

Alsea School Board Meeting
Monday, August 10, 2026
6:00 PM
Staff Room
301 S 3rd St
Alsea, OR 97324



Alsea School District 7J
301 South 3rd Street
Alsea, OR 97324
541.487.4305

1. **Call to Order**
 - a. Flag Salute
 - b. Approval of Agenda
2. **Consent Agenda**
 - a. Approval of Minutes
 - i. 7.13.2026 School Board Meeting Minutes



Board Members Present: Risteen Follett, Jamie Olsen, Soren Rounds, George Laiblin, Russ Ceperich

Board Members Absent: None

Staff Present: Stacy Knudson, Stephanie Lewis, Lora Nickle

Patrons and Online Attendees: Staff and community members attended online

1. **Call to Order - 6:04**

- a. Flag Salute
- b. Approval of Agenda

The agenda was approved as presented with the following amendments:

- 2c. Hire: Greta Zafforoni, SPED Teacher
Anna Chilcote, Co-Assistant Volleyball Coach
Keri VanLeuven, Co-Assistant Volleyball Coach

- 5e. ZCS - Proposal and Finding of Facts
- 5i. - Kings Valley Transportation Contract

Jamie Olsen motioned to approve the agenda with the addition of the requested items. Russ Ceperich seconded the motion. Motion carried 5-0

2. **Consent Agenda**

- a. Approval of Minutes
 - i. Regular Board Meeting - 6.8.2026
- b. Month End Reconciliation & Financial Board Report
- c. Hire:
Greta Zafforoni - SPED Teacher
Anna Chilcote, Co-Assistant Volleyball Coach
Keri VanLeuven, Co-Assistant Volleyball Coach
- d. Resignation:
Amber Wolfe - SPED Teacher

The Consent Agenda was approved as presented.

Soren Rounds motioned to approve the consent agenda as presented. Russ Ceperich seconded the motion. The Board did not have any questions. Motion carried 5-0.

3. **Patron Comments: None**

4. **Reports**

- a. Superintendent / K-12 Principal Reports
Stacy Knudson presented her report to the board. Key areas of discussion are the Summer Learning Program, PNW Bike Tour success, playground vandalism and replacement. The documents are available for review online.
- b. Business Manager Report
Stephanie Lewis presented her report to the board. She stated that the July report to the Board is not as accurate as usual as there are areas of spending/invoicing that have not hit the accounts yet. The documents are available for review online. The Board asked questions.

5. New Business

a. Annual Organizational Resolution 2026-27

Risteen Follet explained to the Board the purpose of the Annual Organizational Resolution. Jamie Olsen motioned to approve the 2026-2027 Annual Organizational Resolution 27-01 as presented. Russ Ceperich seconded the motion. The Board asked questions. Motion carried 5-0.

b. Election of Board Officers

Russ Ceperich thanked Risteen Follett and Jamie Olsen for their service. He nominated Jamie Olsen as Board Chair, Risteen Follett seconded the motion. There were no other nominations. Motion carried 5-0.

Jamie Olsen motioned to nominate Risteen Follett as Vice Chair, Soren Rounds seconded the motion. There were no other nominations. Motion carried 5-0.

Jamie Olsen took over running the Board meeting as Board Chair.

c. Set Board Meeting Calendar

Jamie Olsen let the Board know that she would like to present to the Board a more detailed calendar for the Board to include all of the additional duties and meetings for the Board during the 2026-27 school year. Russ Ceperich motioned to accept the Board meeting calendar as presented, George Laiblin seconded the motion. The Board discussed. Motion carried 5-0.

d. Seismic Rehabilitation Grant Program Award Letter

Nancy Giggy spoke to the Board about the next phase of Seismic upgrade. This phase will cover the West wing, the Boiler room and the room behind the locker rooms that were not covered in the first phase. The work is scheduled to begin next summer.

e. ZCS - Proposal and Finding of Facts

Nancy Giggy spoke to the Board. She explained the three documents presented to the Board.

- Exemption From Competitive Bidding For a Public Improvement, states the ZCS and Soderstrom are a continuation of the Seismic project.
- Construction Manager/General Contractor (CM/GC) is a contracting method in creating a final construction design, allowing for potential costs and schedule risks to be addressed early. Selection of the CM/GC will be based on a combination of qualifications, technical approach and cost. This needs to be advertised for 10-14 days in the GJC. After the post is completed it will take about two months to hire all of the contractors.
- Direct Appointment of Engineer allows the district to directly appoint ZCS Engineering for the Alsea School District 7J West Wing Seismic Rehabilitation Project.

Soren motioned to approve the Direct Appointment of ZCS as the engineer for the project. Risteen Follett seconded the motion. Motion carried 5-0.

Finding of Fact for the use of the CM/GC contracting method. Russ Ceperich motioned to approve the use of the CM/GC method for the Seismic Rehabilitation of the west wing. Risteen Follett seconded the motion. A public hearing will be scheduled two weeks after the posting. The Board discussed holding the Public Hearing on Monday August 3rd at 6:00 PM. Motion carried 5-0.

f. CCPL Alsea SD 7J: Quarterly Coaching Summary Report

Stacy Knudson spoke to the board letting them know that this is the quarterly report required by ODE. It is a formality, nothing needs to be approved.

Risteen Follett spoke to the Board that she would like to see a shift to focusing on staff engagement. Russ Ceperich agreed that he feels the community is waiting to see the changes in the district and will become more involved in time.

g. Superintendent Evaluation Schedule

Risteen Follett stated that she would like to have the Superintendent goals no later than September and have the conclusion in April rather than May so that there is time to finish the evaluation period earlier rather than later. Stacy Knudson stated that she is hoping to present her goals to the Board at the August meeting.

h. New Playground Funding

Keenan Elbers spoke to the Board about the state of the play structure. He has been working with the school's insurance company as well as applying for a grant to cover the cost of replacement. Currently the cost of replacing the structure, installing a rubberized base mat at a cost of \$131,000. The school is asking the Board to approve the use of reserve funds to pay upfront and replace those funds with grant money. After a potential insurance payment of \$40,000 the school would have to fund about \$90,000. This would allow the school to move forward with the installation before school starts or soon thereafter. The Board asked several clarifying questions. Russ Ceperich motioned to approve the playground options as presented with the note that if the insurance does not come through the use of up to \$131,000 of the reserve funds to purchase and install. Risteen Follett seconded the motion. The Board did not have any further discussion. Motion carried 5-0.

i. Kings Valley Transportation Contract

Stacy Knudson and Keenan Elbers let the Board know that the contract has been finished and is ready to sign. Russ Ceperich motioned to approve the KVCS Transportation contract. Soren Rounds seconded. The Board discussed. Motion carried 5-0.

6. **Old Business**

7. **First Reading *(Shaded words are new/strikethroughs are deleted)**

8. **Second Reading**

9. **Third Reading**

a. BBAA - Board Member's Authority and Responsibilities

Lora Nickle let the Board know that this came back to the Board for clarification on the footnote regarding Board members and attorney parameters. Risteen Follett let the Board know that contacting the attorneys through PACE or ODE are free to them. However, the District attorneys

have a fee. If a Board member feels that the District attorneys are to be contacted a Board vote to approve must be obtained. The Board discussed. Risteen Folltett motioned to approve policy BBAA - Board Member's Authority and Responsibilities with the approved footnote language. Russ Ceperich seconded the motion. The Board did not have any further questions. Motion carried 5-0.

10. **Board Comments**

Russ Ceperich spoke to the Board about the upcoming spring elections. There will be Board vacancies. He would like to have "coffee communications" with the community. This would provide interested community members an opportunity to ask questions and gather information about what a Board member's role is.

Jamie Olsen spoke to the Board about scheduling a Board Retreat. She reminded the Board that our policy states that retreats must be held on district property. The Board agreed that this

would be a good idea. Jamie Olsen said that she would reach out to Vincent Adams and get available dates.

11. **Future Agenda Items**

12. **Key Dates**

July 20-August 13 - Summer Learning

August 3 - Public Hearing - Seismic CM/GC Findings

August 10 - Regular School Board Meeting @ 6:00

August 27 - Open house

13. **Adjournment - 7:27**

Board Chair	Date
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Stacy Knudson, Superintendent	Date
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ii. 8.3.2026 Alsea School Board Special Session

Alsea Work Session
Monday, August 3, 2026
6:00 PM
Virtual Only



Alsea School District 7J
301 South 3rd Street
Alsea, OR 97324
541.487.4305

Board Members Present Online: Jamie Olsen, Risteen Follett, Soren Rounds, Russ Ceperich, George Laiblin

Board Members Absent Online: None

Staff Present Online: Lora Nickle, Stacy Knudson

Patrons Present Online: Chris Giggy

1. Call to Order - 6:04 PM
2. Flag Salute
3. Approval of Agenda
Risteen Follett motioned to approve the agenda as presented. Russ Ceperich seconded the motion. Motion carried 5-0
*The recording for this meeting started at 6:06 PM.
4. CMGC Findings for Alsea Seismic - Phase #2
 - a. CMGC Findings for Alsea Gym Seismic
 - b. CMGC Findings for Alsea West Wing SeismicChris Giggy was present online to speak to the Board about the findings. He stated that to date he has had no inquiries. Stacy Knudson and Lora Nickle also stated that Alsea School has not had any inquiries either. Chris Giggy said that they will begin putting out for bids. A hiring A committee will be formed. Staff and Board members are invited to be on the committee. He stated that no more than two Board members can join to avoid a quorum. Risteen Follett and Soren Rounds said they would be interested in being on the committee.
5. Public Comments - None
6. Soren Rounds motioned to accept the CMGC Findings for Phase #2 of Alsea Gym Seismic and West Wing Seismic construction. George Laiblin seconded the motion. The Board did not have any questions. Motion carried 5-0.
7. Adjournment - 6:15 PM

b. Month End Reconciliation & Financial Board Report

MONTH END RECONCILIATIONS AND FINANCIAL REVIEW REPORT

Month: July 2026

1. Payroll Processing – Reviewed and approved by Human Resources

- ☒ Payroll reconciliation reports reviewed prior to processing.
- ☒ Federal and state deposits have been made, as well if quarterly, federal and state reports have been reviewed and submitted
- ☒ OEGB invoice been reconciled to payroll
- ☒ Workers Compensation reconciled to payroll
- ☒ Deduction payment reconciliation reviewed to ensure all liabilities have been processed



Roxie Smallwood, Human Resource

08-06-2026

Date

2. Deposits, Checks, Vouchers

- ☒ All transactions have been entered into the financial accounting system and processed for the month.
- ☒ All vouchers for checks and direct deposits have been reviewed and approved by the Superintendent.

Brynn Campbell, Accounts Payable/Receivable

Date

Stephanie Lewis (for Brynn Campbell - on vacation)

8/6/2026

3. Bank Reconciliations – Completed and approved by Superintendent

- ☒ Citizens bank account
- ☒ Local Government Investment Pool

4. Federal and State reimbursement requests made during the month

- ☒ Monthly claims made and approved by Superintendent
- ☐ If applicable, quarterly claims and reports made and approved by Superintendent

5. Financial Statements

- ☒ Prepared after all reconciliations have been completed
- ☒ Any manipulation of general ledger transactions in preparing statements
 - ☒ None
 - ☐ Yes, list below:
 1. Accrued substitute payroll based on average cost per month by account code

6. Business Office Internal Controls – Any changes to current procedures?

- ☐ Yes – submitted to Board for review
- ☒ None

7. Other

- ☐ Business Office Internal Controls – Any changes to current procedures?
 - ☐ Yes

☒ None

- ☐ Any new pronouncements that will impact financial statements or budget for 25-26 fiscal year.
- ☐ Yes, list below:

Other items that may have an impact on the financial statements of the district?

- ☒ None
- ☐ Yes, list below:

Stephanie Lewis, Business Manager

Date

Stephanie Lewis

8/6/2026

Deposits, Checks, Vouchers

- ☒ Created by Accounts Payable/Receivable and submitted to Superintendent for distribution
- ☒ The reports have been submitted to Board for review
- ☐ Has the Board of Directors responded to any items?
- ☐ Yes, and were all Board Members provided with the response
- ☐ None



Stacy Knudson, Superintendent

8/6/2026

Date

c. Weight room surplus

Alsea School District 7J – Weight Room Surplus List

- ***Free weights***
- ***Kettle bells***
- ***Weight plates***

3. **Patron Comments:**

The Alsea School Board of Directors values the opinions and input of students, staff, parents, and community members. Although board meetings are held in public, they are not meetings of the public. Please keep your comments to 3 minutes or less. If you intend to speak to the board this evening, you will need to fill out one of the blue comment cards and hand it to the Board Secretary, Lora Nickle. Public comments may also be made via Zoom. If you intend to speak via Zoom, please put your name in the comments so that the board chair can call on you. Before you begin your comments, please state your name and if you are speaking for an organization, please state that organization. For more information about public comments at a board meeting, please see Alsea School District Policy BDDH.

4. **Reports**

- a. Superintendent / K-12 Principal Reports

Alsea School District
August 2026 Board Meeting Board Report
Stacy Knudson, Superintendent/K-12 Principal + Special Education Director

1. Schedules, Systems and K-12 Programs

- ☐ Summer Learning is in its final week. Students are actively engaged in learning Spanish, ASL, art, sharpening math and reading skills, learning about math through a collective quilting project, cooking 101, reflective journaling, theater production and adventures to Alsea Falls and Leaping Lamb farm. Final projects include the quilt, a play, a food truck BBQ project for their families and enjoying some frozen yogurt and bowling. We also have a number of secondary students working hard on their online credit recovery and elective credits through the direction of our academic counselor.
- ☐ Our staff deserve a huge thank you for their dedication and creativity in providing over 80 hours of highly engaging learning for our students!
- ☐ Inservice week and Work Day week schedules have been created and sent to all staff for a start date of August 18th. Our focus this year is on highly effective instructional practices and strategies along with trauma informed approaches, meaningful activities in all content areas. RTI intensive focus is dedicated to math and reading, with the critical step in training our staff to be equipped with instructional excellence.

	8/18	8/19	8/20		8/25	8/26	8/27
	All Staff	Teachers	Teachers		All District Staff	All B+M Staff	All B+M Staff
7:30 - 4:15	Work in your rooms Safe Schools	Work in your rooms Safe Schools	Work in your rooms Safe Schools		7:30 Snacks + Coffee	7:30 Snacks + Coffee	
					8:00 Kick off Meeting: Roles + Responsibilities: District and Building Goals in alignment Leave and Ordering Forms, Evals. + Walk Throughs, Schedules, Instruction + Procedures	VOCERA Super User Training: Stacy, Nathan, Tim, Pat, Carol, Kayla, Lora, Keenan, Chris	8:30 Snacks + Coffee
9:00	1st Aide/CPR training in Staff Room	TCI Training K-5 in the Staff Room				MS/HS -	
						Elementary -	9:00 Instructional Best Practices Training - LBLED
						VOCERA Basic Group 1: Elementary	
noon-ish	Lunch on your own	Lunch on your own	Lunch on your own		9:30 Break	9:30 Secondary Mtg. (Library) - Data Meeting	10:30 Break
					9:45 Behavior Systems	VOCERA Basic Group 2: Secondary	
	Lesson Plans, Syllabi, Scope + Sequence (vertical align w/ team), classroom set-up and organization, system development, daily slides organization, resource center, break space (if applicable), academic and positive behavior signage				Synergy MTSS School + class systems/expectations Policy Table Top Exercises	11:00 Elementary (Library) - Data Meeting	10:45 Staff Meeting: 1st Day 1st 2 weeks Environment walk-through Data, Math Focus, Vocabulary Focus
4:15	Go Home :)	Go Home :)	Go Home :)		11:00 Iready 101 + SB 141	LUNCH	12:00 LUNCH
					12:00 LUNCH	12:30 VOCERA Basic Group 3 (Library): Confidential/Classified	12:30 Team meetings
					12:45 504's + IEP Essentials	1:00 Teacher + IA alignment	
					Meet w/ SpEd Staff	breakout groups	2:00 Prep
					3:00 PLC Groups + Process	3:00 New Teacher Workshop	materials, room setup, back to school resources, lesson plans, etc.
					book study, templates, schedule, objective		
					4:00 Social @ Dirt Road	4:15 Go Home	5:00 Back to School Night
							7:00 GO HOME

- ☐ Instructional Rounds and Learning Walks have been designed and scheduled for all staff.

- ☐ Training has been scheduled during Inservice for VOCERA, Apptegy, Instructional Best Practices, Co-regulation v. Co-escalation practices and data collection/analysis.
- ☐ Training has also been scheduled for our Elementary staff with TCI social studies curriculum and additional supports in Iready to align with SB 141 requirements.
- ☐ Family letters are being sent along with Registration reminders.
- ☐ Staff communication is starting to flow via emails
- ☐ Back to School Night is in the final planning phase and communication will be blasted over the next three weeks. It will be held on August 27th from 5:00 - 7:00pm.
- ☐ Student and staff handbooks are being updated.

4. Behavior Dept.

- ☐ Pat and I are working on the matrix and aligned process.
- ☐ Staff will run through an interactive table top exercise during inservice to best work with student behaviors, learn about the MTSS process through Synergy and our incentive system.

7. Professional Development

- ☐ Summer Conference 2026- Legislative updates, planning for a strong start and essential team training across the year. Heather, Tim and I attended these classes and had the opportunity to have uninterrupted planning meetings each day.
- ☐ August Stryker/Vocera training August 26th
- ☐ SIOP training is scheduled for all staff on 10/9 (Statewide Inservice)

Sheltered Instruction Observation Protocol

SIOP is a research-based teaching framework designed to help educators plan and deliver lessons that teach academic content while simultaneously developing English language skills. It features eight core components, including lesson preparation, building background knowledge, and comprehensible input.

The Eight Components of SIOP

- **Lesson Preparation:** Setting clear content and language objectives, choosing proper materials, and planning meaningful activities.
- **Building Background:** Connecting new concepts to students' prior knowledge and past personal or cultural experiences.
- **Comprehensible Input:** Using clear speech, body language, gestures, and visual aids to make difficult ideas easy to understand.
- **Strategies:** Teaching learning strategies, providing scaffolding, and encouraging high-level thinking skills.
- **Interaction:** Promoting active student-to-student and student-to-teacher communication and cooperative learning.
- **Practice and Application:** Providing hands-on tasks so students can use reading, writing, listening, and speaking skills in real ways.
- **Lesson Delivery:** Keeping students engaged, pacing the lesson properly, and staying true to the lesson goals.
- **Review and Assessment:** Checking how well students learned the key vocabulary and content, and giving helpful feedback.

Book Study Groups will be set up this year. Last year the entire staff read Personal + Authentic. This year we will have several groups with specially designed content. Every staff member will be part of one of the following groups.

Texts include:

The Explosive Child

Help for Billy

Building Thinking Classrooms in Mathematics

Dare to Lead

We are looking forward to a fully staffed, highly successful school year!

- i. Athletics and Activities
- b. K-5 LaHO Principal Report
- c. Business Manager Report

Aug 10, 2026

TO: Alsea School District Board of Directors
FROM: Stephanie Lewis, Alsea School District
RE: Financial Statements for fiscal year 2026-

27 Board Members,

There is no financial statement to provide at this time. I had hoped to have one for August. Moving to the cloud in our software has given us fits and I was unable to get the General Ledger rolled over to create a report off in time. However, the issue was resolved as of the morning I am creating this message (8/5/2026), but it will take a few days to get everything rolled, balanced, and created. I will email the financial reports in the coming week or so once I get them created. In the meantime, bank statements have been reconciled.

Fiscal Year 2026-27

State School Support – Final property taxes for July and August from both Benton and Lane County have yet to be received. Once these dollars are posted, an adjustment to the 25-26 financial statements is still required.

General Fund Expenditures - No major changes in the expense accounts. All payrolls have been processed and invoices paid for the 25-26 fiscal year, although not all of them have cleared the bank.

The interim audit of the financial statements has been completed, which reviews internal controls and tests transactions to ensure procedures are followed. This review also determines the scope of the audit.

Updates

We are still wrapping up FY 25-26 into 26-27. Everything is on target to transfer over into FY 26-27, now that we are fully in the cloud, and errors have been corrected.

As of July 31st, 2026, Alsea's investments total \$8,084,425.11 in the Local Government Investment Pool, earning an annualized interest rate of 4.00%, no change from last month.

Please don't hesitate to reach out with any questions or concerns about these statements.

d. Athletic Director Report

Athletic Department Report 8/10/2026

- The former weight room down in the “steel mill” by the track has been cleared out of all equipment that is going to be replaced.
- I have sent the surplus list to Stacy Knudson of the equipment that has been removed.
- Keenan Elbers will be utilizing most of the space for his maintenance equipment, while the other portion of the space will be used by myself and the athletics department for athletic gear and apparel in one consolidated area. No more going to three different places for Alsea sports equipment.
- Old Alsea sports jerseys will be available for purchase at our open house.
- Free sports physicals for our student athletes are going to be administered by SamHealth on August 14th, 5 to 7pm, here at the school in their SamHealth RV.
- Fall sports for high school students begins on August 17th.
- All athletic program schedules are fully booked and are in the process of being staffed with officials.
- We are currently looking into fundraising for the increase in cost of Hudl, a service we have used for years, which provides tools for coaches and athletes to review game footage and improve team play. Coaches will also be required to utilize this service to improve on areas where their players may need improvement.
- All coaches are required to submit practice plans to the athletic director to ensure that the athletes are getting proper training on fundamentals and mechanics that are crucial to skill development.
- Our first high school football game will be at home on Saturday, August 29th at 2pm against Powers and our first high school volleyball game will be at home on September 1st at 4:30pm.

- e. Maintenance Report
 - i. Playground Update
- 5. **New Business**
 - a. Board Self-Assessment Cost
- 6. **Old Business**
- 7. **First Reading *(Shaded words are new/strikethroughs are deleted)**
- 8. **Second Reading**
- 9. **Board Comments**
- 10. **Future Agenda Items**
- 11. **Key Dates**
 - August 25- Staff Inservice Week
 - August 27 - Back to School Open House, 5:00-7:00 PM
 - August 31 - First Day of School
 - September 2 - Picture Day
 - September 7 - Labor Day, No School
 - September 14 - Vision Screening K-12
 - September 14 - Alsea School Board Meeting
- 12. Adjourn to Executive Session
- 13. Executive Session
 - * To review and evaluate the employment-related performance of the chief executive officer of any public officer, employee or staff member who does not request an open hearing. (ORS 192.660.(2)(l))
- 14. Return from Executive Session
- 15. Superintendent Goals
- 16. Adjournment