

Alsea School Board Meeting
Thursday, September 8, 2022 6:00pm followed
at 7:00pm Regular Board Meeting

Alsea School Library
301 South 3rd Street
Alsea, OR 97324

1. Call to Order
2. Discussion Item for the Board Work Session:
 - a. District Goals
 - b. Set date for a board retreat to discuss Board Goals and Board Operating agreement

District goals and samples are attached in boardbook.

GOAL 1. Graduation requirements were discussed and how the school would make sure that students know what is required and where they are in terms of graduating. With a guidance councillor now in place to counsel our students, no student will be missed. There will be scheduled times for each high school student to meet with Ms. Rose, Guidance Councilor. Some students will need to have more guidance than others, but all will have the opportunity to speak to the councilor when needed. The board would like to bring back Senior Projects and Job Fairs. Mr. Gallagher would like to do this but the Admin team would like to set these things up for success. They would like to wait until the 2023-2024 school year so they can have time to set-up the process. This will be a future goal for the 2023-2024 school year. Sixth through eleventh grades will start and update their grad plans every year. This will get us back into compliance with state law. We need to let students know what is out there for them in terms of careers and schooling. J term tie in and involve staff on how to make it happen.

Board would like updates in December and March.

Goal 2. Communication: Still important. A team of communicators. Who would be part of the team? Does the Board want to be part of the team? Present team (Superintendent/PIO/Teachers/Admin) - First draft in December to get us going.

Goal 3. Budget

Looking into this - work in process, making things right with the employees.

Questions about audits? NONE

Superintendent Budget: Jan 2023 more accurate, better transparency, historical precedent to work off of

Stability is an area that is still a problem. There is still a bleed.

Ryan:Van Leuven would like to go through the bills so the board knows who is being paid and why the school is spending the funds. What are the checks and balances for those bills? Get this info in a public place that's easily searchable. Possible thing to add as a vote in the general meeting. All agree that goals look good with the small changes made during the meeting. Add to action items.

Board operating agreement needs to be built Suggestion of day in October/November... Maybe it needs to be done sooner.

District retreat date: September 24th, 2022 from 12 to 4. In the Alsea School Library.
Risteen Follett will reach out to Vincent for sample retreat ideas/agenda.

Adjourned: 6:48pm

Board Goals 2019-2020:

The Alsea School Board creates annual Initiatives based on the following themes:

- **Student Achievement**
 - Goal: Every student graduated from ASD has a career plan in place
 - Grad Plans start as early as grade 6
 - Job Shadowing (Senior Project) / Career Fairs

- **Community Relations/Transparency**
 - ⊖ Goal: Create a communications plan in partnership with the Public Information Officer.

- **Budget:**
 - Goal: Meet with LaRae Sullivan (Sean Gallagher) to suggest a board goal

***This list is a working document and may not be all encompassing....



District Administration Office
Mr. Sean Gallagher – Acting Superintendent

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MEMO

Date: 9/8/2022

To: Board of Directors

From: Sean Gallagher – Acting Superintendent

Re: Sample District Goals for consideration

Below are sample district goals based upon the conversation during our last board meeting. These are only for your consideration, feel free to lend input and make changes as a board.

Student Achievement

Goal: The Alsea School District (ASD) would like to see 100% of all graduating seniors for the 2022-23 school year to have an active and meaningful graduation and career plan as a working document for the graduate to take with them by the time they graduate.

Objectives:

- All 2022-23 seniors create a graduation and career plan during advisory by the end of October 2022
- The 2022-23 senior grad plans are to be updated twice before graduation
- All grades 6-11 students are to create a graduation and career plan by the end of the 2022-23 school year to be updated annually
- All 2022-23 seniors will attend a career fair during the school year

Communications Plan

Goal: The district will create a communications plan that is a working document by the end of the 2022-23 school year

Objectives:

- The district will create a communications plan team by the end of September 2022 led by the district Public Information Officer (PIO)

- The district will present a first draft to the Board of Directors during the November 2022 board meeting for initial approval
- The district will start to actively use the communications plan after the draft is approved
- The district will bring the final communications plan to the board for final approval during the January 2023 board meeting

Budget Development

Goal: The district will demonstrate budget accountability to the staff, students, and community by completing the outlined objectives below by March 2023

Objectives:

- Complete the ODE and Secretary of State financial audit by spring 2023
- Complete the LBL ESD 2021-22 payroll audit
- Create and approve a 2022-23 supplemental budget that more accurately reflects current expenditures by January 2023
- Build a 2023-24 budget by June 2023 that is balanced and is stable
- Completely implement requisition based purchasing procedures using Infinite Visions (IV) that includes checks and balances from direct supervisors, Business Manager, and Superintendent by the end of October 2022

3. Call to Order
Risteen Follett called to order at 7:00pm
4. Flag Salute
5. Approval of the Agenda
Action items add (i) for the approval of district goals and (j) for District Retreat date 9/24/22 @ 12pm.
6. Superintendent Report
 - a. Bond Update
Scott Marshall, CB Construction, BOC Representative
 - b. Youth in Transitions Program (YTP)
David Fricke
 - c. HR-Reset Update

Bond report session on 9/6 - went well

School has had a lot of staff/students out ill - if you don't feel well, stay home - Sean is out next week and will try and stay in touch but limited cell service
HR Reset Teacher Contracts will be out soon, job descriptions, policy change with board not approving job descriptions. Only cert will sign contracts. Analysis data is being finalized. We want to be competitive and fair with our employees. Continuing to have conversations will affect all employees. Final analysis. Request for records with the secretary of state and ODE has been put forth. Rumors of Forestry improvement plans are in place, but not ready for the board just yet. Very excited about it. Transferring all payroll to ESD. Athletic schedules are difficult and they are sorry about the daily changes that are happening.

Bond update:

Scott Marshall: working on trying to redirect and get everyone on the same page with where things are going with the project. Approach to completion: reach a solution, construction process is hard to understand and has a lot of moving parts, Each project is very different, diligently working on plan to move forward: understanding as to the why moving forward: See the attached document for complete list and documentation. Hot button questions.

Risteen Follett does this include our ESSER funds? Sean Gallagher: The cost of the project numbers don't necessarily show what funds we have, could be more of a savings.

Risteen Follett: Cafeteria not seen, due to the budget cost availability.

Scott Marshall: Not getting a cafeteria, but will provide the hook up available for the future. Occupancy, would have a shell...but not able to occupy. Contingency could be used, but it would be close. All the bells and whistles wouldn't be available.

See, A133 Exhibit, Memo Alsea VOC Shell, Alsea Elect, VOC Shell Only Budget
Jamie and Richard Olsen: Why are we considering anything we can't occupy? Scott

Marshall: the shell would only protect it from weather and then we can wait till the rest of the bids come in without losing any momentum. The contingency could be added and then finish the project...would roll the leftover funds into completion. Could make the new building differ from the proposed plan. This contract would be amended to make the building occupiable.

Jamie Olsen: would that potentially mean that we would end up with a 1.5 million dollar storage shed? Scott Marshall: that is always a possibility, but he doesn't foresee that. Doing this would open up the building renovation to start.

Deb Lindberg: HVAC/Elect: any bids? Scott Marshall: 1a was bid, it came in high, they value engineered the generator out of it. This estimate will then be utilized elsewhere. Scott Marshall, yes you would have someone local able to be called for problem solving. Always design something that is generic for easy fixability. Andy Brophy: the HVAC contractor is from Salem, has some ideas to take \$ out of his bid. Look at the larger system as well. Electrical side: Roseberg and Albany. Risteen Follett: Waldport/Corvallis/Albany - who did you contact? Andy - will send the board a list of contractors he has contacted. Risteen Follett wants local contractors. CJ Hanson is a company in Salem. Work with them to get an ongoing service agreement set up

Risteen Follett's follow up to Deb Lindberg, HVAC system, have a local company sign off on the design to ensure we'd have support in fixing. CJ Hanson is the company in Salem. Work with them to get an ongoing service agreement set up.

Youth in Transition - David Fricke

YTP is a mandated service for schools, usually comes through SPED, Tasked to build a program, it was a challenge, but they got it done. Summer employment program 14 - 18 year olds can serve kids who didn't even attend school. They were assigned 850 work hours for kids over the summer. It was a successful year for it being year one for us. The program is growing.

Angie Turpen: Showed a powerpoint submitted to the board by a student. The program helps with HS dropouts and may help them find their way back. There are 6 weeks worth of sessions. Very successful and the kids recovered credits. Working with students on their future. It helps to build local relationships. The Fish Hatchery would love to see more over the school year. Like to see moving forward; more Alsea community kids involved.

Alsea Summer Crew

Partnership with CSC and Oregon Youth Corp.



Alsea Fish Hatchery, Alsea OR

Supervisors:

David L, David, Angela T

Tasks:

Landscaping and grounds maintenance

Wild plant control

Equipment:

Shovels, wheelbarrows, golf cart

Takeaways :

Fish and wildlife knowledge

Landscaping and grounds maintenance

Wild plant control

Summary:

It was definitely a test of our compatibility to work with one

Another, but we all had a lot to take away from this experience



Fish hatchery photos



Teachings of the circle of life

At a fish hatchery there are losses of fish all shapes and sizes. And they need to dispose of the body because if it stay it will grow unwanted bacteria, so instead of just throwing away dead fish day after day they found a better.

They collect the fish and feed it to the bald eagles that live there and now regularly come just for the fish. One of the employs that live at the fish hatchery says he can hear the eagles making noises at him sometimes in the morning waiting for food.



Benton county parks info

Supervisors: tammy and roxy

Tasks: cleaning up parks, putting new gravel/bark chips down, weed wacking, vine pulling, painting, and path clearing.

Equipment: weed wacker, leaf blower, loppers, paint brushes, paint cans, wheelbarrows, and shovels.

Takeaways:

It is hard maintaining lots of parks and you never know who you could find.

Most people take parks for granted thinking it is a easy relax jobs when in reality there is a lot to do.



Benton parks photos



Alsea School k-12

Supervisors:

Sarah Littlefield

Tasks:

Cleaning up bark chips with leaves, cleaning out the clothing closet, putting pebbles under the sign and just cleaning up.

Equipment:

shovels, leaf blowers, rakes, trash bags, pressure washer

Takeaways:

It takes a lot to prepare and maintain the school for the students.

There is a lot of work done in the background that the students don't know about.



The Alsea School Board of Directors (ASB) would like to take this opportunity to make a public statement concerning the Alsea Bond Project (ABP). The public is undoubtedly aware of the myriad factors affecting timely execution of the bond project: the unprecedented recent global pandemic, the current unprecedented inflation rates, the current skilled labor shortage exacerbated by low unemployment rates, and the skyrocketing bids from subcontractors exacerbated by unprecedented skyrocketing material costs due to unprecedented supply chain issues.

No one likes any of these developments, all due to larger global, social, and political issues. Yet none of us can do anything to change these harsh current conditions affecting our small local project. And let's face it, along with global chaos, we have our own set of issues that are Alsea grown. We hate all of this and wish none of it had or was happening. We are sorry that the bond continues as an issue divisive to our community rather than something we can come together to celebrate as an investment in the futures of our beloved children. We are sorry for all the disappointment and drama so far, and we promise to do better.

The ASB wants the public to know that what is important to us, past present and future, are the same things that are important to you.

- We value the tax money the public has entrusted to the ASB for execution of the Alsea Bond Project. We know your money is precious and hard earned, and we WILL use those funds to invest in the best possible future for Alsea students.
- We care about the Alsea school kids wellbeing and safety. The kids need to be warm, safe, dry, and fed in order to maximize their learning experiences and capabilities. This is why a portion of the bond funds are earmarked to install a new HVAC system to replace the dying (DEAD?) broiler.
- A good portion of the work being done/that will be done at the school site will not be visible to the casual observer, such as the electrical upgrades. But the invisibility of these projects makes them no less vital to the educational viability of Alsea school facilities. As education becomes

increasingly digitally based, these investments will allow our teaching staff to provide our students with the best possible educational experience.

- Through wise use of Alsea Bond Project funds, particularly the creation of the Vocational Building, this community and the Alsea School Board are investing in the long-term viability of our student's futures as productive members of society, the long-term viability of our school district infrastructure for future generations, and the long economic viability of our community moving forward in 21st century.

Moving forward with this bond project, we commit to wise and vigilant stewardship of bond project expenditures. We have been and are committed to transparency of information access for the public. All of our meetings are open to the public as well as recorded and all documents discussed are available to the public. As we move forward with this project, updates will continue to be available on the school website under the "Bond" tab. There you will find the good news of successes as well as how we are addressing challenges and obstacles encountered along the path to completion of this project.

As a community Alsea has faced many challenges over many years and come through every one of them. Remember that a few years ago our school was about to close its doors forever. Let's come together now as a community around this issue so that we can move forward with this vital investment in our local school infrastructure that will keep Alsea kids in school in Alsea.

MEMO

September 8th, 2022

It is advised that the Alsea School District approve the VOC Shell only GMP in the amount of \$ 1,568,021.15 so as not to delay current construction activities. At a later date in the future once final GMP of other project phases have been established and contingency amounts from other phases are available and amended GMP will be authored to apply such additional funding to this phase.

Scott Marshall AIA-NCARB
Straightline Architecture

ALSEA SCHOOL DISTRICT: SCHOOL BOARD REPORT

September 8th, 2022

COORDINATED APPROACH TO COMPLETION OF BOND PROJECTS:

The construction process is extremely difficult to understand as it's inherently complicated and has lots of moving parts. While there are consistency's to the ordering of construction such as (design, permit, bid, build) the particulars of each project are dynamic and change due to specific project requirements. Outside influences such as supply chain issues, workforce shortage, inflation, etc. also contribute to the inherent dynamics of every project. Our bond project has been no exception.

The design team, Contractor, and School District have been working diligently on a successful path moving forward. The following narrative and outline approach addresses; maintaining construction momentum, providing a GMP for ongoing work, and providing overall pricing for future phases.

In order to help clarify moving forward please consider the following;

PROJECT SCOPE & PROJECT ESTIMATION

Due to the current construction environment, the bond project scope consists of (5) original projects. These projects were prioritized based upon estimated costs vs bond dollars available and ordered in priority.

PROJECT PHASING

Project phasing is necessary during construction when the following conditions exist;

1. During renovations and improvements to existing buildings
2. When remodeled areas are occupied during construction
3. If the project consists of occupied areas to be re-purposed into different uses.
4. When construction budgets are finite and capped at a maximum cost.

Our bond project scope consists of (5) original projects to be done in phases which have been prioritized by the school district. The following phases (Listed in order) are as follows.

Phase	Project
0.	Student Toilet Remodels
1a.	Power Service Upgrade
1b.	Power Panel Room
2.	HVAC Upgrade
3.	VOC Building

Phase 0 – Toilet room remodel:

This phase began during summer break in 2021. The phase was done so as to minimize impact on the students and staff.

Phase 1a & 1b – Power Service upgrade & Panel Room: These phases are prioritized based upon needed power required by phase 2 HVAC upgrade. The panel room is necessary so as to provide the new service to be installed while maintaining the existing power service to the building.

Phase 2 – HVAC Upgrade: This phase will provide heating and cooling to the facility and decommissioning of the boiler.

Phase 3 – VOC Building: This phase will allow the shop and technology class to relocate and provide space for the future Kitchen and Dining area.

TYPICAL PHASED DELIVERY STRATEGY

Typical school improvement projects have most if not all construction conditions that require a phasing approach be taken during construction. Our project is no different.

It's important to understand that phasing a project directly correlates with project duration time. Time impacts construction costs, as time moves forward estimated budgets can and do change. Such factors are inflation, material costs, labor shortages, etc.

Additionally, during each phase a contingency dollar amount is added to the phase budget to address unforeseen conditions which occur during construction. As the project phase nears completion the remaining contingency dollars can then be added to the next phase of work. The amount of contingency left is also an unknown.

This process repeats through all the phases until the last phase.

In order to avoid running out of bond monies and conversely spend all the bond dollars, the most common strategy is to configure the last phase to have a flexible scope of work. A good example would be deferred maintenance or finish upgrades to the existing building or adding on smaller projects that were removed due to initial cost estimates.

ALSEA BOND PROJECT

Our bond project, although very similar in many ways to other school projects, has a set of unique challenges that have been difficult for all of us. We all want success moving forward so it's imperative that everyone involved work together and understand that the design team, contractor and school district all have the same goal. The series of Q & A below hopefully illustrates this.

Q1: Why didn't we get the total GMP for all projects as requested?

GMP (Guaranteed Maximum Price) The GMP is the mechanism that binds the contractor's price of construction to a project, project phase, or a portion of an overall project. The GMP is the price that the contractor cannot exceed for the work being performed. The GMP includes all the sub-contractors bids and for areas of work that no bids were received estimated costs are included. Typically estimated costs only amount to a few areas of work.

A1: Straightline designed the phases of each project in order of initial start date so all the drawings were completed progressively according to phase. (See below). During the design process, due to the fastest cost escalation in materials and inflation each project phase has undergone multiple value engineering iterations with CB Construction and the school district to reduce scope and get the project in budget (See below). The process of value engineering each phase takes additional design and production time to revise the drawings and time to estimate and bid each project.

To compound the issue, during bidding CB did not initially receive contractor bids for several main areas of work, specifically mechanical, plumbing and electrical. This is highly unusual, As a result, CB had to beat the bushes to pursue contractors for the work.

Lastly, the HVAC upgrade drawings consist 90% of mechanical engineering. The design team's mechanical engineer has not met the completion date for the drawings. They have promised completed drawings on 9/9. Straightline takes responsibility for this delay.

PROJECT	DOCUMENT COMPLETION	REVISION / VALUE ENGINEERING COMPLETION DATE	CURRENT STATUS
Toilet Remodel	8-5-2021	N/A	COMPLETED
Power Upgrade	1-15-2022	5-16-22 (CPI) / 6-9-22 (VE)	PERMITTED / UNDER RE-BID
Power Panel Room	1-27-2022	9-7-22 (VE)	PERMITTED / UNDER RE-BID
Classroom Bldg.	2-21-2022	N/A	PERMITTED
VOC Bldg.	2-21-2022	11-10-21 / 12-7-21 / 4-26-22	PERMITTED / IN CONSTRUCTION
HVAC Upgrade	9-9-2022	6-7-22 / 7-18-22 / 9-9-22	BIDDING ON 9/9/22

Q2: Why did construction begin on the VOC prior to having an official GMP in place?

A2: During bidding no bids were received for mechanical, plumbing, and electrical so estimates were used as placeholders. Having bid numbers for these line items are needed to establish a GMP. However, considering the project schedule, it was imperative that the ground work and foundations be placed prior to the rainy season so as to avoid costly dewatering and over excavation of saturated ground materials.

As of tonight the VOC project is fully bid and final costs have been established.

PROPOSED SOLUTION MOVING FORWARD

Straightline, CB, and the school district's path moving forward utilizes a minimally adjusted phased approach (as described above) to align the funding for priority phases and complete the necessary work required to establish final GMP numbers for all phases.

The first phase will be the VOC building Shell only. This will allow construction to continue at the VOC project, avoiding potential costly rain delays. It will also result in \$800k to assure phases 1&2 are completely funded.

As the VOC construction progresses, the value engineered / completed drawings for phases 1 & 2 will be bid and we will have final GMP numbers that can be used towards the VOC building. As the construction of phases 1&2 progress, remaining contingency funds can be used towards completion of the VOC.

Current GMP & Estimated Phase Costs;

1a & 1b - Electrical upgrade & Panel Room	(Estimate)	\$ 1.16M
2 – HVAC Upgrade	(Estimate)	\$ 898k
3 – VOC Building Complete	(GMP)	\$ 2.44M
VOC Shell Only	(GMP)	\$ 1,568,021
All Projects with VOC Fully Completed		\$ 4.5M
All Projects with VOC Shell Only		\$ 3.6M

We propose to accomplish this as follows;

- 1a - CB will self-perform the Electrical service upgrade project. This project was bid prior to having the generator removed from the project. The previous sub-contractors bid did not include a breakdown of generator and associated costs. CB is in process of finalizing equipment costs from suppliers in order to complete the GMP. Estimated date for GMP, 2 weeks.
- 1b- The Power panel room has undergone a large value engineering effort. The documents required a 95% re-design. Estimated date for GMP, 2 weeks.
- 2- HVAC Upgrade. Design will be completed tomorrow. CB will utilize project tradesmen to fast track costs. Date for GMP, 2 weeks.
- 3 – VOC Building. Sign GMP for shell only today in order to have a GMP in place and continue with foundation install next week. The concrete sub-contractors next opening is 4-6 weeks from now which will put us in the rainy season and may have other cost implications as previously mentioned.
- Re-configure Overall GMP to include all projects and supplement VOC funding dynamically with previous phase contingency monies.

Original Based on In-House Labor - Need new drawings and details for new room/demo/retaining walls											
Division Name	Electrical Upgrade	Subcontractor	HVAC Upgrade	Subcontractor	Hallway	NOTES	Subcontractor	VOC	Subcontractor	TOTAL ALL SCOPE	Cost of Work
General Conditions											\$ 275,873.13
General Conditions	\$ 24,556.01	CB Const, Inc	\$ 20,000.00	CB Const, Inc	\$ 16,000.00		CB Const, Inc	\$ 215,317.12	CB Const, Inc	\$ 275,873.13	
Existing Conditions											\$ 23,000.00
Survey					\$ 5,000.00		FEI Testing (have allowance for add'l staking	\$ 5,000.00	FEI Testing (have allowance for add'l staking	\$ 10,000.00	
Special Inspections					\$ 6,500.00		Atlas (As needed)	\$ 6,500.00	Atlas (As needed)	\$ 13,000.00	
Concrete											\$ 139,750.00
Concrete					\$ 33,750.00	Canceled - Will Re-Bid	Standard Commercial	\$ 106,000.00	Standard Commercial	\$ 139,750.00	
Gypcrete					\$ -			\$ -		\$ -	
Masonry											\$ -
Masonry					\$ -			\$ -		\$ -	
Metals											\$ 26,115.00
Structural Steel					\$ -			\$ 4,550.00	CB Const, Inc	\$ 4,550.00	
Cold Formed Steel					\$ -			\$ -		\$ -	
Miscellaneous Steel					\$ -			\$ 21,565.00	CB Const, Allowance for Railing, Connections, Etc.	\$ 21,565.00	
Wood, Plastics, and Composites											\$ 363,150.00
Rough Carpentry					\$ 7,500.00	Canceled - Will Re-Bid	Ramirez Construction (Labor), CB Const (Material)	\$ 308,000.00	Ramirez Construction (Labor), CB Const (Material)	\$ 315,500.00	
Trusses					\$ -			\$ -		\$ -	
Casework					\$ -			\$ 47,650.00	Dan Eveland Cabinets, CB Const	\$ 47,650.00	
					\$ -			\$ -		\$ -	
Thermal and Moisture Protection											\$ 233,251.00
Siding					\$ 9,360.00	Canceled - Will Re-Bid	Mendoza (Labor), CB Const (Material)	\$ 114,400.00	Mendoza (Labor), CB Const (Material)	\$ 123,760.00	
Roofing, Flashing, Gutters					\$ 4,500.00	Canceled - Will Re-Bid	Umpqua	\$ 67,500.00	Umpqua	\$ 72,000.00	
Insulation					\$ 3,750.00	Canceled - Will Re-Bid	Hard Core Contractors, CB Const	\$ 33,741.00	Hard Core Contractors, CB Const	\$ 37,491.00	
Openings											\$ 77,450.00
HM Frames, Doors, Hardware					\$ 6,500.00	Canceled - Will Re-Bid	Wood Crafters (Material), CB Const (Labor)	\$ 57,600.00	Wood Crafters (Material), CB Const (Labor)	\$ 64,100.00	
Wood Frames, Doors, Hardware					\$ -			\$ -		\$ -	
Aluminum Entrances, Glazing					\$ -			\$ -		\$ -	
Windows					\$ 3,000.00	Canceled - Will Re-Bid	Smith Glass	\$ 10,350.00	Smith Glass	\$ 13,350.00	
Sectional Doors					\$ -			\$ -		\$ -	
Finishes											\$ 214,291.00
Finish Carpentry					\$ 2,800.00	Canceled - Will Re-Bid	CB Const, Inc	\$ 16,750.00	CB Const, Inc	\$ 19,550.00	
Gypsum Board, Acoustical Tile					\$ 4,200.00	Canceled - Will Re-Bid	Hard Core Contractors	\$ 100,093.00	Hard Core Contractors	\$ 104,293.00	
Tile (NOT INCLUDED)					\$ -			\$ -		\$ -	
Flooring					\$ 1,200.00	Canceled - Will Re-Bid	Rubensteins, CB Const	\$ 30,846.00	Rubensteins, CB Const	\$ 32,046.00	
Painting					\$ 3,000.00	Canceled - Will Re-Bid	CB Const, Inc	\$ 55,402.00	CB Const, Inc	\$ 58,402.00	
Signage, Specialties											\$ 23,500.00
Signage					\$ 1,800.00	Canceled - Will Re-Bid	Allowance	\$ 1,800.00	Allowance	\$ 3,600.00	
Specialties					\$ 2,500.00	Canceled - Will Re-Bid	CB Const, Inc, Allowance	\$ 17,400.00	CB Const, Inc, Allowance	\$ 19,900.00	
Equipment											\$ -
Equipment - Residential					\$ -			\$ -		\$ -	
Equipment - Commercial					\$ -			\$ -		\$ -	
Furnishings											\$ -
Window Coverings					\$ -			\$ -		\$ -	
Casework					\$ -			\$ -		\$ -	
Countertops					\$ -			\$ -		\$ -	
Elevator											\$ -
Elevator					\$ -			\$ -		\$ -	
Fire Suppression											\$ -
Fire Sprinkler System					\$ -			\$ -		\$ -	
Plumbing											\$ 88,000.00
Plumbing					\$ 3,500.00	Canceled - Will Re-Bid	Twin Rivers, CB Const	\$ 84,500.00	Twin Rivers, CB Const	\$ 88,000.00	
HVAC											\$ 1,003,500.00
HVAC			\$ 775,000.00		\$ 6,500.00	Canceled - Will Re-Bid	CJ Hansen	\$ 222,000.00	CJ Hansen	\$ 1,003,500.00	
Electrical, Fire Alarm											\$ 1,003,039.00
Electrical, Fire Alarm	\$ 721,618.00	UNKOWN - PENDING FINAL DESIGN		UNKOWN - PENDING FINAL DESIGN	\$ 66,421.00	Canceled - Will Re-Bid	M&W Electric	\$ 215,000.00	M&W Electric	\$ 1,003,039.00	
Communications											\$ 38,889.00
Communications					\$ -			\$ 38,889.00	Certified Systems	\$ 38,889.00	

Electronic Safety and Security				\$ -		\$ -		\$ 29,903.00		\$ 29,903.00	
Fire Alarm & Detection System (ABOVE)				\$ -		\$ 29,903.00	Certified Systems	\$ 29,903.00			
Earthwork and Excavation				\$ -		\$ -		\$ 369,685.00			
Earthwork and Excavation				\$ 75,000.00	Canceled - Will Re-Bid	Hughes Excavation		\$ 294,685.00	Hughes Excavation	\$ 369,685.00	
Exterior Improvements				\$ -		\$ -		\$ 73,230.00			
Asphalt				\$ -		\$ -		\$ -			
Site Concrete				\$ 18,000.00	Canceled - Will Re-Bid	Standard Commercial		\$ 39,730.00	Standard Commercial	\$ 57,730.00	
Fencing, Gates				\$ -		\$ -		\$ -			
Specialty Landscape Features				\$ -		\$ -		\$ -			
Landscape				\$ -		\$ 15,500.00	Allowance	\$ 15,500.00			
Utilities				\$ -		\$ -		\$ -			
Utilities		\$ -	\$ -	\$ -							
	SUBTOTAL	\$ 746,174.01	\$ 795,000.00	\$ 280,781.00		\$ 2,160,671.12		\$ 3,982,626.13	\$ 3,982,626.13		

	Rate								Cost	
Insurance, Builder's Risk	1.43%	\$ 12,052.74	\$ 12,841.41	\$ 4,535.38		\$ 34,900.71		\$ 64,330.23	\$ 64,330.24	
Payment/Performance Bond	1.22%	\$ 10,282.75	\$ 10,955.61	\$ 3,869.34		\$ 29,775.43		\$ 54,883.13	\$ 54,883.14	
Washington B&O Tax	0.00%	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	
BOLI/Prevailing Wage Fee	0.00%	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	
State Tax	0.57%	\$ 4,804.24	\$ 5,118.60	\$ 1,807.81		\$ 13,911.47		\$ 25,642.12	\$ 25,642.13	
Contingency	5.00%	\$ 42,142.44	\$ 44,900.03	\$ 15,857.96		\$ 122,030.45		\$ 224,930.88	\$ 224,930.88	
Fee	3.25%	\$ 27,392.58	\$ 29,185.02	\$ 10,307.67		\$ 79,319.79		\$ 146,205.07	\$ 146,205.08	
	SUBTOTAL	\$ 842,848.76	\$ 898,000.68	\$ 317,159.16		\$ 2,440,608.97		\$ 4,498,617.56	\$ 4,498,617.60	

Exclusions

Building Permits

Building, Mechanical, Plumbing Permits



AIA[®] Document A133[™] – 2019 Exhibit A

Guaranteed Maximum Price Amendment

This Amendment dated the day of in the year , is incorporated into the accompanying AIA Document A133[™]-2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price dated the day of in the year (the "Agreement")

(In words, indicate day, month, and year.)

for the following **PROJECT:**

(Name and address or location)

Alsea S.D. 7J Building Renovations & Additions
Alsea, OR

THE OWNER:

(Name, legal status, and address)

Alsea School District 7J
301 S Third Street
Alsea, OR 97324

THE CONSTRUCTION MANAGER:

(Name, legal status, and address)

CB Const, Inc
1202 Adams Avenue
La Grande, OR 97850

TABLE OF ARTICLES

- A.1 GUARANTEED MAXIMUM PRICE**
- A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION**
- A.3 INFORMATION UPON WHICH AMENDMENT IS BASED**
- A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS**

ARTICLE A.1 GUARANTEED MAXIMUM PRICE

§ A.1.1 Guaranteed Maximum Price

Pursuant to Section 3.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager's Fee plus the Cost of the Work, as that term is defined in Article 6 of the Agreement.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed (\$ 1,568,021.15), subject to additions and deductions by Change Order as provided in the Contract Documents.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201[™]-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.

§ A.1.1.2 Itemized Statement of the Guaranteed Maximum Price. Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, including allowances; the Construction Manager's contingency; alternates; the Construction Manager's Fee; and other items that comprise the Guaranteed Maximum Price as defined in Section 3.2.1 of the Agreement.

(Provide itemized statement below or reference an attachment.)

Per attached schedule of values

§ A.1.1.3 The Construction Manager's Fee is set forth in Section 6.1.2 of the Agreement.

§ A.1.1.4 The method of adjustment of the Construction Manager's Fee for changes in the Work is set forth in Section 6.1.3 of the Agreement.

§ A.1.1.5 Alternates

§ A.1.1.5.1 Alternates, if any, included in the Guaranteed Maximum Price:

(Table deleted)

Items listed as VE'd in the attached document.

§ A.1.1.5.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Exhibit A. Upon acceptance, the Owner shall issue a Modification to the Agreement.

(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
------	-------	---------------------------

§ A.1.1.6 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
------	-----------------------	-------------------------

ARTICLE A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ A.2.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

The date of execution of this Amendment.

Established as follows:

(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of execution of this Amendment.

§ A.2.2 Unless otherwise provided, the Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work. The Contract Time shall be measured from the date of commencement of the Work.

§ A.2.3 Substantial Completion

§ A.2.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Construction Manager shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

Not later than (365) calendar days from the date of commencement of the Work.

By the following date:

(Table deleted)

(Paragraph deleted)

§ A.2.3.3 If the Construction Manager fails to achieve Substantial Completion as provided in this Section A.2.3, liquidated damages, if any, shall be assessed as set forth in Section 6.1.6 of the Agreement.

ARTICLE A.3 INFORMATION UPON WHICH AMENDMENT IS BASED

§ A.3.1 The Guaranteed Maximum Price and Contract Time set forth in this Amendment are based on the Contract Documents and the following:

§ A.3.1.1 The following Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
----------	-------	------	-------

§ A.3.1.2 The following Specifications:

(Either list the Specifications here, or refer to an exhibit attached to this Amendment.)

Architects most recent specifications

Section	Title	Date	Pages
---------	-------	------	-------

§ A.3.1.3 The following Drawings:

(Either list the Drawings here, or refer to an exhibit attached to this Amendment.)

Architects most recent plans.

Number	Title	Date
--------	-------	------

(Table deleted)

(Paragraphs deleted)

(Table deleted)

(Paragraphs deleted)

§ A.3.1.6 Assumptions and clarifications, if any, upon which the Guaranteed Maximum Price is based:

(Identify each assumption and clarification.)

§ A.3.1.7 The Guaranteed Maximum Price is based upon the following other documents and information:

(List any other documents or information here, or refer to an exhibit attached to this Amendment.)

ARTICLE A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

§ A.4.1 The Construction Manager shall retain the consultants, contractors, design professionals, and suppliers, identified below:

(List name, discipline, address, and other information.)

Init.

This Amendment to the Agreement entered into as of the day and year first written above.

OWNER *(Signature)*

Sean Gallagher, Superintendent
(Printed name and title)

CONSTRUCTION MANAGER *(Signature)*

Derek Howard, PE, Owner
(Printed name and title)



Init.

/

Additions and Deletions Report for AIA[®] Document A133™ – 2019 Exhibit A

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 15:34:37 PT on 09/08/2022.

PAGE 1

Alsea S.D. 7J Building Renovations & Additions
Alsea, OR

...

Alsea School District 7J
301 S Third Street
Alsea, OR 97324

...

CB Const, Inc
1202 Adams Avenue
La Grande, OR 97850

...

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed (\$ 1,568,021.15), subject to additions and deductions by Change Order as provided in the Contract Documents.

PAGE 2

Per attached schedule of values

...

Item	Price
-------------	--------------

Items listed as VE'd in the attached document.

...

The date of execution of this Amendment.

PAGE 3

Not later than (365) calendar days from the date of commencement of the Work.

...

§ A.2.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Construction Manager shall achieve Substantial Completion of such portions by the following dates:

Portion of Work

Substantial Completion Date

...

Architects most recent specifications

...

Architects most recent plans.

...

§ A.3.1.4 The Sustainability Plan, if any:

(If the Owner identified a Sustainable Objective in the Owner's Criteria, identify the document or documents that comprise the Sustainability Plan by title, date and number of pages, and include other identifying information. The Sustainability Plan identifies and describes the Sustainable Objective; the targeted Sustainable Measures; implementation strategies selected to achieve the Sustainable Measures; the Owner's and Construction Manager's roles and responsibilities associated with achieving the Sustainable Measures; the specific details about design reviews, testing or metrics to verify achievement of each Sustainable Measure; and the Sustainability Documentation required for the Project, as those terms are defined in Exhibit C to the Agreement.)

Title

Date

Pages

Other identifying information:

§ A.3.1.5 Allowances, if any, included in the Guaranteed Maximum Price:

(Identify each allowance.)

Item

Price

PAGE 4

Sean Gallagher, Superintendent

Derek Howard, PE, Owner

Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, Derek Howard, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 15:34:37 PT on 09/08/2022 under Order No. 2114349450 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A133™ – 2019 Exhibit A, Guaranteed Maximum Price Amendment, as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.

(Signed)

(Title)

(Dated)

Division Name	VOC	Subcontractor	VE Item (VOC)	VE Value	VE Accepted?
General Conditions					
General Conditions	\$ 215,317.12	CB Const, Inc			
Existing Conditions					
Survey	\$ 5,000.00	FEI Testing (have allowance for add'l staking			Yes
Special Inspections	\$ 6,500.00	Atlas (As needed)			Yes
Concrete					
Concrete	\$ -				Yes
Concrete	\$ 106,000.00	Standard Commercial			Yes
Gypcrete	\$ -				Yes
Masonry					
Masonry	\$ -				Yes
Metals					
Structural Steel	\$ 4,550.00	CB Const, Inc			Yes
Cold Formed Steel	\$ -				Yes
Miscellaneous Steel	\$ 15,065.00	CB Const, Allowance for Railing, Connections, Etc.	Remove handrail	\$ (6,500.00)	Yes
Wood, Plastics, and Composites					
Rough Carpentry	\$ 308,000.00	Ramirez Construction (Labor), CB Const (Material)			Yes
Trusses	\$ -				Yes
Casework	\$ -	Dan Eveland Cabinets, CB Const	Remove casework	\$ (47,650.00)	Yes
	\$ -				Yes
Thermal and Moisture Protection					
Siding	\$ 114,400.00	Mendoza (Labor), CB Const (Material)			Yes
Roofing, Flashing, Gutters	\$ 67,500.00	Umpqua			Yes
Insulation	\$ -	Hard Core Contractors, CB Const	Remove Insulation	\$ (33,741.00)	Yes
Openings					
HM Frames, Doors, Hardware	\$ 19,800.00	Wood Crafters (Material), CB Const (Labor)	Remove all interior doors	\$ (37,800.00)	Yes
Wood Frames, Doors, Hardware	\$ -				Yes
Aluminum Entrances, Glazing	\$ -				Yes
Windows	\$ 10,350.00	Smith Glass			Yes
Sectional Doors	\$ -				Yes
Finishes					
Finish Carpentry	\$ -	CB Const, Inc	Remove all finish work	\$ (16,750.00)	Yes
Gypsum Board, Acoustical Tile	\$ 2,228.00	Hard Core Contractors	Remove all interior gypsum board	\$ (97,865.00)	Yes
Tile (NOT INCLUDED)	\$ -				Yes
Flooring	\$ 24,352.00	Rubensteins, CB Const	Remove all flooring work	\$ (6,494.00)	Yes
Painting	\$ 41,122.00	CB Const, Inc	Remove all interior paint	\$ (14,280.00)	Yes
Signage, Specialties					
Signage	\$ 1,800.00	Allowance			Yes
Specialties	\$ -	CB Const, Inc, Allowance	Remove all specialties (toilet partitions, dispens	\$ (17,400.00)	Yes
Equipment					
Equipment - Residential	\$ -				Yes
Equipment - Commercial	\$ -				Yes
Furnishings					
Window Coverings	\$ -				Yes
Casework	\$ -				Yes
Countertops	\$ -				Yes
Elevator					
Elevator	\$ -				Yes
Fire Suppression					
Fire Sprinkler System	\$ -				Yes
Plumbing					
Plumbing	\$ 24,500.00	Twin Rivers, CB Const		\$ (60,000.00)	Yes
HVAC					
HVAC	\$ 62,000.00	CJ Hansen		\$ (160,000.00)	Yes
Electrical, Fire Alarm					
Electrical, Fire Alarm	\$ 65,000.00	M&W Electric		\$ (150,000.00)	Yes
Communications					
Communications	\$ -	Certified Systems		\$ (38,889.00)	Yes

Electronic Safety and Security	\$	-	
Fire Alarm & Detection System (ABOV	\$	-	Certified Systems
Earthwork and Excavation	\$	-	
Earthwork and Excavation	\$	294,685.00	Hughes Excavation
Exterior Improvements	\$	-	
Asphalt	\$	-	
Site Concrete	\$	-	Standard Commercial
Fencing, Gates	\$	-	
Specialty Landscape Features	\$	-	
Landscape	\$	-	Allowance
Utilities	\$	-	
Utilities			
	\$	1,388,169.12	

	Yes
\$ (29,903.00)	Yes
	Yes
	Yes
	Yes
\$ (39,730.00)	Yes
	Yes
	Yes
\$ (15,500.00)	Yes
	No

Insurance, Builder's Risk	\$	22,422.70	
Payment/Performance Bond	\$	19,129.86	
Washington B&O Tax	\$	-	
BOLI/Prevailing Wage Fee	\$	-	
State Tax	\$	8,937.72	
Contingency	\$	78,401.06	
Fee	\$	50,960.69	
	\$	1,568,021.15	

Exclusions
Building Permits
MEP Permits

7. Business Manager Report

a. Payment Processes

b. Process for credit cards

c. Process for tracking and payment of contracts

Deb Lindberg moved to pay the bills; Linda Montanez Seconded, All in Favor. This motion, made by Deb Lindberg and seconded by Linda Montanez, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven:

Yea, Robert Webb: Yea

Yea: 5, Nay: 0

LaRea Sullivan:.

Sean Gallagher is having LaRea Sullivan look at the break even point for LaHO, should know better by mid September.

Payment Process - LaRae explained the payment process and our checks and balances.

How is the business office handling reimbursements? We are still using the old paper form, but staff need to ask their supervisors in advance to spend the funds. If they don;'t they risk not being reimbursed.

LaRae reviews all contracts and keeps track of payments. Risteen Follett asked if contracts could be loaded to the web for easy access? LaRea Sullivan, there's no problem with that.

Vendor evaluation process? LaRea Sullivan said, usually you go out for state approval before you can change or shop around, or get quotes.

Sean Gallagher and LaRae Sullivan both look at duplicate services.

We need to have 16% cost saving in all categories. Will we make it? LaRea Sullivan, we will need to wait until November//December to have a better idea.

Board asked several questions about the bills and LaRae explained what they were, they asked about school accounts in the hole and what or how we would be getting them in the black. Some are student accounts which will require some fund raising.

Explained that we change online services from APEX to Edmentum. Edmentum provides better programming for less cost.

Alsea School District 7J

RESOLUTION 23-02

RESOLUTION TO ACCEPT ADDITIONAL FUNDS FROM A DONATION, CREATE BUDGET AND SPENDING AUTHORITY FOR THE "Family Outreach Program" FY22-23

WHEREAS, Oregon Revised Statute 294.338(3) allows for the recognition of revenue from a donation, grant, gift or bequest and the related expenditure by resolution; and

WHEREAS, the District received additional funds by donation from Local Sources to provide items for the Family Outreach Program;

WHEREAS, the District did not anticipate the receipt of an additional \$1,000 in Donation funds and related expenditures when the FY22-23 budget was proposed and approved;

NOW THEREFORE, be it resolved that the Board of Directors approve recognition of the additional revenue and related expenditure as follows:

Revenue	
General Fund (Fund 100.0000.1920.000.000.213)	
1000 Local Sources	\$ 1,000.00
	<u>\$ 1,000.00</u>
Expenditures	
General Fund (Fund 100, Subarea 213) (Family Outreach Program)	
2000 Support Services	\$ 1,000.00
	<u>\$ 1,000.00</u>

PASSED AND ADOPTED at a regular meeting of the Board of Directors of Alsea School District 7J on the 8th day of **September**, 2022 by the following vote:

AYES: _____ NAYS: _____ ABSENT: _____ ABSTAIN: _____

Risteen Follett, Chair Board of Directors

Sean Gallagher, Superintendent

ATTEST:

Shirley Koetz, Executive Secretary

Resolution #2023-03



The HRA VEBA Plan and its service providers cannot provide tax or legal advice. If a resolution is required by the Employer, the following sample resolution should be reviewed by counsel to the Employer to ensure accuracy and inclusion of all required provisions to authorize the establishment and adoption of the HRA plan.

A RESOLUTION AUTHORIZING THE ADOPTION OF A HEALTH REIMBURSEMENT ARRANGEMENT (HRA) PLAN

WHEREAS, Alsea School District 7J (“Employer”) has determined that it is in the best interest of the Employer and its employees to adopt a health reimbursement arrangement (HRA) plan, which provides tax-free, defined contribution accounts for employees to reimburse qualified medical, dental, vision and tax qualified long-term care premiums and non-covered healthcare expenses of the employees and their qualified dependents; and

WHEREAS, the Voluntary Employees’ Beneficiary Association Trust for Public Employees in the Northwest (“Trust”) offers and administers an HRA plan (the HRA VEBA Plan) with one or more types of HRA coverage for the benefit of participating employers who adopt the Plan and Trust and their employees and plan participants; and

WHEREAS, the Employer desires to adopt the HRA VEBA Plan and to use the services of the Trust to administer its HRA plan; and

WHEREAS, eligibility of employees for contributions to the HRA VEBA Plan is determined based upon policies of the Employer, collective bargaining agreements, and applicable law; and

WHEREAS, the HRA VEBA Plan will be administered in accordance with the Plan documents provided by the Trust, as amended from time to time.

NOW, THEREFORE, the Board of Directors hereby resolves as follows:

Section 1. The Employer hereby elects to adopt and participate in the HRA VEBA Plan and Trust for the benefit of eligible employees as defined by Employer policies or collective bargaining agreements.

Section 2. The Plan will be funded with Employer contributions, determined from time to time pursuant to policies of the Employer, collective bargaining agreements, and applicable law, and will be further subject to the terms and conditions set forth in the Plan documents and policies and procedures of the HRA VEBA Plan and Trust.

Section 3. The Superintendent and/or designee is authorized to execute documents and establish procedures and provide direction to any Plan representatives, service providers, and advisors, consistent with Plan and Trust provisions and applicable Employer policies and collective bargaining agreements and as necessary to effect the adoption and administration of the Plan.

ADOPTED this 8th day of September, 2022.

Authorizing Signature, Risteen Follett, Board Chair

ATTEST

Sean Gallagher, Superintendent

How to make a Purchase



Purchase Process Workflow

Go to Department contact person:

- **High School/Middle School/Athletic contact person:**
 - Nicole Davis
- **Elementary contact person:**
 - (tentative location) is Brynn Campbell
 - This is just until we have someone hired for this position
- **Maintenance Department:**
 - Keenan Elbers, then via Brynn Campbell
- **IT Department:** Nathan Roberts
- **Transportation Department:**
 - Rich Dubord – Alsea District Transportation
 - Sharon Payne - Kings Valley Transportation
 - Jeff Johnson – Willamette Leadership Academy Transportation
- **Learn at Home Online (Brick and Mortar):**
 - Anna Ross or Lora Dowless
- **SpEd (Brick and Mortar):**
 - To be determined
- **SpEd (Learn at Home Online):**
 - Carrie Neville
 - Crystal Frandsen
- **ALL Special Grant Funded Programs:**
 - This should be the SAME workflow, but please ask

If you are not sure which department to go to, please ask the Business Office

Information for Department Contact Person

Entering a Requisition:

Using a Credit Card: BMO – use this vendor to create the Requisition

- BMO Vendor – please put in the “Notes” area of the Requisition the actual vendor. (Example: Amazon)

Use Vendor Name in Requisition process if we are going to receive an Invoice for purchase

- A New Vendor Form is required if Vendor is not already in IVisions. (Contact Business Office)

Please allow a few days for Requisitions to be approved and created into a Purchase Order.

When the Purchase Order has been approved, Accounts Payable will send the purchase order back to the secretary to place the order.

If there are grants or special accounts you need access to, please let the Business Office know so we can create them.

BMO Credit Card Process

This is still in progress but this is the implementation timeline and workflow

- 09/01/2022 - Started using the Vendor of: “BMO” for requisitions that will have the Credit Card used
- 09/01/2022 - Create BMO Cardholder max monthly and daily spending limits
 - i. This limit could fluctuate depending on need and requisition approval
- 09/15/2022 - Order BMO cards needed for main cardholders
- 10/2022 - Provide BMO Cardholder training
- 10/2022 - Check out process for BMO Cardholders
 - i. There will be some BMO Cardholders that will be responsible for signing out BMO cards to secondary users. (example: for Teacher use on a fieldtrip)
 - ii. Requisitions and Purchase Order approval must be in place prior to signing out the card.
 - 1. Credit Card receipts and BMO card returned to BMO Cardholder
 - iii. BMO Cardholder is responsible for providing all receipts to Accounts Payable within the week.
- Future process:
 - i. 02/2023 - BMO Cardholders will be responsible for allocation of Credit Card transaction via BMO Website, and attach this report along with receipts to Accounts Payable

If BMO Credit Card is used incorrectly and checkout procedures are not followed, BMO administrator has the ability to remove card holder access and Superintendent will be notified.



MEMORANDUM

September 7, 2022

TO: Alsea School District Board of Directors
FROM: LaRae Sullivan, LBL-ESD Assistant Business Manager
RE: August 31, 2022 Financial Statements

Board Members,

Attached you will find the 2022-23 financial statements through August 31st, 2022. These statements include the General Fund Statement of Revenues Budget vs. Actual, General Fund Statement of Expenditures Budget vs. Actual, and total Appropriations for the year.

The General Fund statements include the actual revenues and expenditures from July 1, 2022 through August 31, 2022. The estimated General Fund Ending Fund Balance is \$1,374,983. This is projected with expenditure appropriation used at 84% of budget. Unappropriated Ending Fund Balance make up \$1,341,734 of the Fund Balance total.

At this time there are still no additional funds being released to the State School fund for next fiscal year.

All of Alsea School District 7J investments are held in the Local Government Investment Pool. Investments total \$3,747,550.27 and are yielding an annualized interest rate of 1.58% through August 31, 2022.

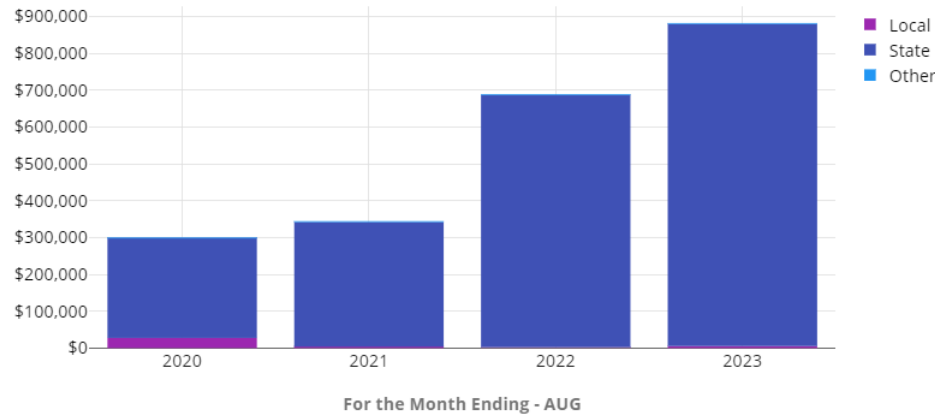
Enrollment: Please remember enrollment could change on a daily basis. These numbers are as of: 09/01/2022

Table with 15 columns: Grade, K, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, Total. Rows include In Building and Learn at Home Oregon with enrollment counts for each grade level.

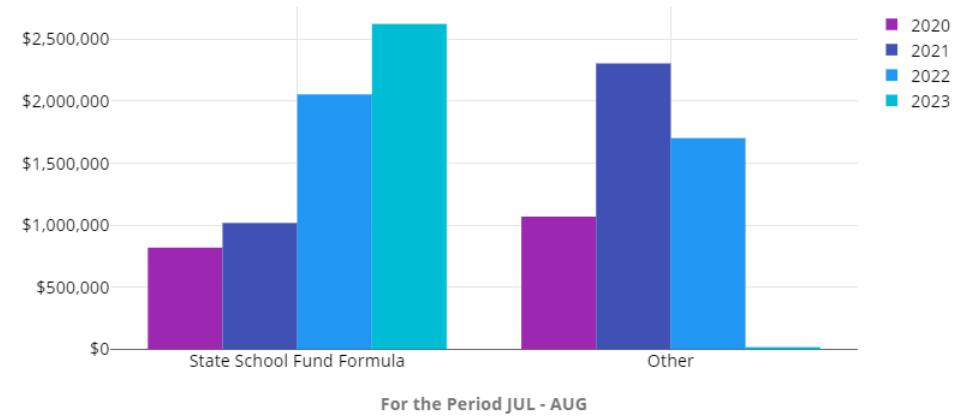
Total Enrollment for all schools equals 462 for the month of August 2022.

Please let me know if you have any questions or concerns regarding these statements.

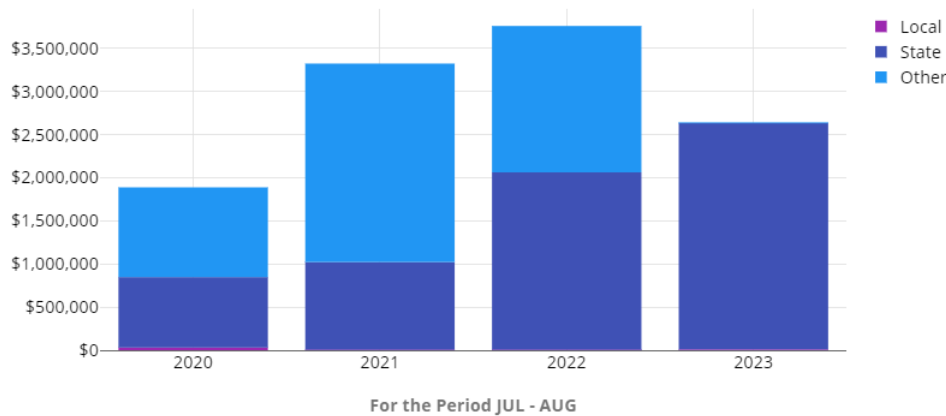
General Fund Historical Revenues for Current Month



General Fund Year to Date Revenues



General Fund Year to Date Revenues by Source



Source Level 1	For the Period JUL - AUG			
	2020 YTD Amount	2021 YTD Amount	2022 YTD Amount	2023 YTD Amount
1000-1999 Local Sources	\$30,697	\$6,206	\$6,189	\$9,993
3000-3999 State Sources	\$816,654	\$1,015,670	\$2,054,882	\$2,623,683
5000-5999 Other Sources	\$1,039,793	\$2,300,055	\$1,696,388	\$0

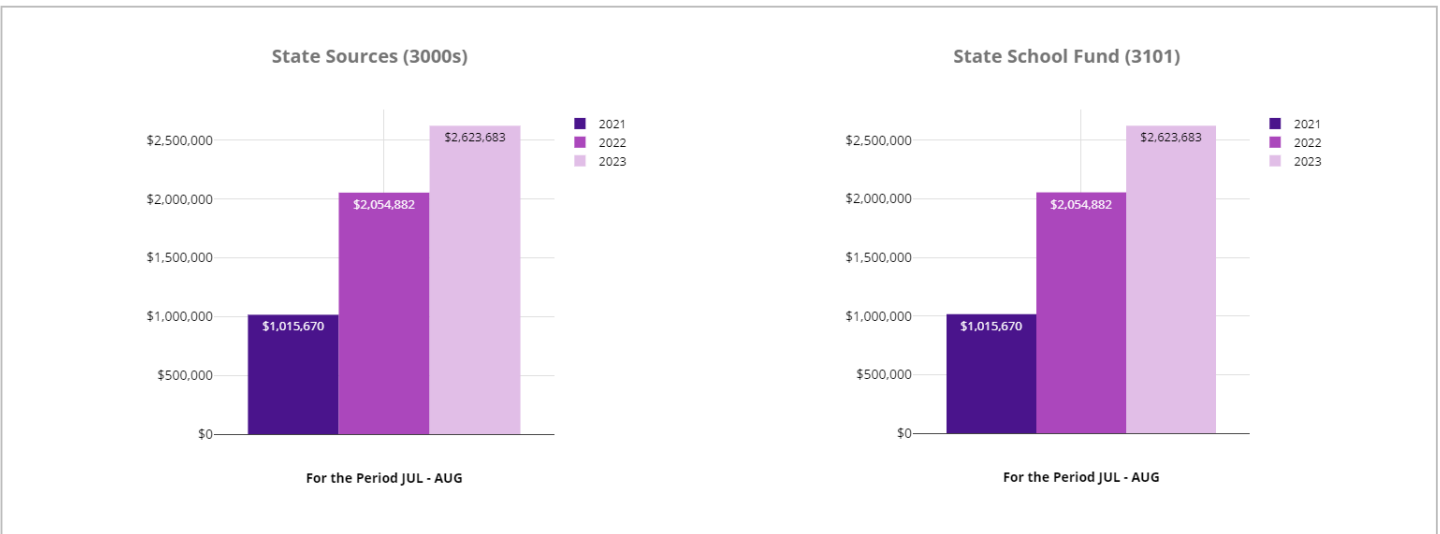


2022-2023 Alsea SD 7J | General Fund Overview - Revenue

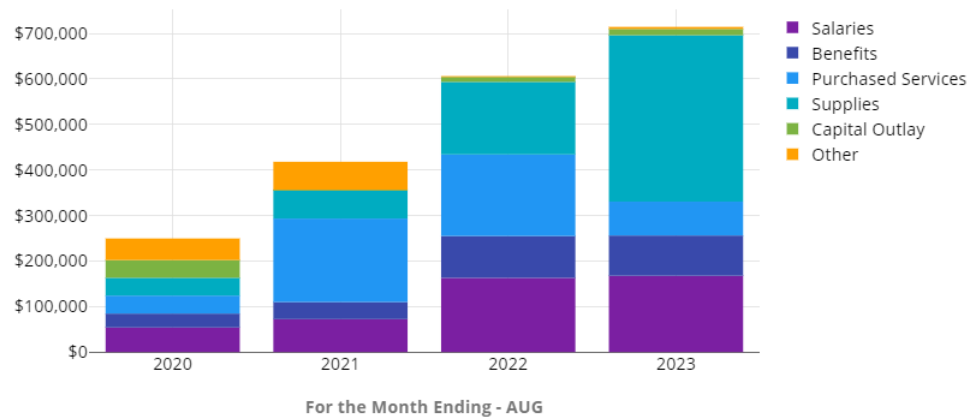
YTD Local Sources
1.88% of Budget
 Prior Year YTD: 1.03% of Actuals

YTD State Sources
24.84% of Budget
 Prior Year YTD: 19.04% of Actuals

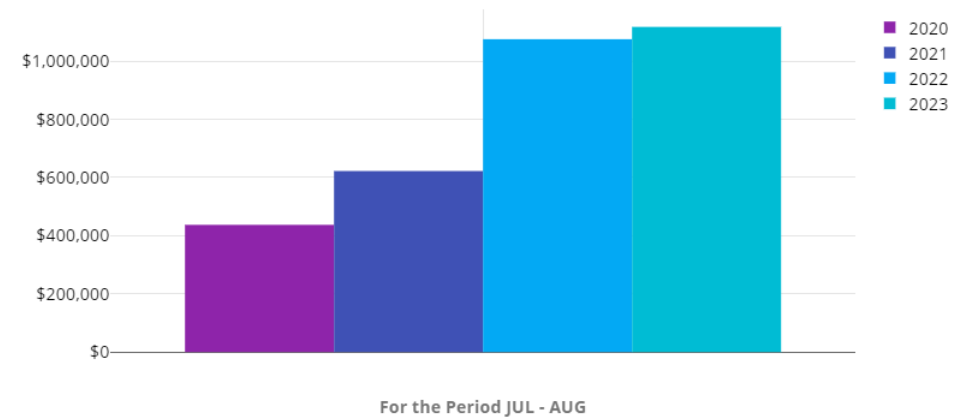
YTD All Sources (except 5400s)
23.71% of Budget
 Prior Year YTD: 18.08% of Actuals



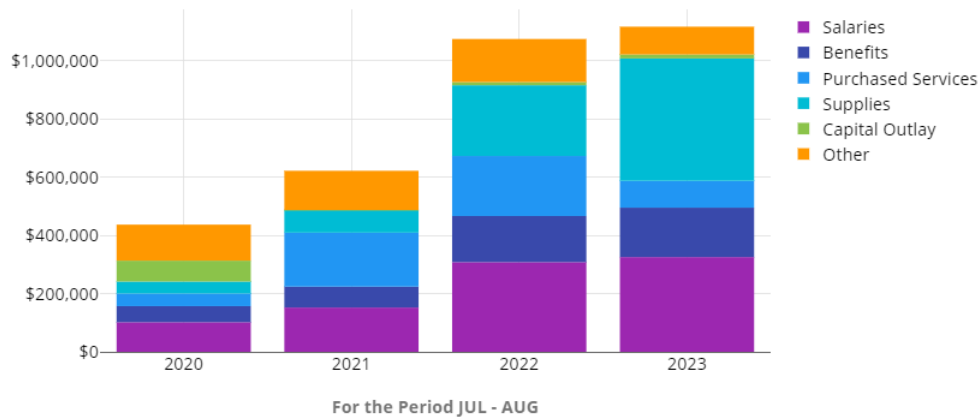
General Fund Historical Expenses for Current Month



General Fund Year to Date Expenses



General Fund Year to Date Expenses by Object



Object Level 1	For the Period JUL - AUG			
	2020 YTD Amount	2021 YTD Amount	2022 YTD Amount	2023 YTD Amount
Salaries	\$101,879	\$152,356	\$308,273	\$325,633
Benefits	\$55,181	\$71,770	\$158,446	\$169,763
Purchased Services	\$43,403	\$185,420	\$206,268	\$92,289
Supplies	\$41,162	\$77,520	\$243,085	\$420,445
Capital Outlay	\$71,848	\$0	\$11,070	\$13,797
Other	\$123,641	\$135,059	\$147,897	\$95,391



2022-2023 Alsea SD 7J | General Fund Overview - Expense

YTD Salary and Benefits

5.89% of Budget

Prior Year YTD: 6.13% of Actuals

YTD Purchased Services

9.93% of Budget

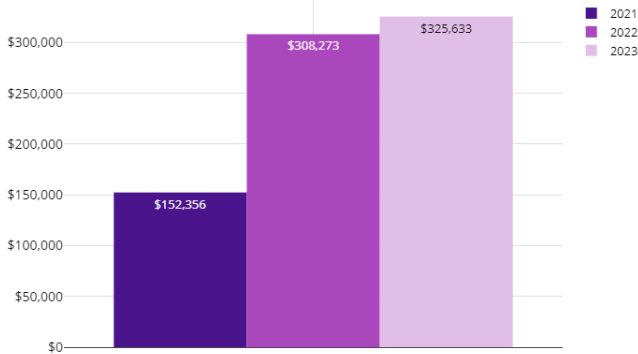
Prior Year YTD: 9.86% of Actuals

YTD Other Expenses

25.10% of Budget

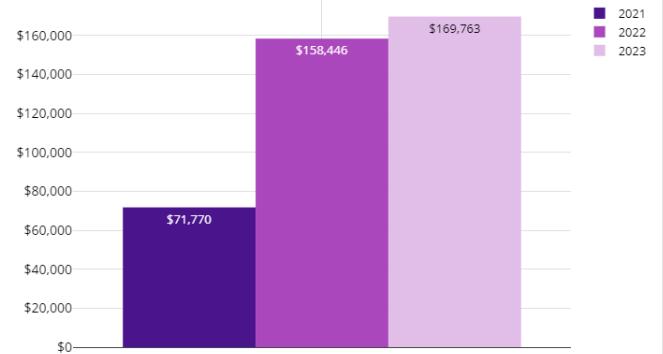
Prior Year YTD: 18.07% of Actuals

Salaries (100s)



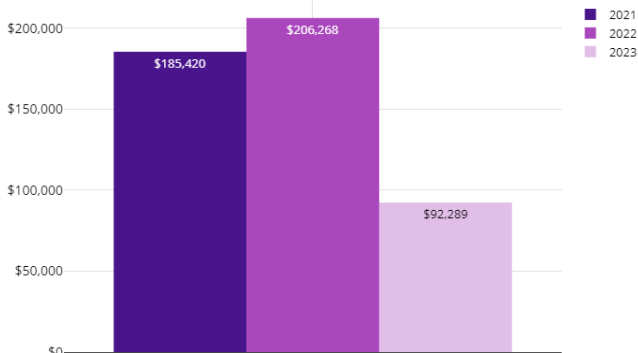
For the Period JUL - AUG

Benefits (200s)



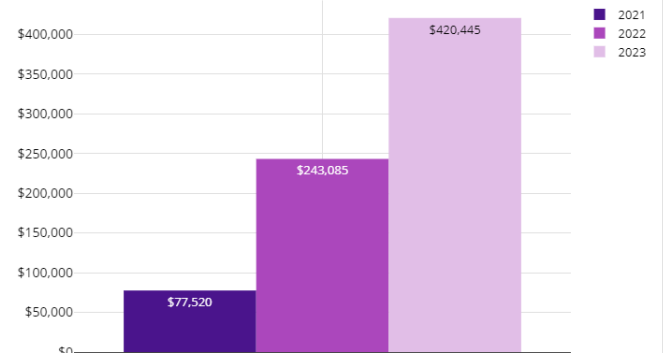
For the Period JUL - AUG

Purchased Services (300s)



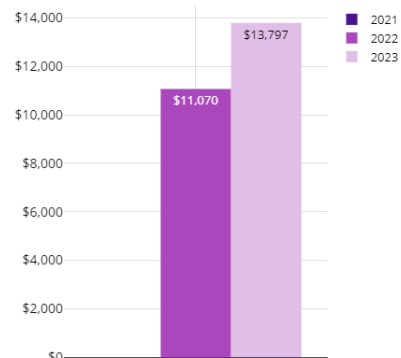
For the Period JUL - AUG

Supplies (400s)



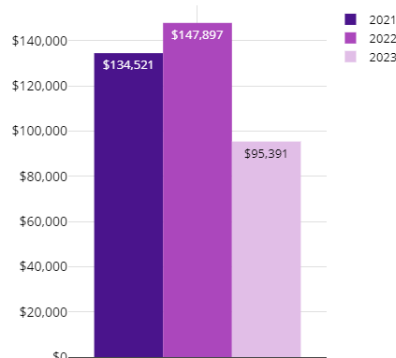
For the Period JUL - AUG

Capital Outlay (500s)



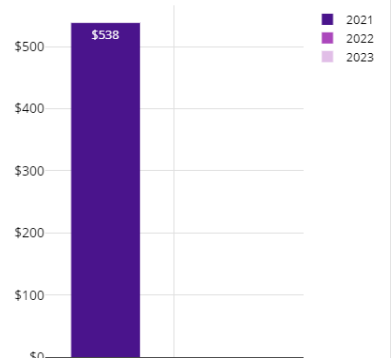
For the Period JUL - AUG

Other Objects (600s)



For the Period JUL - AUG

Transfers (700s)



For the Period JUL - AUG

Alesea School District 7J
General Fund: Statement of Revenue Budget Vs. Actual
For the Fiscal Year 2022-2023
As of 08/31/2022

Source	Adopted 2022-23 Budget	Actual YTD Rev. 8/31/2022	Projected through 6/30/2023	Total Estimated 2022-2023	(Over)/Under Budget	Total Actual* 8/31/2022	Adopted 2021-22 Budget
SSF Funding							
1111 Current Year Property Taxes	\$ 450,000	-	450,000	\$ 450,000	\$ -	-	\$ 425,000
1112 Prior Year's Property Taxes	1,500	-	1,500	\$ 1,500	-	-	5,000
1190 Penalties & Interest	1,000	-	1,000	\$ 1,000	-	52	1,500
2101 County School Funds	2,500	-	2,500	\$ 2,500	-	-	2,400
3101 State School Support Funds	10,531,799	2,623,683	6,926,720	\$ 9,550,403	981,396	2,054,882	7,548,592
3101 SSF- High Cost Disability Payment	-	-	-	\$ -	-	-	-
3101 SSF- May Adjustment	-	-	-	\$ -	-	-	-
3103 Common School Fund	26,000	-	49,000	\$ 49,000	(23,000)	-	26,000
Total SSF Funding	11,012,799	2,623,683	7,430,720	10,054,403	958,396	2,054,934	8,008,492
Non State School Support Formula Sources							
Local Sources							
1412 Transportation Fees from Other Dist.	-	-	-	\$ -	-	-	-
1510 Interest on Investments/Taxes	25,000	9,036	15,964	\$ 25,000	-	4,739	20,000
1710 Admissions	-	-	-	\$ -	-	-	100
1920 Donations from Private Sources	1,000	-	1,000	\$ 1,000	-	-	1,000
1940 Services Provided to Other Ed.- General	35,000	-	35,000	\$ 35,000	-	-	50,000
1940 Services Provided to Other Ed.- KVCS	-	-	-	\$ -	-	-	66,000
1940 Services Provided to Other Ed.- WLA	-	-	-	\$ -	-	-	120,000
1960 Recovery of Prior Year Exp.	-	-	-	\$ -	-	-	-
1980 Fees Charged to Grants	4,000	-	4,000	\$ 4,000	-	1,398	-
1990 Miscellaneous Local Revenue	15,000	987	14,013	\$ 15,000	-	-	15,000
1991 Misc. Erate	-	-	-	\$ -	-	-	20,000
2102 Education Service District Resources	5,000	-	5,000	\$ 5,000	-	-	40,000
2199 Other Intermediate Source	-	-	-	\$ -	-	-	-
Total Non Formula Local Sources	85,000	10,022	74,978	85,000	-	6,137	332,100
State/Federal Sources							
3199 Other Grants-In-Aid	-	-	-	-	-	-	-
3203 Special Ed	5,000	-	5,000	5,000	-	-	-
Total State/Federal Sources	5,000	-	5,000	5,000	-	-	-
Other Sources							
5160 Lease Purchase	-	-	-	-	-	-	-
5300 Sale/Loss of Fixed Assets	5,000	-	-	-	5,000	-	5,000
5400 Beginning Fund Balance	1,800,000	-	1,093,000	1,093,000	707,000	1,696,388	2,100,000
Total Other Sources	1,805,000	-	1,093,000	1,093,000	712,000	1,696,388	2,105,000
Total Non SSF Revenue	1,895,000	10,022	1,172,978	1,183,000	712,000	1,702,525	2,437,100
Total Resources	\$ 12,907,799	2,633,705	\$ 8,603,698	\$ 11,237,403	\$ 1,670,396	\$ 3,757,459	\$ 10,445,592
				Less Estimated Requirements	\$ (9,862,420)		
				Estimated Ending Fund Balance	\$ 1,374,983		
				Less UEFB	\$ 1,341,734		
				Estimated Ending Fund Balance	\$ 33,249		

Alsea School District 7J
 General Fund: Statement of Expenditures Budget Vs. Actual
 For the Fiscal Year 2022-2023
 As of 08/31/2022

Function	Adopted 2022-23 Budget	Actual YTD Exp. 8/31/2022	Projected through 6/30/2023	Total Estimated 2022-2023	(Over)/ Under Budget	% Committed	Total Actuals* 8/31/2022
Instruction							
1111 Elementary, K-6	1,777,633	38,317	1,454,894	1,493,212	284,421	84.00%	65,902
1112 Learn at Home (LAHO)	-	-	-	-	-	0.00%	-
1113 Elementary Extracurricular	17,443	-	14,652	14,652	2,791	0.00%	-
1121 Middle/Junior High Programs	734,134	11,078	605,594	616,673	117,461	84.00%	11,327
1122 Middle/Junior High School Extracurricular	24,371	83	20,389	20,472	3,899	84.00%	1,205
1131 High School Programs	515,653	23,173	409,975	433,149	82,504	84.00%	11,053
1132 High School Extracurricular	109,764	12,069	80,133	92,202	17,562	84.00%	5,039
1140 Pre-K	14,826	180	-	180	14,646	1.21%	-
1210 Programs for the Talented and Gifted	21,831	5,408	12,930	18,338	3,493	84.00%	-
1250 Programs for Students w/Severe Disabilities	1,457,424	80,931	1,143,305	1,224,236	233,188	84.00%	42,741
1280 District Alternative Programs	49,288	-	21,402	21,402	27,886	43.42%	-
1288 Charter School Payments	900,000	310,000	638,000	948,000	(48,000)	105.33%	238,405
1291 ELL	92,746	319	77,588	77,907	14,839	0.00%	-
Total Instruction	5,715,113	481,558	4,478,862	4,960,421	754,692		375,671
Support Services							
2113 Family Support Liaison	56,254	64.66	47,189	47,253	9,001	84.00%	3,125.79
2114 Staff Accounting Services	134,066	51,014.63	61,601	112,615	21,451	0.00%	0.00
2120 Guidance Services	111,172	-	93,384	93,384	-	84.00%	0
2142 Psychological Testing Services	40,000	-	33,600	33,600	-	84.00%	-
2152 Speech Pathology Services	49,809	5,864	35,975	41,840	7,969	84.00%	-
2160 Other Student Treatment Services	14,000	2,362	9,398	11,760	2,240	0.00%	-
2190 Service Direction, Student Support Services	260,933	2,890	216,294	219,184	-	84.00%	17771.22
2222 Library/Media Center	1,250	-	1,050	1,050	200	84.00%	-
2240 Staff Development	1,000	-	840	840	160	84.00%	15,771
2310 Board of Education	180,750	17,340	134,490	151,830	28,920	84.00%	47,160
2321 Office of the Superintendent Services	373,103	55,291	258,115	313,407	59,696	84.00%	52,309
2410 Office of the Principal Services	1,046,124	140,094	738,650	878,744	167,380	84.00%	162,244
2520 Fiscal Services	484,103	71,938	334,709	406,647	77,456	84.00%	65,103
2540 Operation & Maintenance of Plant	647,012	160,144	383,346	543,490	103,522	84.00%	125,127
2543 Care and Upkeep of Grounds	-	121	(121)	-	-	0.00%	-
2544 Maintenance	-	-	-	-	-	0.00%	1,565
2550 Student Transportation Services- Alsea	683,498	108,920	465,218	574,138	109,360	84.00%	78,799
2550 Student Transportation Services- KV	365,650	-	307,146	307,146	58,504	84.00%	14,342
2550 Student Transportation Services- WLA	410,215	-	344,580	344,580	-	84.00%	13,152
2558 Special Ed Transportation Services	54,103	-	45,447	45,447	8,656	84.00%	-
2660 Technology	267,915	19,773	205,276	225,049	42,866	84.00%	30,521
Total Support Services	5,180,957	635,817	3,716,187	4,352,004	697,382		626,991
Other Requirements							
5110 Bus	19,995	0	19,995	19,995	-	100.00%	\$ 72,377.00
5200 Transfers of Funds	530,000	0	530,000	530,000	-	100.00%	\$ -
6000 Contingency	120,000	0	-	-	120,000	0.00%	\$ -
Total Other Requirements	669,995	-	549,995	549,995	120,000		72,377
Total Requirements	\$ 11,566,065	\$ 1,117,376	\$ 8,745,044	\$ 9,862,420	\$ 1,572,074		\$ 1,075,039

Alesea School District 7J
YTD Appropriations - General Fund
For the Fiscal Year 2022-2023
As of 08/31/2022

Fund	Appropriations	Resolutions	YTD	Encumbrances	Totals	(Over)/Under Budget
General Fund, 100						
1000 Instruction	\$ 5,715,113	\$ -	\$ 481,558	\$ 4,478,862	\$ 4,960,421	\$ 754,692
2000 Support Services	\$ 5,180,957	\$ -	\$ 635,817	\$ 3,716,187	\$ 4,352,004	\$ 828,953
5100 Debt Service	\$ 19,995	\$ -	\$ -	\$ 19,995	\$ 19,995	\$ -
5200 Transfers	\$ 530,000	\$ -	\$ -	\$ 530,000	\$ 530,000	\$ -
6000 Contingency	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
Sub Totals	\$ 11,566,065	\$ -	\$ 1,117,376	\$ 8,745,044	\$ 9,862,420	\$ 1,703,645
<hr/>						
Totals	\$ 11,566,065	\$ -	\$ 1,117,376	\$ 8,745,044	\$ 9,862,420	\$ 1,703,645

8. Consent Agenda:
 - a. Approval of Minutes, July 14, 2022, August 25, 2022, September 6, 2022
 - b. Payment of Bills, August and first week of September

Deb Lindberg moved to approve July minutes with changes; Ryan Van Leuven: Seconded, All in Favor. This motion, made by Deb Lindberg and seconded by Ryan VanLeuven, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Robert Webb moved to approve August minutes; Linda Montanez Seconded, All in Favor. This motion, made by Robert Webb and seconded by Linda Montanez, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Ryan Vanleuven moved to approve September minutes; Linda Montanez Seconded, 4 yes and 1 abstained. This motion, made by Ryan VanLeuven and seconded by Linda Montanez, Carried.

Deb Lindberg: Abstain (Without Conflict), Risteen Follett: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 4, Nay: 0, Abstain (Without Conflict): 1

Risteen Follett asked that July 14th minutes be corrected. Student success presentation was placed there which is incorrect.

RECESS UNTIL 8:50pm.

Risteen Follett would like to split Agenda and Checks and not have a consent agenda - Board agrees.

Payment of Bills: Board asked for clarification on several bills. LaRae Sullivan and Sean Gallagher answered their questions Annual is in the negative \$1050, AP will be doing some fundraising to make that up

Leadership \$4000 in the negative, they need to do some major fundraising. Board asked Sean to follow up.

Risteen Alsea Education Scholarship? Teachers Union funded. Please follow up on all negative balances

Checks - Deb - Check 10327 to Tim Pearson? Sean, went to teacher training. He went through the process

Edmentum? Replacement for Apex system. Sean said this was a time to make a break. They provide us the same/better programing for less cost.

\$190,000 was from last year, \$120,000 is from this year's statement. This was due to the increase in enrollment.

Benton County Development is the permits

John Boys - Multiple expenditures - looking at a better way to do this

Western Bus Sales - One of the contracts for the DEQ Grant.

Cell Phone carriers - Multiple - HR Reset will address this.

Linda - Special Occasions - Payment from last year for rentals

Risteen - Senior Banquet - why doesn't that come from ASB - fundraising possibility

Motion to approve bills - Deb Lindberg - Linda Montanez seconds - All Agree

Patron Comments - Scott Marshall: revisit bond presentation, apologize on clarity, contractor needs direction on GMP, haven't canceled concrete pour yet, need that to reassess when it'll be poured.

Board Comments: Risteen: UDE link to article for title IX changes.

Alsea School Board Meeting
Thursday, July 14, 2022 6:30 PM Pacific

Alsea School Library
301 South 3rd Street
Alsea, OR 97324

Risteen Follett: Present
Deb Lindberg: Present
Linda Montanez: Present
Ryan VanLeuven: Present
Robert Webb: Present
Present: 5.

1. Work Session - OSBA Conference Debrief 6:30PM

2. Call to Order

3. Flag Salute

Early Item Student success. We had to young ladies from elementary school come and give us a presentation. Delaney Jacobson gave a talk about Katherine Johnson. She said that she really liked doing this paper. Kayla Wilson did a presentation on the Solar System. She loves studying the planets. Both girls did an awesome job and everyone really enjoyed having the students.

4. Approval of the Agenda

Approval of Agenda. This motion, made by Deb Lindberg and seconded by Risteen Follett, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea,
Robert Webb: Yea
Yea: 5, Nay: 0

5. Approval of Annual Organizational Resolution 2023-01

a. Elect Officers for the 2022-2023 School Year

1. Board Chair

2. Vice Chair

b. Swear in Newly Elected Officers, Sean Gallagher, Superintendent

c. Appoint members of standing committees

Bond Committee

- a. Cheryl VanLeuven
- b. Jamie Olsen
- c. Richard Olsen
- d. Keenan Elbers
- e. Shirley Koetz
- f. Tom Loveday
- g. Ron Koetz
- h. Tim France
- i. Chris Furney

d. Approve personnel changes (ORS 332.075)

In Process Part of the HR Reset Project

- e. Approve contracts for payment. (ORS 332.075(2-3)
In Process Part of the HR Reset Project

"I, _____, do solemnly swear (or *affirm*) that I will support the Constitution of the United States, the constitution and the laws of the state of Oregon, and the policies of _____ School District (ESD or Community College). During my term, I will faithfully and impartially discharge the responsibilities of the office to the best of my ability."

6. Administrative Reports and Information

- a. Comments from the Superintendent
Presenter: Sean Gallagher
- b. HR Reset Update
Presenter: Christina Parra and Sean Gallagher
- c. Staff Survey Data
Presenter: Sean Gallagher, and Nicole Davis
- d. Office Relocation Plan
- e. Financial Report
Presenter: LaRae Sullivan - LBLESD

District Reports

- a. Eric Clendenin - K-12 Administrator
- b. Tim France – Online Administrator
- c. Cheryl Doe – SPED Administrator
- d. Carman Martin/Rich DuBord – Transportation Management.
- e. Keenan Elbers - Maintenance Supervisor
- f. Bart Rothenberger – Athletic Director
- g. Bond Project Update
Presenter: Scott Marshall – Architect
Sean Gallagher – Superintendent

7. Patron Comments:

Visitors wishing to address the board, please fill out a blue card, give it to the board secretary. You will be allowed 3 minutes to speak in person. All comments must be made in person.

No Comments.

8. Consent Agenda

- 1. Approve Minutes, June 9, 2022, May 17, 2022 Special Board Mtg.
- 2. Approve Bills, June, July, 2022

Motion to accept the minutes for May 17, 2022, June 9, and to pay the bills for June and July as presented; Seconded: All in Favor, Passed Unanimously. This motion, made by Deb Lindberg and seconded by Robert Webb, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

9. Action Items:

- a. Paradigm Learning Systems Contract Renewal
- b. Kings Valley Transportation Contract Approval
- c. Summer Academic Grant K-6 Approval
- d. Library MOU Approval
- e. Adjoining Land possible Purchase/Lease Consideration
- f. Presence Learning Contract Approval
- g. Psychologist Contract Approval
- h. Seismic Grant RFP Approval
- i. First Reading of Policies (Personnel Policy Revisions)
 - i. GAA Personnel Definitions
 - ii. GAB Job Description
 - iii. GB General Personnel Policies
 - iv. GD Classified Staff/Classified Positions
 - v. GCN/GDN Evaluation of Staff

Move to approve the Paradigm Learning Systems Contract Renewal: seconded, All in Favor, Passed. This motion, made by Deb Lindberg and seconded by Linda Montanez, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Move to approve the King Valley Transportation Contract; Seconded, All in Favor, Passed. This motion, made by Deb Lindberg and seconded by Ryan VanLeuven, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Move to approve the Summer Academic Grant K-6; Seconded, All in Favor, Passed. This motion, made by Deb Lindberg and seconded by Linda Montanez, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Move to approve the MOU with Corvallis - Benton County Library; Seconded, All in Favor, Passed. This motion, made by Deb Lindberg and seconded by Robert Webb, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Move to possibly Purchase/Lease) Adjoining Land; Seconded, All in Favor, Passed. This motion, made by Deb Lindberg and seconded by Robert Webb, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Move to approve the contract for Presence Learning; Seconded, All in Favor, Passed. This motion, made by Deb Lindberg and seconded by Ryan VanLeuven, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Move to approve the contract for a Psychologist; Seconded, All in Favor, Passed. This motion, made by Linda Montanez and seconded by Deb Lindberg, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Move to approve the permission for the Superintendent to request an RFP for some to do Seismic Grant application;; Seconded, All in Favor, Passed. This motion, made by Deb Lindberg and seconded by Robert Webb, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Move to approve the First Reading of Policies (Personnel Policy Revisions) GAA, GAB, GB, GD, GCN/GDN); Seconded, All in Favor, Passed. This motion, made by Deb Lindberg and seconded by Ryan VanLeuven, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

a. Paradigm Learning Systems Contract Renewal is our contract for curriculum for our LaHO students. We had to make some adjustments after we ran the contract by our attorneys. The contract has the green light and we are ready to sign.

b. Kings Valley Transportation Contract Approval, Sean Gallagher stated that this has taken sometime to get adjusted to be satisfactory for both Alsea and Kings Valley. After much discussion and give and take, it is ready for board approval.

c. Summer Academic Grant K-8th grade, Sean Gallagher explained that this is the grant for our summer school. He reported that things are going great so far with the field trips which are divided up into small groups with what would be of interest to each age group.

d. Library MOU approval, Mr Gallagher explained how we would partner with the Benton County Library to enhance our library. The Library will deliver books boxes to each class room on a weekly basis. There will also be fun activities that our students can participate in as well. Our school library is not going away. This is just a way to enhance what we have here in our own library. Linda Montenez had some concerns about working with Benton County due to past experiences. They were discussed and the board asked that they get a report from both the county and elementary teacher in November to see how things are going for both parties.

e. Adjoining Land possible purchase/lease considerations. Sean Gallagher said he had gotten an inquiry from Mimi Stout about whether the school was still interested in her land. The board asked that he have a conversation and see what it was that she was wanting.

f. Presence Learning Contract Approval. Sean Gallagher explained this is a contract for services for LaHO for support in testing and helping with needs of our SPED students.

g. Psychologist Contract approval. Sean Gallagher explained this is for LaHO and needed to serve those students who aren't in the building.

h. Seismic Grant RFP approval. Sean Gallagher asked the board to approve issuing a new RFP to find a different source to use for developing a new Seismic grant submission. We have used Derek Howard the last two times and it has not been awarded to us. He feels that a person with a new perspective will get us the grant.

The discussion as to the following policy readings and how we will conduct policy reviews in the future. Sean Gallagher stated that we need to review and approve these Personnel Policies before we finish with the HR reset. This will make us compliant with our position descriptions, employee contracts and policies.

i. First Reading of Policies

i. GAA Personnel Definitions

ii. GAB Job Description

iii. GB General Personnel Policies

iv. GD Classified Staff/Classified Positions

v. GCN/GDN Evaluation of Staff

10. Board Business:

a. School Board Training Retreat, July 19th and 20th 5:00pm to 9:00pm

- b. Board Chair Cafe July 13th 12:00 pm
- c. OSBA Legislative Roadshow

The Board will have a training retreat on July 19th and 20th from 5:00pm until 9:00pm each day. Topics will be how to hold a board meeting, ethics, public comments. How to perform Superintendent evaluations, and more. The board is looking forward to this training. Passed out information on the OSBA Legislative Roadshow, this is the board's chance to let the legislators know how you feel and what you need them to do for our community..

11. Personnel Consent Agenda:

1. New Hire - Sarah Harris - 6th Grade Teacher, Alsea Brick and Mortar
2. New Hire - Erin Wells - 7th/8th Grade Math and Science, LaHO.
3. New Hire - Haylie Rose - 0.5 FTE, K-12 Counselor
4. Resignation - Rhonda Kay - Online Teacher, LaHO

Move to approve the hiring of Sarah Harris - 6th Grade Teacher, Erin Wells - 7th/8th Grade Math and Science, Teacher LaHO, Haylie Rose - 0.5 FTE, K-12 Counselor; Seconded, All in Favor, Passed. This motion, made by Ryan VanLeuven and seconded by Linda Montanez, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea
Yea: 5, Nay: 0

We would like to hire the following staff: Sarah Harris as our 6th grade teacher, brick and mortar. Erin Wells, 7th and 8th grade Math and Science teacher for LaHO. Haylie Rose as our 0.5 K-12 Guidance Counselor. We have one resignation, Rhonda Kay, an online teacher who is returning to a Brick and Mortar School in her area.

12. Key Dates and Calendar Updates:

- August 16-18, 8:00am - Teacher Inservice
- August 16, 7:30 am - Kick-off Breakfast (Board is Invited)
- August 19, 8:00 am - Teachers Workday
- August 22, 8: 00 am - First Day for Students
- September 5, - Labor Day No School

13. Next Meeting Date: July 19th and 20th - Board Workshop

Next Regular Board Meeting August 11, 2022

Adjournment:

14. Executive Session:

To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. (ORS 192.660(2)(h))

Alsea School Board Meeting

Thursday, August 25, 2022 We will start at 6:00pm for work session and go into Regular session at 7:00pm

Alsea School Library, 301 South 3rd Street, Alsea, OR 97324

1. Work Session 6:00PM

2. Work Session Agenda

A. District Goals

B. Grades 6th - 12th Math curriculum

Adoption

3. Close work Session and Transition to Regular Board Meeting

4. Open Regular Board Session 7:00PM

5. Call to Order

Discussion: Risteen Called the meeting to order at 7:03

6. Flag Salute

7. Approval of Agenda

8. District Recognition

Discussion: We recognized Keenan Elbers for his outstanding work and how he strives to make sure everything is taken care of in a timely manner. Congradulation's Keenan

9. Superintendent Report

Sean Gallagher

a. HR Reset - HRA

b. Bond update

Scott Marshall, CB Representative,

BOC Representative

Discussion: Sean Gallagher welcomed everyone and talked about how great our school inservice and kickoff were great. We had a few invited guests. Two Benton County Staff and 3 Board members attended. Thanks everyone for all your hard work getting ready for the new school year. We had great food. Thanks so much Erick and Kaylie. Inservice week was spent attending meetings doing safeschools and preparing classrooms for our students. The custodians were busy with last-minute clean-ups and moving and fetching things the teacher needed for their classrooms to be ready for students. IA's received some training and spent their time doing safe schools. At this time, we have 240 brick and mortar students and LaHO has 188, but numbers should go up in September as a lot of families are slow to start their students. For brick and mortar, we have 50 new kids this year, so that's a good beginning. Sarah Cash and Sean will be spending time with a reporter early next week to show them that our school is running smoothly, and to chat up the

Speaker(s): Sean Gallagher, Scott Marshall, CB Representative, BOC Representative

Wolverines.

Our first Fireside Chat will be on August 31st starting at 6:00pm. Come on down and chat with the Superintendent.

Sean asked Mr. Rothenberger to talk a little about the Athletic Department and how the year is starting to shape up. WE have a jamboree coming up this weekend with 6 football teams and 6 volleyball are coming out. Be a Wolverine supporter. There will be concessions furnished by the Alsea Booster Club. Admission will be \$5.00 for adults and \$2.00 for kids.

We had a great Pep Assembly today. I think we are bringing back **3^BBringing Back the Blue!** Things are a little different at school this year. We have higher expectations: no food in the classroom, no running the halls during class, cell phones put away unless the teacher gives permission to use it. We are going to be a lot harder on absences and tardiest our kids deserve to get a good education when they enter our School. ALL STUDENTS will receive FREE breakfast and lunch again this year.

Still trying to get the reset accomplished. We have been working hard on job descriptions and position descriptions. I don't want to bring it all out until he has had a chance to speak to everyone that will be affected either by a pay cut/ raise or added duties. Anyone receiving a pay cut will still get their present pay until January, which gives them time to make changes if they wish. People getting raises will take effect immediately.

10. Financial Report

Discussion: LaRae Sullivan talked about the possible savings in personnel that are or will be receiving with some loss of employees or contract changes of positions. The estimated potential cost savings of \$839,300.00. See attached document.

Speaker(s): LaRae Sullivan

11. Consent Agenda

a. Approval of Minutes, for July 19th and 20th, August 1 and 11

Discussion: Minutes were reviewed and approved for July 20, August 1 and August 11, 2022.

12. Patron Comments

13. Board Comments

14. Action Items:

- a. District Goals Approval
- b. Approval of 6th - 12th Math Curriculum
- c. HR Reset - HRA

date with no resolution the board decided to establish a day at the next regular work session before the regular board meeting on September 8, 2022. Role call vote was taken and passed. This motion, made by Ryan VanLeuven and seconded by Risteen Follett, Carried.

Voting Detail:

Risteen
Follett: Yea
Deb Lindberg: Absent
Linda Montanez: Yea

Ryan VanLeuven: Yea

Robert Webb: Yea

Voting Summary: Yea: 4, Nay: 0, Absent: 1

Move to approve the change of January 2, 2023 from a school day to a holiday; seconded, All in Favor. This motion, made by Linda Montanez and seconded by Ryan VanLeuven, Carried.

Voting Detail:

Risteen
Follett: Yea
Deb Lindberg: Absent
Linda Montanez: Yea

Ryan VanLeuven: Yea

Robert Webb: Yea

Voting Summary: Yea: 4, Nay: 0, Absent: 1

Move to allow the HS Volleyball and HS Football teams to stay overnight during the Dufer Jamboree as presented by Superintendent Gallagher; Teams have chosen where they want to stay the girls teamam will stay in a classroom and the boys have chosen to stay in a hotel. All in Favor. This motion, made by Ryan VanLeuven and seconded by Linda Montanez, Carried.

Voting Detail:

Risteen
Follett: Yea
Deb Lindberg: Absent
Linda Montanez: Yea

Ryan VanLeuven: Yea

Robert Webb: Yea

Voting Summary: Yea: 4, Nay: 0, Absent: 1

Discussion: Move to approve the District goals ; Risteen Follett requested that the District goals discussion and vote be moved to schedule a date for a retreat to establish goals and a board working agreement; Ryan VanLeuven seconded; Discussion was had and after discussing a possible date with no resolution the board

decided to establish a day at the next regular work session before the regular board meeting on September 8, 2022. Role call vote was taken and passed..

15. **Hires:**

a. None

Resignations:

a. None

16. **Executive Session:**

1. To conduct deliberations with persons designated by the governing body to carry on labor negotiations. (ORS 192.660(2)(d))

2. To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. (ORS 192.660(2)(h))

Discussion: Went into Executive session at 8:47

17. **Return to Open Session:**

a. Approval to enter into negotiation with AEA

Action(s):

Move to carry on labor negotiations, with the AEA; Seconded, All in Favor. This motion, made by Ryan VanLeuven and seconded by Linda Montanez, Carried.

Voting Detail:

Risteen Yea
Follett:
Deb Lindberg: Absent
Linda Montanez: Yea

Ryan VanLeuven: Yea

Robert Webb: Yea

Voting Summary: Yea: 4, Nay: 0, Absent: 1

Discussion: Took a short break from 8:47pm until 8:55pm.

Returned into open session at 9:21pm

The board discussed to enter into negotiations with the Alsea Education Association (AEA)

18. **Adjourn**

Discussion: 9:23pm

19. **Key Dates and Calendar Updates**

August 25, 6:00 pm - Regular Board Meeting

August 27, 11:00 am till over Football and Volleyball Jamboree

August 30, 6:00 pm Fireside Chat (High School Gym)

September 5, - Labor Day No School

September 8, 7:00pm - Regular Board Meeting

September 21, 6:00pm Tentative Open House and
Book Sale
September 22, 7:00pm - Regular Board Meeting
October 13, 7:00pm - Regular Board Meeting
October 27, 7:00pm - Regular Board Meeting

Board Secretary

Alsea School Board Meeting

Tuesday, September 6, 2022 6:30 PM

Alsea School Library, 301 South 3rd Street, Alsea, OR 97324

1. Call to Order

Discussion: Risteen Follett called the meeting to order at 7:00pm

2. Flag Salute

3. Approval of the Agenda

4. Review processes and procedures of public school building construction projects.

Discussion:

Consultants in Attendance:

Jason Hayes - ESD Superintendent

Frank Bricker - Vice Chair for ESD

Dave McKay -HMK Chair

The agenda was approved by Risteen Follett

Review Process and Procedures

Going over any changes and specifications on the bond project. Make this as successful as possible. The consultants have a vested interest in making this project run smoothly.

Frustrations and questions from Board Chair and Vice Chair: Report Monthly - HVAC/Cafeteria - Hearing movement on the VOC project, but not hearing much else

Priority List:

Electric

HVAC

VOC Center

Kitchen/Cafeteria

The consultants care about the kids and want to see this project succeed. The first two priorities aren't visible, but are important. Some things don't get talked about because they (boards) want to cut meetings short to save everyone time, but that doesn't mean that they aren't getting done, Board reports are important to have to communicate the things that don't necessarily get discussed. These are important to help see what was discussed, what is up next, and to keep challenges in focus. Description, budget, ect. The reports keep up with transparency for the community. Help keep everyone in the know and up to date on everything going on in the project. Schools don't always do a good job at telling their stories and provide a service that makes it easier for the school. Communication is key. Helps keep trust with the community members through open communication through newsletters and email updates. Helps to prepare for the next bond that comes up in the community because it's inevitable that growth and

Speaker(s): Sean Gallagher, David McKay, Jason Hay

expansion happens. Have to set a legacy with the community's memory.

The communication helps to show the successes and challenges that the school faces during the bond project.

Makes it easier to make changes as they arise during the bond process. Deb Lindberg said the original plan was this large project, but is now a constant let down because of what has happened. It feels like the community is very let down.

Something to consider: Sometimes it's good to name the frustration so people know that we (board) commiserate with them. Our (board) frustrations are their frustrations as well. Not a linear set of properties anymore.

David McKay stated that this is the most difficult time of his career right now, unprecedented inflation. Everyone is feeling it right now. There are issues on every front with labor, supplies, materials...it goes on and on. Ryan Van Leuven. We need a time when we will see the budget for the project, Risteen stated we need to see a timeline as well. We don't have any of these things.

You need a project manager who is your sole person, your owners manager/just represents you.. One: you should have had all these things from the beginning. Daily/Weekly/Monthly meetings should be happening. You need to have someone who has the big picture in mind and keeps everyone on plan. That way you can find and fix the issues when you know your budget. GET A PROJECT MANAGER. There are costs associated with this, but it's a must to get the best outcome. Project manager takes the beating for the school and makes sure that the architect stays on plan for what's best for kids. Someone who is on your side.

Budget documents with hard costs and soft costs are a must. You have to have these and will never see it from our accounting department. Need someone to translate the documents. Makes it easier to ask the tough questions for the board. Gives them the most up to date and accurate information.

Deb Lindberg stated: Our bond is small, making it rough to fork out more money for a project manager. You need someone to get hard nosed or someone in place already to do that. Sean knows they cost money. However, they always save their salary plus more in his experience. Risteen Follett said she has had the question asked multiple times as to who our project manager is, Scott Marshal is our project manager. Ryan Van Leuven asked what we could do to get going in the right direction, since we started out going the

wrong direction. Dave McKay said 6 weeks is the typical turn around time. Ryan Van Leuven asked what's the market average? Dave McKay said it's agreed upon amount usually 2 - 3.25 percent for the entire bond. They develop a fee on how much is going into the project. Risteen Follett asked how much time it would take to restart these projects. Dave McKay said we need someone who will come in and take the hard knocks and work with everyone, someone who can hit the ground running to move forward. Humility is a big piece of someone who you need, someone who won't burn the bridges already established. All depends on the lead time right now and what the cost might entail.

Ryan Van Leuven said we (Board) put a stop to the project as of right now because we didn't have what was voted on. No budget has been given as of yet. Need a GMP. Should have seen it by now, however it could have been given, just not filtered to a place where it can be seen.

Risteen Follett stated the community does see HVAC as a "big thing". We don't have a way to keep our kids appropriately warm or cool , and no plan in place to fix this as of now.

Do you know where we are with ESSER funds? \$300,000 to be used for HVAC and can we use them for that.? Dave McKay has learned that you don't want to pay someone to come fix it constantly, you need something that is easier to fix or can be done locally. School closures are not something that is acceptable.

Jason Hay asked if Scott Marshall has already designed the HVAC System? The answer is Yes. Has it been put out to bid yet? No, struggling getting that done. You should have someone (whoever you get to manage your project) have someone local look at the design to make it work for the "local flavor", might get more people interested in getting it to work.

It's possible that the Architect has made something that is undesirable to local contractors to work with. Have to build the relationship with local subcontractors to make the project work. Ask CB the hard questions about what they have done to build the relationships to make it work.

Risteen Follett HVAC system, how do we ask (without a project manager) to make sure we are getting the contractors getting the local people interested? You can ABSOLUTELY direct the contractor to reach out to locals and where they should be looking. The contractor works for you, they should be doing as they are directed. You can tell the contractor whatever will work best for your school. Risteen Follett asked what are the Metrics for hiring?

Deb Lindberg asked what is the exact design that you are trying to build for Alsea? Ask why there are no local bids.

Jason Hay tell us about the outreach you have done with local contractors?

CMGC process is highly selective for each package for the scope of work to be done by the subcontractors. You can then tell the CMGC that they need to find more bids to make things more competitive. This process makes it more ethical for finding the best price. Best value is determined by RFP. GMP needs to be itemized and have complete lists of all bids with rationale as for the why. Make a demand that they do this and you see it.

Dave McKay said create a GMP: drawings are 100% complete, all aspects are finished and complete, contractor takes that and breaks it down by trade bids, that is then put out for electronic bids, hard close dates and time, General contractor then goes through that and determines the best value for all the individual packages, makes sure there are no holes, then they come to the board and present a total bid for the project.

To pause the project which has been done, and you state you would not move forward without the GMP. There is too much risk for all those involved.

Sean please address the financing piece. LBLES D had to go out for a mortgage, 4-5 months, secured 7 million to secure the project. Justification was that it was work that had to be done, do it now/right and can spend less over time to make up the cost. It wasn't hiccup free, but it got done the best that could be done.

Challenges from a board perspective: most boards don't deal in million dollar projects, it was something they had to wrap their brains around. They had to come back multiple times to make it fit into their budget. Inflation was rough, but had to just say tough and do it to get what was needed done.

Part of the process is to talk through the spending process and know that you have to spend the money now to save money later. To do what's right now instead of fixing the problems later for more money. Future proof things.

Ryan Van Leuven stated we have till 2024 to get this done without losing funds. ESSER and OSCIM will be gone at the beginning of '24.

A reasonable expectation as to spending the money (85% of the funds) you can put a rationale in the contract that explains why you couldn't spend it.

Risteen Follett stated that the board gets in loops where we can't move forward with projects without the information that is requested.

Jason Hay says communication is key, but you have

to be transparent and communicate what you're doing at every turn.

Ryan Van Leuven, if we hire a project manager now, should we be OK with our timeline?

Dave McKay: You should be ok with all the plans that are ready to go now.

Sean Gallagher said; they have been going out for bids for some time, but they haven't seen them. They just need to be shared.

Dave McKay said to be empowered to ask tough questions. There are no dumb questions. People need to get comfortable in asking and answering tough questions. Ask repeatedly and frequently until you get the answers.

Risteen Follett stated we need to build relationships with local contractors

Need a budget

Sean Gallagher can be a "Jason", but he can't be a "Dave". He doesn't know the construction side of things. Need someone who speaks "Contractor".

Dave McKay: if it's less than \$100,000 then it's an appointment and doesn't need to be bid on.

You can go out and hire someone directly.

5. Adjourn

Discussion: Adjourned 8:20pm

Board Secretary

STUDENT BODY ACCOUNTS

Account Code	Program	Balance
259.1113.xxxx.006.000.301	5 th /6 th Grade	\$ 82.74
259.xxxx.xxxx.00x.000.297	AIM	\$ 500.00
259.1132.xxxx.007.000.401	Annual	\$ (1,050.99)
259.1132.xxxx.007.000.463	Class of 2020	\$ -
259.1132.xxxx.007.000.464	Class of 2021	\$ 1.10
259.1132.xxxx.007.000.465	Class of 2022	\$ 41.90
259.1132.xxxx.007.000.466	Class of 2023	\$ 423.22
259.1132.xxxx.007.000.467	Class of 2024	\$ 254.84
259.1132.xxxx.007.000.469	Class of 2025	\$ -
259.1132.xxxx.007.000.416	District	\$ 2,003.14
259.1113.xxxx.006.000.305	Elementary PE	\$ 618.87
259.1113.xxxx.006.000.310	Elementary Reading	\$ 3,326.44
259.1113.xxxx.006.000.315	Elementary Field Trip Fund	\$ (265.87)
259.1132.xxxx.007.000.316	HS Field Trip Fund	\$ -
259.1132.xxxx.007.000.402	Art	\$ 434.21
259.1132.xxxx.007.000.404	Culinary Arts	\$ 147.18
259.1113.xxxx.006.000.320	Forest Camp	\$ 20.78
259.1132.xxxx.007.000.422	Gate Receipts	\$ -
259.1132.xxxx.007.000.406	Honor Society	\$ 23.18
259.1132.xxxx.007.000.407	Horticulture	\$ 1,125.10
259.1132.xxxx.007.000.423	HS Baseball	\$ 1,225.87
259.1132.xxxx.007.000.424	HS B BKB	\$ 576.02
259.1132.xxxx.007.000.425	HS Cheer	\$ (168.39)
259.1132.xxxx.007.000.426	HS Football	\$ 3,221.26
259.1132.xxxx.007.000.427	MS & HS G BKB	\$ 2,488.65
259.1132.xxxx.007.000.428	HS Track	\$ 305.90
259.1132.xxxx.007.000.429	HS Volleyball	\$ 2,950.25
259.1132.xxxx.007.000.430	HS Wrestling	\$ 1,170.05
259.1113.xxxx.006.000.325	KG	\$ 181.02
259.1132.xxxx.007.000.468	Kingfisher	\$ 202.00
259.1132.xxxx.007.000.403	Leadership	\$ (4,243.87)
259.1113.xxxx.006.000.330	Library	\$ 774.50
259.1132.xxxx.007.000.450	Memorial Mr. Nick	\$ 573.00
259.1132.xxxx.007.000.451	Memorial Sport	\$ 339.50
259.1132.xxxx.007.000.452	Memorial Tyson Schreiber	\$ 6,565.55
259.1132.xxxx.007.000.453	Memorial Samantha Hendrix	\$ -
259.1132.xxxx.007.000.454	Alsea Education Association Scholarship	\$ (500.00)
259.1122.xxxx.005.000.501	Middle School	\$ 441.21
259.1132.xxxx.007.000.408	Music/Drama	\$ 183.88
259.1113.xxxx.006.000.298	PBIS/PTO	\$ 35.61
259.1132.xxxx.007.000.409	Shop	\$ 809.50
259.1132.xxxx.007.000.410	Forestry	\$ 281.27
259.1132.xxxx.007.000.415	Student Council	\$ 1,436.82
259.1113.xxxx.006.000.335	TAG	\$ 240.00
259.1113.xxxx.006.000.340	Technology for a Cause	\$ 166.08
259.1132.xxxx.007.000.431	Wolverine Athletic Fund	\$ 4,235.29
TOTAL		\$ 31,176.81

Eric - \$5K as seed \$?

Alsea School District 7J

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Citizens Bank - Checking 224 7009331

From Date: 08/12/2022

To Date: 09/08/2022

From Check:

To Check:

From Clear Date:

To Clear Date:

From Voucher:

To Voucher:

Types: Expense Manual Payroll Payroll Deductions Other Disbursements

Fund: 100 General Fund

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
10242	08/15/2022	Paradigm Learning Systems	\$190,000.00	1023	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10243	08/18/2022	MINERS GRADUATE SERVICES	\$349.65	1317	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10244	08/18/2022	AFPLANSERV	\$15.00	1025	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10245	08/18/2022	BEST POTS, INC.	\$112.80	1025	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10246	08/18/2022	CARSON OIL CO., INC./MSC 63052	\$822.74	1025	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10247	08/18/2022	Cintas Corporation - 172	\$713.50	1025	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10248	08/18/2022	CONSUMERS POWER INC.	\$1,313.38	1025	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10250	08/18/2022	COSA	\$8,560.52	1025	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10251	08/18/2022	GUARDIAN FIRE PROTECTION	\$618.80	1025	Printed	Expense	<input type="checkbox"/>		
10252	08/18/2022	Industrial Welding Supply, Inc.	\$5.00	1025	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10253	08/18/2022	Modern Building Systems, Inc.	\$780.42	1025	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10254	08/18/2022	MWFOA	\$1,386.99	1025	Printed	Expense	<input type="checkbox"/>		
10255	08/18/2022	OREGON DEPARTMENT OF EDUCATION	\$5.00	1025	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10256	08/18/2022	OREGON SCHOOL BOARDS ASSOCIATION	\$400.00	1025	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10257	08/18/2022	PEAK INTERNET	\$339.50	1025	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10258	08/18/2022	PresenceLearning, Inc.	\$8,226.75	1025	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10259	08/18/2022	REPUBLIC SERVICES #452	\$1,158.91	1025	Printed	Expense	<input type="checkbox"/>		
10260	08/18/2022	SCHOOL SPECIALTY INC	\$832.60	1025	Printed	Expense	<input type="checkbox"/>		
10261	08/18/2022	Sean Gallagher	\$133.13	1025	Printed	Expense	<input type="checkbox"/>		
10262	08/18/2022	SILKE COMMUNICATIONS INC.	\$2,515.24	1025	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10264	08/18/2022	US Bank Equipment Finance	\$476.19	1025	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10265	08/18/2022	Valley Athletics	\$639.92	1025	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	

Alsea School District 7J

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Citizens Bank - Checking 224 7009331

From Date: 08/12/2022

To Date: 09/08/2022

From Check:

To Check:

From Clear Date:

To Clear Date:

From Voucher:

To Voucher:

Types: Expense Manual Payroll Payroll Deductions Other Disbursements

Fund: 100 General Fund

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
10266	08/18/2022	Valley Electric Company LLC	\$103.04	1025	Printed	Expense	<input type="checkbox"/>		
10267	08/18/2022	Waxmaster Janitorial LLC	\$3,050.70	1025	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10268	08/18/2022	Willamette ESD	\$270.00	1025	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10269	08/25/2022	JOHN BOY'S ALSEA MERCANTILE	\$94.33	1319	Printed	Expense	<input type="checkbox"/>		
10270	08/25/2022	KINGS VALLEY CHARTER SCHOOL	\$14,181.73	1319	Printed	Expense	<input type="checkbox"/>		
10271	08/25/2022	Special Occasions	\$1,995.80	1319	Printed	Expense	<input type="checkbox"/>		
10277	08/25/2022	All Stages Marketing	\$1,246.25	1033	Printed	Expense	<input type="checkbox"/>		
10278	08/25/2022	BENTON COUNTY PUBLIC WORKS	\$205.40	1033	Printed	Expense	<input type="checkbox"/>		
10279	08/25/2022	Cintas Corporation - 172	\$955.06	1033	Printed	Expense	<input type="checkbox"/>		
10280	08/25/2022	CPR Works	\$65.00	1033	Printed	Expense	<input type="checkbox"/>		
10281	08/25/2022	Day Wireless Systems	\$1,801.22	1033	Printed	Expense	<input type="checkbox"/>		
10282	08/25/2022	Diamond Clean Professional Services Inc.	\$2,036.75	1033	Printed	Expense	<input type="checkbox"/>		
10283	08/25/2022	Edmentum, Inc.	\$5,614.50	1033	Printed	Expense	<input type="checkbox"/>		
10284	08/25/2022	Eugene Silkscreen, Inc.	\$779.00	1033	Printed	Expense	<input type="checkbox"/>		
10286	08/25/2022	JOHN BOY'S ALSEA MERCANTILE	\$332.20	1033	Void	Expense	<input checked="" type="checkbox"/>	08/25/2022	08/25/2022
10288	08/25/2022	Lock Pro-Corvallis	\$428.00	1033	Printed	Expense	<input type="checkbox"/>		
10289	08/25/2022	MARY'S PEAK TRUE VALUE	\$112.29	1033	Printed	Expense	<input type="checkbox"/>		
10290	08/25/2022	NORTHWEST TEXTBOOK DEPOSITORY COMPANY	\$1,742.62	1033	Printed	Expense	<input type="checkbox"/>		
10291	08/25/2022	Philomath Rental	\$327.20	1033	Printed	Expense	<input type="checkbox"/>		
10292	08/25/2022	Rich DuBord	\$862.52	1033	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10293	08/25/2022	SAMARITAN OCCUPATIONAL MEDICINE	\$235.00	1033	Printed	Expense	<input type="checkbox"/>		
10294	08/25/2022	SCHOOL SPECIALTY INC	\$1,677.60	1033	Printed	Expense	<input type="checkbox"/>		

Alsea School District 7J

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Citizens Bank - Checking 224 7009331

From Date: 08/12/2022

To Date: 09/08/2022

From Check:

To Check:

From Clear Date:

To Clear Date:

From Voucher:

To Voucher:

Types: Expense Manual Payroll Payroll Deductions Other Disbursements

Fund: 100 General Fund

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
10295	08/25/2022	WinCo	\$1,000.00	1033	Printed	Expense	<input type="checkbox"/>		
10296	08/31/2022	AFPLANSERV	\$15.00	1035	Printed	Expense	<input type="checkbox"/>		
10297	08/31/2022	Bashors Team Athletics	\$318.29	1035	Printed	Expense	<input type="checkbox"/>		
10298	08/31/2022	BEGGS TIRE CENTER	\$869.95	1035	Printed	Expense	<input type="checkbox"/>		
10299	08/31/2022	BEST POTS, INC.	\$112.80	1035	Printed	Expense	<input type="checkbox"/>		
10300	08/31/2022	CARSON OIL CO., INC./MSC 63052	\$1,414.23	1035	Printed	Expense	<input type="checkbox"/>		
10301	08/31/2022	IML Security Supply	\$13,796.98	1035	Printed	Expense	<input type="checkbox"/>		
10302	08/31/2022	JOHN BOY'S ALSEA MERCANTILE	\$95.83	1035	Printed	Expense	<input type="checkbox"/>		
10303	08/31/2022	Leroy Lunsford	\$126.25	1035	Printed	Expense	<input type="checkbox"/>		
10304	08/31/2022	Linn Benton Lincoln ESD	\$200.00	1035	Printed	Expense	<input type="checkbox"/>		
10305	08/31/2022	OREGON DEPARTMENT OF EDUCATION	\$5.00	1035	Printed	Expense	<input type="checkbox"/>		
10306	08/31/2022	OREGON SCHOOL ACTIVITIES ASSOCIATION	\$1,995.00	1035	Printed	Expense	<input type="checkbox"/>		
10307	08/31/2022	OREGON SCHOOL BOARDS ASSOCIATION	\$1,609.10	1035	Printed	Expense	<input type="checkbox"/>		
10308	08/31/2022	PACE	\$1,457.00	1035	Printed	Expense	<input type="checkbox"/>		
10309	08/31/2022	Paradigm Learning Systems	\$120,000.00	1035	Printed	Expense	<input type="checkbox"/>		
10310	08/31/2022	PIONEER TELEPHONE COOPERATIVE	\$1,873.46	1035	Printed	Expense	<input type="checkbox"/>		
10311	08/31/2022	US Bank Equipment Finance	\$516.13	1035	Printed	Expense	<input type="checkbox"/>		
10313	09/08/2022	Amplified IT, LLC	\$400.00	1039	Printed	Expense	<input type="checkbox"/>		
10314	09/08/2022	CARSON OIL CO., INC./MSC 63052	\$697.23	1039	Printed	Expense	<input type="checkbox"/>		
10315	09/08/2022	Cintas Corporation - 172	\$2,402.56	1039	Printed	Expense	<input type="checkbox"/>		
10316	09/08/2022	CONSUMERS POWER INC.	\$1,609.21	1039	Printed	Expense	<input type="checkbox"/>		
10317	09/08/2022	COSA	\$645.00	1039	Printed	Expense	<input type="checkbox"/>		

Alsea School District 7J

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Citizens Bank - Checking 224 7009331

From Date: 08/12/2022

To Date: 09/08/2022

From Check:

To Check:

From Clear Date:

To Clear Date:

From Voucher:

To Voucher:

Types: Expense Manual Payroll Payroll Deductions Other Disbursements

Fund: 100 General Fund

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
10319	09/08/2022	IML Security Supply	\$900.00	1039	Printed	Expense	<input type="checkbox"/>		
10321	09/08/2022	Miller Nash LLP	\$8,227.00	1039	Printed	Expense	<input type="checkbox"/>		
10322	09/08/2022	Modern Building Systems, Inc.	\$780.42	1039	Printed	Expense	<input type="checkbox"/>		
10323	09/08/2022	PEAK INTERNET	\$339.50	1039	Printed	Expense	<input type="checkbox"/>		
10324	09/08/2022	REPUBLIC SERVICES #452	\$1,158.91	1039	Printed	Expense	<input type="checkbox"/>		
10325	09/08/2022	The Hungerford Law Firm, LLP	\$900.00	1039	Printed	Expense	<input type="checkbox"/>		
10326	09/08/2022	The Math Learning Center	\$154.08	1039	Printed	Expense	<input type="checkbox"/>		
10328	09/08/2022	Waxmaster Janitorial LLC	\$300.00	1039	Printed	Expense	<input type="checkbox"/>		

Total Checks for Fund	100	74	Total Amount:	\$421,441.18	Total Non-Voids:	\$421,108.98	Total Voids:	\$332.20
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Alsea School District 7J

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Citizens Bank - Checking 224 7009331

From Date: 08/12/2022

To Date: 09/08/2022

From Check:

To Check:

From Clear Date:

To Clear Date:

From Voucher:

To Voucher:

Types: Expense Manual Payroll Payroll Deductions Other Disbursements

Fund: 254 Summer Learning Grants

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date	
10269	08/25/2022	JOHN BOY'S ALSEA MERCANTILE	\$11.99	1319	Printed	Expense	<input type="checkbox"/>			
10286	08/25/2022	JOHN BOY'S ALSEA MERCANTILE	\$23.98	1033	Void	Expense	<input checked="" type="checkbox"/>	08/25/2022	08/25/2022	
10287	08/25/2022	JORDAN, JOYCELYN ALICE	\$325.75	1033	Printed	Expense	<input type="checkbox"/>			
10302	08/31/2022	JOHN BOY'S ALSEA MERCANTILE	\$23.98	1035	Printed	Expense	<input type="checkbox"/>			
Total Checks for Fund 254		4	Total Amount:		\$385.70	Total Non-Voids:		\$361.72	Total Voids:	\$23.98

Alsea School District 7J

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Citizens Bank - Checking 224 7009331

From Date: 08/12/2022

To Date: 09/08/2022

From Check:

To Check:

From Clear Date:

To Clear Date:

From Voucher:

To Voucher:

Types: Expense Manual Payroll Payroll Deductions Other Disbursements

Fund: 258 Emergency Connectivity Fund

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
10263	08/18/2022	T-Mobile	\$2,546.00	1025	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
Total Checks for Fund 258		1		Total Amount:		\$2,546.00			

Alsea School District 7J

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Citizens Bank - Checking 224 7009331

From Date: 08/12/2022

To Date: 09/08/2022

From Check:

To Check:

From Clear Date:

To Clear Date:

From Voucher:

To Voucher:

Types: Expense Manual Payroll Payroll Deductions Other Disbursements

Fund: 259 Student Activity Funds

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
10269	08/25/2022	JOHN BOY'S ALSEA MERCANTILE	\$111.22	1319	Printed	Expense	<input type="checkbox"/>		
10320	09/08/2022	Industrial Welding Supply, Inc.	\$5.00	1039	Printed	Expense	<input type="checkbox"/>		
Total Checks for Fund 259		2		Total Amount:					\$116.22

Alsea School District 7J

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Citizens Bank - Checking 224 7009331

From Date: 08/12/2022

To Date: 09/08/2022

From Check:

To Check:

From Clear Date:

To Clear Date:

From Voucher:

To Voucher:

Types: Expense Manual Payroll Payroll Deductions Other Disbursements

Fund: 268 HB4030 Educator Retention

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
10327	09/08/2022	Timothy Pearson	\$201.25	1039	Printed	Expense	<input type="checkbox"/>		
Total Checks for Fund 268		1	Total Amount:		\$201.25				

Alsea School District 7J

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Citizens Bank - Checking 224 7009331

From Date: 08/12/2022

To Date: 09/08/2022

From Check:

To Check:

From Clear Date:

To Clear Date:

From Voucher:

To Voucher:

Types: Expense Manual Payroll Payroll Deductions Other Disbursements

Fund: 290 Bus Replacement Fund

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
10312	08/31/2022	WESTERN BUS SALES, INC.	\$44,282.00	1035	Printed	Expense	<input type="checkbox"/>		
Total Checks for Fund 290		1	Total Amount:		\$44,282.00				

Alsea School District 7J

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Citizens Bank - Checking 224 7009331

From Date: 08/12/2022

To Date: 09/08/2022

From Check:

To Check:

From Clear Date:

To Clear Date:

From Voucher:

To Voucher:

Types: Expense Manual Payroll Payroll Deductions Other Disbursements

Fund: 299 Nutrition Services

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
10249	08/18/2022	CORVALLIS SCHOOL DISTRICT 509J	\$366.70	1025	Printed	Expense	<input type="checkbox"/>		
10269	08/25/2022	JOHN BOY'S ALSEA MERCANTILE	\$18.83	1319	Printed	Expense	<input type="checkbox"/>		
Total Checks for Fund 299		2	Total Amount:		\$385.53				

Alsea School District 7J

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Citizens Bank - Checking 224 7009331

From Date: 08/12/2022

To Date: 09/08/2022

From Check:

To Check:

From Clear Date:

To Clear Date:

From Voucher:

To Voucher:

Types: Expense Manual Payroll Payroll Deductions Other Disbursements

Fund: 410 Bond 2021

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
10241	08/15/2022	BENTON COUNTY DEVELOPMENT DEPARTMENT	\$5,506.67	1023	Printed	Expense	<input checked="" type="checkbox"/>	08/31/2022	
10285	08/25/2022	Foundation Engineering, Inc.	\$1,320.00	1033	Printed	Expense	<input type="checkbox"/>		
10318	09/08/2022	FEI Testing & Inspection, Inc.	\$1,164.00	1039	Printed	Expense	<input type="checkbox"/>		
Total Checks for Fund 410		3	Total Amount:						
			\$7,990.67						

Alsea School District 7J

Reprint Check Listing

Fiscal Year: 2022-2023

Criteria:

Bank Account: Citizens Bank - Checking 224 7009331

From Date: 08/12/2022

To Date: 09/08/2022

From Check:

To Check:

From Clear Date:

To Clear Date:

From Voucher:

To Voucher:

Types: Expense Manual Payroll Payroll Deductions Other Disbursements

Total Amount:	\$477,348.55	Total Non-Voids:	\$476,992.37	Total Voids:	\$356.18
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Report Total Amount: Amount

End of Report

9. Patron's Comments:
Scott Marshall: revisit bond presentation, apologize on clarity, contractor needs direction on GMP, hasn't canceled the concrete pour yet, needs that to reassess when it'll be poured.
10. Board Comments:
Risteen Follett - Title IX updates.
<http://www.osba.org/News-Center/Announcements/2022/20220908TitleIX.aspx>

11. Action Items
- a. Board Meeting Frequency
 - b. OSBA Annual Conference
 - c. Should the board appoint a member to be a Liaison for the Bond and Project Manager?
 - d. Resolution 23-02: Accepting funds from a Donor
 - e. Should the Superintendent investigate finding a Project Manager?
 - f. Resolution 23-03 authorizing the adoption of a Health Reimbursement Arrangement (HRA) Plan
 - g. Title IX Response to Changes from Alesa School Board
 - h. Approval of VOC Center GMP

Deb Lindberg moved to continue meeting twice a month, Ryan Van Leuven Seconded, All in Favor. This motion, made by Deb Lindberg and seconded by Ryan VanLeuven, Carried.

Linda Montanez: Nay, Risteen Follett: Yea, Deb Lindberg: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 4, Nay: 1

Linda Montanez: Nay

Deb Lindberg Moved to accepted donated funds; Robert Webb Seconded, All in favor. This motion, made by Deb Lindberg and seconded by Robert Webb, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Deb Lindberg moved to let Sean Gallagher Investigate the possibility of a Project Manager; Ryan VanLeuven Seconded, All in Favor. This motion, made by Deb Lindberg and seconded by Ryan VanLeuven, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Risteen Follett nominated Ryan Van Leuven, to be the Liaison Robert Webb Seconded, All in Favor. This motion, made by Risteen Follett and seconded by Robert Webb, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Deb Lindberg moved to give the employees the option of the HRA: Linda Montanez,

Seconded, All in Favor. This motion, made by Deb Lindberg and seconded by Linda Montanez, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Deb Lindberg moved to accept Risteen Follett's statement concerning Title IX; Robert Webb Seconded, All in Favor. This motion, made by Deb Lindberg and seconded by Robert Webb, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Deb Lindberg moved to approve the VOC GMP for Shell, Risteen Seconded,. This motion, made by Deb Lindberg and seconded by Risteen Follett, Failed.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Deb Lindberg moved to hold a special session on September 12th at 6:00pm,; Ryan VanLeuven Seconded, All in Favor. This motion, made by Deb Lindberg and seconded by Ryan VanLeuven, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Ryan Van Leuven moved to adopt the district goals as working document with additions; Linda Montanez Seconded, All in Favor. This motion, made by Ryan VanLeuven and seconded by Linda Montanez, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Deb Lindberg moved to have the Board Retreat on September 24th from 12:00pm to 4:00pm; Linda Montanez Seconded All in Favor. This motion, made by Deb Lindberg and seconded by Linda Montanez, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Deb Lindberg moved to accept the statement presented to the Board from the PIO; Ryan VanLeuven Seconded, All in Favor. This motion, made by Deb Lindberg and seconded by Ryan VanLeuven, Carried.

Risteen Follett: Yea, Deb Lindberg: Yea, Linda Montanez: Yea, Ryan VanLeuven: Yea, Robert Webb: Yea

Yea: 5, Nay: 0

Discuss if the board should continue with the twice a month meetings or move to one. Deb Lindberg said she likes two a month.

OSBA Annual Conference. This conference fills up fast. We have a space available if anyone is interested. No vote required

Accepting funds from a donor -Resolution 23-02 Resolution to accept additional funds from a donation, create budget and spending authority for the "Family Outreach Program" FY22-23

Sean Gallagher asked if the board would like him to investigate getting a Project Manager? Board discussed pros and cons. Just looking not hiring.

The Board discussed choosing a liaison from the board who would be a rep of the board that would be part of the process, making it easier for someone who has a different skill set, the ability to communicate more with contractors and then bring back information to the board, making it easier to communicate.

The board voted on giving all employees the option of the HRA option. Resolution #2023-03 A Resolution Authoring the Adoption of a Health Reimbursement Arrangement (HRA) Plan

OSBA amendments to title IX, we have an opportunity to respond as a board. Risteen put forth a statement and states that it is by no means everyone's view and can be added/changed.

Approval of VOC GMP for Shell. Deb Lindberg wanted to continue with the concrete pour before rains come and talk out what has already been completed. Much discussion took place on the cons of going forward as well as the cons of not. Ryan Vanleuven feels that we've been put on the spot, we've wanted HVAC/Electric and now we have to make an on the spot decision. We're topping out our budget if we do it now and we might be way out of budget and still have nothing to show for it. Sean Gallagher reminded them that we could take out a loan if we had to in order to complete our top priorities. The GMP is only good for now and it would take two weeks to obtain a new one. Took a recess at 9:55pm returned at 10:01. Ryan VanLeuven wants hard numbers for the projects. Derek Howard stated " Spend some time tomorrow for occupiable space. Don't use contingencies unless there is a major design error. Doesn't see any or that in this project. Might use 10-15% of the contingency plan. \$180-200,000 to put back in. Main power didn't take out the engineer's generator cost. Electrical was played conservatively. HVAC they haven't seen yet to see if they can shave off some cost places for the more specifications. Look at it this way. Now you have them and the 4-6 weeks gets pushed out even further because they find a better job. He would like to see it kept local. Ryan Van Leuven : If we wait, will the concrete guys walk? Andy Brophy: No not yet, we've been waiting on their guys to become available. If we wait we stand the chance of losing them to other jobs and not getting them back. GMP is good for a month or two, mid October. Risteen Follett: could we delay, and not be out anytime really? Derek Howard: yes, but you need to move forward on the full build out due to electrical and plumbing fluctuations happening so frequently. Much higher risk. In 2 weeks they'll have hard numbers for electrical and HVAC upgrades. So long as

electrical will play ball. CPI had an addendum that was issued, there are no mechanical drawings till tomorrow. Ryan Vanleuven wants a special session. Risteen Follett suggested : 9/12

Adoption of district goal as a working document and additions

The Board retreat was discussed and decided to have on September 24, 2022 from 12:00pm to 4:00pm.

The Board discussed and accepted the statement by the Public Information Officer to be put on the web concerning the Bond.

Regular Session Adjourned at 10:31pm

TO: U.S Department of Education

From: Alsea School Board

Alsea School Board (ASB) would like to address the significant changes to Title IX brought forward by the US Department of Education ([FACT SHEET: U.S. Department of Education's 2022 Proposed Amendments to its Title IX Regulations](#)). ASB is supportive of all students and staff and understands there is a need to support our students and staff independently whilst still supporting the whole of our school community. We, as a school board, feel regulations set at a federal and / or state level have severe adverse impacts to the operations of a school system and the ability for our administration to support our student and staff population. As a rural school district, our staff have many different roles in supporting student achievement and success. One size fit all standards, even with the best of intentions, does not assist our district in supporting the growth of our student population. We ask that as you consider making changes to Title IX regulations, you consider options for districts to adopt what best fits the student and staff population individually. Local control and understanding of the population is the best way to support our students and staff.



District Administration Office
Mr. Sean Gallagher – Acting Superintendent

301 S 3rd St
Alsea, OR 97324
Office: 541 487-5643
Fax: 541 487-4089

Email: sean.gallagher@alsea.k12.or.us
www.alsea.k12.or.us

MEMO

A handwritten signature in blue ink, appearing to be "Sean Gallagher", is written over the right side of the memo header.

Date: 9/8/2022

To: Board of Directors

From: Sean Gallagher – Acting Superintendent

Re: Board Meeting Frequency

The Alsea School Board has been meeting twice per month for the purpose of making timely decisions. At this time, the Board has adjusted the agenda to reflect board business items and effectively provided quick responses to operational needs. Does the Board want to continue with two meetings per month at this time, or do they feel that going back to one meeting per month with special session meetings added as needed?



District Administration Office
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Office: 541 487-5643
Fax: 541 487-4089

Email: sean.gallagher@alsea.k12.or.us
www.alsea.k12.or.us

MEMO

Date: 9/8/22

To: Board of Directors

From: Sean Gallagher – Acting Superintendent

Re: Board Member Liaison with Bond Project

A handwritten signature in blue ink, appearing to be "S. Gallagher", is written over the "From" line of the memo.

It is quite common for a board to appoint a board member(s) to be the liaison on behalf of the board for certain projects. With the complexity of the current bond project, does the board want to appoint one of the board members to serve with the Superintendent in this capacity? If so, the board would need to nominate and approve a particular board member to the bond project.

The duties would be to:

1. Respond to invitations to meet with the Superintendent, Project Manager(s), Architect(s), and/or or Contractors on a regular basis
2. To provide input during those meetings on behalf of the board
3. To assist the Superintendent in providing updates for the board on the progress of the bond project

If this is of interest to the board, I look forward to working with the appointee in this capacity

AIA[®] Document A133[™] – 2019 Exhibit A

Guaranteed Maximum Price Amendment

This Amendment dated the day of in the year , is incorporated into the accompanying AIA Document A133[™]–2019, Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price dated the day of in the year (the "Agreement")

(In words, indicate day, month, and year.)

for the following **PROJECT:**

(Name and address or location)

Alsea S.D. 7J Building Renovations & Additions
Alsea, OR

THE OWNER:

(Name, legal status, and address)

Alsea School District 7J
301 S Third Street
Alsea, OR 97324

THE CONSTRUCTION MANAGER:

(Name, legal status, and address)

CB Const, Inc
1202 Adams Avenue
La Grande, OR 97850

TABLE OF ARTICLES

- A.1 GUARANTEED MAXIMUM PRICE
- A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- A.3 INFORMATION UPON WHICH AMENDMENT IS BASED
- A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

ARTICLE A.1 GUARANTEED MAXIMUM PRICE

§ A.1.1 Guaranteed Maximum Price

Pursuant to Section 3.2.6 of the Agreement, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Contract Sum shall not exceed. The Contract Sum consists of the Construction Manager's Fee plus the Cost of the Work, as that term is defined in Article 6 of the Agreement.

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed (\$ 1,568,021.15), subject to additions and deductions by Change Order as provided in the Contract Documents.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

AIA Document A201[™]–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.

§ A.1.1.2 Itemized Statement of the Guaranteed Maximum Price. Provided below is an itemized statement of the Guaranteed Maximum Price organized by trade categories, including allowances; the Construction Manager's contingency; alternates; the Construction Manager's Fee; and other items that comprise the Guaranteed Maximum Price as defined in Section 3.2.1 of the Agreement.

(Provide itemized statement below or reference an attachment.)

Per attached schedule of values

§ A.1.1.3 The Construction Manager's Fee is set forth in Section 6.1.2 of the Agreement.

§ A.1.1.4 The method of adjustment of the Construction Manager's Fee for changes in the Work is set forth in Section 6.1.3 of the Agreement.

§ A.1.1.5 Alternates

§ A.1.1.5.1 Alternates, if any, included in the Guaranteed Maximum Price:

(Table deleted)

Items listed as VE'd in the attached document.

§ A.1.1.5.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Exhibit A. Upon acceptance, the Owner shall issue a Modification to the Agreement.

(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
------	-------	---------------------------

§ A.1.1.6 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
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ARTICLE A.2 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ A.2.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

The date of execution of this Amendment.

Established as follows:

(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of execution of this Amendment.

§ A.2.2 Unless otherwise provided, the Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work. The Contract Time shall be measured from the date of commencement of the Work.

§ A.2.3 Substantial Completion

§ A.2.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Construction Manager shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

Not later than (365) calendar days from the date of commencement of the Work.

By the following date:

(Table deleted)

(Paragraph deleted)

§ A.2.3.3 If the Construction Manager fails to achieve Substantial Completion as provided in this Section A.2.3, liquidated damages, if any, shall be assessed as set forth in Section 6.1.6 of the Agreement.

ARTICLE A.3 INFORMATION UPON WHICH AMENDMENT IS BASED

§ A.3.1 The Guaranteed Maximum Price and Contract Time set forth in this Amendment are based on the Contract Documents and the following:

§ A.3.1.1 The following Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
----------	-------	------	-------

§ A.3.1.2 The following Specifications:

(Either list the Specifications here, or refer to an exhibit attached to this Amendment.)

Architects most recent specifications

Section	Title	Date	Pages
---------	-------	------	-------

§ A.3.1.3 The following Drawings:

(Either list the Drawings here, or refer to an exhibit attached to this Amendment.)

Architects most recent plans.

Number	Title	Date
--------	-------	------

(Table deleted)

(Paragraphs deleted)

(Table deleted)

(Paragraphs deleted)

§ A.3.1.6 Assumptions and clarifications, if any, upon which the Guaranteed Maximum Price is based:

(Identify each assumption and clarification.)

§ A.3.1.7 The Guaranteed Maximum Price is based upon the following other documents and information:

(List any other documents or information here, or refer to an exhibit attached to this Amendment.)

ARTICLE A.4 CONSTRUCTION MANAGER'S CONSULTANTS, CONTRACTORS, DESIGN PROFESSIONALS, AND SUPPLIERS

§ A.4.1 The Construction Manager shall retain the consultants, contractors, design professionals, and suppliers, identified below:

(List name, discipline, address, and other information.)

Init.

This Amendment to the Agreement entered into as of the day and year first written above.

OWNER *(Signature)*

Sean Gallagher, Superintendent
(Printed name and title)

CONSTRUCTION MANAGER *(Signature)*

Derek Howard, PE, Owner
(Printed name and title)



Init.

/

Additions and Deletions Report for AIA® Document A133™ – 2019 Exhibit A

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 15:34:37 PT on 09/08/2022.

PAGE 1

Alsea S.D. 7J Building Renovations & Additions
Alsea, OR

...

Alsea School District 7J
301 S Third Street
Alsea, OR 97324

...

CB Const, Inc
1202 Adams Avenue
La Grande, OR 97850

...

§ A.1.1.1 The Contract Sum is guaranteed by the Construction Manager not to exceed (\$ 1,568,021.15), subject to additions and deductions by Change Order as provided in the Contract Documents.

PAGE 2

Per attached schedule of values

...

Item	Price
-------------	--------------

Items listed as VE'd in the attached document.

...

The date of execution of this Amendment.

PAGE 3

Not later than (365) calendar days from the date of commencement of the Work.

...

§ A.2.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Construction Manager shall achieve Substantial Completion of such portions by the following dates:

Portion of Work

Substantial Completion Date

...

Architects most recent specifications

...

Architects most recent plans.

...

§ A.3.1.4 The Sustainability Plan, if any:

(If the Owner identified a Sustainable Objective in the Owner's Criteria, identify the document or documents that comprise the Sustainability Plan by title, date and number of pages, and include other identifying information. The Sustainability Plan identifies and describes the Sustainable Objective; the targeted Sustainable Measures; implementation strategies selected to achieve the Sustainable Measures; the Owner's and Construction Manager's roles and responsibilities associated with achieving the Sustainable Measures; the specific details about design reviews, testing or metrics to verify achievement of each Sustainable Measure; and the Sustainability Documentation required for the Project, as those terms are defined in Exhibit C to the Agreement.)

Title

Date

Pages

Other identifying information:

§ A.3.1.5 Allowances, if any, included in the Guaranteed Maximum Price:

(Identify each allowance.)

Item

Price

PAGE 4

Sean Gallagher, Superintendent

Derek Howard, PE, Owner

Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, Derek Howard, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 15:34:37 PT on 09/08/2022 under Order No. 2114349450 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A133™ – 2019 Exhibit A, Guaranteed Maximum Price Amendment, as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.

(Signed)

(Title)

(Dated)

Division Name	VOC	Subcontractor	VE Item (VOC)	VE Value	VE Accepted?
General Conditions					
General Conditions	\$ 215,317.12	CB Const, Inc			
Existing Conditions					
Survey	\$ 5,000.00	FEI Testing (have allowance for add'l staking			Yes
Special Inspections	\$ 6,500.00	Atlas (As needed)			Yes
Concrete					
Concrete	\$ -				Yes
Concrete	\$ 106,000.00	Standard Commercial			Yes
Gypcrete	\$ -				Yes
Masonry					
Masonry	\$ -				Yes
Metals					
Structural Steel	\$ 4,550.00	CB Const, Inc			Yes
Cold Formed Steel	\$ -				Yes
Miscellaneous Steel	\$ 15,065.00	CB Const, Allowance for Railing, Connections, Etc.	Remove handrail	\$ (6,500.00)	Yes
Wood, Plastics, and Composites					
Rough Carpentry	\$ 308,000.00	Ramirez Construction (Labor), CB Const (Material)			Yes
Trusses	\$ -				Yes
Casework	\$ -	Dan Eveland Cabinets, CB Const	Remove casework	\$ (47,650.00)	Yes
	\$ -				Yes
Thermal and Moisture Protection					
Siding	\$ 114,400.00	Mendoza (Labor), CB Const (Material)			Yes
Roofing, Flashing, Gutters	\$ 67,500.00	Umpqua			Yes
Insulation	\$ -	Hard Core Contractors, CB Const	Remove Insulation	\$ (33,741.00)	Yes
Openings					
HM Frames, Doors, Hardware	\$ 19,800.00	Wood Crafters (Material), CB Const (Labor)	Remove all interior doors	\$ (37,800.00)	Yes
Wood Frames, Doors, Hardware	\$ -				Yes
Aluminum Entrances, Glazing	\$ -				Yes
Windows	\$ 10,350.00	Smith Glass			Yes
Sectional Doors	\$ -				Yes
Finishes					
Finish Carpentry	\$ -	CB Const, Inc	Remove all finish work	\$ (16,750.00)	Yes
Gypsum Board, Acoustical Tile	\$ 2,228.00	Hard Core Contractors	Remove all interior gypsum board	\$ (97,865.00)	Yes
Tile (NOT INCLUDED)	\$ -				Yes
Flooring	\$ 24,352.00	Rubensteins, CB Const	Remove all flooring work	\$ (6,494.00)	Yes
Painting	\$ 41,122.00	CB Const, Inc	Remove all interior paint	\$ (14,280.00)	Yes
Signage, Specialties					
Signage	\$ 1,800.00	Allowance			Yes
Specialties	\$ -	CB Const, Inc, Allowance	Remove all specialties (toilet partitions, dispens	\$ (17,400.00)	Yes
Equipment					
Equipment - Residential	\$ -				Yes
Equipment - Commercial	\$ -				Yes
Furnishings					
Window Coverings	\$ -				Yes
Casework	\$ -				Yes
Countertops	\$ -				Yes
Elevator					
Elevator	\$ -				Yes
Fire Suppression					
Fire Sprinkler System	\$ -				Yes
Plumbing					
Plumbing	\$ 24,500.00	Twin Rivers, CB Const		\$ (60,000.00)	Yes
HVAC					
HVAC	\$ 62,000.00	CJ Hansen		\$ (160,000.00)	Yes
Electrical, Fire Alarm					
Electrical, Fire Alarm	\$ 65,000.00	M&W Electric		\$ (150,000.00)	Yes
Communications					
Communications	\$ -	Certified Systems		\$ (38,889.00)	Yes

Electronic Safety and Security	\$	-	
Fire Alarm & Detection System (ABOV	\$	-	Certified Systems
Earthwork and Excavation	\$	-	
Earthwork and Excavation	\$	294,685.00	Hughes Excavation
Exterior Improvements	\$	-	
Asphalt	\$	-	
Site Concrete	\$	-	Standard Commercial
Fencing, Gates	\$	-	
Specialty Landscape Features	\$	-	
Landscape	\$	-	Allowance
Utilities	\$	-	
Utilities			
	\$	1,388,169.12	

	Yes
\$ (29,903.00)	Yes
	Yes
	Yes
	Yes
\$ (39,730.00)	Yes
	Yes
	Yes
\$ (15,500.00)	Yes
	No

Insurance, Builder's Risk	\$	22,422.70	
Payment/Performance Bond	\$	19,129.86	
Washington B&O Tax	\$	-	
BOLI/Prevailing Wage Fee	\$	-	
State Tax	\$	8,937.72	
Contingency	\$	78,401.06	
Fee	\$	50,960.69	
	\$	1,568,021.15	

Exclusions
Building Permits
MEP Permits

12. Executive Sessions:

To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed. (ORS 192.660(2)(h))

To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing. (ORS 192.660(2)(i))

Went into Executive session at 10:34pm

13. Return to Regular Session

Returned to Regular Session at 11:52pm no items to vote on.

14. Adjourn

Meeting Adjourned at 11:52

15. **Key Dates and Calendar Updates:**

September 8, 7:00pm - Regular Board Meeting

September 8, 8:30am - Picture Day

September 14, LaHO Open House

September 14, 12:00pm Board Chair Cafe

September 16, Teacher's Work Day

September 21, 6:00pm Tentative Open House and Used Book Sale

October 13, 7:00pm Regular Board Meeting

Risteen Follett, Board Chair Date

Sean Gallagher, Superintendent Date



You're invited

The OSBA Board Development team would like to invite you to join the Board Chair Café, a monthly virtual meeting where board leaders like you can ask questions, get answers and learn from the experience of your colleagues.

Being a school board chair is challenging and sometimes overwhelming. During these informal meetings, board trainers will be online to provide quick answers and facilitate discussion. The topics discussed will be driven by the interests and concerns of Oregon's school board leaders.

Join us for the meeting on September 14, 2022, at 12 p.m.

Topics for this meeting include:

How to engage the public to build trust with Janet Avila-Medina

So, you're a new board chair. Now what?

Board Leadership Academy

Board Leadership Discussion Group

Register today

This service is free to member districts.

Questions? If you have questions, please contact Vince Adams at vadams@osba.org.