, Taunya Daniel**

#### **Superintendent Sip reported the following:**

- The postings are out and we are getting a lot of feedback for the Vice Principals and office staff in the new building. We have four internal candidates for Vice Principal and several external candidates asking questions. We will have a very competitive field. The packets are all anonymous. This makes it a nice and clean process. We are hoping to hire in February. We will close and stop accepting applications in January.
- Wants to tell Board Member Lorence "Thank You". We've been working on wrestling space at the hospital district.

#### **Stephanie Williams-Strege reported the following:**

- Is excited to send two FFL teams to Hood River this year to compete in their first robotics competition. They leave on Sunday at 4:30am. It will be a twelve-hour event.
  - Board Member Lorence mentioned that he worked with Kirk at the student-built house in Hermiston. It's a really good opportunity. A lot of students have gone through that program. They are doing everything and stay busy.

**Kim Gilsdorf had nothing additional to add.**

#### **Josy Chavez reported the following:**

- She has been doing a baking and crafting after school class at the middle school on Mondays and Wednesdays.

**Rikkilynn Starliper reported the following:**

- She was on the Portland News yesterday representing Oregon for “Farm to School”.
  - Board Chair Claustro-Sanguino thanked Rikkilynn for catering the Hall of Fame banquet. It was great.

**Taunya Daniel reported the following:**

- Last year in Special Education they had to go through a bunch of sped files and make sure they are all compliant. She submitted 28 of the 30 files with the corrections needed and they all came back perfect. They have until April to submit the rest.

**Maria Sanchez reported the following:**

- The Umatilla Chamber Posada is tomorrow at MHES. From 4pm-5pm will be the resource fair and from 5pm-6:30pm the Posada games. There will be food for the first 250 people that attend.

**I.6. IMESD Talking Points:**

- The IMESD report was attached

**J. PUBLIC INPUT:**

- Board Member Barron says this Saturday, the Umatilla Parks and Recreation is having a Breakfast with Santa and The Grinch from 10am-12pm at the Umatilla 6<sup>th</sup> Street Fire Station.

**K. ADJOURN:**

The meeting was adjourned at approximately 7:55pm.

**The next regular meeting of Umatilla School District will be held on Thursday, January 16, 2025 at 7:00 P.M.**

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Board Chair

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Superintendent