**THE BOARD OF DIRECTORS OF SCHOOL DISTRICT NO. 16, COUNTY OF HARNEY, MET AT FRENCHGLEN SCHOOL IN SAID DISTRICT, ON THE 12th day of NOVEMBER, 2024 at 5:30 P.M.**

**Board Present:** Nevada Miller, Corbin Hammond, Debbie Webb, Rene Villagrana and Mary Murphy.

**Others Present**: Earlyna Hammond, Clerk, Carolyn Whitney, teacher, Ellen Martinez/PACE Insurance.

The meeting was called to order at 5:35 P.M. Corbin motioned to approve the Agenda and October minutes as presented and Rene seconded. AIF.

**VISITORS**

Ellen from PACE was present to discuss the annual insurance coverages. The company performed an appraisal this last summer and this increased the values of buildings -this will be done every three years. She handed out the current policy and gave Carolyn a VECTOR trainings for teachers hand out: the bold trainings are covered through PACE and are free. Carolyn has already taken some:

Ellen discussed the top claims PACE pays out and discussed them. The board thanked Ellen for coming!

**PENDING/PAID BILLS**

The bills were presented and discussed. Add: Farm Plan and Whit Worx. Corbin motioned to approve the bills and Debbie seconded. AIF.

**CUSTODIAN REPORT/YARD MNTCE**

The board asked when there will be a leaf clean up scheduled? Carolyn will work on getting a day scheduled. The sprinklers are blown out. Custodian is going well.

**INTERNAL CONTROL**

Rene opened the bank statement and performed Internal Control. Checks were signed.

**POLICY UPDATES**-tabled.

**TECHNOLOGY UPDATE**

Carolyn said that she is still waiting on getting the library computer up and going. She is contacting Austin. One computer isn’t working (ear phones)- maybe a bad port? Could get a coupler? She will try this.

**TEACHER REPORT/CIP/DIVISION 22**

PACE performed an annual risk assessment visit. Three things were noted (eye wash station; ladders securely mounted and monthly updating of fire extinguishers) and Carolyn will take care of this. The November REN newsletter was handed out.

There is an SIA meeting this Friday from noon-2:00 and Carolyn will attend.

There was an email from Shannon regarding OSBA training scholarship. The board is not interested in applying at this time.

Carolyn reported that Fields school does a newspaper regularly. A sign up for Christmas meal was passed around. The security cameras aren’t done yet and Carolyn hasn’t contacted the locksmith yet; track lighting is good; weed eaters were dropped off last week in Bend by Zach; the Library grant report needs done; the school should hear back on the SELCO grant by middle of month and if not received, Carolyn will submit to SIA.

A new student started (4th grader); Roaring Springs field study was good; theme days are going great; Ruthie Danielson donated $100 and the kids will write a thank you. Carolyn will use this money for stamps. Carolyn was gone Monday the 4th and Sheri covered for her. There was a PE nutrition day: agility and label reading and SIA paid for lunch. Miss Jenny came and started Market Day- Japanese theme. 3 D printer was set up: the students will make small ZEN gardens; lanterns; dragon in an egg -all to be made on the printer. Also making leather flags. All of these costs will come from SIA.

Eric will come out and be helping students with the printer projects. Carolyn stated the District test coordinator training is finished.

Shannon stopped by today to do an informal observation. This Thursday is rural collaborators; Friday class on Historical Society; 21st is p/t conferences; students travel to Fields on 21st for the opera; 22nd set will be up for Christmas. Miss Sheri is doing the theme day on December 6th- Ms. K will be gone. And also on the 9th. Dec 16th is the Christmas play/music program and community potluck.

**SAFETY COMMITTEE/PEST MNGMNT**

Carolyn will be adding fire extinguishers update and eye wash station to the check list and will strap up the ladders.

**NEW BUSINESS**

The December meeting will be held on Monday, the 2nd at 5 :00 P.M.

**OLD BUSINESS**

Should hear something back from the State on the land gift after the first of the new year.

Nevada reported that the ACORN student had met the requirements for the GPA, etc for the first quarter of high school and $500 had been added to her investment account.

The meeting adjourned at 7:30 P.M.

Respectfully Submitted,

Earlyna Hammond, Clerk