



**September 5, 2023  
Regular Public Meeting  
MINUTES**

- I. Call to Order** Randy Hawley  
President Hawley called the meeting to order at 4:05 p.m.
- II. Pledge of Allegiance** Randy Hawley
- III. Roll Call of Members**  
Randy Hawley, Present  
Lauren Robinson, Present  
Karen McClelland, Attended Virtually  
April Payne, Present  
David Price, Present  
Emily Frey, Present
- IV. Statement of Welcome** Randy Hawley  
President Hawley welcomed attendees, including Karen McClelland who participated virtually.
- V. Call to the Public** Randy Hawley  
There were no comments from the public.
- VI. Governing Board Member Comments** Board Members  
There were no comments from governing board members.
- VII. Superintendent's Update** Tom Swaninger  
Superintendent Swaninger gave an update of events throughout the district. Dr. Swaninger has been spending time at both campuses and has been impressed with the sense of community. Professional development for teachers has been an important focus, including Professional Learning Communities with an emphasis on student growth.
- VIII. Student Representative's Update** Emily Frey  
Student Representative Emily Frey gave an update of student events at the high school, including student council elections and upcoming homecoming activities. Optional class meetings are new this year and provide a way for more students to get involved and give input. Student Council is planning a blood drive. Interact Club has begun community service activities. Fall sports are underway and going well.
- IX. Approve Order of the Agenda Including the Consent Agenda and Minutes** Randy Hawley  
**Motion made by Lauren Robinson/April Payne:** A motion to approve the order of the agenda including the consent agenda and minutes passed by a vote of 5-0.
- X. Business Items and Presentations**
- A. SY 23/24 Budget Revision** Stacy Saravo
- Strategic Plan Alignment: Effective Communication, Use of Resources
  - Attachments 2-3: Budget Information

- **ACTION ITEM:** Discussion and possible action to approve the revised SY 23/24 Budget as presented.
- Finance Director Stacy Saravo gave an overview of the proposed budget revision. This revision includes a one-time allocation from the state of approximately \$219,844. Because this is one-time funding, the district must be cognizant of budgeting one-time, non-recurring expenses. Although the money has been incorporated into the budget, the district team will make specific recommendations after the 40 day count later this month.
- **Motion made by Lauren Robinson/April Payne:** A motion to approve the revised SY 23/24 Budget as presented passed by a vote of 5-0.

**B. Second Reading Of Proposed Changes To Board Policy GCE- Addition Of Retention and Recruitment Stipends**

Stacy Saravo

- Strategic Plan Alignment: Highly Supported & Effective Staff
- Attachment 4: Policy GCE
- **ACTION ITEM:** Discussion and possible action to approve the proposed changes to Policy GCE.
- Stacy Saravo gave an overview of the proposed board policy outlining retention and recruitment stipends provided under our Title II grant. Board members asked about specific metrics used to measure student achievement. Assistant Superintendent Deana Dewitt explained that these are built into SMART goals and annual evaluations.
- **Motion made by David Price/Lauren Robinson:** A motion to approve the proposed changes to Policy GCE carried by a vote of 5-0.

**C. Disposal of Outdated Fixed Assets**

Stacy Saravo

- Strategic Plan Alignment: Effective Use of Resources
- Attachment 5: Asset Disposal List
- **ACTION ITEM:** Discussion and possible action to approve the disposal of outdated fixed assets as presented.
- Stacy Saravo gave an overview of fixed assets the district that are outdated and no longer used by the district. Board approval is required before disposing of these assets. The majority of assets on the list are outdated computers and reference materials from the elementary school library. All of the assets were listed on the public surplus auction website. The computers will be sold. There were no bids for the reference materials. They will be donated to Manzanita Outreach.
- **Motion made by Lauren Robinson/April Payne:** A motion to approve the disposal of outdated fixed assets as presented carried by a vote of 5-0.

**D. Emergency Procurement to Repair AC in Building E at SRRHS**

Stacy Saravo

- Strategic Plan Alignment: Effective Use of Resources
- Attachment 6: Emergency Procurement
- **ACTION ITEM:** Discussion and possible action to approve the emergency procurement award to VEREGY/Midstate Energy for the controller replacements.
- Stacy Saravo gave an overview emergency air conditioning repairs made at the high school in August. Normal procurement procedures were not followed due to the urgent need for the repairs. Board approval was requested for this expense.
- **Motion made by April Payne/David Robinson:** A motion to approve the emergency procurement award to VEREGY/Midstate Energy for controller replacements carried by a vote of 5-0.

**XI. Other Business**

Randy Hawley

Future board meeting dates and agenda items: The next board meeting is scheduled for Tuesday, October 3 at 4:00 p.m.

**XII. Adjournment**

Randy Hawley

**Motion made by Lauren Robinson/April Payne** to adjourn the meeting at 4:35 p.m. passed by a vote of 5-0.

Submitted by: Amanda Stanfield

Signature of Attendees:

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Randy Hawley

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Lauren Robinson

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Karen McClelland

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April Payne

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David Price

DRAFT