

RESCHEDULED Regular School Board  
Meeting  
Wednesday, August 23, 2023 5:30 PM

Kalmiopsis Elementary/Room 51  
650 Easy St  
Brookings, Oregon 97415

## Agenda

1. Call Meeting to Order
2. Pledge of Allegiance
3. Early Items
  - 3.a. Celebrate Student Success
    - Summer student work experience
4. Citizen Input
  - Information on Public Input policies is available at [www.brookings.k12.or.us/board/](http://www.brookings.k12.or.us/board/). Written comments must be received at least 24 hours in advance of the meeting date and time. Interested members of the public who wish to speak at the meeting during the public comment time, can RSVP online up until noon on the day of the meeting. For in-person meetings, all are welcome to come to the meeting and fill out a "blue card" signifying that they would like to give public comment and give it to the Board Chair at the start of the meeting with no prior reservation or notification needed.
5. Consent Agenda
  - 5.a. Approve Minutes
    - Annual Organizational Meeting Draft Minutes, July 11, 2023
    - Regular Board Meeting Draft Minutes, July 11, 2023
  - 5.b. Approve Bills
  - 5.c. Approve New Hires
  - 5.d. Approve Extra Duty Contracts
    - N/A for August
  - 5.e. Approve Grant Applications
    - N/A for August
  - 5.f. Acceptance of Gifts and Donations
    - N/A for August
6. District Reports and Information
  - 6.a. Comments from the Superintendent
    - 6.a.1. Annual Financial Audit - Pauly Rogers and Co PC
  - 6.b. Science of Reading Supplemental Material Curriculum Discussion
  - 6.c. District Reports
    - N/A for August
  - 6.d. Finance Reports
  - 6.e. Enrollment Summary
    - N/A for August
7. Action Items
  - 7.a. Approve Second Read of Policy Update
    - CCA Organizational Chart

8. Board Functions and Comments
  - 8.a. Superintendent Annual Evaluation Calendar
  - 8.b. Budget Committee Openings Announcement
  - 8.c. Reschedule the Regular School Board Meeting in December?
    - Proposed new date: 5:30 p.m. Wednesday, Dec. 13, 2023
9. Key Dates and Calendar Updates
  - New Hire Lunch, Monday, Aug. 28, 2023
  - All-Staff Breakfast, Tuesday, Aug. 29, 2023
  - Regular School Board Meeting, 5:30 p.m. Wednesday, Sept. 20, 2023, Kalmiopsis Elementary School, Room 51, 650 Easy St., Brookings, OR 97415
  - Regular School Board Meeting, 5:30 p.m. Wednesday, October 18, 2023, Kalmiopsis Elementary School, Room 51, 650 Easy St., Brookings, OR 97415
  - Regular School Board Meeting, 5:30 p.m. Wednesday, Nov. 15, 2023, Kalmiopsis Elementary School, Room 51, 650 Easy St., Brookings, OR 97415
  - Regular School Board Meeting, 5:30 p.m. Wednesday, Dec. 20, 2023, Kalmiopsis Elementary School, Room 51, 650 Easy St., Brookings, OR 97415
10. Adjournment

# Draft Minutes

## July 11, 2023 at 5:30 PM - Annual Organizational Meeting

Kalmiopsis Elementary Room 51, 650 Easy St., Brookings, OR 97414

Meeting video available at: <https://www.youtube.com/watch?v=oCnpTJJSj3I>

In attendance:

Alan Nidiffer, Board Member

Jay Trost, Board Member

Katherine Johnson, Board Member

Janece Payne, Board Member

Trish Walker, Board Member

Helena Chirinian, Superintendent

Nancy Raskauskas-Coons, Admin Asst to the Board

### **1. Call Meeting to Order**

Alan Nidiffer called the meeting to order at 5:30 p.m.

### **2. Swearing in of new members/Oath of office**

Superintendent Helena Chirinian read the oath of office and Trish Walker and Jay Trost were sworn in by repeating the oath of office.

The board of directors welcomed new Superintendent Helena Chirinian officially to her role, and new BHHS Principal Tristin Harkins.

### **3. Annual Organizational Procedures - Action (Enclosure #1)**

#### **3.a. Elect Board Officers**

**Alan Nidiffer nominated Jay Trost to be Board Chair for 23-24. Katherine Johnson seconded the motion.**

Discussion:

Alan shared that according to state law, one individual can not serve four consecutive years as chair and that he would like to see Jay take up the role following his terms as chair.

**A vote was called and Nidiffer, Johnson, Payne and Walker all voted yes/aye. Trost abstained.**

**Motion passed. Jay Trost elected to chair of the board.**

Jay Trost asked for nominations for vice chair.

**Janece Payne nominated Katherine Johnson. Trish Walker seconded the motion.**

Jay Trost nominated Alan Nidiffer.

Discussion: None.

Vote called:

**Nidiffer, Payne, Trost and Walker voted yes/aye. Katherine abstained. Motion passed. Katherine Johnson elected to Board Vice Chair.**

### **3.b. Establishment of Regular Meeting Dates, Times and Location**

**The board adopted by consensus a regular meeting schedule of “third Wednesdays” each month with a 5:30 p.m. start time.**

#### **3.c-3.n**

**c) Recommended to designate Superintendent Helena Chirinian as the District Clerk and Chief Executive Officer.**

**d) Recommended to appoint Director of Fiscal Services Dede Corpening as the Deputy Clerk.**

**e) Recommended to appoint Director of Fiscal Services Dede Corpening as the District’s Budget Officer.**

**f) Four (4) of the five positions on the District’s Budget Committee are vacant during the 2023-24 school year, and the Board Chair directs the Administration to publish these vacancies to solicit eligible candidates to submit applications for the appointment. The deadline of Oct. 14, 2023, is established for the receipt of completed applications; with formal appointments being scheduled for the October Regular School Board Meeting.**

**g) Recommended to designate both the Superintendent and Director of Fiscal Services as the custodian of funds for District 17-C and that their respective signatures be designated for facsimile purposes.**

**h) Recommended to designate Umpqua Bank as the official depository of District Funds.**

**i) Recommended to designate the accounting firm of Pauly Rogers and Co PC as the official District auditors to conduct the formal District audit for the 2022-23 school year.**

**j) Recommended to designate Zolezzi Insurance Agency as the District’s Official Insurance Agent of record for the 2023-24 school year.**

**k) Recommended to designate the law firm of Garrett, Hemann, Robertson (located in Salem, Oregon) as the District’s legal counsel of record with the understanding that Rebekah R. Jacobson, an attorney with that firm, would continue to be the District’s primary legal representative. In addition, recommend Kyle T. Abraham of Ogletree Deakins (located in Portland, Oregon) as the District’s labor attorney and Hungerford Law Firm as the District’s special education attorney.**

**l) Recommended to designate the Superintendent and the Director of Fiscal Services as the authorized District officials for purposes of submitting all federal grants.**

**m) Recommended to continue practice of School Board serving as Local Public Contract Review Board.**

**n) Recommended to designate Coordinator of Communications Nancy Raskauskas-Coons as the press representative.**

**Janece Payne made a motion to approve C-N in the enclosure.**

**Katherine Johnson seconded the motion.**

Discussion:

Katherine Johnson: We do need to recruit budget committee members!!

Janece Payne: You have one application that I brought you.

Nancy Raskauskas-Coons: Yes, We have one already submitted that I will bring with the others.

Vote called:

Aye - Trish Walker

Aye - Katherine Johnson

Aye - Janece Payne

Yes - Alan Nidiffer

Aye - Jay Trost

**Motion passed. Proposals C-N on the enclosure adopted.**

Further discussion:

Jay Trost asked to discuss future work session topics, specifically the equity/equality policy discussion.

Helena Chirinian would like to examine the cell phone policies

**Board was in consensus to tackle both topics at an upcoming work session.**

#### **4. Adjournment**

Jay Trost adjourned the Annual organizational meeting at 5:51 p.m.

# Draft Minutes

Regular Board Meeting Tuesday, July 11,  
2023, Following the conclusion of 5:30 p.m  
meeting, Kalmiopsis Elementary Room 51,  
650 Easy St., Brookings, OR 97415

Meeting video available at: <https://www.youtube.com/watch?v=oCnpTJJSj3I>

In attendance:

Jay Trost, Board Chair  
Katherine Johnson, Board Vice Chair  
Alan Nidiffer, Board Member  
Janece Payne, Board Member  
Trish Walker, Board Member  
Helena Chirinian, Superintendent  
Nancy Raskauskas-Coons, Admin Asst to the Board

## **1. Call Meeting to Order**

Jay Trost called the meeting to order at 5:51 p.m.

## **2. Pledge of Allegiance**

Observed.

## **3. Early Items**

N/A for July

## **4. Citizen Input**

N/A

## **5. Consent Agenda**

### **5.a. Approve Minutes**

- **June 21, 2023 Regular Board Meeting**

### **5.b. Approve Bills**

### **5.c. Approve New Hires**

### **5.d. Approve Extra Duty Contracts**

### **5.e. Acceptance of Gifts and Donations**

- N/A for July

#### 5.f. Approve Grant Applications

- N/A for July

#### 6. District Reports and Information

- 2021-22 English Learners Report

**Janece Payne made a motion to approve the consent agenda items. Katherin Johnson seconded the motion.**

Vote called:

**All in favor - Consent agenda approved.**

Discussion:

Helena Chirinian shared that the English Language Learners state report is required to be shown to you as a school board, but she would like to talk about our BHSD students. Our ELL and Hispanic students are fairing better than the general student body academically. It seems counter-intuitive as they are a focal group (at the state level for improvement).

Katherine Johnson: This would be a great celebrate as a student success topic .

*Janece Payne and the board directed Helena to pull data on the ELL focus group versus all BHSD students.*

*Katherine Johnson directed Board Admin Asst to schedule this for Celebrate Student Success in September (or a future date).*

Janece Payne suggested that the school district have alumni write statements about what made them successful.

Jay Trost and Alan Nidiffer suggested several names of alumni in town that were success stories and might be willing to give an interview.

The board was supportive of a photo, video and quote campaign telling the stories of students and alumni for the 2023-24 school year related to the Strategic Priority of Relationships and goal to “tell our stories.”

#### 6.a. Comments from the Superintendent

- Integrated Guidance Update

Helena Chirinian provided a presentation to the board of updated LPGT targets. She looked at the previous five years of data to shape realistic goals for growth. The state is going to hold us accountable with the goals for funding, she said. I am little worried that the graduation rate for 2022-23 is not going to be spectacular. Only 77 walked, and they started with more than 100.

Question from Janece Payne: Who set these targets for you?

Helena Chirinian: ODE (Oregon Department of Education) helped us.

Question from Janece Payne: What is a focal group?

Nancy Raskauskas-Coons put up a slide with a list of focal groups that schools must track specifically based on race, ethnicity, and social economic status, and more.

Helena Chirinian: The focal groups that struggle the most in our district are students in poverty and Sped (Special Education) students. Two of our three schools, and soon to be the high school, is on Community Eligibility Provision for schools, so our free and reduced data is not super accurate.

The state qualifies us for poverty measures countywide in some cases. This works in our favor because Port Orford is in higher poverty than us.

Jay Trost: We built the district goals. We are not going to chase numbers, we are going to build students. It would be interesting to go back now with our district priorities.

Helena Chirinian: We need to go back to the Strategic Plan - it actually called for us to do it in June, but we will revisit in August with SEL (social emotional learning) data as well.

Katherine Johnson - We need to check with our registrar and know that number (graduation rate) before ODE releases it. Then see if we can figure out what went wrong. I know we have gone so far as to go to students' prior addresses to try to find them.

Reading curriculum.

Superintendent Helena shared that Kindergarten level used the Science of Reading curriculum during the 2022-23 year as a pilot.

Katherine Johnson: I appreciate that is what the state of Oregon wants, but I would like to see the numbers. Because that was not ever formally adopted. Did they buy it out of their budget? Because it's an issue to me that it was not approved by the board and parents do not have a clue.

**Helena Chirinian directed by the board to put the Science of Reading on the August meeting for discussion or adoption.**

The Board discussed the definition of graduation "cohorts." The board discussed Regular Attenders and possible attendance initiatives for 2023-24.

- Bond Survey Update

Helena Chirinian shared that the bond was at another community survey phase. JL Nelson will do the phone surveys.

## **6.b. Finance Reports**

- N/A for July

## **7. Action Items**

### **7.a. Approve Second Read of Policy Updates**

- GCBDF/GDBDF Paid Family Medical Leave Insurance
- IGBHD Program Exemptions
- JGE Expulsion
- KJA Materials Distribution
- KJB Informational Material Distribution or Posting

**Alan Nidiffer moved to approve the second readings of the policies. Katherine Johnson seconded the motion.**

Vote called:

Trish Walker - aye

Katherine Johnson - aye

Janece Payne - aye

Alan Nidiffer - aye

Jay Trost - aye

**The motion passed 5-0. Policies will be updated in District Policy Book.**

7.b. Approve First Read of Policy Update

- CCA Organizational Chart

**Janece Payne made a motion to approve the first reading of the policy. Katherine Johnson seconded the motion.**

Vote called:

Trish Walker - aye

Katherine Johnson - aye

Janece Payne - aye

Alan Nidiffer - aye

Jay Trost - aye

Motion passed. Policy will move to second read at the August 2023 meeting.

## **8. Board Functions and Comments**

OSBA Summer Conference discussed. Board asked with the District Leadership Team will resume meetings for 2023-24 and discussed if there were needs to update membership to fill vacancies (TBA).

Jay Trost invited Principal Harkins to talk.

"I just want to say thank you for the opportunity and assure that you are going to my best for the board, the students and the community," Tristin Harkins said. He added that he spent the last 20 years in Montana, but grew up in Oregon (from Independence). He was an elementary dean of students and a middle school principal combined at the Rocky Boy School on an Indian reservation in far north central Montana.

## **9. Key Dates and Calendar Updates**

- OSBA Summer Conference, Aug. 11-13, Salem, Oregon

Katherine and Janece planning to go.

- New Hire Lunch, Monday, Aug. 28, 2023
- All-Staff Breakfast, Tuesday, Aug. 29, 2023 (tentative)

## **10. Adjournment**

Jay Trost adjourned the meeting 6:44 p.m.

**Brookings-Harbor School Dist. 17C**

**Expenditure Summary Report**

Fiscal Year: 2023-2024

Criteria: Report Sort: Fund

From Date: 07/01/2023

To Date: 07/31/2023

Fund: 100	GENERAL FUND	Check#	FUND	FUNCTION	OBJECT	Amount
AMAZON						
		131133	GENERAL FUND	FISCAL SERVICES	SUPPLIES	\$34.67
		131180	GENERAL FUND	ELEMENTARY	SUPPLIES	\$2,093.59
		131180	GENERAL FUND	INFORMATION SERVICES	SUPPLIES	\$17.99
		131221	GENERAL FUND	FISCAL SERVICES	SUPPLIES	\$336.98
		131221	GENERAL FUND	TECHNOLOGY SERVICES	SUPPLIES	\$263.00
				Total for AMAZON		\$2,746.23
BADGER, CYNTHIA D						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
BEAMAN, JESS						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
BURNETT, JADEN						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
CANON FINANCIAL SERVICES INC.						
		131182	GENERAL FUND	ELEMENTARY	RENTALS	\$1,102.22
		131182	GENERAL FUND	ELEMENTARY	REPAIR AND MAINTENANCE	\$701.44
		131182	GENERAL FUND	FISCAL SERVICES	RENTALS	\$132.23
		131182	GENERAL FUND	FISCAL SERVICES	REPAIR AND MAINTENANCE	\$32.89
		131182	GENERAL FUND	HIGH SCHOOL PROGRAMS	RENTALS	\$700.82
		131182	GENERAL FUND	HIGH SCHOOL PROGRAMS	REPAIR AND MAINTENANCE	\$179.54
		131182	GENERAL FUND	MIDDLE/JUNIOR HIGH PROGRAMS	RENTALS	\$583.70
		131182	GENERAL FUND	MIDDLE/JUNIOR HIGH PROGRAMS	REPAIR AND MAINTENANCE	\$178.11
		131182	GENERAL FUND	OFFICE OF THE PRINCIPAL	RENTALS	\$19.80
		131182	GENERAL FUND	OFFICE OF THE PRINCIPAL	REPAIR AND MAINTENANCE	\$9.19
		131182	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	RENTALS	\$19.55
		131182	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	REPAIR AND MAINTENANCE	\$15.85
		131182	GENERAL FUND	STUDENTS WITH DISABILITIES	RENTALS	\$269.74

**Brookings-Harbor School Dist. 17C**

**Expenditure Summary Report**

Fiscal Year: 2023-2024

Criteria: Report Sort: Fund

From Date: 07/01/2023

To Date: 07/31/2023

Fund: 100	GENERAL FUND	Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
		131182	GENERAL FUND	STUDENTS WITH DISABILITIES	REPAIR AND MAINTENANCE	\$42.27
		131223	GENERAL FUND	ELEMENTARY	RENTALS	\$358.85
				Total for CANON FINANCIAL SERVICES INC.		\$4,346.20
CASCADE HOME CENTER						
		131183	GENERAL FUND	CARE AND UPKEEP OF BUILDINGS	SUPPLIES	\$60.89
		131225	GENERAL FUND	CARE & UPKEEP OF GROUNDS	SUPPLIES	\$121.95
		131225	GENERAL FUND	CARE AND UPKEEP OF BUILDINGS	SUPPLIES	\$91.40
				Total for CASCADE HOME CENTER		\$274.24
CDW - GOVERNMENT INC						
		131184	GENERAL FUND	FISCAL SERVICES	SUPPLIES	\$234.27
CHETCO AUTOMOTIVE MARINE & INDUSTRIAL						
		131226	GENERAL FUND	CARE & UPKEEP OF GROUNDS	SUPPLIES	\$35.37
COASTAL PAPER & SUPPLY INC						
		131153	GENERAL FUND	CARE AND UPKEEP OF BUILDINGS	SUPPLIES	\$2,119.94
COSA						
		131185	GENERAL FUND	OFFICE OF THE PRINCIPAL	DUES AND FEES	\$4,414.00
		131185	GENERAL FUND	OFFICE OF THE SUPERINTENDENT	DUES AND FEES	\$795.00
		131185	GENERAL FUND	SERVICE DIRECTION, STUDENT SUPPORT	DUES AND FEES	\$645.00
				Total for COSA		\$5,854.00
CROWE, PEGGY D						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
CURRY EQUIPMENT-BROOKINGS						
		131227	GENERAL FUND	CARE & UPKEEP OF GROUNDS	SUPPLIES	\$306.00
ESS WEST, LLC						
		0	GENERAL FUND	ELEMENTARY	ESS Certified Substitutes	\$164.64
		0	GENERAL FUND	MAINTENANCE SERVICES	ESS Classified Substitutes	\$886.09
		0	GENERAL FUND	Undesignated	Prepaid Expenses	\$74,809.43

**Brookings-Harbor School Dist. 17C**

**Expenditure Summary Report**

Fiscal Year: 2023-2024

Criteria: Report Sort: Fund

From Date: 07/01/2023

To Date: 07/31/2023

		Total for ESS WEST, LLC		\$75,860.16
ESTELLE, RALPH				
	0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings \$250.00
FRONTLINE TECHNOLOGIES GROUP LLC				
	131116	GENERAL FUND	STAFF SERVICES	COMPUTER SOFTWARE \$3,436.78
GOALBOOK - ENOME, INC				
	131187	GENERAL FUND	SERVICE DIRECTION, STUDENT SUPPORT	COMPUTER SOFTWARE \$8,340.00
GOLD BEACH LUMBER				
	131229	GENERAL FUND	CARE AND UPKEEP OF BUILDINGS	SUPPLIES \$52.91
GP ENERGY				
	131188	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	FUEL \$28.59
HALL, NANCY				
	131189	GENERAL FUND	FISCAL SERVICES	TRAVEL \$198.00
HERNANDEZ, FRANK A				
	0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings \$250.00
HUNGERFORD LAW FIRM				
	131135	GENERAL FUND	SERVICE DIRECTION, STUDENT SUPPORT	PROFESSIONAL AND TECHNICAL SERVICES \$950.00
HUNGERFORD ONLINE, LLP				
	131117	GENERAL FUND	SERVICE DIRECTION, STUDENT SUPPORT	PROFESSIONAL AND TECHNICAL SERVICES \$10,000.00
INTOUCH RECEIPTING				
	131118	GENERAL FUND	TECHNOLOGY SERVICES	COMPUTER SOFTWARE \$204.90
LAURO, ALESANDRO V				
	131121	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings \$250.00
LAWRENCE COMPANY				
	131136	GENERAL FUND	FISCAL SERVICES	NON INSTRUCTIONAL PROFESSIONAL & TECH \$160.00
LOPEZ, JENNIFER				
	131230	GENERAL FUND	STAFF SERVICES	TRAVEL \$103.25
LOPEZ-STONE, JENNIFER C				

**Brookings-Harbor School Dist. 17C**

**Expenditure Summary Report**

Fiscal Year: 2023-2024

Criteria: Report Sort: Fund

From Date: 07/01/2023

To Date: 07/31/2023

Fund: 100 GENERAL FUND		Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
LUNA OROZCO, BEATRIZ						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
LUNA OROZCO, ORALIA						
		131122	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
MISSION LINEN SUPPLY						
		131154	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES	\$127.78
		131192	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES	\$41.87
		131232	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES	\$87.07
				Total for MISSION LINEN SUPPLY		\$256.72
NAPA AUTO PARTS						
		131155	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES	\$19.88
		131193	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES	\$67.04
				Total for NAPA AUTO PARTS		\$86.92
NETDIVERSE						
		131233	GENERAL FUND	TECHNOLOGY SERVICES	COMPUTER HARDWARE	\$51,764.84
OSBA						
		131156	GENERAL FUND	BOARD OF DIRECTORS	TRAVEL	\$1,150.00
		131234	GENERAL FUND	BOARD OF DIRECTORS	COMPUTER SOFTWARE	\$1,560.00
		131234	GENERAL FUND	BOARD OF DIRECTORS	PERIODICALS	\$1,730.00
				Total for OSBA		\$4,440.00
OSPA						
		131195	GENERAL FUND	STAFF SERVICES	NON INSTRUCTIONAL PROFESSIONAL & TECH	\$349.00
		131235	GENERAL FUND	STAFF SERVICES	DUES AND FEES	\$110.00
				Total for OSPA		\$459.00

**Brookings-Harbor School Dist. 17C**

**Expenditure Summary Report**

Fiscal Year: 2023-2024

Criteria: Report Sort: Fund

From Date: 07/01/2023

To Date: 07/31/2023

Fund: 100	GENERAL FUND	Check#	FUND	FUNCTION	OBJECT	Amount
PACE						
		131137	GENERAL FUND	BOARD OF DIRECTORS	Insurance & Judgements	\$66,509.00
		131137	GENERAL FUND	MAINTENANCE SERVICES	INSURANCE PREMIUMS	\$205,156.00
		131137	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	INSURANCE PREMIUMS	\$30,425.00
		131236	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	INSURANCE PREMIUMS	\$3.00
				Total for PACE		\$302,093.00
PITNEY BOWES GLOBAL - LEASING						
		131138	GENERAL FUND	FISCAL SERVICES	POSTAGE	\$873.09
POWERSCHOOL GROUP LLC_00528						
		131119	GENERAL FUND	TECHNOLOGY SERVICES	COMPUTER SOFTWARE	\$9,226.09
QUILL CORPORATION						
		131158	GENERAL FUND	FISCAL SERVICES	SUPPLIES	\$87.51
REDWOOD FOCUSED CARE CLINIC						
		131165	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	NON INSTRUCTIONAL PROFESSIONAL & TECH	\$125.00
		131238	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	NON INSTRUCTIONAL PROFESSIONAL & TECH	\$125.00
				Total for REDWOOD FOCUSED CARE CLINIC		\$250.00
SAIF CORPORATION						
		0	GENERAL FUND	Undesignated	SAIF Liability	\$97,798.54
US CELLULAR						
		131199	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	Other Communication Services	\$817.37
		131241	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	Other Communication Services	\$640.37
				Total for US CELLULAR		\$1,457.74
WALLIN, TERI A						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$500.00
WESEL, DUSTIN						

**Brookings-Harbor School Dist. 17C**

**Expenditure Summary Report**

Fiscal Year: 2023-2024

Criteria: Report Sort: Fund

From Date: 07/01/2023

To Date: 07/31/2023

Fund: 100 GENERAL FUND		Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
		0	GENERAL FUND	Undesignated	Payroll Deductions and Withholdings	\$250.00
WESTERN BUS SALES INC						
		131140	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	* OVER \$ 5000 BUS & CAPITAL BUS IMPROV	\$116,488.00
		131163	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	SUPPLIES	\$372.75
				Total for WESTERN BUS SALES INC		\$116,860.75
ZIPLY FIBER						
		131201	GENERAL FUND	CARE & UPKEEP OF GROUNDS	TELEPHONE	\$75.95
		131201	GENERAL FUND	FISCAL SERVICES	TELEPHONE	\$188.96
		131201	GENERAL FUND	MAINTENANCE SERVICES	TELEPHONE	\$73.01
		131201	GENERAL FUND	OFFICE OF THE PRINCIPAL	TELEPHONE	\$1,603.73
		131201	GENERAL FUND	SERVICE DIRECTION, STUDENT SUPPORT	TELEPHONE	\$146.03
		131201	GENERAL FUND	STUDENT TRANSPORTATION SERVICES	TELEPHONE	\$148.97
		131201	GENERAL FUND	TECHNOLOGY DIRECTOR	TELEPHONE	\$146.03
				Total for ZIPLY FIBER		\$2,382.68
ZOLEZZI INSURANCE AGENCY						
		131141	GENERAL FUND	FISCAL SERVICES	DUES AND FEES	\$30,209.00
				Total for GENERAL FUND		<b>\$737,496.72</b>

Fund: 215 E-RATE FUTURE TECHNOLOGY FUNDS		Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
NETDIVERSE						
		131233	E-RATE FUTURE TECHNOLOGY FUNDS	TECHNOLOGY SERVICES	COMPUTER HARDWARE	\$0.00
ZIPLY FIBER						
		131201	E-RATE FUTURE TECHNOLOGY FUNDS	TECHNOLOGY SERVICES	Other Communication Services	\$1,297.87
				Total for E-RATE FUTURE TECHNOLOGY FUNDS		<b>\$1,297.87</b>

Fund: 216 ESSER III

**Brookings-Harbor School Dist. 17C**

**Expenditure Summary Report**

Fiscal Year: 2023-2024

Criteria: Report Sort: Fund

From Date: 07/01/2023

To Date: 07/31/2023

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
AMAZON					
	131180	ESSER III	Summer School Programs	SUPPLIES	\$2,378.22
SAGE BRUCE CONSTRUCTION INC.					
	131159	ESSER III	BLDG ACQUISITION, CONTR. & IMPROVEMENT	* OVER \$5000 BUILDING ACQUISITION	\$10,884.00
	131197	ESSER III	BLDG ACQUISITION, CONTR. & IMPROVEMENT	* OVER \$5000 BUILDING ACQUISITION	\$249,925.00
			Total for SAGE BRUCE CONSTRUCTION INC.		\$260,809.00
SMEED COMMUNICATION SERVICES					
	131198	ESSER III	TECHNOLOGY SERVICES	* OVER \$ 5000 DEPR. TECH	\$20,650.00
			Total for ESSER III		<b>\$283,837.22</b>

**Fund: 218 Rural And Low Income Schools**

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
AMAZON					
	131180	Rural And Low Income Schools	ELEMENTARY	SUPPLIES	\$3,580.62
QUILL CORPORATION					
	131237	Rural And Low Income Schools	ELEMENTARY	SUPPLIES	\$207.94
			Total for Rural And Low Income Schools		<b>\$3,788.56</b>

**Fund: 224 Emergency Connectivity Funds**

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
US CELLULAR					
	131162	Emergency Connectivity Funds	TECHNOLOGY SERVICES	Other Communication Services	\$1,878.72
			Total for Emergency Connectivity Funds		<b>\$1,878.72</b>

**Fund: 251 SCHOOL IMPROVEMENT ACCOUNT (SIA)**

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
PANORAMA EDUCATION					
	131157	SCHOOL IMPROVEMENT ACCOUNT (SIA)	ASSESSMENT AND TRAINING	COMPUTER SOFTWARE	\$14,500.00
WORTHINGTON PIPELINE LLC					

**Brookings-Harbor School Dist. 17C**

**Expenditure Summary Report**

Fiscal Year: 2023-2024

Criteria: Report Sort: Fund

From Date: 07/01/2023

To Date: 07/31/2023

Fund: 251		SCHOOL IMPROVEMENT ACCOUNT (SIA)			
Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
	131164	SCHOOL IMPROVEMENT ACCOUNT (SIA)	MAINTENANCE SERVICES	NON INSTRUCTIONAL PROFESSIONAL & TECH	\$1,500.00
<b>Total for SCHOOL IMPROVEMENT ACCOUNT (SIA)</b>					<b>\$16,000.00</b>

Fund: 252		HIGH SCHOOL SUCCESS - M98			
Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
CANON SOLUTIONS AMERICA					
	131224	HIGH SCHOOL SUCCESS - M98	HIGH SCHOOL PROGRAMS	SUPPLIES	\$273.61
MARLEY, EMILY					
	131191	HIGH SCHOOL SUCCESS - M98	HIGH SCHOOL PROGRAMS	TRAVEL	\$633.18
MILLER, KARA M					
	131231	HIGH SCHOOL SUCCESS - M98	MIDDLE/JUNIOR HIGH PROGRAMS	TRAVEL	\$295.00
WHITLEY, MAX					
	131243	HIGH SCHOOL SUCCESS - M98	HIGH SCHOOL PROGRAMS	TRAVEL	\$206.50
<b>Total for HIGH SCHOOL SUCCESS - M98</b>					<b>\$1,408.29</b>

Fund: 259		Transp Equip Lease/Purchase			
Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
SANTANDER LEASING LLC					
	131160	Transp Equip Lease/Purchase	DEBT SERVICE	REDEMPTION OF PRINCIPAL	\$16,566.00
<b>Total for Transp Equip Lease/Purchase</b>					<b>\$16,566.00</b>

Fund: 261		Miscellaneous			
Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
CASCADE HOME CENTER					
	131183	Miscellaneous	ELEMENTARY	NON CONSUMABLE SUPPLIES	\$456.96
<b>Total for Miscellaneous</b>					<b>\$456.96</b>

Fund: 272		Furniture Fund			
Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
SCHOOL OUTFITTERS					
	131161	Furniture Fund	MIDDLE/JUNIOR HIGH PROGRAMS	NON CONSUMABLE SUPPLIES	\$3,355.16

**Brookings-Harbor School Dist. 17C**

**Expenditure Summary Report**

Fiscal Year: 2023-2024

Criteria: Report Sort: Fund

From Date: 07/01/2023

To Date: 07/31/2023

Fund: 272 Furniture Fund		Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
		131239	Furniture Fund	MIDDLE/JUNIOR HIGH PROGRAMS	NON CONSUMABLE SUPPLIES	\$4,234.85
				Total for SCHOOL OUTFITTERS		\$7,590.01
				<b>Total for Furniture Fund</b>		<b>\$7,590.01</b>

Fund: 274 HS Co-Curricular		Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
ARBITERSPORTS LLC		131222	HS Co-Curricular	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$937.50
CTR INC		131186	HS Co-Curricular	HIGH SCHOOL EXTRACURRICULAR	DUES AND FEES	\$558.00
HUDL		131190	HS Co-Curricular	HIGH SCHOOL EXTRACURRICULAR	COMPUTER SOFTWARE	\$11,500.00
				<b>Total for HS Co-Curricular</b>		<b>\$12,995.50</b>

Fund: 275 Azalea MS Athletics		Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
ARBITERSPORTS LLC		131222	Azalea MS Athletics	MIDDLE/JUNIOR HIGH EXTRACURRICULAR	SUPPLIES	\$937.50
ARMORZONE ATHLETICS		131181	Azalea MS Athletics	MIDDLE/JUNIOR HIGH EXTRACURRICULAR	NON CONSUMABLE SUPPLIES	\$3,790.00
				<b>Total for Azalea MS Athletics</b>		<b>\$4,727.50</b>

Fund: 278 HB4030 RECRUITMENT & RETENTION		Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						
SAGE BRUCE CONSTRUCTION INC.		131159	HB4030 RECRUITMENT & RETENTION	IMPROVEMENT OF INSTR. SERVICES	* OVER \$5000 BUILDING ACQUISITION	\$0.00
				<b>Total for HB4030 RECRUITMENT &amp; RETENTION</b>		<b>\$0.00</b>

Fund: 285 FACILITY MAINTENANCE		Check#	FUND	FUNCTION	OBJECT	Amount
Remit Name						

**Brookings-Harbor School Dist. 17C**

**Expenditure Summary Report**

Fiscal Year: 2023-2024

Criteria: Report Sort: Fund

From Date: 07/01/2023

To Date: 07/31/2023

**Fund: 285 FACILITY MAINTENANCE**

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
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AMAZON	131221	FACILITY MAINTENANCE	MAINTENANCE SERVICES	REPAIR AND MAINTENANCE	\$834.32
CASCADE HOME CENTER	131225	FACILITY MAINTENANCE	MAINTENANCE SERVICES	REPAIR AND MAINTENANCE	\$1,870.23
GOLD BEACH LUMBER	131229	FACILITY MAINTENANCE	MAINTENANCE SERVICES	REPAIR AND MAINTENANCE	\$1,445.42
<b>Total for FACILITY MAINTENANCE</b>					<b>\$4,149.97</b>

**Fund: 286 TAP**

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
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PBS ENGINEERING AND ENVIRONMENTAL INC.	131196	TAP	MAINTENANCE SERVICES	COMPUTER SOFTWARE	\$1,500.00
<b>Total for TAP</b>					<b>\$1,500.00</b>

**Fund: 291 HIGH SCHOOL STUDENT BODY**

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
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AIRGAS CO	131220	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$615.00
AMAZON	131221	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$149.49
GEAR UP SPORTS	131228	HIGH SCHOOL STUDENT BODY	HIGH SCHOOL EXTRACURRICULAR	SUPPLIES	\$106.08
<b>Total for HIGH SCHOOL STUDENT BODY</b>					<b>\$870.57</b>

**Fund: 299 Nutrition Services**

Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount
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OREGON CHILD NUTRITION COALITION	131194	Nutrition Services	FOOD SERVICES	COMPUTER SOFTWARE	\$300.00
	131194	Nutrition Services	FOOD SERVICES	DUES AND FEES	\$354.50
Total for OREGON CHILD NUTRITION COALITION					\$654.50

SUNRISE DISTRIBUTORS INC

**Brookings-Harbor School Dist. 17C**

**Expenditure Summary Report**

Fiscal Year: 2023-2024

Criteria: Report Sort: Fund

From Date: 07/01/2023

To Date: 07/31/2023

Fund: 299		Nutrition Services				
Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount	
US FOODS	131240	Nutrition Services	FOOD SERVICES	FOOD	\$90.77	
	131139	Nutrition Services	FOOD SERVICES	FOOD	\$693.90	
	131200	Nutrition Services	FOOD SERVICES	FOOD	\$914.18	
	131242	Nutrition Services	FOOD SERVICES	FOOD	\$681.34	
			Total for US FOODS		\$2,289.42	
ZIPLY FIBER	131201	Nutrition Services	FOOD SERVICES	TELEPHONE	\$148.97	
			Total for Nutrition Services		<b>\$3,183.66</b>	
Fund: 410		CAPITAL PROJECTS				
Remit Name	Check#	FUND	FUNCTION	OBJECT	Amount	
CITY OF BROOKINGS	131134	CAPITAL PROJECTS	BLDG ACQUISITION, CONTR. & IMPROVEMENT	* OVER \$5000 NOT BLD IMPROVEMENTS	\$99,000.00	
			Total for CAPITAL PROJECTS		<b>\$99,000.00</b>	

**Brookings-Harbor School Dist. 17C**

**Expenditure Summary Report**

Fiscal Year: 2023-2024

Criteria: Report Sort: Fund

From Date: 07/01/2023

To Date: 07/31/2023

Grand Total: \$1,196,747.55

<b>Recap for FUND for GENERAL FUND</b>		
100	GENERAL FUND	\$737,496.72
215	E-RATE FUTURE TECHNOLOGY I	\$1,297.87
216	ESSER III	\$283,837.22
218	Rural And Low Income Schools	\$3,788.56
224	Emergency Connectivity Funds	\$1,878.72
251	SCHOOL IMPROVEMENT ACCOU	\$16,000.00
252	HIGH SCHOOL SUCCESS - M98	\$1,408.29
259	Transp Equip Lease/Purchase	\$16,566.00
261	Miscellaneous	\$456.96
272	Furniture Fund	\$7,590.01
274	HS Co-Curricular	\$12,995.50
275	Azalea MS Athletics	\$4,727.50
278	HB4030 RECRUITMENT & RETEN	\$0.00
285	FACILITY MAINTENANCE	\$4,149.97
286	TAP	\$1,500.00
291	HIGH SCHOOL STUDENT BODY	\$870.57
299	Nutrition Services	\$3,183.66
410	CAPITAL PROJECTS	\$99,000.00

**End of Report**

## Recommendation to Hire New Hire Form - Certified

For: **Hurley, Leslie**  
Sent By: Vickien

Completed By: User - jenniferlo@brookings.k12.or.us  
Overall Status: Approved - Next step

Sent On: 8/2/2023 10:38am  
Completed: 8/10/2023 2:43pm

For Job ID: **1001 - Middle School Teacher (Support Life Skills) at Azalea Middle School**

### RECOMMENDATION TO HIRE - CERTIFIED

Leslie Hurley is being recommended for:  
Middle School Teacher (Support Life Skills) at Azalea Middle School  
Current City/State: Brookings / OR

Elementary - Multiple Subjects

Undergraduate College and GPA:

Western Governors University-currently working

University where Teaching Degree was conferred:

Western Governors University-enrolled in program

Top Quality (1-2 sentences) that compelled the committee to select this candidate over others:

Ms. Hurley has been working at Azalea as a resource IA. She has built strong relationships with students and staff. Ms. Hurley is registered as a behavior therapist. She has 12+ years experience working in direct autism support. She has entered a teaching program.

Teaching Assignment / School:

Azalea Middle School

Work Schedule:

8-4

\* Anticipated Start Date:

08/25/2023

Hiring Manager Signature:

X Signed: **Vickie Nigh**

Stamped: 8/2/2023 12:48:34 PM; 50.45.231.2; User - Vickien - vickien@brookings.k12.or.us;

## Recommendation to Hire/New Hire Form - Director

For: **Snow, Crystal**

Completed By: User - jenniferlo@brookings.k12.or.us

Sent On: 8/7/2023 10:49am

Sent By: caroll@brookings.k12.or.us

Overall Status: Approved - Next step

Completed: 8/10/2023 3:40pm

For Job ID: **1019 - Elementary Classroom Teacher** at **Kalmiopsis Elementary School**

### RECOMMENDATION TO HIRE - DIRECTOR

Crystal Snow is being recommended for:

[JobId]: [PostingTitle]

Location: [PostingLocation]

Current City/State: Brookings / OR

Highest Diploma/Degree Earned and from where?:

Masters in Social Work

Most recent employment (employer name & location):

ESS as BHSD 17-C Substitute

Work Schedule (Include Total Days i.e. 260):

7:40-3:40

Top Quality (1-2 sentences) that compelled the committee to select this candidate over others:

Crystal is a caring and companionate person. She brings a wealth of knowledge from her previous employment working with families in domestic situations and support services. She will be an asset to the Kalmiopsis team.

Hiring Manager Signature:

**X**

Signed: **Carol Leonard**

Stamped: 8/7/2023 12:53:39 PM; 50.45.231.2; User - caroll@brookings.k12.or.us - caroll@brookings.k12.or.us;

**TO BE COMPLETED BY HR**

## Recommendation to Hire New Hire Form - Certified

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For: **Pina, Travis**  
Sent By: Vickien

Completed By: User - jenniferlo@brookings.k12.or.us  
Overall Status: Approved - Next step

Sent On: 8/7/2023 10:58am  
Completed: 8/10/2023 2:52pm

For Job ID: **1015 - Middle School Social Studies Teacher at Azalea Middle School**

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### RECOMMENDATION TO HIRE - CERTIFIED

Travis Pina is being recommended for:  
Middle School Social Studies Teacher at Azalea Middle School  
Current City/State: Crescent City / CA

Social Studies

Undergraduate College and GPA:

Fort Lewis College 3.78/4

University where Teaching Degree was conferred:

Fort Lewis College-CO

Top Quality (1-2 sentences) that compelled the committee to select this candidate over others:

Travis is a very enthusiastic and charismatic individual. He is an expert in his content area. He is a team player and will be an asset to Azalea Middle School.

Teaching Assignment / School:

Azalea Middle School/Social Studies

Work Schedule:

8:00-4:00

\* Anticipated Start Date:

08/28/2023

Hiring Manager Signature:

X

Signed: **Vickie Nigh**

Stamped: 8/7/2023 1:03:27 PM; 50.45.231.2; User - Vickien - vickien@brookings.k12.or.us;

BROOKINGS HARBOR SCHOOL DISTRICT 17C  
Revenue and Expenditure Summary/Projection (Unaudited)  
Fiscal Year 2023-2024

7/31/2023	Projected July	Projected August	Projected September	1st Quarter Projected YTD	1st Quarter % of Budget	Last Year % of Budget	2nd Quarter Projected YTD	2nd Quarter % of Budget	Last Year % of Budget	3rd Quarter Projected YTD	3rd Quarter % of Budget	Last Year % of Budget	4th Quarter Projected YTD	4th Quarter as % of Budget	Last Year % of Budget	Projected YTD Total	2023-2024 Budget	Projected YTD as % of Budget
<b>REVENUES</b>																		
*Property Taxes	0	0	23,696	23,696	0.3%	0.3%	6,197,804	90.9%	96.7%	401,224	96.7%	102.6%	264,347	100.6%	106.5%	6,887,071	6,845,395	100.6%
Other Local	0	11,264	37,014	48,279	14.2%	23.2%	48,134	28.3%	40.3%	157,813	74.6%	110.0%	116,063	108.6%	152.8%	370,288	341,000	108.6%
*Intermediate Sources (Cnty Sch Fund)	0	0	0	0	0.0%	0.0%	153,972	100.0%	107.8%	0	100.0%	107.8%	0	100.0%	107.8%	153,972	153,972	100.0%
ESD Flow-Thru	0	0	0	0	0.0%	0.0%	0	0.0%	0.0%	0	0.0%	0.0%	0	100.0%	93.4%	547,952	547,952	100.0%
*State School Fund	1,632,596	816,298	816,298	3,265,192	35.0%	34.3%	2,447,894	61.3%	60.0%	2,448,894	87.6%	85.8%	1,161,298	100.0%	97.2%	9,323,278	9,321,495	100.0%
*State Srcs (St Timber, Common Sch Fund)	0	0	0	0	0.0%	0.0%	0	0.0%	0.0%	121,190	61.9%	61.9%	74,000	99.7%	61.9%	195,190	195,703	99.7%
Federal Forest fees	0	0	0	0	0.0%	0.0%	0	0.0%	0.0%	0	0.0%	0.0%	253,384	95.6%	95.6%	253,384	265,000	95.6%
Beginning fund balance	3,400,000	0	0	3,400,000	100.0%	124.9%	0	100.0%	124.9%	0	100.0%	124.9%	0	100.0%	124.9%	3,400,000	3,400,000	100.0%
<b>Total Period Revenues</b>	<b>5,032,596</b>	<b>827,562</b>	<b>877,008</b>	<b>6,737,166</b>			<b>8,847,803</b>			<b>3,129,121</b>			<b>2,417,045</b>			<b>21,131,135</b>		
<b>Cumulative Revenues</b>	<b>5,032,596</b>	<b>5,860,158</b>	<b>6,737,166</b>	<b>6,737,166</b>	<b>32.0%</b>	<b>31.7%</b>	<b>15,584,970</b>	<b>74.0%</b>	<b>75.0%</b>	<b>18,714,090</b>	<b>88.8%</b>	<b>90.1%</b>	<b>21,131,135</b>	<b>100.3%</b>	<b>100.8%</b>	<b>21,131,135</b>	<b>21,070,517</b>	<b>100.3%</b>
*Offset State Revenue Formula																		

**EXPENDITURES by Object**

Salaries	202,875	209,618	694,343	1,106,836	12.3%	12.2%	2,046,155	35.0%	34.9%	2,028,119	57.5%	57.40%	2,838,133	89.1%	89.0%	8,019,243	9,004,078	89.1%
Employee Benefits	105,335	111,393	432,091	648,819	11.2%	11.4%	1,301,708	33.8%	34.0%	1,305,818	56.4%	56.6%	1,937,970	90.0%	90.2%	5,194,315	5,769,732	90.0%
Purchased Services	23,535	40,701	62,782	127,018	7.6%	11.4%	474,238	36.0%	39.8%	467,836	64.0%	67.8%	540,771	96.3%	101.1%	1,609,863	1,671,636	96.3%
Supplies/Materials	82,864	42,257	255,454	380,575	43.8%	36.4%	129,825	58.7%	51.3%	271,860	90.0%	82.6%	101,256	101.7%	94.2%	883,516	869,050	101.7%
Other Objects	454,754	15,258	1,500	471,512	103.5%	20.6%	52,882	115.1%	32.2%	3,084	115.8%	32.9%	302,561	182.3%	102.6%	830,040	455,415	182.3%
Transfers	0	0	0	0	0.0%	100.0%	1,006,000	100.0%	100.0%	0	100.0%	100.0%	4,507	100.4%	100.4%	1,010,507	1,006,000	100.4%
Contingency & Reserves	0	0	0	0	0.0%	0.0%	0	0.0%	0.0%	0	0.0%	0.0%	2,294,606	100.0%	100.0%	2,294,606	2,294,606	100.0%
<b>Total Period Expenditures</b>	<b>869,363</b>	<b>419,227</b>	<b>1,446,170</b>	<b>2,734,760</b>			<b>5,010,808</b>			<b>4,076,717</b>	<b>56.1%</b>	<b>54.9%</b>	<b>8,019,805</b>	<b>94.2%</b>	<b>93.2%</b>	<b>19,842,090</b>	<b>21,070,517</b>	<b>94.2%</b>
<b>Cumulative Expenditures</b>	<b>869,363</b>	<b>1,288,590</b>	<b>2,734,760</b>	<b>2,734,760</b>	<b>13.0%</b>	<b>11.8%</b>	<b>7,745,568</b>	<b>36.8%</b>	<b>36.5%</b>	<b>11,822,285</b>			<b>19,842,090</b>					
Month-end Fund Balance	4,163,233	4,571,568	4,002,406	4,002,406			7,839,402			6,891,805			1,289,045			1,289,045	0	

**Informational only:**

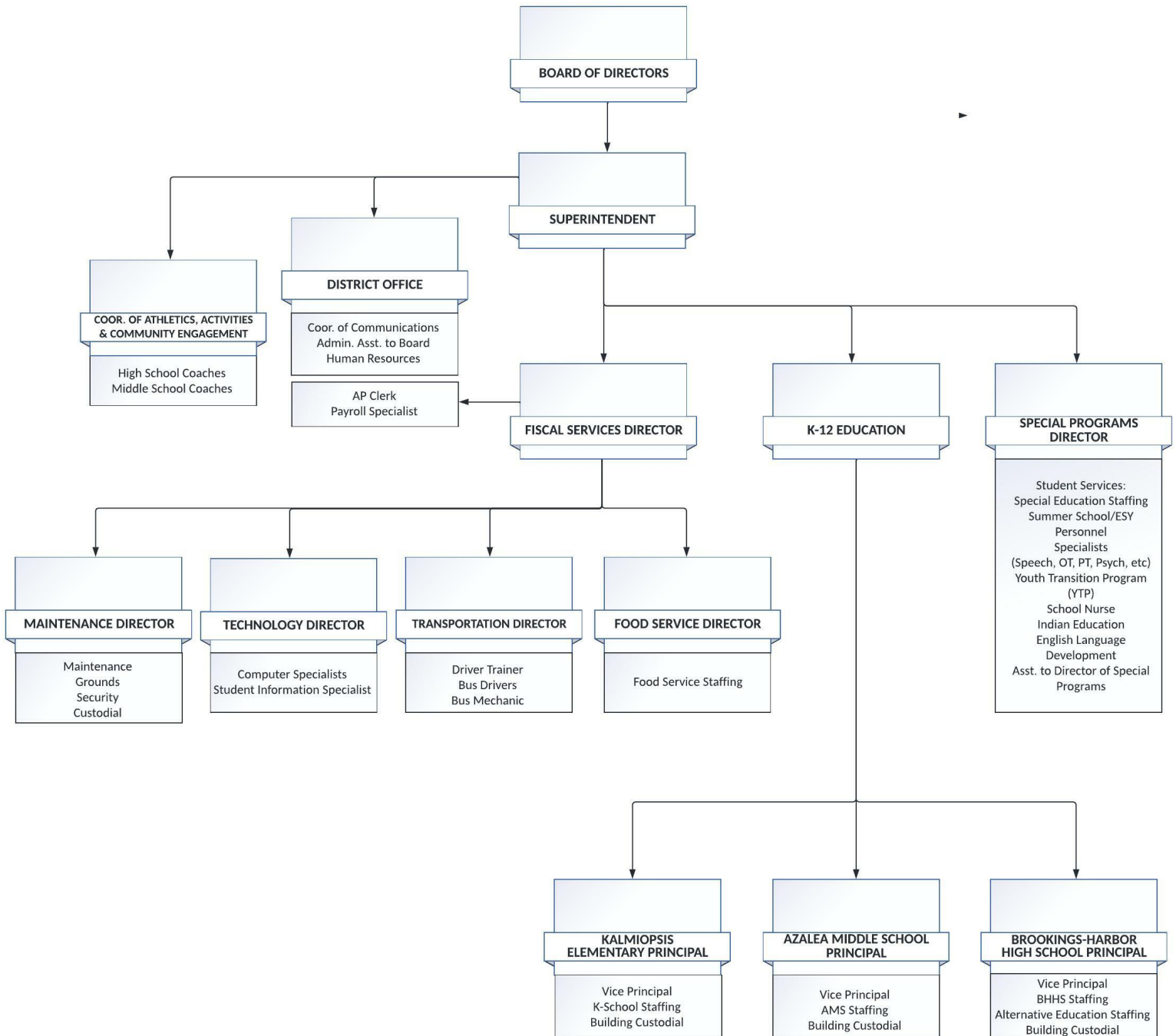
**EXPENDITURES by Function**

Instruction	8,043	28,337	717,196	753,575	8.5%	8.4%	2,136,810	32.4%	32.4%	2,106,582	56.0%	56.1%	2,997,425	89.7%	91.7%	7,994,392	8,916,002	89.7%
Supporting Services	861,320	390,890	728,975	1,981,184	22.4%	21.1%	1,817,249	42.9%	42.1%	1,970,136	65.2%	64.8%	2,289,674	91.0%	91.0%	8,058,244	8,853,909	91.0%
Other Uses	0	0	0	0	0.0%	0.0%	1,056,749	105.0%	56.7%	0	105.0%	56.7%	438,101	148.6%	100.2%	1,494,850	1,006,000	148.6%
Contingency & Reserves	0	0	0	0	0.0%	0.0%	0	0.0%	0.0%	0	0.0%	0.0%	2,294,606	100.0%	100.0%	2,294,606	2,294,606	100.0%
<b>Total Period Expenditures</b>	<b>869,363</b>	<b>419,227</b>	<b>1,446,170</b>	<b>2,734,760</b>	<b>13.0%</b>	<b>11.8%</b>	<b>5,010,808</b>	<b>36.8%</b>	<b>36.5%</b>	<b>4,076,717</b>	<b>56.1%</b>	<b>54.9%</b>	<b>8,019,805</b>	<b>94.2%</b>	<b>93.2%</b>	<b>19,842,089</b>	<b>21,070,517</b>	<b>94.2%</b>

# Brookings-Harbor School District 17C

Code: **CCA**  
 Adopted: 10/22/03  
 Readopted: 2/18/04; 12/13/06; 1/15/14;  
 12/17/14; 12/06/17; 7/02/18;  
 05/18/22  
 Orig. Code(s): CC

## Organizational Chart



This is an excerpt from the Brookings-Harbor School District 17c Strategic Plan 2022 – 2026. Read the full plan at [www.brookings.k12.or.us/apps/pages/success](http://www.brookings.k12.or.us/apps/pages/success)



## **Brookings-Harbor School District 17c Mission Statement**

The Brookings Harbor District 17C Board Members, in partnership with students, parents, staff, and community will cultivate a safe, highly effective, and collaborative learning environment where every student can succeed.

## **Brookings-Harbor School District Motto**

"Every Student Can Succeed"

## **Brookings-Harbor School District Guiding Board and District Priorities**

### **Student Success Board and District Priority**

Student success is **Grit**: The ability to develop curiosity, persevere, have a greater purpose, advocate for oneself, and continually nurture a growth mindset.

### **Staff Success Board and District Priority**

Recruiting, developing, and retaining high-quality staff is vital for student success. Fostering a culture of support with opportunities for growth and development empowers outstanding staff.

### **Relationships Board and District Priority**

We will intentionally build meaningful relationships with students, staff, and families to create a positive culture, investing in every student's future.



## **Brookings-Harbor School District 17c Strategic Goals, Indicators, and Measures**

### **Strategic Goals**

The District Leadership Team realized that if this plan is to be successful, challenging but reachable goals had to be set. Goal identification was a lengthy and important process for the team. The team limited the number of goals to “student success,” “staff success,” and “relationship” so that each can be a high priority and aligned with adequate and sustainable resources. An emphasis was placed on relevance, clarity, brevity, and achievability.

### **Performance Indicators**

Each district strategic goal has at least one performance sub-goal, and the school-level continuous improvement plans have multiple additional indicators designed to provide ongoing formative feedback toward the strategic goals. Performance indicators break goal efforts into manageable units and represent steps in the implementation process. They represent the major activities but not the only ones the district will use to achieve its multi-year goals. Without performance indicators, this plan, more than likely, would fail since the district would not have accurate, real-time data to measure progress. Performance indicators are the most significant components to use for periodically reporting the status of strategic goals to district constituents and specifically to Brookings-Harbor School District Board members.

Several of the indicators in our plan are directly aligned with state priorities for all schools and districts in Oregon. In the coming years, Oregon will be sharing state and district progress on the following achievement indicators:

- Regular Attendance
- Third Grade Reading

- Freshman On-Track
- Graduation Rates
- Completion Rates

To complement these existing statewide indicators as well as to be able to apply a cohesive district-wide lens, the District Leadership Team decided to adopt:

- Median student growth percentile targets in reading (English Language Arts (ELA))
- Median student growth percentile targets in math
- Regular attendance targets

### **Student and Median Growth Percentile**

The state of Oregon calculates a student growth percentile. This number describes a student's growth on the state assessment compared to other students of the same grade with similar past test scores. Percentiles are a method of measuring students' growth in comparison with their peers.

The Median Student Growth Percentile summarizes student growth percentiles by district, school, grade level, class, or another group of interest. The median is calculated by ordering individual student growth percentiles from lowest to highest and identifying the middle score. For the purposes of growth, using the median rather than the average is more appropriate because an average can be influenced greatly by a few very high or very low scores.

# **Brookings-Harbor School District 17c**

## **Long Term Strategic Goals**

### **Student Success Board and District Priority**

Student success is **Grit**: The ability to develop curiosity, persevere, have a greater purpose, advocate for oneself, and continually nurture a growth mindset.

#### **Goal 1-**

Brookings-Harbor School District will achieve an annual student growth rate on social-emotional learning in the area of student growth mindset and self-efficacy of 2% with an 8% improvement by June 2026 as measured by the Panorama student survey.

#### **Goal 2-**

Brookings-Harbor School District will achieve a median student growth percentile in ELA and Math at a level 4 in all tested grades by June 2026 as measured on the ODE At A Glance Profile (55<sup>th</sup> percentile)

#### **Goal 3-**

Brookings-Harbor School District will achieve a Regular Attender rate of 90% by June 2026 in all grades.

### **Staff Success Board and District Priority**

Recruiting, developing, and retaining high-quality staff is vital for student success. Fostering a culture of support with opportunities for growth and development empowers outstanding staff.

#### **Goal 1-**

By June 2026:

90% of staff will report that professional development is relevant, meaningful, and beneficial.

90% of staff will report that they have multiple opportunities to meaningfully engage with system improvement in support of our students. This goal will be measured by staff feedback and survey results, with annual improvement targets set each year.

### **Relationships Board and District Priority**

We will intentionally build meaningful relationships with students, staff, and families to create a positive culture, investing in every student's future.

#### **Goal 1-**

Each school year, the District will set targets for the District and school-level social media campaign with the goal of "Telling our stories" and proactively sharing the successes, accomplishments, and challenges with our community.

#### **Goal 2-**

Develop parent and community volunteer corps: Provide multiple coordinated specific avenues for volunteer service to the district and communicate these opportunities to our community.

### **Continuous Improvement Cycle and Process**

Annually (end of each school year)

Review strategic goals and determine if there is a need to consider revising any of the goals (DLT)

Review progress towards strategic goals K-12 (DLT)

Celebrate successes (DLT and all staff)

Identify needs or questions for the start of the following school year (DLT and schools)

Annually (start of each school year)

Develop or confirm school level annual plan and goals (School Leadership Teams)

Identify resources, training or data needed



**Brookings-Harbor School District  
629 Easy Street  
Brookings OR 97415**

**Application for Brookings Harbor School District Budget Committee**

The School Board genuinely appreciates your interest in serving on our School District Budget Committee. To be considered for appointment to this Committee, please complete this form and return it to the District Office, 629 Easy Street, Brookings, OR 97415 or email a copy to the Board's Admin Assistant Nancy Raskauskas-Coons at nancyr@brookings.k12.or.us. The district has 4 open positions out of 5 total at this time.

The initial deadline for applications is 4 p.m. on Oct. 13, 2023. If positions remain to be filled after the October 2023 Regular Board Meeting, the next deadlines will be Nov. 10, and Dec. 8, 2023. The Board will consider applications for appointment monthly until filled. For more information, see <https://www.brookings.k12.or.us/budget/>

By state law and district policy, School District Budget Committee members must meet three criteria:

- 1) Live within the geographic boundaries of District 17-C
- 2) Be a registered voter in the State of Oregon.
- 3) NOT be an employee or agent of District 17-C

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Do you have any school-age children? \_\_\_\_\_ If yes, what ages? \_\_\_\_\_

Please list any relevant school committees or business/community activities which you have been involved with in the past two years:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please describe any special qualifications or abilities you may have that would help you to fulfill your responsibilities as a member of the Budget Committee:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Which of the following terms are you willing to serve? (You may select one or both).

- Term Expires June 30, 2025 (1 position available)
- Term Expires June 30, 2027 (3 positions available)

*(Please use the back of this page or another sheet if necessary)*